

HOUSING COMMISSION AGENDA

Thursday, February 15, 2024
7:00 P.M.

City Council Chamber, 200 Old Bernal Avenue

The meeting will be held in-person and streamed live at
<https://www.youtube.com/user/TheCityofPleasanton>.

Public participation: It is requested that members of the public wishing to address the Housing Commission submit a speaker card in person at the meeting. When public comment is opened on an agenda item, individuals may speak once per agenda item. You may submit a physical speaker card to the clerk at the meeting.

CALL TO ORDER

- Pledge of Allegiance
- Roll Call

AGENDA AMENDMENTS

MINUTES

1. Approve Meeting Minutes of January 18, 2024

CONSENT CALENDAR

Items included on the Consent Calendar are routine and discussion by the Commission is not anticipated. Anyone wishing to speak on a Consent Calendar item should step to the rostrum and ask the Chairperson to remove that item from the Consent Calendar.

MEETING OPEN TO THE PUBLIC

2. Introductions / Awards / Recognitions
3. Public Comment from the audience regarding items not listed on the agenda
Speakers are encouraged to limit comments to 3 minutes.

MATTERS BEFORE THE COMMISSION

Members of the audience wishing to address the Commission are requested to step to the rostrum or submit a speaker card to the Chair after the agenda report on a particular item. If necessary to assure completion of the following items, the Chairperson may establish time limits for the presentations by individual speakers.

4. Review of Semi-Annual Reports for FY 2023/24 Housing and Human Services Grant (HHS) Subrecipients
5. Update Regarding the Housing and Human Services Grant (HHS) Review Process for FY 2024/25

MATTERS INITIATED BY MEMBERS OF THE COMMISSION

COMMISSION REPORTS: Brief reports on any meetings, conferences, and/or seminars attended by the Commission members.

FUTURE AGENDA ITEMS

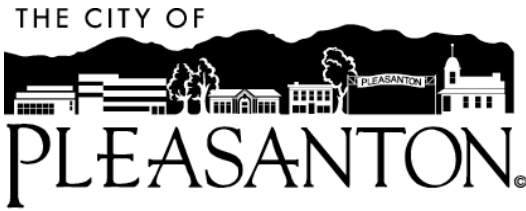
ADJOURNMENT

Notice

Under Government Code §54957.5, any writings/documents regarding an open session item on this agenda provided to a majority of the Commission after distribution of the agenda packet are available for public inspection by contacting the Housing Division at housing@cityofpleasantonca.gov.

Accessible Public Meetings

The City of Pleasanton can provide special assistance for persons with disabilities to participate in public meetings. To make a request for a disability-related modification or accommodation (e.g., an assistive listening device), please contact the Housing Division, housing@cityofpleasantonca.gov or (925) 931-5007 at the earliest possible time. If you need sign language assistance, please provide at least two working days' notice prior to the meeting date.



Housing Commission Meeting Minutes [SUBJECT TO APPROVAL]

January 18, 2024 – 7 p.m.

CALL TO ORDER

Chair Fischer called to order the regular meeting of the Housing Commission at 7 p.m. from the City Council Chambers located at 200 Old Bernal Avenue and streamed live via YouTube.

Chair Fischer led the Pledge of Allegiance and provided opening remarks.

Roll Call

Present: Commissioners Chillinsky, Renton, Schempp, and Chair Fischer.

Absent: None.

AGENDA AMENDMENTS

None.

MINUTES

1. Approve Regular Meeting Minutes of August 17, 2023

Motion: It was m/s by Renton/Schempp to approve the regular meeting minutes of August 17, 2023. Motion passed by the following vote:

Ayes: Commissioners Chillinsky, Renton, Schempp, and Chair Fischer.

Noes: None.

Absent: None.

CONSENT CALENDAR

No items.

MEETING OPEN TO THE PUBLIC

2. Introductions / Awards / Recognitions

There were none.

3. Public Comment from the audience regarding items not listed on the agenda.

None.

MATTERS BEFORE THE COMMISSION

Commissioner Chillinsky recused herself and sat in the audience prior to Item 4 due to a possible conflict of interest given the subject project's proximity to her own property.

4. Review and Provide Recommendation to City Council for an Affordable Housing Agreement with City Ventures for the Harmony Condominium Project

Recommendation: Review and Recommend the Affordable Housing Agreement with City Ventures for the Harmony Condominium Project to City Council.

Emily Carroll, Associate Planner, presented the item and answered questions from commissioners.

Chair Fischer opened the item for public comment. Public comments were received by: Luke Morris, applicant.

Chair Fischer closed the public comment.

Motion: It was m/s by Renton/Schempp to approve the Affordable Housing Agreement with City Ventures for the Harmony Condominium Project to City Council. Motion passed by the following vote:

Ayes: Commissioners Renton, Schempp, and Chair Fischer.
Noes: None.
Absent: Chillinsky.

5. Appointment of New Officers (Chairperson and Vice Chairperson) for 2024

Recommendation: Appoint Chairperson and Vice Chairperson for 2024.

Motion: It was m/s by Renton/Schempp to appoint Chair Fischer for 2024. Motion passed by the following vote:

Ayes: Commissioners Chillinsky, Renton, Schempp, and Chair Fischer.
Noes: None.
Absent: None.

Motion: It was m/s by Schempp/Chillinsky to appoint Vice Chair Schempp for 2024. Motion passed by the following vote:

Ayes: Commissioners Chillinsky, Renton, Schempp, and Chair Fischer.
Noes: None.
Absent: None.

MATTERS INITIATED BY MEMBERS OF THE COMMISSION

There were none.

COMMISSION REPORTS

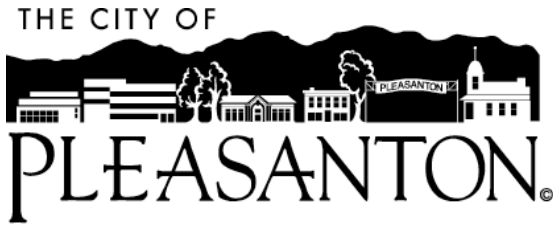
There were none.

FUTURE AGENDA ITEMS

Community Development Director Ellen Clark advised commissioners there will be additional affordable housing agreements to be determined throughout the year.

ADJOURNMENT

Chair Fischer adjourned the meeting at 7:30 p.m.



Housing Commission Agenda Report

February 15, 2024
Item 4

SUBJECT REVIEW OF SEMI-ANNUAL PROGRESS REPORTS FOR FY 2023/24 HOUSING AND HUMAN SERVICES GRANT (HHSB) SUBRECIPIENTS

RECOMMENDATION

This item is for the Commission’s information only; no action is required.

ATTACHMENTS

1. 1st Semi-Annual Reports (covers July 1 – December 2023) Submitted via ZoomGrants

Background

At its March 21 meeting, the Housing Commission will be reviewing applications for housing-related funding through the City’s Housing and Human Services Grant (HHSB) program for FY 2024/25. Prior to considering applications for the coming year, the Commission will be provided updates from agencies that received funding for the current fiscal year (2023/24).

Discussion

A total of eight (8) housing-related projects received HHSB funding in FY 2023/24:

AGENCY	PROJECT	FUNDING	SOURCE
Abode Services*	Tri-Valley Rapid Rehousing Program		
	(Rent Subsidies)	\$80,000	HOME
	(Case Management)	\$40,000	LIHF
Centro Legal de la Raza	Tri-Valley Fair & Secure Housing Project	\$46,628	LIHF
CityServe	Homeless Intervention & Crisis Stabilization Project	\$80,000	LIHF
CRIL	Housing & Independent Living Services	\$15,000	LIHF
ECHO Housing	Housing Counseling Services	\$40,000	LIHF
Goodness Village	Tiny Homes Community	\$57,720	LIHF
Habitat for Humanity**	Housing Rehabilitation Program	\$45,000	HOME
		\$35,000	LIHF
Tri-Valley REACH	Housing Preventative Maintenance & Repair	\$40,000	LIHF

All agencies have submitted online semi-annual reports in January through the ZoomGrants system. These 1st Semi-Annual Reports cover July 1 through December 2023. Copies of these reports are attached for your reference.

All agencies have been invited to attend the February 15 meeting and make a brief presentation to the Commission on the status of their respective programs during the first half of the fiscal year.

Staff Recommendation

This report is for the Commission's general information. The Commission will have the opportunity to ask questions at the meeting as appropriate.

Powered by ZoomGrants™

City of Pleasanton

Programs > FY 2023/24 Housing and Human Services Grant Program > Rapid Re-Housing

FY 2023/24 Housing and Human Services Grant Program

USD\$ 500,000.00 Available

Deadline: 1/20/2023

Abode Services

Rapid Re-Housing

USD\$ 120,000.00 USD\$ 150,000.00 Requested

[Next Submitted Application](#)

Report 1

Due date (mm/dd/yyyy) 1/16/2024

Report 1 not required

✓ Report 1 submitted: 1/12/2024

Un-Submit

1. Name of person completing the report.

Lakea Williams

2. Title.

Program Manager

3. Telephone and e-mail.

510-393-0864 lakeawilliams@abode.org

4. Describe the project/program funded with this grant, the current status of the project/program, and any significant actions taken during the reporting period.

The Tri-Valley Pleasanton Rapid Rehousing Program is contracted to provide services for 6 HH. This 23-24 fiscal year to date we have enrolled eight households during the July-December. We currently have four housed and two that were exited into permanent housing.

5. Describe any challenges or delays encountered with the project/program, as well as any changes to your project/program design, operations, and/or staffing.

We are seeing a decrease in referrals received. We will be reaching out to outside partners to receive additional referrals.

6. Describe any trends or emerging needs you are observing in your project/program, as well as new opportunities your organization is pursuing.

N/A

7. Provide the number of NEW and UNDUPLICATED PLEASANTON CLIENTS served by your project/program during this reporting period.

In the first period covering July - December 2023, all unduplicated clients are considered to be "new". In the second period covering January - June 2024, include only new, unduplicated clients who were not included in the first period report.

<input type="text" value="9"/>	Number of NEW PLEASANTON CLIENTS	9 total to date
<input type="text" value="9.00"/>	TOTAL	9.00 TOTAL

8. Indicate the number of new, unduplicated Pleasanton clients served during this reporting period, (total should match the total number of clients reported in Question 7 above), who met the following income categories - Area Median Income (AMI).

Clients who did not state their incomes are reported as >80% AMI.

<input type="text" value="4"/>	Extremely Low Income (<30% AMI)	4 total to date
<input type="text" value="3"/>	Very Low Income (30% to 50% AMI)	3 total to date
<input type="text" value="1"/>	Low Income (50% to 80% AMI)	1 total to date
<input type="text" value="1"/>	Moderate Income and Above (>80% AMI)	1 total to date
<input type="text" value="9.00"/>	TOTAL	9.00 TOTAL

9. Indicate the number of new, unduplicated Pleasanton clients served during this reporting period, by the following race/ethnicity categories.

The total should match the total number of clients reported in Question 7 and Question 8 above. HUD considers "Hispanic/Latino" an ethnicity, not a race.

<input type="text" value="3"/>	White	3 total to date
<input type="text" value="1"/>	White + HISPANIC/LATINO	1 total to date
<input type="text" value="3"/>	Black/African American	3 total to date
<input type="text"/>	Black/African American + HISPANIC/LATINO	
<input type="text"/>	Asian	
<input type="text"/>	Asian + HISPANIC/LATINO	
<input type="text"/>	American Indian/Alaskan Native	
<input type="text"/>	American Indian/Alaskan Native + HISPANIC/LATINO	
<input type="text"/>	Native Hawaiian/Other Pacific Islander	

<input type="text"/>	Native Hawaiian/Other Pacific Islander + HISPANIC/LATINO	
<input type="text"/>	American Indian/Alaskan Native and White	
<input type="text"/>	American Indian/Alaskan Native and White + HISPANIC/LATINO	
<input type="text"/>	Asian and White	
<input type="text"/>	Asian and White + HISPANIC/LATINO	
<input type="text"/>	Black/African American and White	
<input type="text"/>	Black/African American and White + HISPANIC/LATINO	
<input type="text"/>	American Indian/Alaskan Native and Black/African American	
<input type="text"/>	American Indian/Alaskan Native and Black/African American + HISPANIC/LATINO	
<input type="text" value="2"/>	Other/Multi Racial	2 total to date
<input type="text"/>	Other/Multi Racial + HISPANIC/LATINO	
<input type="text" value="9.00"/>	TOTAL	9.00 TOTAL

10. Indicate the number of new, unduplicated Pleasanton clients served during this reporting period, as reported in Question 7 above, who identify by the following categories.

Note that some clients may meet multiple categories.

<input type="text" value="1"/>	Seniors (62 and older)	1 total to date
<input type="text" value="1"/>	People with Disabilities	1 total to date
<input type="text"/>	Female-Headed Households	
<input type="text"/>	Youth	
<input type="text" value="8"/>	Homeless	8 total to date
<input type="text" value="10.00"/>	TOTAL	10.00 TOTAL

11. Indicate the number of Pleasanton clients served during the reporting period and compare it to the "benchmarks/outcomes" of the project/program.

The "benchmarks/outcomes" are reflected in the Scope of Work reflected in Exhibit A of your agency's Housing & Human Services Grant (HHSG) contract.

<input type="text" value="6"/>	Target number of clients to be served.	6 total to date
<input type="text" value="9"/>	Number of clients actually served during this reporting period (need to match the total number of clients reported in Question 7 above).	9 total to date
<input type="text" value="15.00"/>	TOTAL	15.00 TOTAL

12. Describe the accomplishments of your project/program in this reporting period, including details on how your project/program responded to the needs within the community and any new and creative methods your agency implemented to meet these community needs.

If your project/program has not achieved the "benchmarks/outcomes", as reported in Question 11 above, an explanation must be provided.

N/A

13. Describe how your project/program is addressing the critical human services needs in the "City of Pleasanton Human Services Strategic Plan Needs Assessment Update 2018-2022".

N/A

14. Describe how your project/program is addressing the "Strategic Goals" and "Priority Needs" identified in the "City of Pleasanton U.S. Department of Housing and Urban Development (HUD) FY 20202-2024 Consolidated Plan".

N/A

15. Describe the original purpose for this grant. Will you spend your entire grant? If not, explain why your agency will not be able to spend the entire grant amount.

The original purpose of this grant is to provide services to six individual households. We are on track to spend the entire grant by end of fiscal year.

FY 2023/24 Housing and Human Services Grant Program

USD\$ 500,000.00 Available

Deadline: 1/20/2023

Centro Legal de la Raza

Tri-Valley Fair and Secure Housing Project

USD\$ 46,628.00 USD\$ 46,628.00 Requested

[Previous Submitted Application](#)[Next Submitted Application](#)

Report 1

Due date (mm/dd/yyyy) 1/16/2024

Report 1 not required

✓ Report 1 submitted: 1/11/2024

Un-Submit

1. Name of person completing the report.

Brenda Orellana Ramos

2. Title.

Contracts and Compliance Officer

3. Telephone and e-mail.

510-216-3824, borellana@centrolegal.org

4. Describe the project/program funded with this grant, the current status of the project/program, and any significant actions taken during the reporting period.

In the first half of the contract, 3 clients (three of those in Q1) received legal consultation and 3 (three in Q2) received representation.

We have created many in-house templates for common motions, responsive pleadings, and more to ensure that we can represent and assist as many low-income tenants as possible. We have also created an array of in-house legal templates, ranging from letters that tenants can send to landlords who have illegally locked them out of their apartments to court documents tenants can complete on their own and file in court. These materials will ensure that we will equip tenants with the guidance they might need to effectively advocate for themselves to preserve our capacity for tenants most in need of full legal representation.

5. Describe any challenges or delays encountered with the project/program, as well as any changes to your project/program design, operations, and/or staffing.

During the last contract, we realized that we needed to increase our direct outreach efforts in Pleasanton because the number of clients we expected to reach decreased in the last half of last year. We learned that because this is our first time contracting with the City of Pleasanton, we will need to make continued outreach efforts to expand the number of tenants who are aware of our services. We are pleased to report that these outreach efforts have helped, and we are on track to reach our representation deliverables. We plan on continuing these outreach efforts.

Additionally, we have shared a direct referral form with the City of Pleasanton's Housing Division, as well as partners such as CityServe of the Tri-Valley. By nurturing these partnerships, we have been able to streamline the process for tenants in need to access our services.

We also plan to explore more outreach partnerships to ensure that other organizations serving Pleasanton clients are aware of our services. We continue to conduct countywide workshops and distribute flyers advertising our services in the Tri-Valley area.

6. Describe any trends or emerging needs you are observing in your project/program, as well as new opportunities your organization is pursuing.

The Pleasanton tenants we have assisted have experienced multiple forms of harassment, including continued threats of eviction. We know that empowering tenants with information about their rights and the tools to assert them is critical to preventing displacement, and we are pursuing two new opportunities to reach and empower as many tenants as we can. To respond to these threats of displacement, we are planning to host a "Train the Trainer" presentation with CityServe of the Tri-Valley to educate them on tenants' rights, so that they can educate their clients and ensure that tenants in need of representation reach us. In Q1 and Q2, we conducted 2 know-your-rights workshops reaching 32 tenants. Lastly, we will continue to leverage the position we created within the Tenants' Rights team to handle direct referrals from our Emergency Financial Assistance (EFA) staff when tenants who have applied to EFA have questions about their rights.

7. Provide the number of NEW and UNDUPLICATED PLEASANTON CLIENTS served by your project/program during this reporting period.

In the first period covering July - December 2023, all unduplicated clients are considered to be "new". In the second period covering January - June 2024, include only new, unduplicated clients who were not included in the first period report.

<input type="text" value="6"/>	Number of NEW PLEASANTON CLIENTS	6 total to date
<input type="text" value="6.00"/>	TOTAL	6.00 TOTAL

8. Indicate the number of new, unduplicated Pleasanton clients served during this reporting period, (total should match the total number of clients reported in Question 7 above), who met the following income categories - Area Median Income (AMI).

Clients who did not state their incomes are reported as >80% AMI.

<input type="text" value="4"/>	Extremely Low Income (<30% AMI)	4 total to date
<input type="text" value="2"/>	Very Low Income (30% to 50% AMI)	2 total to date
<input type="text"/>	Low Income (50% to 80% AMI)	
<input type="text"/>	Moderate Income and Above (>80% AMI)	
<input type="text" value="6.00"/>	TOTAL	6.00 TOTAL

9. Indicate the number of new, unduplicated Pleasanton clients served during this reporting period, by the following race/ethnicity categories.

The total should match the total number of clients reported in Question 7 and Question 8 above. HUD considers "Hispanic/Latino" an ethnicity, not a race.

<input type="text" value="2"/>	White	2 total to date
<input type="text"/>	White + HISPANIC/LATINO	
<input type="text" value="2"/>	Black/African American	2 total to date
<input type="text"/>	Black/African American + HISPANIC/LATINO	
<input type="text"/>	Asian	
<input type="text"/>	Asian + HISPANIC/LATINO	
<input type="text"/>	American Indian/Alaskan Native	
<input type="text"/>	American Indian/Alaskan Native + HISPANIC/LATINO	
<input type="text"/>	Native Hawaiian/Other Pacific Islander	
<input type="text"/>	Native Hawaiian/Other Pacific Islander + HISPANIC/LATINO	
<input type="text"/>	American Indian/Alaskan Native and White	
<input type="text"/>	American Indian/Alaskan Native and White + HISPANIC/LATINO	
<input type="text"/>	Asian and White	
<input type="text"/>	Asian and White + HISPANIC/LATINO	
<input type="text"/>	Black/African American and White	
<input type="text"/>	Black/African American and White + HISPANIC/LATINO	
<input type="text"/>	American Indian/Alaskan Native and Black/African American	
<input type="text"/>	American Indian/Alaskan Native and Black/African American + HISPANIC/LATINO	
<input type="text" value="1"/>	Other/Multi Racial	1 total to date
<input type="text" value="1"/>	Other/Multi Racial + HISPANIC/LATINO	1 total to date
<input type="text" value="6.00"/>	TOTAL	6.00 TOTAL

10. Indicate the number of new, unduplicated Pleasanton clients served during this reporting period, as reported in Question 7 above, who identify by the following categories.

Note that some clients may meet multiple categories.

<input type="text" value="0"/>	Seniors (62 and older)	0 total to date
--------------------------------	------------------------	-----------------

0	People with Disabilities	0 total to date
3	Female-Headed Households	3 total to date
0	Youth	0 total to date
0	Homeless	0 total to date
3.00	TOTAL	3.00 TOTAL

11. Indicate the number of Pleasanton clients served during the reporting period and compare it to the "benchmarks/outcomes" of the project/program.

The "benchmarks/outcomes" are reflected in the Scope of Work reflected in Exhibit A of your agency's Housing & Human Services Grant (HHSO) contract.

15	Target number of clients to be served.	15 total to date
6	Number of clients actually served during this reporting period (need to match the total number of clients reported in Question 7 above).	6 total to date
21.00	TOTAL	21.00 TOTAL

12. Describe the accomplishments of your project/program in this reporting period, including details on how your project/program responded to the needs within the community and any new and creative methods your agency implemented to meet these community needs.

If your project/program has not achieved the "benchmarks/outcomes", as reported in Question 11 above, an explanation must be provided.

In two of the legal representation cases Centro Legal closed in Q2, our attorneys were able to negotiate a "soft landing" move-out to provide the tenants with additional time to move. In another legal representation case, we negotiated a pay and stay agreement for a tenant who sought to remain in their home and pay the back rent owed.

We are one legal representation short of our representation goal through Q2 but believe we will meet our overall goal. We have not met our consultation goal, perhaps due to tenants not realizing that we offer remote consultations and that they do not need to schedule an in-person meeting at our Oakland office. We will emphasize remote services in future outreach efforts.

We have laid the groundwork for a trusting relationship with the Pleasanton community through our flyering efforts. We have also invested in community partnerships. We have utilized our quarterly check-ins with the Tri-Valley cities and other partners to educate city staff and community-based organizations on tenants' rights, so that they can provide triage support and can quickly connect tenants to Centro Legal. We are also connected with a social worker with the Pleasanton Unified School District who reached out with housing questions for parents. We collaborate periodically with ECHO Housing and La Familia to ensure that tenants get connected to the help they need. These relationships are critical in ensuring that we can connect with tenants and serve as many tenants as possible.

Lastly, Centro Legal continues to build out a comprehensive toolbox of Know-Your-Rights materials and pro per packets to educate and empower tenants to assert their rights and take the steps necessary to preserve their housing. These materials include a security deposit demand letter, a letter to dispute an illegal lock-out, a pro per packet on how to complete an unlawful detainer answer, and many more.

13. Describe how your project/program is addressing the critical human services needs in the "City of Pleasanton Human Services Strategic Plan Needs Assessment Update 2018-2022".

Our project directly addresses the critical human service need under "Homelessness in the Tri-Valley" by providing homelessness prevention services in the form of: 1) assisting families near eviction, including representing them in eviction proceedings; and 2) educating tenants on their rights, so that they can avoid displacement and homelessness, and instead maintain their housing.

Centro Legal fields hundreds of calls and emails per week from Alameda County tenants who cannot pay their rent and/or otherwise fear eviction. Families are preemptively moving into their cars because they cannot pay rent and are unaware of their protections. Tenants are also being harassed out of their homes.

This project is designed to strategically target low-income tenants most at risk of displacement. Research shows that low-income residents who have the right to stay in their homes need legal representation in order to make that right a reality. As Professor Desmond noted in his book, *Evicted: Poverty and Profit in the American City* (2016), "A program that ran from 2005-2008 in the South Bronx provided more than 1,300 families with legal assistance and prevented eviction in 86% of cases." In addition, preservation of an affordable tenancy for a low-income resident saves public spending on the production of more affordable housing and homelessness services (Flaming, Daniel John and Toros, Halil and Burns, Patrick. 2015).

Additionally, our project empowers low-income tenants with knowledge about their legal rights so that they push back against unlawful eviction efforts and remain housed.

This project expands access to low-income tenants at risk of displacement by providing legal services spanning the entire continuum of homelessness prevention and anti-displacement interventions. This project will be critical in helping Pleasanton tenants remain housed.

14. Describe how your project/program is addressing the "Strategic Goals" and "Priority Needs" identified in the "City of Pleasanton U.S. Department of Housing and Urban Development (HUD) FY 2020-2024 Consolidated Plan".

Our project addresses two Strategic Goals: 1) Reduce housing discrimination through provision of fair housing and landlord/tenant services; 2) Funding and supporting homeless services programs to end homelessness. It also addresses one of the HUD Priority Needs: 1) Support housing needs, including increasing

home ownership opportunities, creating and preserving affordable rental and homeownership housing, and reducing housing discrimination.

Our tenant legal services directly support low-income Pleasanton tenants dealing with housing discrimination. We provide fair housing and landlord/tenant services to low-income tenants on a variety of issues that involve a risk of displacement. Additionally, our services focus on anti-displacement and homelessness prevention, and therefore align very well with the second HUD Strategic Goal.

One of the clients we assisted faced an eviction case after the landlord refused to accept a late rent payment. We successfully litigated the case and negotiated an agreement that resulted in additional time to move and a waiver of past-due rent to facilitate the tenants' move. The tenants sought to move due to frustration with their landlord. The case was dismissed after our clients complied with the agreement.

In another case, we negotiated an agreement that allowed the tenant to remain in their home as part of a "pay and stay" agreement. The tenant did not seek to have any rent waived since they did not want to owe money to their landlord, and both parties entered into the agreement.

For the HUD Priority Needs, our project supports low-income Pleasanton tenants with legal housing issues, which includes preserving affordable rental housing and reducing housing discrimination through fair housing and landlord/tenant services.

15. Describe the original purpose for this grant. Will you spend your entire grant? If not, explain why your agency will not be able to spend the entire grant amount.

The original purpose of this grant was the following: Centro Legal proposes to provide legal consultations, representation, outreach, and tenant education services to low-income Pleasanton tenants facing housing instability, eviction and potential displacement. Additionally, we will advise and assist clients with other tenant/landlord related matters and provide legal representation when appropriate. Our services model provides pre-eviction consultation in addition to eviction representation, and through outreach and education, we are able to address threats to housing stability early. Information sharing through know-your-rights workshops empowers communities to assert their rights. Centro Legal's proposed staffing pattern for this program reflects a multilingual/multicultural team of staff, ensuring access to interpretation services for all residents participating in this program.

Pleasanton tenants will access this project with the help of outreach efforts including flyer and partnerships with community-based organizations, Tri-Valley specific know-your-rights workshops that will include 1:1 consultations, and through a position we created within the Tenants' Rights team to handle direct referrals from our EFA staff when EFA applicants have questions about their rights. This helps us connect with tenants who are at increased risk of displacement.

Alameda County's housing crisis and its impact on low-income tenants is currently being exacerbated and amplified by the COVID-19 pandemic. Even after the health impacts of COVID-19 diminish, the economic impacts will continue and low-income tenants will be vulnerable to eviction when they cannot pay rent because they have lost income due to the pandemic. This project will enable us to intervene early and provide advice and representation to prevent displacement.

We do anticipate that we will spend down this entire grant.

FY 2023/24 Housing and Human Services Grant Program

USD\$ 500,000.00 Available

Deadline: 1/20/2023

City Serve of the Tri-Valley

Homelessness Prevention and Family Stabilization Program

USD\$ 60,000.00 USD\$ 80,000.00 Requested

[Previous Submitted Application](#)

[Next Submitted Application](#)

Report 1

Due date (mm/dd/yyyy) 1/16/2024

Report 1 not required

✓ Report 1 submitted: 1/3/2024

Un-Submit

1. Name of person completing the report.

Christine Beitsch-Bahmani

2. Title.

CEO

3. Telephone and e-mail.

925-222-2273

4. Describe the project/program funded with this grant, the current status of the project/program, and any significant actions taken during the reporting period.

CityServe care coordinators served both housed and unhoused clients of by doing the following:

Connecting participants to vital benefits while in crisis including but not limited to CalFresh, Medi-Cal, General Assistance, Social Security and county state and federal services.

Referred participants to programs for mental health services, addiction services, employment navigation, medical needs as well as other areas.

Housing navigation and troubleshooting different housing needs and issues.

Referred participants facing eviction or potential eviction to county services set in place after the moratorium lifted May of 2023. All participants were given guidance on which organization could assist them with a potential eviction.

Significant action taken: Utilized subsidy funds for rental assistance, hotel shelter, car repair and transportation.

Collaborated with local organizations to ensure that participants could navigate their programs.

Coordinated with CityServe volunteers to assist with the care coordination process by assisting with paperwork and other needs for individual participants.

5. Describe any challenges or delays encountered with the project/program, as well as any changes to your project/program design, operations, and/or staffing.

No overall changes to program design, operations or staffing. However, a challenge continues to be access for Pleasanton residents under 60 years of age so that they can utilize our drop in hours. We are still looking for a small office in Pleasanton for both our families and homeless residents that can not make it to our Livermore office. We are hoping to lock in a location in the next six months.

6. Describe any trends or emerging needs you are observing in your project/program, as well as new opportunities your organization is pursuing.

Emerging trends coming out of the pandemic and the eviction moratorium:

Landlords selling properties and participants trying to find an affordable place to live with increased rental rates.

Participants facing eviction and needing support to better understand their rights and responsibilities.

A record high number of deposits needed averaging between \$3,000 and \$5,000 per household if they need to move from one house to another.

A continued need for financial literacy as well as basic life and living skills.

Mental health and delayed learning for children from being out of school for a time.

Foster youth at risk of aging out of the foster care system.

Many participants are at risk of eviction and in need of between 1-3 months of back rent to be current.

7. Provide the number of NEW and UNDUPLICATED PLEASANTON CLIENTS served by your project/program during this reporting period.

In the first period covering July - December 2023, all unduplicated clients are considered to be "new". In the second period covering January - June 2024, include only new, unduplicated clients who were not included in the first period report.

233	Number of NEW PLEASANTON CLIENTS	233 total to date
233.00	TOTAL	233.00 TOTAL

8. Indicate the number of new, unduplicated Pleasanton clients served during this reporting period, (total should match the total number of clients reported in Question 7 above), who met the following income categories - Area Median Income (AMI).

Clients who did not state their incomes are reported as >80% AMI.

197	Extremely Low Income (<30% AMI)	197 total to date
19	Very Low Income (30% to 50% AMI)	19 total to date
6	Low Income (50% to 80% AMI)	6 total to date
11	Moderate Income and Above (>80% AMI)	11 total to date
233.00	TOTAL	233.00 TOTAL

9. Indicate the number of new, unduplicated Pleasanton clients served during this reporting period, by the following race/ethnicity categories.

The total should match the total number of clients reported in Question 7 and Question 8 above. HUD considers "Hispanic/Latino" an ethnicity, not a race.

87	White	87 total to date
9	White + HISPANIC/LATINO	9 total to date
18	Black/African American	18 total to date
1	Black/African American + HISPANIC/LATINO	1 total to date
42	Asian	42 total to date
2	Asian + HISPANIC/LATINO	2 total to date
1	American Indian/Alaskan Native	1 total to date
0	American Income/Alaskan Native + HISPANIC/LATINO	0 total to date
0	Native Hawaiian/Other Pacific Islander	0 total to date
0	Native Hawaiian/Other Pacific Islander + HISPANIC/LATINO	0 total to date
0	American Indian/Alaskan Native and White	0 total to date
0	American Indian/Alaskan Native and White + HISPANIC/LATINO	0 total to date
0	Asian and White	0 total to date
0	Asian and White + HISPANIC/LATINO	0 total to date
0	Black/African American and White	0 total to date

0	Black/African American and White + HISPANIC/LATINO	0 total to date
0	American Indian/Alaskan Native and Black/African American	0 total to date
0	American Indian/Alaskan Native and Black/African American + HISPANIC/LATINO	0 total to date
54	Other/Multi Racial	54 total to date
19	Other/Multi Racial + HISPANIC/LATINO	19 total to date
233.00	TOTAL	233.00 TOTAL

10. Indicate the number of new, unduplicated Pleasanton clients served during this reporting period, as reported in Question 7 above, who identify by the following categories.

Note that some clients may meet multiple categories.

169	Seniors (62 and older)	169 total to date
31	People with Disabilities	31 total to date
68	Female-Headed Households	68 total to date
6	Youth	6 total to date
49	Homeless	49 total to date
323.00	TOTAL	323.00 TOTAL

11. Indicate the number of Pleasanton clients served during the reporting period and compare it to the "benchmarks/outcomes" of the project/program.

The "benchmarks/outcomes" are reflected in the Scope of Work reflected in Exhibit A of your agency's Housing & Human Services Grant (HHSG) contract.

550	Target number of clients to be served.	550 total to date
233	Number of clients actually served during this reporting period (need to match the total number of clients reported in Question 7 above).	233 total to date
783.00	TOTAL	783.00 TOTAL

12. Describe the accomplishments of your project/program in this reporting period, including details on how your project/program responded to the needs within the community and any new and creative methods your agency implemented to meet these community needs.

If your project/program has not achieved the "benchmarks/outcomes", as reported in Question 11 above, an explanation must be provided.

CityServe held creative outreach events during the reporting period to meet community needs.

In August, facilitated a free coding and kicks camp for low income families in the Tri-Valley. Each child walked away with new skills in coding, soccer, problem solving and team building.

In December, CityServe held a Christmas free market inviting Pleasanton residents in need to come shop flea market style for Christmas presents and other essential items.

Outreach Pop Ups weekly at Cornerstone Fellowship. CityServe is in attendance with 13 other service providers that also attend on a weekly basis. Outreach Pop Efforts from July to October at the Pleasanton Library each week.

Collaboration is key when working with vulnerable residents of the Tri-Valley. CityServe has been a part of the following community efforts to assist other service providers and bridge the gaps in what is known as a human services maze.

In October, CityServe staff hosted a community meeting for 75+ local service providers and community members that serve vulnerable populations in the Tri-Valley. This allowed providers to make more connections and network with each other. In 2024, we will host quarterly meetings kicking off on January 23rd at our Pleasanton office.

Meeting quarterly with representatives from each TriValley city to discuss rental assistance needs, affordable housing needs and support with the latest information on evictions and what is coming down the pipe as we work together to find resources for back rent and assistance for clients that are at risk of eviction.

Multiple clients were connected to services by a care coordinator. In many instances connection and reconnection by a care coordinator was needed so that a client could troubleshoot different issues as they arise. Participants often struggle with taking steps in crisis so working with care coordinators has become a vital part of connection and reconnection. We spend a lot of time advocating for our clients.

13. Describe how your project/program is addressing the critical human services needs in the "City of Pleasanton Human Services Strategic Plan Needs Assessment Update 2018-2022".

Workforce Development/Unemployment: A Pleasanton resident came in for rental assistance. During the process of working with the client, it was noted that the client needed a long term solution in order to build stability and to cover the cost of rent for the foreseeable future. While working on a budget with this client he was able to visually see his financial shortcoming and realized that by obtaining new employment he would increase his opportunity for successful and sustainable housing. As an action step of the care plan, the participant signed up at the Tri-Valley Career Center to attend several workshops which resulted in better employment. Beyond employment, the client also worked with the care coordinator to refine his budget and to look for more creative ways to supplement his income by utilizing local food pantries and similar resources as he transitioned into his new more permanent role at work.

14. Describe how your project/program is addressing the "Strategic Goals" and "Priority Needs" identified in the "City of Pleasanton U.S. Department of Housing and Urban Development (HUD) FY 20202-2024 Consolidated Plan".

Support public service programs for low income (80% AMI) residents: CityServe utilized subsidy funds to fill rental assistance gaps as needed and funds were available and then also worked with four other agencies in the Tri-Valley to piece together rental assistance needs for individuals by referring the individual to services. A deep dive of all rental assistance resources was done by staff so that we could have a better understanding of what resources were available and which resources had dried up. 11 households received rental assistance from CityServe. \$22,667.97 funds (awarded by United Way), were given rental assistance support. An average of \$2067 was spent per household. These funds helped bridge the gap as the client was working on other goals needed for stabilization.

Overall, collaboration has been a key component to ensuring that clients are connected and reconnected to all opportunities.

15. Describe the original purpose for this grant. Will you spend your entire grant? If not, explain why your agency will not be able to spend the entire grant amount.

The original Purpose for this funding is to assist 550 low income Pleasanton Sheltered Residents – The Family Stabilization program provides low income households with: 1) Crisis Prevention: Outreach, 2) Crisis Stabilization: Case Management, and 3) Community Support: Care Advocacy program. We feel the program's purpose is being met and we will utilize all the funding.

FY 2023/24 Housing and Human Services Grant Program

USD\$ 500,000.00 Available

Deadline: 1/20/2023

Community Resources for Independent Living

Housing and Independent Living Skills

USD\$ 15,000.00 USD\$ 16,000.00 Requested

Report 1

Due date (mm/dd/yyyy) 1/16/2024

Report 1 not required

✓ Report 1 submitted: 1/16/2024

Un-Submit

1. Name of person completing the report.

Alejandra Hacker

2. Title.

Program Director

3. Telephone and e-mail.

510-881-5743 ex.35 and alejandra.hacker@crilhayward.org

4. Describe the project/program funded with this grant, the current status of the project/program, and any significant actions taken during the reporting period.

11 new consumers were directly provided one or more independent living skills training, support or counseling services to improve their level of independence. CRIL's travel training program continues to see a decrease in inquires because of the COVID pandemic and low ridership by our consumers, however we have seen an increase in our Housing services, Independent Skills Training, Device Lending and Demonstration Center because of our established presents in the community about our services. With the COVID pandemic, CRIL's outreach efforts have been drastically reduced but we saw an increase in rental assistance referrals because of our partnership with Alameda Season of Sharing Program. CRIL is open for walk ins and still providing services by phone, email and digitally through zoom and or video teleconferencing.

5. Describe any challenges or delays encountered with the project/program, as well as any changes to your project/program design, operations, and/or staffing.

The COVID pandemic has dramatically reduced CRIL's outreach efforts and walk ins to all of our offices. However, we are now open for walk ins and have supplemented the needs of our consumers by offering virtual workshops and phone and e-mail consultations. Also, we have been faced with staffing challenges having lost our Tri-Valley Coordinator for some time, but we have recently hired a new Tri-Valley Coordinator and a new travel trainer. This adjustment has been helpful in continuing to provide support to the needs of our consumers.

6. Describe any trends or emerging needs you are observing in your project/program, as well as new opportunities your organization is pursuing.

CRIL's partnership with Alameda County Season of Sharing Program and assisted 471 consumers with rental and utility assistance throughout Alameda County including the Tri-Valley area. These consumers have been affected by the COVID pandemic and by offering this resource CRIL has seen an increase in referrals to the program. CRIL continues to assist consumers with the Housing application process and access to the limited funding source throughout this fiscal year.

7. Provide the number of NEW and UNDUPLICATED PLEASANTON CLIENTS served by your project/program during this reporting period.

In the first period covering July - December 2023, all unduplicated clients are considered to be "new". In the second period covering January - June 2024, include only new, unduplicated clients who were not included in the first period report.

10 Number of NEW PLEASANTON CLIENTS

10 total to date

10.00	TOTAL		10.00 TOTAL
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8. Indicate the number of new, unduplicated Pleasanton clients served during this reporting period, (total should match the total number of clients reported in Question 7 above), who met the following income categories - Area Median Income (AMI).
Clients who did not state their incomes are reported as >80% AMI.

5	Extremely Low Income (<30% AMI)		5 total to date
4	Very Low Income (30% to 50% AMI)		4 total to date
1	Low Income (50% to 80% AMI)		1 total to date
	Moderate Income and Above (>80% AMI)		
10.00	TOTAL		10.00 TOTAL

9. Indicate the number of new, unduplicated Pleasanton clients served during this reporting period, by the following race/ethnicity categories.
The total should match the total number of clients reported in Question 7 and Question 8 above. HUD considers "Hispanic/Latino" an ethnicity, not a race.

5	White		5 total to date
2	White + HISPANIC/LATINO		2 total to date
1	Black/African American		1 total to date
	Black/African American + HISPANIC/LATINO		
2	Asian		2 total to date
	Asian + HISPANIC/LATINO		
	American Indian/Alaskan Native		
	American Income/Alaskan Native + HISPANIC/LATINO		
	Native Hawaiian/Other Pacific Islander		
	Native Hawaiian/Other Pacific Islander + HISPANIC/LATINO		
	American Indian/Alaskan Native and White		
	American Indian/Alaskan Native and White + HISPANIC/LATINO		
	Asian and White		
	Asian and White + HISPANIC/LATINO		
	Black/African American and White		
	Black/African American and White + HISPANIC/LATINO		
	American Indian/Alaskan Native and Black/African American		
	American Indian/Alaskan Native and Black/African American + HISPANIC/LATINO		
	Other/Multi Racial		
	Other/Multi Racial + HISPANIC/LATINO		
10.00	TOTAL		10.00 TOTAL

10. Indicate the number of new, unduplicated Pleasanton clients served during this reporting period, as reported in Question 7 above, who identify by the following categories.
Note that some clients may meet multiple categories.

2	Seniors (62 and older)		2 total to date
10	People with Disabilities		10 total to date

5	Female-Headed Households	5 total to date
2	Youth	2 total to date
3	Homeless	3 total to date
22.00	TOTAL	22.00 TOTAL

11. Indicate the number of Pleasanton clients served during the reporting period and compare it to the "benchmarks/outcomes" of the project/program.

The "benchmarks/outcomes" are reflected in the Scope of Work reflected in Exhibit A of your agency's Housing & Human Services Grant (HHS) contract.

30	Target number of clients to be served.	30 total to date
10	Number of clients actually served during this reporting period (need to match the total number of clients reported in Question 7 above).	10 total to date
40.00	TOTAL	40.00 TOTAL

12. Describe the accomplishments of your project/program in this reporting period, including details on how your project/program responded to the needs within the community and any new and creative methods your agency implemented to meet these community needs.

If your project/program has not achieved the "benchmarks/outcomes", as reported in Question 11 above, an explanation must be provided.

CRIL continued to support clients with their needs in regard to housing, device lending and travel training through its virtual platforms as well as some in person activities. We saw an increase in our assistive technology programs that helped our consumers breakdown the barriers of the digital divide. Our digital programs such as the GOOGLE Chrome Connect and Voice Options programs CRIL has been able to assist consumers with accessing laptops and or tablets to address their needs. CRIL recently completed its partnership with Alameda Counties Housing Secure Program and have assisted 471 consumers with rental and utility assistance throughout Alameda County including the Tri-Valley area.

13. Describe how your project/program is addressing the critical human services needs in the "City of Pleasanton Human Services Strategic Plan Needs Assessment Update 2018-2022".

CRIL continues to collaborate with local and state partners on addressing the needs in the City of Pleasanton Human Services Strategic Plan.

14. Describe how your project/program is addressing the "Strategic Goals" and "Priority Needs" identified in the "City of Pleasanton U.S. Department of Housing and Urban Development (HUD) FY 2020-2024 Consolidated Plan".

CRIL's continued collaboration with local and state partners has increased our visibility in the community and the development of new resources for our consumers has been helpful in addressing their needs. Programs such as the Alameda County Season of Sharing Program, Vaccine Access Program, and Public Health Programs have been instrumental in addressing the current needs of our consumers.

15. Describe the original purpose for this grant. Will you spend your entire grant? If not, explain why your agency will not be able to spend the entire grant amount.

CRIL's Independent Living Services for People with Disabilities will provide extremely low-and very low-income Pleasanton residents who have a disability with housing search education and assistance, peer counseling, independent living skills & self-advocacy training, personal assistant/homecare worker referrals, employment assistance, benefits advocacy, access to health and mental health services and travel training. The primary goals of the program are to:

- 1) Enhance the self-efficiency of low income Pleasanton residents with disabilities, including youth and seniors with functional limitations;
- 2) Increase the availability of resources and support to some of the City's most vulnerable residents; and
- 3) Improve the integration of existing social services in Pleasanton.

CRIL will directly serve 30 low-income Pleasanton residents with disabilities. In addition, CRIL will indirectly serve 60 more individuals & businesses through disability education, technical assistance and information & referral.

FY 2023/24 Housing and Human Services Grant Program

USD\$ 500,000.00 Available

Deadline: 1/20/2023

Eden Council for Hope and Opportunity

Housing Counseling Services

USD\$ 40,000.00 USD\$ 40,000.00 Requested

Report 1

Due date (mm/dd/yyyy) 1/16/2024

Report 1 not required

✓ Report 1 submitted: 2/6/2024

Un-Submit

1. Name of person completing the report.

Christina M Soto

2. Title.

Executive Director

3. Telephone and e-mail.

christina@echofairhousing.org/510-628-6125

4. Describe the project/program funded with this grant, the current status of the project/program, and any significant actions taken during the reporting period.

ECHO assists low income renters in securing or maintaining affordable housing by providing fair housing counseling and investigation, tenant landlord counseling and mediation, rental assistance, home seeking and a fair housing systemic audit to determine if discrimination is occurring and to provide education to non-compliant landlords or property managers.

Program activities have begun on July 1, 2023. During the first half of the year, (July 1-Dec 31, 2023), ECHO has provided counseling sessions to 107 unduplicated households, as follows:

- Fair Housing Counseling and Investigations: 6
- Systemic Audits: 0
- Tenant Landlord Counseling and Mediation: 93
- Homeseeking Counseling: 1
- Rental Assistance Program: 7
- Shared Housing: 0

ECHO had a presence at the following outreach and activities:

- 8/12/2023- Home Buyer Education
- 8/18/2023 - Fair Housing Training
- 9/15/2023 - Fair Housing Training
- 9/30/2023 - Home Buyer Education
- 10/20/2023 - Fair Housing Training
- 11/17/2023- Fair Housing Training
- 12/2/2023- Home Buyer Presentation
- 12/15/2023- Fair Housing Training

5. Describe any challenges or delays encountered with the project/program, as well as any changes to your project/program design, operations, and/or staffing.

ECHO provides services to the City of Pleasanton. In addition, ECHO has a culturally competent employee available from 9AM-5PM Monday through

Friday. There are no programmatic or staff changes for this program. ECHO will be having someone on site at the Livermore office beginning in January 2024.

6. Describe any trends or emerging needs you are observing in your project/program, as well as new opportunities your organization is pursuing.

Since the Alameda County moratorium subsetting, the number of inquiries we received is #% regarding questions on tenant rights.

ECHO anticipates the number of households to keep rising regarding non-payment of rent, rental assistance and tenant rights.

7. Provide the number of NEW and UNDUPLICATED PLEASANTON CLIENTS served by your project/program during this reporting period.

In the first period covering July - December 2023, all unduplicated clients are considered to be "new". In the second period covering January - June 2024, include only new, unduplicated clients who were not included in the first period report.

107	Number of NEW PLEASANTON CLIENTS	107 total to date
107.00	TOTAL	107.00 TOTAL

8. Indicate the number of new, unduplicated Pleasanton clients served during this reporting period, (total should match the total number of clients reported in Question 7 above), who met the following income categories - Area Median Income (AMI).

Clients who did not state their incomes are reported as >80% AMI.

14	Extremely Low Income (<30% AMI)	14 total to date
78	Very Low Income (30% to 50% AMI)	78 total to date
15	Low Income (50% to 80% AMI)	15 total to date
0	Moderate Income and Above (>80% AMI)	0 total to date
107.00	TOTAL	107.00 TOTAL

9. Indicate the number of new, unduplicated Pleasanton clients served during this reporting period, by the following race/ethnicity categories.

The total should match the total number of clients reported in Question 7 and Question 8 above. HUD considers "Hispanic/Latino" an ethnicity, not a race.

34	White	34 total to date
22	White + HISPANIC/LATINO	22 total to date
26	Black/African American	26 total to date
	Black/African American + HISPANIC/LATINO	
7	Asian	7 total to date
	Asian + HISPANIC/LATINO	
	American Indian/Alaskan Native	
	American Income/Alaskan Native + HISPANIC/LATINO	
1	Native Hawaiian/Other Pacific Islander	1 total to date
	Native Hawaiian/Other Pacific Islander + HISPANIC/LATINO	
	American Indian/Alaskan Native and White	
	American Indian/Alaskan Native and White + HISPANIC/LATINO	
	Asian and White	
	Asian and White + HISPANIC/LATINO	
	Black/African American and White	
	Black/African American and White + HISPANIC/LATINO	
	American Indian/Alaskan Native and Black/African American	

	American Indian/Alaskan Native and Black/African American + HISPANIC/LATINO	
14	Other/Multi Racial	14 total to date
3	Other/Multi Racial + HISPANIC/LATINO	3 total to date
107.00	TOTAL	107.00 TOTAL

10. Indicate the number of new, unduplicated Pleasanton clients served during this reporting period, as reported in Question 7 above, who identify by the following categories.

Note that some clients may meet multiple categories.

10	Seniors (62 and older)	10 total to date
1	People with Disabilities	1 total to date
54	Female-Headed Households	54 total to date
0	Youth	0 total to date
0	Homeless	0 total to date
65.00	TOTAL	65.00 TOTAL

11. Indicate the number of Pleasanton clients served during the reporting period and compare it to the "benchmarks/outcomes" of the project/program.

The "benchmarks/outcomes" are reflected in the Scope of Work reflected in Exhibit A of your agency's Housing & Human Services Grant (HHS) contract.

305	Target number of clients to be served.	305 total to date
107	Number of clients actually served during this reporting period (need to match the total number of clients reported in Question 7 above).	107 total to date
412.00	TOTAL	412.00 TOTAL

12. Describe the accomplishments of your project/program in this reporting period, including details on how your project/program responded to the needs within the community and any new and creative methods your agency implemented to meet these community needs.

If your project/program has not achieved the "benchmarks/outcomes", as reported in Question 11 above, an explanation must be provided.

ECHO provided the following services outlined in our City of Pleasanton contract:

ECHO opened 107 cases and provided the following counseling sessions:

- Fair Housing Counseling and Investigations: 1 source of income and 5 physical disability
- Tenant Landlord Counseling and Mediation: There were housing counseling sessions: 11 evictions, 5 deposit, 1 harassment, 1 retaliation, 18 entry, 16 repairs, 8 rent increases, 17 right and responsibilities and 16 other.
- Homeseeking Counseling: 1 household was provided with homeseeking assistance, affordable housing and open section 8 lists and waitlists.
- Rental Assistance Program: 7 provided with budget counseling. (RAP is currently closed until February 2024)

ECHO continues to give tenants choices for them to decide what works best for their individual situation. Staff is trained yearly on Tenant Landlord and Fair Housing and keep abreast of all trends happening with our calls.

13. Describe how your project/program is addressing the critical human services needs in the "City of Pleasanton Human Services Strategic Plan Needs Assessment Update 2018-2022".

ECHO has addressed lack of consumer information by promoting Tenant Rights and Fair Housing information through our social media ads.

For this report period outreach concluded:

- Mail Distribution - ECHO will do mail distribution next quarter
- Virtual Presentations for Community Based Organizations and Community Members
- Facebook mass outreach

ECHO has bilingual staff members and bilingual literature. ECHO responds to calls within 24-48 hours and counselors work with the tenant for however long is needed. All ECHO services are free.

ECHO is slowly going back to the office to ensure tenants can meet with someone face to face. Most of ECHO's communications are mainly done by telephone, email, phone or zoom.

14. Describe how your project/program is addressing the "Strategic Goals" and "Priority Needs" identified in the "City of Pleasanton U.S. Department of Housing and Urban Development (HUD) FY 20202-2024 Consolidated Plan".

ECHO promotes the perseverance of affordable rental housing for extremely low to low income households by providing information on tenant rights such as habitability issues, contacting landlords and code enforcement.

-Help reduce housing discrimination through provision of Fair Housing and Tenant Landlord services as described below in #15.

-ECHO supports public service programs for low income residents by referring them to appropriate such as Centro Legal, City Serve, Housing Authority, etc.

-ECHO tries to prevent homelessness by assisting with rental assistance and budgeting.

15. Describe the original purpose for this grant. Will you spend your entire grant? If not, explain why your agency will not be able to spend the entire grant amount.

Goals are as follows:

Fair Housing Counseling and Investigation: Provide # households with education regarding Fair Housing law and assign one or more of the following outcomes to each case counseling, no evidence, successful/unsuccessful conciliations, referral to HUD or California Civil Rights Department, legal services or withdraw complaint. These households will be aware of discrimination to prevent displacement or provide accessibility for housing.

Fair Housing Audits: Conduct 10 of audits to determine if discrimination exists and provide education to non compliant landlords.

Tenant Landlord Counseling and Despite Resolution: Provide 145 households with education, counseling, or mediation/conciliation, referrals to legal services or small claims court. Referrals are also made to other agencies who may assist with evictions, deposits, repairs, and other rights and responsibilities to prevent retaliation, displacement and violation of state statute and assist in fostering communication.

Rental Assistance Program: Provide 10 of households with rental assistance to assist with deposits, delinquent rents in order for them to preserve their housing or be able to move into permanent housing to prevent homelessness.

Houseseeeking Program: Provide 130 households with training on homeseeking strategies and options to look for and find permanent housing, education on utility and debt management and basic tenant rights.

FY 2023/24 Housing and Human Services Grant Program

USD\$ 500,000.00 Available

Deadline: 1/20/2023

Goodness Village

Goodness Village

USD\$ 57,720.00 USD\$ 57,720.00 Requested

[Previous Submitted Application](#)

[Next Submitted Application](#)

Report 1

Due date (mm/dd/yyyy) 1/16/2024

Report 1 not required

✓ Report 1 submitted: 1/4/2024

Un-Submit

1. Name of person completing the report.

Kim Curtis

2. Title.

Executive Director

3. Telephone and e-mail.

9252371108

4. Describe the project/program funded with this grant, the current status of the project/program, and any significant actions taken during the reporting period.

The village remains home to 19 of our original 28 neighbors. Since June 2023 to today we have had one neighbor that we had to ask to exit the program. We also had a neighbor exit on his own in late March of 2023. This allowed us to move 2 new neighbors in to the village who were unsheltered in Pleasanton. One in his car (unsheltered 11 years) and the other residing in a tent (unsheltered 10 years). Both have woven themselves in to the culture of the village and are actively engaged in the program. Today we have 9 neighbors who were identified as unsheltered in Pleasanton prior to moving to the village. They have all met with a case manager to develop a needs assessment and an individualized support plan. They are between the ages of 36 and 75 years old.

5. Describe any challenges or delays encountered with the project/program, as well as any changes to your project/program design, operations, and/or staffing.

Our staffing has shifted over the past 6 months due to promotions and one leader leaving due to terminal diagnosis. The change disrupted the village briefly however we were able to destablize. Our biggest necessity at this time is the community center. Our neighbors need a space for their wellness and recovery groups and activities. Our current space is too small to include more than a few neighbors at a time and for this high level population space is needed to avoid escalation and conflict due to mental health and trauma experiences. We believe the community center will allow for great recovery and opportunities for our neighbors to successfully transition to a less supportive environment in the future. Another challenge is Crosswinds has increased our shared land cost to cover expenses. As of today we are paying \$9400 a month for the land and office space as well as between \$5-6k a month in utilities. This was a \$4400 increase per month than last year.

6. Describe any trends or emerging needs you are observing in your project/program, as well as new opportunities your organization is pursuing.

We are moving forward with said community center plans with the city of Livermore and hope to move in to the facility in winter of 2024. We are also working with Crosswinds and the City of Livermore to add additional housing, our new location will allow for 40-60 more homes however bridges and infrastructure will be required in order to build in this new area on the crosswinds 35 acres.

7. Provide the number of NEW and UNDUPLICATED PLEASANTON CLIENTS served by your project/program during this reporting period.

In the first period covering July - December 2023, all unduplicated clients are considered to be "new". In the second period covering January - June 2024, include only new, unduplicated clients who were not included in the first period report.

<input type="text" value="2"/>	Number of NEW PLEASANTON CLIENTS	2 total to date
<input type="text" value="2.00"/>	TOTAL	2.00 TOTAL

8. Indicate the number of new, unduplicated Pleasanton clients served during this reporting period, (total should match the total number of clients reported in Question 7 above), who met the following income categories - Area Median Income (AMI).

Clients who did not state their incomes are reported as >80% AMI.

<input type="text" value="2"/>	Extremely Low Income (<30% AMI)	2 total to date
<input type="text"/>	Very Low Income (30% to 50% AMI)	
<input type="text"/>	Low Income (50% to 80% AMI)	
<input type="text"/>	Moderate Income and Above (>80% AMI)	
<input type="text" value="2.00"/>	TOTAL	2.00 TOTAL

9. Indicate the number of new, unduplicated Pleasanton clients served during this reporting period, by the following race/ethnicity categories.

The total should match the total number of clients reported in Question 7 and Question 8 above. HUD considers "Hispanic/Latino" an ethnicity, not a race.

<input type="text" value="2"/>	White	2 total to date
<input type="text"/>	White + HISPANIC/LATINO	
<input type="text"/>	Black/African American	
<input type="text"/>	Black/African American + HISPANIC/LATINO	
<input type="text"/>	Asian	
<input type="text"/>	Asian + HISPANIC/LATINO	
<input type="text"/>	American Indian/Alaskan Native	
<input type="text"/>	American Income/Alaskan Native + HISPANIC/LATINO	
<input type="text"/>	Native Hawaiian/Other Pacific Islander	
<input type="text"/>	Native Hawaiian/Other Pacific Islander + HISPANIC/LATINO	
<input type="text"/>	American Indian/Alaskan Native and White	
<input type="text"/>	American Indian/Alaskan Native and White + HISPANIC/LATINO	
<input type="text"/>	Asian and White	

<input type="text"/>	Asian and White + HISPANIC/LATINO	
<input type="text"/>	Black/African American and White	
<input type="text"/>	Black/African American and White + HISPANIC/LATINO	
<input type="text"/>	American Indian/Alaskan Native and Black/African American	
<input type="text"/>	American Indian/Alaskan Native and Black/African American + HISPANIC/LATINO	
<input type="text"/>	Other/Multi Racial	
<input type="text"/>	Other/Multi Racial + HISPANIC/LATINO	
<input type="text" value="2.00"/>	TOTAL	2.00 TOTAL

10. Indicate the number of new, unduplicated Pleasanton clients served during this reporting period, as reported in Question 7 above, who identify by the following categories.

Note that some clients may meet multiple categories.

<input type="text" value="1"/>	Seniors (62 and older)	1 total to date
<input type="text" value="2"/>	People with Disabilities	2 total to date
<input type="text"/>	Female-Headed Households	
<input type="text"/>	Youth	
<input type="text" value="2"/>	Homeless	2 total to date
<input type="text" value="5.00"/>	TOTAL	5.00 TOTAL

11. Indicate the number of Pleasanton clients served during the reporting period and compare it to the "benchmarks/outcomes" of the project/program.

The "benchmarks/outcomes" are reflected in the Scope of Work reflected in Exhibit A of your agency's Housing & Human Services Grant (HHSB) contract.

<input type="text" value="7"/>	Target number of clients to be served.	7 total to date
<input type="text" value="9"/>	Number of clients actually served during this reporting period (need to match the total number of clients reported in Question 7 above).	9 total to date
<input type="text" value="16.00"/>	TOTAL	16.00 TOTAL

12. Describe the accomplishments of your project/program in this reporting period, including details on how your project/program responded to the needs within the community and any new and creative methods your agency implemented to meet these community needs.

If your project/program has not achieved the "benchmarks/outcomes", as reported in Question 11 above, an explanation must be provided.

We have begun to offer an educational series to our macro community members titled "Humanizing the Homeless Experience". Our first talk took place on Dec 4th with the author who wrote "When We Walk By" a book addressing homelessness. Our next will be in Feb and we are working with our Village Council (made up of neighbors) to have a panel of lived experience in May. We also launched a podcast with our neighbors, staff and volunteers sharing their lived experience. These are moments of healing and empowerment for our neighbors. We also have 27 of our 28 neighbors engaged in our vocational program and have been able to support 28 of our neighbors in their goals to retain housing for the past 6 months. 2 neighbors have launched a mall business called "Fresh Start Art" and were featured in The East Bay Times.

13. Describe how your project/program is addressing the critical human services needs in the "City of Pleasanton Human Services Strategic Plan Needs Assessment Update 2018-2022".

Our village neighbors all met HUDs criteria of chronically homeless prior to moving to the village. We have 4 neighbors with 0 income, 3 have applied for SSI. 5 have GA, 14 have SSI. 13 are 62 or older.

14. Describe how your project/program is addressing the "Strategic Goals" and "Priority Needs" identified in the "City of Pleasanton U.S. Department of Housing and Urban Development (HUD) FY 20202-2024 Consolidated Plan".

We are providing supportive housing to those identified as chronically homeless as well as creating a safe and supportive environment for our seniors and disabled.

15. Describe the original purpose for this grant. Will you spend your entire grant? If not, explain why your agency will not be able to spend the entire grant amount.

The grant funds were for one case manager position. We will be using the entire grant and we greatly appreciate Pleasanton's support!

Powered by ZoomGrants™

City of Pleasanton

Programs > FY 2023/24 Housing and Human Services Grant Program > Housing Rehabilitation Program

FY 2023/24 Housing and Human Services Grant Program

USD\$ 500,000.00 Available

Deadline: 1/20/2023

Habitat for Humanity East Bay/Silicon Valley, Inc.

Housing Rehabilitation Program

USD\$ 80,000.00 USD\$ 80,000.00 Requested

[Previous Submitted Application](#)

[Next Submitted Application](#)

Report 1

Due date (mm/dd/yyyy) 1/16/2024

Report 1 not required

✓ Report 1 submitted: 1/16/2024

Un-Submit

1. Name of person completing the report.

Dona Gomez

2. Title.

Senior Operations Manager, Home Preservation

3. Telephone and e-mail.

510-906-2215 dgomez@habitatebsv.org

4. Describe the project/program funded with this grant, the current status of the project/program, and any significant actions taken during the reporting period.

Habitat partners with homeowners and provides critical health and safety repairs on their homes through the Pleasanton Housing Rehabilitation Grant Program.

We submitted 3 ERs and will be bidding the jobs out in Q3. Should hopefully complete 2 of them in quarter 3. 1 project completed, 8 apps sent, 4 apps received, 1 applicant withdrew and 2 projects were pre-approved for FY25.

Services were promoted through the Senior Injury Prevention Partnership Guide, a general campaign in the East Bay Times for Alameda County services, and a monthly virtual info session for interested community members.

5. Describe any challenges or delays encountered with the project/program, as well as any changes to your project/program design, operations, and/or staffing.

None.

6. Describe any trends or emerging needs you are observing in your project/program, as well as new opportunities your organization is pursuing.

None.

7. Provide the number of NEW and UNDUPLICATED PLEASANTON CLIENTS served by your project/program during this reporting period.

In the first period covering July - December 2023, all unduplicated clients are considered to be "new". In the second period covering January - June 2024, include only new, unduplicated clients who were not included in the first period report.

<input type="text" value="1"/>	Number of NEW PLEASANTON CLIENTS	1 total to date
<input type="text" value="1.00"/>	TOTAL	1.00 TOTAL

8. Indicate the number of new, unduplicated Pleasanton clients served during this reporting period, (total should match the total number of clients reported in Question 7 above), who met the following income categories - Area Median Income (AMI).

Clients who did not state their incomes are reported as >80% AMI.

<input type="text"/>	Extremely Low Income (<30% AMI)	
<input type="text" value="1"/>	Very Low Income (30% to 50% AMI)	1 total to date
<input type="text"/>	Low Income (50% to 80% AMI)	
<input type="text"/>	Moderate Income and Above (>80% AMI)	
<input type="text" value="1.00"/>	TOTAL	1.00 TOTAL

9. Indicate the number of new, unduplicated Pleasanton clients served during this reporting period, by the following race/ethnicity categories.

The total should match the total number of clients reported in Question 7 and Question 8 above. HUD considers "Hispanic/Latino" an ethnicity, not a race.

<input type="text"/>	White	
<input type="text"/>	White + HISPANIC/LATINO	
<input type="text"/>	Black/African American	
<input type="text"/>	Black/African American + HISPANIC/LATINO	
<input type="text"/>	Asian	
<input type="text"/>	Asian + HISPANIC/LATINO	
<input type="text" value="1"/>	American Indian/Alaskan Native	1 total to date
<input type="text"/>	American Income/Alaskan Native + HISPANIC/LATINO	
<input type="text"/>	Native Hawaiian/Other Pacific Islander	
<input type="text"/>	Native Hawaiian/Other Pacific Islander + HISPANIC/LATINO	
<input type="text"/>	American Indian/Alaskan Native and White	
<input type="text"/>	American Indian/Alaskan Native and White + HISPANIC/LATINO	
<input type="text"/>	Asian and White	
<input type="text"/>	Asian and White + HISPANIC/LATINO	
<input type="text"/>	Black/African American and White	
<input type="text"/>	Black/African American and White + HISPANIC/LATINO	
<input type="text"/>	American Indian/Alaskan Native and Black/African American	

<input type="text"/>	American Indian/Alaskan Native and Black/African American + HISPANIC/LATINO	
<input type="text"/>	Other/Multi Racial	
<input type="text"/>	Other/Multi Racial + HISPANIC/LATINO	
1.00	TOTAL	1.00 TOTAL

10. Indicate the number of new, unduplicated Pleasanton clients served during this reporting period, as reported in Question 7 above, who identify by the following categories.

Note that some clients may meet multiple categories.

<input type="text" value="1"/>	Seniors (62 and older)	1 total to date
<input type="text" value="1"/>	People with Disabilities	1 total to date
<input type="text" value="1"/>	Female-Headed Households	1 total to date
<input type="text"/>	Youth	
<input type="text"/>	Homeless	
3.00	TOTAL	3.00 TOTAL

11. Indicate the number of Pleasanton clients served during the reporting period and compare it to the "benchmarks/outcomes" of the project/program.

The "benchmarks/outcomes" are reflected in the Scope of Work reflected in Exhibit A of your agency's Housing & Human Services Grant (HHSB) contract.

<input type="text"/>	Target number of clients to be served.	
<input type="text" value="1"/>	Number of clients actually served during this reporting period (need to match the total number of clients reported in Question 7 above).	1 total to date
1.00	TOTAL	1.00 TOTAL

12. Describe the accomplishments of your project/program in this reporting period, including details on how your project/program responded to the needs within the community and any new and creative methods your agency implemented to meet these community needs.

If your project/program has not achieved the "benchmarks/outcomes", as reported in Question 11 above, an explanation must be provided.

N/A

13. Describe how your project/program is addressing the critical human services needs in the "City of Pleasanton Human Services Strategic Plan Needs Assessment Update 2018-2022".

We served both senior and disabled homeowners with home repairs.

14. Describe how your project/program is addressing the "Strategic Goals" and "Priority Needs" identified in the "City of Pleasanton U.S. Department of Housing and Urban Development (HUD) FY 2020-2024 Consolidated Plan".

Our program connects citizens to services they would not otherwise be able to access.

15. Describe the original purpose for this grant. Will you spend your entire grant? If not, explain why your agency will not be able to spend the entire grant amount.

Empowering residents of Pleasanton through critical health and safety repairs, we will meet the need for healthy, safe and affordable living conditions, enabling households to experience greater safety, health, comfort, and financial stability by decreasing their likelihood of foreclosure and allow them to safely age in place.

We anticipate spending the entire grant for FY24.

FY 2023/24 Housing and Human Services Grant Program

USD\$ 500,000.00 Available

Deadline: 1/20/2023

Tri-Valley REACH, Inc.

Home Improvement Projects, Repair & Maintenance

[Previous Submitted Application](#)

USD\$ 40,000.00 USD\$ 40,000.00 Requested

Report 1

Due date (mm/dd/yyyy) 1/16/2024

Report 1 not required

✓ Report 1 submitted: 1/1/2024

Un-Submit

1. Name of person completing the report.

Kay King

2. Title.

Board Chair

3. Telephone and e-mail.

925-980-6739 kaytjeking@gmail.com

4. Describe the project/program funded with this grant, the current status of the project/program, and any significant actions taken during the reporting period.

REACH has successfully completed all identified home improvement or major repair projects. All grant funds have been utilized between the period of 7/1/23 - 12/31/23

Trenton and Tanager - new HVAC install

Trenton flooring upgrade

Vineyard - new HVAC

5. Describe any challenges or delays encountered with the project/program, as well as any changes to your project/program design, operations, and/or staffing.

There were no delays encountered or changes to the projects. Each project was completed on time and within budget.

6. Describe any trends or emerging needs you are observing in your project/program, as well as new opportunities your organization is pursuing.

As in recent years, the age range of individuals with intellectual and developmental disabilities who are seeking affordable, inclusive and independent living is younger. This has a direct impact on not only the need for more housing in our community, but also a living environment that is conducive to their needs. REACH shared homes, which are located within a neighborhood, are an ideal option for those who are wanting independence soon after they've transitioned out of educational programs. REACH continues to modify or adapt the homes to create an environment that encourages and develops their life skills.

7. Provide the number of NEW and UNDUPLICATED PLEASANTON CLIENTS served by your project/program during this reporting period.

In the first period covering July - December 2023, all unduplicated clients are considered to be "new". In the second period covering January - June 2024, include only new, unduplicated clients who were not included in the first period report.

<input type="text" value="16"/>	Number of NEW PLEASANTON CLIENTS	16 total to date
<input type="text" value="16.00"/>	TOTAL	16.00 TOTAL

8. Indicate the number of new, unduplicated Pleasanton clients served during this reporting period, (total should match the total number of clients reported in Question 7 above), who met the following income categories - Area Median Income (AMI).

Clients who did not state their incomes are reported as >80% AMI.

<input type="text" value="16"/>	Extremely Low Income (<30% AMI)	16 total to date
<input type="text"/>	Very Low Income (30% to 50% AMI)	
<input type="text"/>	Low Income (50% to 80% AMI)	
<input type="text"/>	Moderate Income and Above (>80% AMI)	
<input type="text" value="16.00"/>	TOTAL	16.00 TOTAL

9. Indicate the number of new, unduplicated Pleasanton clients served during this reporting period, by the following race/ethnicity categories.

The total should match the total number of clients reported in Question 7 and Question 8 above. HUD considers "Hispanic/Latino" an ethnicity, not a race.

<input type="text" value="13"/>	White	13 total to date
<input type="text" value="1"/>	White + HISPANIC/LATINO	1 total to date
<input type="text"/>	Black/African American	
<input type="text"/>	Black/African American + HISPANIC/LATINO	
<input type="text" value="2"/>	Asian	2 total to date
<input type="text"/>	Asian + HISPANIC/LATINO	
<input type="text"/>	American Indian/Alaskan Native	
<input type="text"/>	American Income/Alaskan Native + HISPANIC/LATINO	
<input type="text"/>	Native Hawaiian/Other Pacific Islander	
<input type="text"/>	Native Hawaiian/Other Pacific Islander + HISPANIC/LATINO	
<input type="text"/>	American Indian/Alaskan Native and White	
<input type="text"/>	American Indian/Alaskan Native and White + HISPANIC/LATINO	
<input type="text"/>	Asian and White	
<input type="text"/>	Asian and White + HISPANIC/LATINO	
<input type="text"/>	Black/African American and White	
<input type="text"/>	Black/African American and White + HISPANIC/LATINO	
<input type="text"/>	American Indian/Alaskan Native and Black/African American	
<input type="text"/>	American Indian/Alaskan Native and Black/African American + HISPANIC/LATINO	
<input type="text"/>	Other/Multi Racial	
<input type="text"/>	Other/Multi Racial + HISPANIC/LATINO	

TOTAL**16.00 TOTAL**

10. Indicate the number of new, unduplicated Pleasanton clients served during this reporting period, as reported in Question 7 above, who identify by the following categories.

Note that some clients may meet multiple categories.

<input type="text"/>	Seniors (62 and older)	
<input type="text" value="16"/>	People with Disabilities	16 total to date
<input type="text"/>	Female-Headed Households	
<input type="text"/>	Youth	
<input type="text"/>	Homeless	
<input type="text" value="16.00"/>	TOTAL	16.00 TOTAL

11. Indicate the number of Pleasanton clients served during the reporting period and compare it to the "benchmarks/outcomes" of the project/program.

The "benchmarks/outcomes" are reflected in the Scope of Work reflected in Exhibit A of your agency's Housing & Human Services Grant (HHSO) contract.

<input type="text"/>	Target number of clients to be served.	
<input type="text"/>	Number of clients actually served during this reporting period (need to match the total number of clients reported in Question 7 above).	
<input type="text" value="0.00"/>	TOTAL	0.00 TOTAL

12. Describe the accomplishments of your project/program in this reporting period, including details on how your project/program responded to the needs within the community and any new and creative methods your agency implemented to meet these community needs.

If your project/program has not achieved the "benchmarks/outcomes", as reported in Question 11 above, an explanation must be provided.

-no answer-

13. Describe how your project/program is addressing the critical human services needs in the "City of Pleasanton Human Services Strategic Plan Needs Assessment Update 2018-2022".

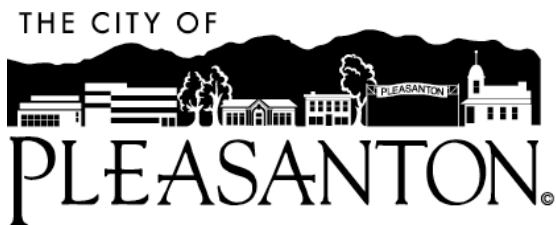
-no answer-

14. Describe how your project/program is addressing the "Strategic Goals" and "Priority Needs" identified in the "City of Pleasanton U.S. Department of Housing and Urban Development (HUD) FY 2020-2024 Consolidated Plan".

-no answer-

15. Describe the original purpose for this grant. Will you spend your entire grant? If not, explain why your agency will not be able to spend the entire grant amount.

-no answer-



Housing Commission Agenda Report

February 15, 2024
Item 5

**SUBJECT UPDATE REGARDING THE HOUSING AND HUMAN SERVICES GRANT (HHSG)
REVIEW PROCESS FOR FY 2024/25**

RECOMMENDATION

This item is for the Commission's information only; no action is required.

ATTACHMENTS

1. FY 2024/25 HHSG Applications Received Through ZoomGrants
2. Agenda Report from the February 7, 2024 Human Services Commission Meeting
3. Copies of Housing-Related FY 2024/25 HHSG Applications (8)

BACKGROUND

In November 2009, the Housing Commission reviewed and provided comments regarding the draft application packet and process for the first year of the new Housing and Human Services Grant (HHSG) program which started in fiscal year 2010/11. At that time, the Commission expressed a strong interest in retaining a key role in any recommendations regarding the use of federal HOME funds and City Lower Income Housing Funds (LIHF).

A virtual Zoom application workshop for the twelfth year of HHSG (FY 2024/25) was held on December 6, 2023, in collaboration with staff from the cities of Livermore and Dublin. The Zoom meeting was mandatory and attended by representatives from a variety of agencies which provide housing and services to lower income residents. HHSG applications were due Friday, January 19, 2024. As shown in Attachment 1, a total of 27 applications were received from 22 different agencies for an aggregate request of \$1,261,561.

At its meeting on February 7, 2024, the Human Services Commission (HSC) discussed the evaluation process for the HHSG applications. A copy of the staff report from the meeting is included as Attachment 2 (the minutes from the meeting are not yet available). At the meeting, the HSC agreed to follow a review process similar to that which was used last year. Accordingly, the majority of the applications listed in Attachment 1 will be reviewed at the HSC's Meeting on March 6 with the goal of developing a recommendation to the City Council for funding. This plan maintains the Housing Commission's role as the reviewing body for any proposed use of HOME or LIHF funds.

Application Review Process

In 2010, the cities of Pleasanton, Livermore, and Dublin purchased ZoomGrants, an online grant application software program that allows organizations to complete each city's Housing and Human Services Grant (HHSG) applications via the internet. The program was introduced in December 2010 at the grant workshops held prior to the FY 2011/12 allocation process.

This year applicants for HHSG funds have once again used ZoomGrants to submit their applications. Agencies also use the software throughout the fiscal year to submit invoices and semi-annual reports on grant progress. As the reviewing body with responsibility for reviewing the majority of HHSG applications, the HSC has utilized ZoomGrants for more than ten years now to review HHSG applications online and is currently in the process of reviewing and evaluating FY 2024/25 funding applications. Because the Housing Commission will be reviewing a small subset of the total number of applications, staff have provided hard copies of the applications as Attachment 3.

DISCUSSION

The purpose of this report is to provide the Housing Commission (HC) with an update of the HHSG applications that were received and an explanation of how the HC will be involved in the specific allocation of HOME and LIHF funds. As shown in Attachment 1, staff has identified eight (8) of the 27 applications that are likely to be considered for HOME and/or LIHF funding based either on specific requests or past history:

App #	Agency / Project	Possible Source(s):	
		HOME	LIHF
1	Abode Services / Tri-Valley Rapid Rehousing Program: \$120,000 a) Tenant-Based Rental Assistance b) Case Management Services	\$80,000	\$40,000
5	Centro Legal de la Raza / Fair and Secure Housing Project		\$46,500
9	CityServe of the Tri-Valley / Homeless Intervention and Crisis Stabilization Program		\$80,000
10	Community Resources for Independent Living (CRIL) / Housing & Independent Living Skills		\$16,000
11	ECHO Housing / Housing Counseling Services		\$40,000
12	Goodness Village / Tiny Homes Community		\$58,874
13	Habitat for Humanity / Housing Rehabilitation Program	\$55,000	\$40,000
29	Tri-Valley REACH / Home Improvement, Maintenance & Rehabilitation Projects		\$45,000
		\$135,000	\$366,374
	TOTAL	\$501,374	

Copies of the eight (8) full applications are included as Attachment 3 in order to provide the Commission with additional time for preliminary review prior to the March meeting.

Abode Services / Tri-Valley Rapid Rehousing Program

Abode Services' Tri-Valley Rapid Rehousing Program project provides tenant-based rental assistance, which is eligible under the HOME program. As indicated in the table, Abode has requested \$80,000 for tenant-based rent subsidies (which the City has traditionally funded through HOME). The remaining funding requested (\$40,000) would be for case management and related housing services and would be eligible for funding through the LIHF as in the past.

Centro Legal de la Raza / Fair and Secure Housing Project

Centro Legal de la Raza (Centro Legal) is a legal services agency protecting and advancing the rights of low-income renters through bilingual legal representation, education, and advocacy. Centro Legal is requesting \$46,500 in funding to provide legal consultations, representation, outreach, and tenant education services to low-income Pleasanton tenants facing housing instability, eviction, and potential displacement. Centro Legal provides pre-eviction consultation in addition to eviction representation.

CityServe of the Tri-Valley / Homeless Intervention and Crisis Stabilization Program

CityServe has applied for \$80,000 to provide vital non-clinical assistance to individuals and families facing homelessness or housing crises. The CityServe team has been working and will continue to work closely with Pleasanton Police, City staff, and other service providers to identify people who are homeless and on the street. This program was funded last year using LIHF funds.

Community Resources for Independent Living (CRIL) / Housing & Independent Living Services

CRIL's Housing & Independent Living Services has been historically funded with LIHF funds. Its funding request of \$16,000 will provide extremely low-and very low-income Pleasanton residents who have a disability with housing search assistance, peer counseling, independent living skills and travel training.

ECHO Housing / Housing Counseling Services

The application from ECHO Housing (ECHO) for \$40,000 represents a project that has been funded in previous fiscal years using LIHF funds. ECHO meets federal requirements for making available a range of housing counseling services including fair housing counseling and investigation, tenant/landlord counseling and dispute resolution, rental assistance for delinquent rent and deposits, and general home-seeking information. These services are an important part of the continuum of housing services available for Pleasanton residents.

Goodness Village / Tiny Homes Community

Goodness Village is a "tiny homes community" providing permanent supportive housing program intentionally designed for people to successfully transition out of chronic homelessness. Currently, 9 of the 28 Goodness Village residents are Pleasanton residents. Goodness Village is requesting \$58,874.40 for 1 case manager position who provides mental health support and housing retention services to all program participants.

Housing Rehabilitation Program

As the City's Housing Rehabilitation Program (HRP) administrator, Habitat for Humanity is requesting \$80,000 to provide critical health and safety home repairs to Pleasanton homeowners who are cost-burdened and economically vulnerable and do not have the resources to invest in needed home improvements. This program has utilized City LIHF funds, federal HOME and CDBG funds. Any federal funds allocated to this program will be assessed once the federal funds allocations are provided to the City.

Tri-Valley REACH / Home Improvement Projects, Repairs & Maintenance

Tri-Valley REACH’s funding request of \$45,000 will be used specifically toward expenses for 6 Pleasanton property’s home repairs, improvements, and maintenance. These 6 Pleasanton homes currently provide housing for 16 Pleasanton adults with developmental disabilities.

Funding Recommendation

Based on this preliminary evaluation, staff is currently working on an analysis of the HHSG applications to develop a funding recommendation for consideration by the Human Services Commission (HSC) at its upcoming Meeting on March 6th. That recommendation will separate out those applications that are recommended for HOME or LIHF funding (most likely from the list above) for review by the Housing Commission (HC) on March 21st. At that, staff will provide detailed information on each project and a specific recommendation for funding (including information on current balances of HOME and LIHF funds). The HC’s recommendation regarding HOME and LIHF funds will be forwarded directly to the City Council for final action in April.

Summary

The preceding table includes \$135,000 in federal HOME funds and more than \$366,000 in LIHF funds. As in prior years, it is possible that projects will either not be fully funded or will be funded in part from other sources.

While specific figures have not yet been released by HUD, the City’s annual allocation of HOME funds for HOME-eligible projects for the current fiscal year 2023/24 is \$133,789. In FY 2023/24 the HC approved a total of \$354,348 in City LIHF funds to supplement the funding of “housing services” projects of the type listed below.

Agency / Project	LIHF
Abode Services / Tri-Valley Rapid Rehousing Program: a) Tenant-Based Rental Assistance b) Case Management Services	\$ 40,000
Centro Legal de la Raza / Tri-Valley Fair & Secure Housing	\$ 46,628
CityServe / Homeless Intervention & Crisis Stabilization	\$ 80,000
CRIL / Housing & Independent Living Services	\$ 15,000
ECHO Housing / Housing Counseling Services	\$ 40,000
Goodness Village / Tiny Homes Community	\$ 57,720
Habitat for Humanity / Housing Rehabilitation Program	\$ 35,000
Tri-Valley REACH / Housing Preventative Maintenance/Repair	\$ 40,000
Total	\$354,348

Staff believes that the current process for reviewing and allocating HHSG funds continues to meet the concerns of both the HC and the HSC for preserving the HC's role in reviewing HOME and LIHF funds as expressed by both commissions when the City's grant process was reorganized in 2009. Staff will have specific recommendations on funding amounts from each program at the March 21st meeting.

STAFF RECOMMENDATION

This report is for the Commission's information only. No specific action is required at this time, although the Commission is welcome to provide feedback regarding the HHSG review process. The March 21st agenda will include a detailed report regarding the proposed allocation of HOME and LIHF funds for the eight HHSG applications.

ATTACHMENT 1

FY 2024/25 HHSG APPLICATION

RECEIVED THROUGH ZOOMGRANTS

Attachment 1

FY 2024/25 HHSB APPLICATIONS RECEIVED THROUGH ZOOMGRANTS

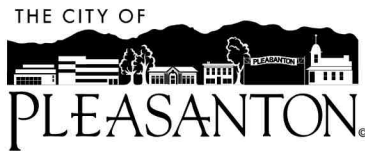
CITY OF PLEASANTON FY 2024/25 HHSB PROGRAM

Applications Received by 01/19/2024 Deadline

	Agency Name	Application Title	Capital Improvement Project	Public Services	Housing Services
1	Abode Services	Rapid Re-housing Program			\$ 120,000
2	Assistance League of Amador Valley	Operation School Bell		\$ 5,000	
3	Axis Community Health	Enrollment Specialist		\$ 9,637	
4	CALICO Center	Pleasanton Child Abuse Intervention Program		\$ 11,000	
5	Centro Legal de la Raza	Tri-Valley Fair and Secure Housing Project			\$ 46,500
6	Chabot-Las Positas Community College District	Pleasanton Pathways to Employment		\$ 31,635	
7	Chabot-Las Positas Community College District	Pleasanton VITA Services		\$ 16,914	
8	CityServe of the TriValley	At-Risk Family Stabilization and Homeless Prevention Program		\$ 80,000	
9	CityServe of the TriValley	Homeless Intervention and Crisis Stabilization Program			\$ 80,000
10	Community Resources for Independent Living (CRIL)	Housing and Independent Living Skills			\$ 16,000
11	Eden Council for Hope and Opportunity (ECHO Housing)	Housing Counseling Services			\$ 40,000
12	Goodness Village	Goodness Village			\$ 58,874
13	Habitat for Humanity East Bay/Silicon Valley, Inc.	Administered Grant & Loan Program (Housing Rehabilitation)			\$ 95,000
14	Hively	Hively Family Resource Center and Navigation Center		\$ 36,000	
15	Legal Assistance for Seniors	Legal and Supportive Services, Medicare Counseling, Education for Pleasanton Seniors		\$ 10,000	
16	Lions Center for the Visually Impaired	Pleasanton Seniors Vision Health		\$ 7,500	
17	One Nation Dream Makers	Last Mile Delivery and Food Recovery Program		\$ 25,000	
18	Open Heart Kitchen	Senior Meal Program		\$ 50,000	
19	Partners for Change Tri-Valley	Alleviating Poverty and Homelessness in the Tri-Valley		\$ 15,000	
20	Spectrum Community Services	Meals on Wheels, More than a Meal		\$ 55,000	
21	Sunflower Hill	Sunflower Hill Program Support at Irby Ranch		\$ 16,250	
22	Sunflower Hill	Sunflower Hill Program for Adults with Developmental Disabilities		\$ 16,250	
23	Tri-Valley Haven	Domestic Violence Services		\$ 60,000	
24	Tri-Valley Haven	Homeless and Family Support Services		\$ 60,000	
25	Tri-Valley Haven	Shelter Rebuild	\$ 250,000		
26	Tri-Valley REACH, Inc.	Home Improvement Projects, Maintenance & Rehabilitation Projects			\$ 45,000
27	Wishing Well, Inc.	No One should sleep hungry		\$ 5,000	
			\$ 250,000	\$ 510,186	\$ 501,374

TOTAL REQUESTED: \$ 1,261,561

ATTACHMENT 2
AGENDA REPORT
FROM FEBRUARY 7, 2024
HUMAN SERVICES COMMISSION MEETING



HUMAN SERVICES COMMISSION AGENDA REPORT

February 7, 2024
Item 4

TITLE: DISCUSS EVALUATION PROCESS AND MEETING FORMAT FOR FISCAL YEAR 2024/25 HOUSING AND HUMAN SERVICES GRANT PROGRAM REVIEW

SUMMARY

The Human Services Commission will be reviewing the Fiscal Year (FY) 2024/25 Housing and Human Services Grant (HHSG) applications at its March 6, 2024 meeting. To streamline the review and funding recommendation process, the commission should discuss the evaluation process and meeting format. Staff will answer any technical questions commissioners may have related to the use of the ZoomGrants Online Application Management System, the cloud-based grant management platform.

RECOMMENDATION

Discuss the evaluation process and meeting format for the FY 2024/25 Housing and Human Services Grant program review.

BACKGROUND

Annually the Human Services Commission utilizes its February and March meetings to discuss, deliberate, and recommend funding for the Housing and Human Services Grants (HHSG) Program. The Human Services Commission reviews grant requests related to human services while the Housing Commission reviews grant requests related to housing. Most years the Human Services and Housing Commissions are required to review/rate between 25 and 35 applications from Tri-Valley human service and housing providers.

DISCUSSION

This year, the commission will again be reviewing the FY 2024/25 HHSG applications online with the ZoomGrants program that was first implemented for the FY 2011/12 allocation process. In March, the commission will deliberate and provide funding recommendations for City Council consideration.

HHSG applications for FY 2024/25 were due Friday, January 19, 2024, by 11:59 p.m. and 27 applications were received. Attachment 1 lists the 19 human services-related applications. Applications for consideration by the Housing and Human Services Commissions have an aggregate funding request of just over \$1,022,000. Applications to be reviewed by the Human Services Commission total \$760,186.37.

Commissioners were sent an email after the application deadline indicating they could access the applications on ZoomGrants to start the review process. Applications will remain available for review/rating until Sunday, February 4, 2024, at 11:59 p.m. Applications will still be viewable on ZoomGrants after that time; however, commissioners will not be able to modify their scores and/or comments.

At the February meeting, the commission should determine the meeting format for the March commission meeting where the FY 2024/25 HHSG funding recommendations will be discussed. During the February meeting, commissioners will:

- Be able to ask questions regarding specific grant applications
- Discuss the new question number 12, *“For this grant request, please list the agencies you will collaborate with, providing specifics on your collaboration efforts.”* During the November 14, 2023, Joint Human Services Commission meeting in Livermore, discussions were shared on how important it was for prospective grantees to collaborate with one another. The intent for this question is to offer a more critical evaluation based on an agency’s collaborative efforts with other agencies
- Confirm which agencies will be required to present their grant applications during the March meeting
- Further discuss the estimated amount of General Funds and Community Development Block Grant (CDBG) funds available for the FY 2024/25 grant cycle.

At the March 6, 2024 meeting, staff will provide recommendations and a summary of the commissioners’ review in an agenda report for the commission’s consideration. A change for this year will be the minimum grant amount provided. The December 6, 2023 virtual mandatory grant application workshop shared that the minimum request will be \$5,000, and that amounts less than that will not be recommended for approval.

EQUITY AND SUSTAINABILITY

Not applicable, as this item is an administrative matter of City business.

OUTREACH

Past grant recipients were notified of the annual grant cycle through direct emails. Notification of the grant cycle was advertised on the new City website and published in the Pleasanton Weekly.

STRATEGIC PLAN ALIGNMENT

This action advances the following Citywide goals and strategies:

ONE Pleasanton Citywide Strategic Plan (Attachment 2)

- Building A Community Where Everyone Belongs, Strategy 12 – Implement the results of the Human Services Needs Assessment and streamline housing, human services, and community services grant programs to increase program participation and access.

- Library and Recreation Department Strategic Plan 2019-2024 (Attachment 3)
 - Goal A. Programs, Plans, and Services – deliver exceptional programs and services that meet the needs and interests of the community, Strategy 1 - Implement Council-approved plans, including f) Human Services Needs Assessment.

FISCAL IMPACT

There are no immediate costs associated with this process until funding requests are approved by City Council action.

Submitted by:



Jay Ingram
Recreation Manager

Attachments:

1. Fiscal Year 2024/25 Human Services Grant Applications received through ZoomGrants – Summary
2. [ONE Pleasanton Citywide Strategic Plan \(online\)](#)
3. [Library and Recreation Department Strategic Plan \(online\)](#)

Fiscal Year 2024/2025 Human Services Grant Applications Received through ZoomGrants - Summary

Organization	Grant Name	\$ Request
Assistance League of Amador Valley	Operation School Bell	\$5,000
Axis Community Health	Enrollment Specialist	\$9,637.37
CALICO Center	Pleasanton Child Abuse Prevention	\$11,000
Chabot-Las Positas Community College District/TVCC	Pleasanton Pathways to Employment	\$31,635
Chabot-Las Positas Community College District/TVCC	Pleasanton VITA Services	\$16,914
CityServe of the Tri-Valley	At-Risk Family Stabilization and Homeless Prevention Program	\$80,000
Hively	Hively Family Resource Center and Navigation Services	\$36,000
Legal Assistance for Seniors	Legal and Supportive Services, Medicare Counseling and Education for Pleasanton Seniors	\$10,000
Lions Center for the Visually Impaired	Pleasanton Senior Vision Health	\$7,500
One Nation Dream Makers	One Nation Dream Makers Last Mile Delivery and Food Recovery Program	\$25,000
Open Heart Kitchen	Senior Meal Program	\$50,000
Partners for Change Tri-Valley	Alleviating Poverty and Homelessness in the Tri-Valley	\$15,000
Spectrum Community Services	Meals on Wheels, More Than a Meal	\$55,000
Sunflower Hill	Sunflower Hill Program Support at Irby Ranch	\$16,250
Sunflower Hill	Sunflower Hill Program Support for Adults with Developmental Disabilities	\$16,250
Tri-Valley Haven	Domestic Violence Services	\$60,000
Tri-Valley Haven	Homeless and Family Support Services	\$60,000
Tri-Valley Haven	Shelter Rebuild (Capital)	\$250,000
Wishing Well Inc.	No one should sleep hungry	\$5,000
	Total	\$760,186.37

ATTACHMENT 3

COPIES OF HOUSING-RELATED
FY 2024/25 HHSG APPLICATIONS



Powered by ZoomGrants™ and

City of Pleasanton
FY 2024/25 Housing and Human Services Grant Program
Deadline: 1/19/2024

Abode Services
Rapid Re-Housing

Jump to: Application Questions Budget Tables Documents

USD\$ 120,000.00 Requested

Submitted: 1/12/2024 4:37:47 PM (Pacific)

Project Contact

Carrie Gaydos
kmccoy@abodeservices.org
Tel: (510) 270-1161 | Ext. #301

Additional Contacts

kcarnahan@abode.org

Abode Services

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Fremont, CA 94538

Chief Executive Officer

Louis Chicoine
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Fax (510) 270-1161 | Ext. #301
Web www.abode.org
EIN 94-3087060
UEI JELMT9ALJGA7
(N)CAGE 5RK63
SAM Expires 3/28/2020

Application Questions top

ORGANIZATION INFORMATION

1. Describe your organization category (select one of the following):

- Non-Profit
For-Profit
Public Agency
Other:

2. Describe your agency's mission (no more than 4 sentences).

Abode Services (Abode) is dedicated to eradicating homelessness by aiding low-income individuals without homes, including those with special needs, in attaining secure and supportive housing. Our mission extends to advocating for the elimination of the root causes of homelessness. Through the development and implementation of innovative programs, we strive to put an end to homelessness. Grounded in the principles of Housing First, our approach has proven to yield significantly better results than traditional methods of addressing homelessness.

3. In the PRIOR fiscal year (2022/2023), list the total number of PLEASANTON clients your agency served in each of category below.

For current income limits by affordability category, please check the City's website.

31 Extremely Low Income (<30% AMI)
19 Very Low Income (30%-50% AMI)
1 Low Income (50%-80% AMI)
0 Moderate Income (80%-120% AMI)
0 Above Moderate (>120% AMI)

51.00 SUBTOTAL

51.00 TOTAL

4. In the PRIOR fiscal year (2022/2023), list the total number of PLEASANTON clients your agency served in the race/ethnicity categories below.

Total must match Question 3. HUD considers "Hispanic/Latinx" an ethnicity and not a separate race. Clients who do not provide a response are considered "Other Multi Racial".

17	White
4	White + HISPANIC/LATINX
4	Black/African American
0	Black/African American + HISPANIC/LATINX
1	Asian
0	Asian + HISPANIC/LATINX
0	American Indian/Alaskan Native
0	American Indian/Alaskan Native + HISPANIC/LATINX
0	Native Hawaiian/Other Pacific Islander
2	Native Hawaiian/Other Pacific Island + HISPANIC/LATINX
0	American Indian/Alaskan Native and White
0	American Indian/Alaskan Native and White + HISPANIC/LATINX
0	Asian and White
3	Asian and White + HISPANIC/LATINX
0	Black/African American and White
1	Black/African American and White + HISPANIC/LATINX
0	American Indian/Alaskan Native and Black/African American
0	American Indian/Alaskan Native and Black/African American + HISPANIC/LATINX
0	Other Multi Racial
19	Other Multi Racial + HISPANIC/LATINX
51.00	TOTAL

5. In the PRIOR fiscal year (2022/2023), list the total number of PLEASANTON clients served in each category below.

Multiple categories may apply to some clients while none will apply to other clients, so the total of this table DOES NOT need to match Questions 3 and 4.

37	Seniors (62 and older)
32	People with Disabilities
11	Female-Headed Households
19	Youth
51	Homeless
150.00	TOTAL

PROGRAM APPLICATION

6. If you are submitting more than one application for Pleasanton HHS funding, enter the numerical ranking of the priority of this proposal and the total number of proposals your agency is submitting for the coming fiscal year.

(Example: '1 of 1' means you are submitting only one proposal; '1 of 3' would mean you are submitting 3 proposals and this one is the highest priority of the three.)

1 of 1

7. Is this proposal a request for Public Services or Capital Improvement Project (CIP) funding?

- Public Service
- Capital Improvement Project

8. Is your agency able to assess that your clients are "eligible beneficiaries" (i.e. low- and moderate-income persons and/or "presumed" beneficiaries, according to the U.S. Department of Housing & Urban Development)? If so, how? If not, please explain how you plan to assess whether your clients are "eligible beneficiaries".

Qualified Abode personnel perform a comprehensive intake assessment, covering aspects such as income evaluation, debt analysis, and other criteria in alignment with HUD standards.

9. Provide the projected number of PLEASANTON CLIENTS who would be served by this program/project in fiscal year (2024/2025).

of Persons

TOTAL

10. Please list the total projected number of PLEASANTON CLIENTS your agency proposes to serve through this program/project for each income category below in fiscal year 2024/2025.

(The total number of persons indicated in question #9 must match the total number listed in the income categories below.)

Extremely Low Income (<30% AMI)

Very Low Income (<30-50% AMI)

Low Income (50%-80% AMI)

Moderate Income (80%-120% AMI)

Above Moderate (>120% AMI)

SUBTOTAL

TOTAL

11. Provide a brief summary of the program/project, including the population served and how this population will access this program/project, for which your agency is seeking funding. If you do not receiving funding, what would be the impact?

Abode is set to deliver rapid re-housing services for homeless individuals and families in Pleasanton. In the event that the full funding request is not granted, Abode will serve a reduced number of individuals or households in Pleasanton.

12. For this grant request, please list the agencies you will collaborate with, providing specifics on your collaborative efforts.

In 2023, Abode collaborates with over 30 service providers, including organizations such as Eden, Kidago, local police departments, hospitals, Alameda County, and the City of Livermore, to facilitate program participants' access to a diverse range of services addressing their needs. These services involve Tri-Valley organizations deeply embedded in the local community, ensuring high accessibility for participants. The listed partnering agencies represent just a selection of key collaborators within our extensive network, working together to coordinate service delivery and optimize resource utilization.

As a longstanding and well-established nonprofit with a visible presence in the Tri-Valley, Abode often takes the lead in identifying potential duplications of efforts. Leveraging our robust infrastructure for data analysis, we systematically evaluate program effectiveness. Our dedicated full-time staff ensures that gathered data is utilized to pinpoint issues, including the potential for duplication. The Rapid Re-Housing program employs the HMIS system and case management records to meticulously document and monitor participant information, aligning them with funding streams based on identified needs. This allows us to provide synthesized information to our partners, enhancing the overall effectiveness and efficiency of our network.

Integral to the Rapid Re-Housing program is comprehensive case management, involving the creation of individualized service plans tailored to identify and overcome obstacles to stable housing. We play a pivotal role in stabilizing participants by informing them about eligible benefits, supporting their applications, facilitating access to educational opportunities, and strategizing ways to increase their income. Regular monthly meetings or more with the Housing Coordinator ensure ongoing support for participants to succeed in their journey.

CAPITAL PROJECTS

13. Is your agency requesting funds for a Capital Improvement project? If no, skip to question #20.

If yes, you will need to upload all the CAPITAL Documents Requested in the Documents Tab.

- Yes
 No

14. For Capital Improvement Projects (CIPs), provide a detailed narrative (e.g. rehabilitation or new construction) and a detailed scope of work for the project.

N/A

15. For Capital Improvement Projects (CIPs), describe land tenure status (e.g. does your agency own or lease the property). If you do not have site control, describe your site control plan.

CDBG regulations require a "long-term lease" of a minimum of 15 years.

N/A

16. For Capital Improvement Projects (CIPs), will relocation be required if the building is occupied?

If yes, describe and upload your agency's relocation plan. If this is not applicable, enter "N/A".

N/A

17. For Capital Improvement Projects (CIPs), identify the project team (e.g. architect/engineer, contractor, and/or consultants).

N/A

18. For Capital Improvement Projects (CIPs), has a Market Study, Property Needs Assessment and/or other evaluation which identifies the need for the proposed project been completed?

If yes, describe and upload the study/assessment/evaluation. If this is not applicable, enter "N/A".

N/A

19. For Capital Improvement Projects (CIPs), how will this project comply with federal Davis-Bacon/Fair Labor Standards Act requirements?

N/A

POLICY CONSISTENCY

20. Identify AT LEAST ONE Critical Human Services Need from the "City of Pleasanton Human Services Strategic Plan Needs Assessment Update 2018-2022" that relates to your program/project.

- Workforce Development/Unemployment
 Healthcare and Behavior Health
 Disability Services and Access
 Food and Nutrition
 Youth Services
 Senior Services
 Homeless in the Tri-Valley
 Services Provider Critical Initiatives

21. Identify AT LEAST ONE critical systemic challenge from the "City of Pleasanton Human Services Strategic Plan Needs Assessment Update 2018-2022" that relates to your program/project.

- Lack of consumer information about services/need for education
 Lack of coordination, missed opportunities for collaboration, duplication of services among service providers, and lack of centralized database between service providers and public agencies
 Time and cost associated with obtaining services including transportation and connectivity of citizens to services

22. How will the program/project address the critical systemic challenge selection in question #22?

In 2023, Abode Services is dedicated to enhancing the Tri-Valley Rapid Re-Housing Program and more than 65 other initiatives through systematic data measurement and tracking. Aligned with Alameda County's Homeless Management Information System (HMIS), we meticulously track participant information, leveraging over 1,000 landlords through our Welcome MAT database. The Housing Coordinator maintains detailed case management files, facilitating tailored service referrals and delivery.

Our commitment to excellence combines qualitative and quantitative methods, allowing regular reviews by staff, managers, and leadership to identify trends for future service enhancement. This commitment ensures responsiveness to stakeholder needs. Key objectives include a target for 80% of households to maintain or transition into permanent housing post-rental assistance and a 75% increase in household income during program enrollment.

Abode's strategic approach aims to create a lasting impact on Tri-Valley homelessness, fostering stability and empowerment for program participants.

23. Identify AT LEAST ONE City of Pleasanton U.S. Department of Housing and Urban Development (HUD) FY 2020-2024 Consolidated Plan "guiding principle" that relates to your program/project.

- Be culturally accessible, appropriate, and inclusive
- Encourage community engagement and involvement
- Promote energy and resource efficiency
- Encourage networking and information sharing across service providers
- Encourage processing streaming
- Consolidate service delivery

24. Identify AT LEAST ONE City of Pleasanton U.S. Department of Housing and Urban Development (HUD) FY 2020-2024 Consolidated Plan "Strategic Goals" that relates to your program/project.

- Promote the construction and preservation of affordable rental housing for extremely low (30% AMI), very low (50% AMI), and low income (80% AMI) households
- Promote the preservation of single-family homes for low income (80%) homeowners through rehabilitation or minor home repair
- Promote the preservation of rental housing through minor home repair
- Provide direct financial assistance to income eligible (80% AMI) first time homebuyers
- Reduce housing discrimination through provision of fair housing and landlord/tenant services
- Funding and supporting homeless services programs to end homelessness
- Increase the availability of service enriched housing for persons with special needs
- Support improvements, including ADA accessibility, to public facilities and non-profit agency facilities
- Fund economic development, micro-enterprise, and on-the-job training
- Support public service programs for low income (80% AMI) residents

25. Identify AT LEAST ONE City of Pleasanton U.S. Department of Housing and Urban Development (HUD) "Priority Needs" that relates to your program/project.

- Support housing needs, including increasing home ownership opportunities, creating and preserving affordable rental and homeownership housing, and reducing housing discrimination
- Prevent homelessness and/or assist those experiencing homelessness
- Promote the production of service-enriched housing
- Promote and support capital improvements, economic developments, and public services programs

26. Be advised that new state laws may prohibit councilmembers from making a decision on your organization's grant application if the councilmember has received a contribution exceeding \$250 from your organization or some of its members in the prior 12 months. The California Fair Political Practices Commission (FPPC) provides this information about the new law: <https://www.fppc.ca.gov/learn/pay-to-play-limits-and-prohibitions.html>.

This is not a question, but rather a statement. While a response is not necessary, you may need to work with City staff to provide details of contributions for reporting purposes pursuant to the Political Reform Act.

N/A

Budget [top](#)

Funding Sources/Revenues	Amount Committed	Amount Requested
-none-	USD\$ 0.00	USD\$ 0.00

Funding Uses/Expenses	TOTAL Prog Budget (incl Pls HHSG)	Amount Requested (Pls HHSG ONLY)
Capital: Construction/Rehab		
Capital: Permits & Fees		

Capital: Design		
Capital: Engineering		
Capital: Acquisition		
Capital: Other Soft Costs (define below)		
Personnel: Salaries* (see instructions below)	USD\$ 15,125.00	USD\$ 15,125.00
Personnel: Benefits* (see instructions below)	USD\$ 4,235.00	USD\$ 4,235.00
Operating: Supplies	USD\$ 330.00	USD\$ 330.00
Operating: Printing/Copying	USD\$ 50.00	USD\$ 50.00
Operating: Postage		
Operating: Telephone/Cable/Internet	USD\$ 150.00	USD\$ 150.00
Operating: Travel	USD\$ 1,500.00	USD\$ 1,500.00
Operating: Accounting/Audit		
Operating: Other (define below)		
Rental Subsidy	USD\$ 80,000.00	USD\$ 80,000.00
Administrative Costs	USD\$ 18,610.00	USD\$ 18,610.00
Total	USD\$ 120,000.00	USD\$ 120,000.00

Budget Narrative

Chelle Tevis Leasing Coordinator FTE 19.7% Yearly Cost 19,360 and Monthly cost \$1,613.33.

Tables [top](#)

Documents [top](#)

Documents Requested *

Required? Attached Documents *

Current Annual Budget for Entire Agency	<input checked="" type="checkbox"/>	Agency Budget
List of Board of Directors with their contact information (telephone or email is sufficient)	<input checked="" type="checkbox"/>	Board Roster
Resume of Executive Director, Program Manager, and Fiscal Officer	<input checked="" type="checkbox"/>	Denah Nunes C.V. Rakeya Cherry C.V. Vivian Wan C.V. Louis Chicoine C.V. Kara Carnahan C.V.
Personnel policies, including affirmative action plan and grievance procedure	<input checked="" type="checkbox"/>	Personnel Policies
Agency audit requirements and copy of last audit	<input checked="" type="checkbox"/>	Agency Audit
Articles of Incorporation / Bylaws	<input checked="" type="checkbox"/>	Articles of Incorporation/By-Laws
Conflict of Interest Statement (if not included in Bylaws)	<input checked="" type="checkbox"/>	Conflict of Interest
State and Federal non-profit determination letters (if applicable)	<input checked="" type="checkbox"/>	IRS Determination Letter
Organization Chart	<input checked="" type="checkbox"/>	Org. Chart
Board of Directors' authorization to request HHSG funding	<input checked="" type="checkbox"/>	Authorization
Board of Directors' designation of authorized official	<input checked="" type="checkbox"/>	Authorized Official
City of Pleasanton Business License	<input checked="" type="checkbox"/>	Business License

(CAPITAL) If your agency is applying for CAPITAL funding, please upload your capital expenditure budget

(CAPITAL) Project photos, designs, site drawings, specifications, etc.

(CAPITAL) Proposed project budget, including all sources and uses and budget assumptions for development phases

(CAPITAL) Pro forma operating budget with estimated revenue and expenses

(CAPITAL) Evidence of Site Control

(CAPITAL) Title Report (acquisition, new facilities, and substantial rehabilitation)

(CAPITAL) Environmental Reports (e.g. Phase I Environmental Site Assessment, ALTA Survey)

** ZoomGrants™ is not responsible for the content of uploaded documents.*

Application ID: 458041

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City of Pleasanton
FY 2024/25 Housing and Human Services Grant Program
Deadline: 1/19/2024

Centro Legal de la Raza
Tri-Valley Fair and Secure Housing Project

Jump to: Application Questions Budget Tables Documents

USD\$ 46,500.00 Requested

Submitted: 1/19/2024 3:57:28 PM (Pacific)

Project Contact

Brenda Orellana Ramos
borellana@centrolegal.org
Tel: 510-227-4451

Additional Contacts

none entered

Centro Legal de la Raza

3400 E 12th St
Oakland, CA 94601
United States

Executive Director

Monique Berlanga
mberlanga@centrolegal.org

Telephone 510-437-1554

Fax
Web https://www.centrolegal.org/
EIN 23-7181456
UEI WRCPSYBRB5N6
(N)CAGE 4QXG6
SAM
Expires 8/5/2021

Application Questions top

ORGANIZATION INFORMATION

1. Describe your organization category (select one of the following):

- Non-Profit (checked)
For-Profit
Public Agency
Other:

2. Describe your agency's mission (no more than 4 sentences).

Founded in 1969, Centro Legal de la Raza (Centro Legal) maintains holistic legal programs that support equity and copowerment. The Tenants' Rights Practice is a leader in regional anti-displacement efforts and ensures stable and healthy housing. We center our clients' power and stories, and collaborate with community partners in organizing, advocacy, and policy to support systems change.

3. In the PRIOR fiscal year (2022/2023), list the total number of PLEASANTON clients your agency served in each of category below.

For current income limits by affordability category, please check the City's website.

Input fields for client counts: 20 Extremely Low Income (<30% AMI), 6 Very Low Income (30%-50% AMI), 2 Low Income (50%-80% AMI), 1 Moderate Income (80%-120% AMI), Above Moderate (>120% AMI)

29.00 SUBTOTAL

29.00 TOTAL

4. In the PRIOR fiscal year (2022/2023), list the total number of PLEASANTON clients your agency served in the race/ethnicity categories below.

Total must match Question 3. HUD considers "Hispanic/Latinx" an ethnicity and not a separate race. Clients who do not provide a response are considered "Other Multi Racial".

- White
- White + HISPANIC/LATINX
- Black/African American
- Black/African American + HISPANIC/LATINX
- Asian
- Asian + HISPANIC/LATINX
- American Indian/Alaskan Native
- American Indian/Alaskan Native + HISPANIC/LATINX
- Native Hawaiian/Other Pacific Islander
- Native Hawaiian/Other Pacific Island + HISPANIC/LATINX
- American Indian/Alaskan Native and White
- American Indian/Alaskan Native and White + HISPANIC/LATINX
- Asian and White
- Asian and White + HISPANIC/LATINX
- Black/African American and White
- Black/African American and White + HISPANIC/LATINX
- American Indian/Alaskan Native and Black/African American
- American Indian/Alaskan Native and Black/African American + HISPANIC/LATINX
- Other Multi Racial
- Other Multi Racial + HISPANIC/LATINX
- 29.00 TOTAL

5. In the PRIOR fiscal year (2022/2023), list the total number of PLEASANTON clients served in each category below.

Multiple categories may apply to some clients while none will apply to other clients, so the total of this table DOES NOT need to match Questions 3 and 4.

- Seniors (62 and older)
- People with Disabilities
- Female-Headed Households
- Youth
- Homeless
- 25.00 TOTAL

PROGRAM APPLICATION

6. If you are submitting more than one application for Pleasanton HHS funding, enter the numerical ranking of the priority of this proposal and the total number of proposals your agency is submitting for the coming fiscal year.

(Example: '1 of 1' means you are submitting only one proposal; '1 of 3' would mean you are submitting 3 proposals and this one is the highest priority of the three.)

1 of 1

7. Is this proposal a request for Public Services or Capital Improvement Project (CIP) funding?

- Public Service
- Capital Improvement Project

8. Is your agency able to assess that your clients are "eligible beneficiaries" (i.e. low- and moderate-income persons and/or "presumed" beneficiaries, according to the U.S. Department of Housing & Urban Development)? If so, how? If not, please explain how you plan to assess whether your clients are "eligible beneficiaries".

Individuals must complete an initial intake and provide information such as income, address, and household size to ensure clients fall within the established low-income guidelines. We use a client management database to track client data.

9. Provide the projected number of PLEASANTON CLIENTS who would be served by this program/project in fiscal year (2024/2025).

of Persons

TOTAL

10. Please list the total projected number of PLEASANTON CLIENTS your agency proposes to serve through this program/project for each income category below in fiscal year 2024/2025.

(The total number of persons indicated in question #9 must match the total number listed in the income categories below.)

Extremely Low Income (<30% AMI)

Very Low Income (<30-50% AMI)

Low Income (50%-80% AMI)

Moderate Income (80%-120% AMI)

Above Moderate (>120% AMI)

SUBTOTAL

TOTAL

11. Provide a brief summary of the program/project, including the population served and how this population will access this program/project, for which your agency is seeking funding. If you do not receiving funding, what would be the impact?

Centro Legal proposes to provide legal consultations, representation, outreach, and tenant education services to low-income Pleasanton tenants facing housing instability, eviction and potential displacement. Additionally, we will advise and assist clients with other tenant/landlord related matters and provide legal representation when appropriate. Our services model provides pre-eviction consultation in addition to eviction representation, and through outreach and education, we are able to address threats to housing stability early. Information sharing through know-your-rights (KYR) workshops empowers communities to assert their rights. Centro Legal's proposed staffing for this program reflects a multilingual/multicultural team of staff, ensuring access to interpretation services for all residents participating in this program.

This project builds on the existing county-wide anti-displacement partnership Alameda County Housing Secure (ACHS) that Centro Legal administers in an effort to scale up legal housing services for Pleasanton tenants.

This project will enable us to intervene early and provide advice and representation to prevent displacement of Pleasanton residents. Pleasanton tenants will access this project with the help of outreach efforts including flyering, partnerships with CBOs and the City, Tri-Valley KYR presentations, and direct 1-on-1 services. Our outreach efforts help connect us with tenants who are at increased risk of displacement.

If we do not receive funding, we would not be able to serve as many tenants. If we receive a reduced amount, we will scale the project accordingly.

12. For this grant request, please list the agencies you will collaborate with, providing specifics on your collaborative efforts.

Centro Legal administers two collaborative anti-displacement programs; partners include - Bay Area Legal Aid, East Bay Community Law Center, Eviction Defence Center, Housing and Economic Rights Advocates, Asian Pacific Islander Legal Outreach, and the Unity Council. Temporary American Rescue Plan Act (ARPA) allowed us to add new partners for additional services - social service, mediation and outreach providers. These partners include: Safe Passages, Just Cities, East Oakland Community Development Corporation, Causa Justa:: Just Cause, East Side Arts Alliance, Faith in Action East Bay, and Communities United for Restorative Youth Justice. We utilize a Peer-to-Peer system on a Salesforce platform to make warm referrals between our organizations. This benefits Pleasanton tenants and promotes a "no wrong door" entry point to receiving legal services.

We regularly collaborate with ECHO Housing. Centro Legal and ECHO Housing regularly make warm referrals to each other to capitalize on the strengths and resources of each organization, in order to serve as many Pleasanton tenants as possible.

We receive direct referrals from CityServe of the Tri-Valley, and intend on offering a presentation to CityServe staff on our services, our current intake triaging process, and referral recommendations (particularly regarding rental assistance program criteria), so that they know what to look for and how to make high-quality referrals.

We also collaborate with the City of Livermore, which runs the Multi-Services Center that serves all Tri-Valley residents. We have held several workshops there and are currently working on a regularly scheduled workshop in that space, which will be open to Pleasanton residents.

Lastly, we partner with Pleasanton's Housing Division. We have quarterly meetings with the Tri-Valley cities to discuss the best ways to serve residents. We also accept direct referrals from the City of Pleasanton's Housing Division to ensure easy access to services

CAPITAL PROJECTS

13. Is your agency requesting funds for a Capital Improvement project? If no, skip to question #20.

If yes, you will need to upload all the CAPITAL Documents Requested in the Documents Tab.

- Yes
 No

14. For Capital Improvement Projects (CIPs), provide a detailed narrative (e.g. rehabilitation or new construction) and a detailed scope of work for the project.

N/A

15. For Capital Improvement Projects (CIPs), describe land tenure status (e.g. does your agency own or lease the property). If you do not have site control, describe your site control plan.

CDBG regulations require a "long-term lease" of a minimum of 15 years.

N/A

16. For Capital Improvement Projects (CIPs), will relocation be required if the building is occupied?

If yes, describe and upload your agency's relocation plan. If this is not applicable, enter "N/A".

N/A

17. For Capital Improvement Projects (CIPs), identify the project team (e.g. architect/engineer, contractor, and/or consultants).

N/A

18. For Capital Improvement Projects (CIPs), has a Market Study, Property Needs Assessment and/or other evaluation which identifies the need for the proposed project been completed?

If yes, describe and upload the study/assessment/evaluation. If this is not applicable, enter "N/A".

N/A

19. For Capital Improvement Projects (CIPs), how will this project comply with federal Davis-Bacon/Fair Labor Standards Act requirements?

N/A

POLICY CONSISTENCY

20. Identify AT LEAST ONE Critical Human Services Need from the "City of Pleasanton Human Services Strategic Plan Needs Assessment Update 2018-2022" that relates to your program/project.

- Workforce Development/Unemployment
 Healthcare and Behavior Health
 Disability Services and Access
 Food and Nutrition
 Youth Services
 Senior Services
 Homeless in the Tri-Valley
 Services Provider Critical Initiatives

21. Identify AT LEAST ONE critical systemic challenge from the "City of Pleasanton Human Services Strategic Plan Needs Assessment Update 2018-2022" that relates to your program/project.

- Lack of consumer information about services/need for education
- Lack of coordination, missed opportunities for collaboration, duplication of services among service providers, and lack of centralized database between service providers and public agencies
- Time and cost associated with obtaining services including transportation and connectivity of citizens to services

22. How will the program/project address the critical systemic challenge selection in question #22?

We field 100s of calls and emails per week from County tenants who cannot pay their rent and fear eviction. Tenants are being forced to choose between paying for food or medications or paying rent. Families are preemptively moving into their cars because they cannot pay rent and are unaware of their protections. Tenants are also being harassed out of their homes. Low-income tenants in the Tri-Valley both: lack access information regarding tenants' rights, and lack access to eviction prevention and eviction defense legal services.

This project expands access to low-income tenants at risk of displacement by incorporating outreach, Train the Trainer presentations, and KYR presentations to spread the word about protections.

Additionally, this project is designed to strategically target low-income tenants most at risk of displacement. About 5,000 unlawful detainer actions are filed in the county yearly. More than 88% of these landlords are represented, while only 11% of renters are represented by counsel (information obtained by EBCLC through observing 46 weeks of court calendars and roll call in court, in conjunction with Volunteer Legal Services Corp. data). Research shows that low-income residents who have the right to stay in their homes need legal representation in order to make that a reality. As Professor Desmond noted in, *Evicted: Poverty and Profit in the American City* (2016), "A program that ran from 2005-08 in the South Bronx provided more than 1,300 families with legal assistance and prevented eviction in 86% of cases." Preservation of an affordable tenancy for a low-income resident saves public spending on the production of more affordable housing and homelessness services (Flaming, Daniel John and Toros, Halil and Burns, Patrick, 2015).

With the end of pandemic protections and the sharp rise of inflation, eviction filing rates have increased substantially to levels far above pre-pandemic averages. This is a critical time for low-income tenants.

23. Identify AT LEAST ONE City of Pleasanton U.S. Department of Housing and Urban Development (HUD) FY 2020-2024 Consolidated Plan "guiding principle" that relates to your program/project.

- Be culturally accessible, appropriate, and inclusive
- Encourage community engagement and involvement
- Promote energy and resource efficiency
- Encourage networking and information sharing across service providers
- Encourage processing streaming
- Consolidate service delivery

24. Identify AT LEAST ONE City of Pleasanton U.S. Department of Housing and Urban Development (HUD) FY 2020-2024 Consolidated Plan "Strategic Goals" that relates to your program/project.

- Promote the construction and preservation of affordable rental housing for extremely low (30% AMI), very low (50% AMI), and low income (80% AMI) households
- Promote the preservation of single-family homes for low income (80%) homeowners through rehabilitation or minor home repair
- Promote the preservation of rental housing through minor home repair
- Provide direct financial assistance to income eligible (80% AMI) first time homebuyers
- Reduce housing discrimination through provision of fair housing and landlord/tenant services
- Funding and supporting homeless services programs to end homelessness
- Increase the availability of service enriched housing for persons with special needs
- Support improvements, including ADA accessibility, to public facilities and non-profit agency facilities
- Fund economic development, micro-enterprise, and on-the-job training
- Support public service programs for low income (80% AMI) residents

25. Identify AT LEAST ONE City of Pleasanton U.S. Department of Housing and Urban Development (HUD) "Priority Needs" that relates to your program/project.

- Support housing needs, including increasing home ownership opportunities, creating and preserving affordable rental and homeownership housing, and reducing housing discrimination
- Prevent homelessness and/or assist those experiencing homelessness
- Promote the production of service-enriched housing

Promote and support capital improvements, economic developments, and public services programs

26. Be advised that new state laws may prohibit councilmembers from making a decision on your organization's grant application if the councilmember has received a contribution exceeding \$250 from your organization or some of its members in the prior 12 months. The California Fair Political Practices Commission (FPPC) provides this information about the new law: <https://www.fppc.ca.gov/learn/pay-to-play-limits-and-prohibitions.html>.

This is not a question, but rather a statement. While a response is not necessary, you may need to work with City staff to provide details of contributions for reporting purposes pursuant to the Political Reform Act.

N/A

Budget [top](#)

Funding Sources/Revenues	Amount Committed	Amount Requested
City of Dublin	USD\$ 0.00	USD\$ 18,500.00
City of Livermore	USD\$ 41,000.00	USD\$ 14,410.00
City of Pleasanton	USD\$ 0.00	USD\$ 46,500.00
Alameda County Housing Secure (ACHS)	USD\$ 0.00	USD\$ 761,429.00
State Bar of California	USD\$ 66,874.00	USD\$ 0.00
Total	USD\$ 107,874.00	USD\$ 840,839.00

Funding Uses/Expenses	TOTAL Prog Budget (incl Pls HHSB)	Amount Requested (Pls HHSB ONLY)
Capital: Construction/Rehab		
Capital: Permits & Fees		
Capital: Design		
Capital: Engineering		
Capital: Acquisition		
Capital: Other Soft Costs (define below)		
Personnel: Salaries* (see instructions below)	USD\$ 155,743.00	USD\$ 33,994.00
Personnel: Benefits* (see instructions below)	USD\$ 34,263.00	USD\$ 7,479.00
Operating: Supplies		
Operating: Printing/Copying		
Operating: Postage		
Operating: Telephone/Cable/Internet		
Operating: Rent & Utilities		
Operating: Accounting/Audit		
Operating: Other (define below)		USD\$ 800.00
Administrative Indirect	USD\$ 19,000.00	USD\$ 4,227.00
Total	USD\$ 209,006.00	USD\$ 46,500.00

Budget Narrative

Our proposed budget includes 0.16 FTE of attorney time, 0.04 FTE directing attorney, 0.07 FTE outreach coordinator, .07 FTE intake coordinator, and 0.06 FTE financial coordinator. We utilize 22% as our standard calculation for fringe benefits. 10% indirect costs are intended to cover insurance, rent, utilities, postage, bar dues, office supplies, and other non-salary program expenses. For direct expenses, we included \$800 for outreach-related expenses such as creating a mailer to advertise about services.

This proposal requests funding for staff attorney time to provide legal consultations and representations, as well as KYR presentations. The attorney provides direct legal services to clients, the directing attorney provides supervision to the attorney, outreach coordinator and intake coordinator. The directing attorney also attends quarterly meetings with the City and other Tri-Valley stakeholders. Additionally, the directing attorney does some legal consults and representations, too.

Our project expands on the ACHS program that Centro Legal has administered since 2018; it builds on existing infrastructure. Funds provided under this grant are leveraged to exponentially increase reach. This project ensures that low-income Pleasanton tenants can access Centro Legal's full team of tenants' rights attorneys, paralegals, and outreach coordinator for legal assistance.

We hope to obtain funding from the City of Livermore and the City of Dublin to further leverage funding for tenant legal services to the Tri-Valley. If additional funding is not obtained services will be provided to low-income Pleasanton tenants in proportion to funding.

Additional funding sources listed, apart from funds requested from the City of Dublin and the City of Livermore, are funds that are committed from other grants that allow Centro Legal to provide legal services to tenants throughout Alameda County or are not restricted funds and can be used to leverage City of Pleasanton funds.

Tables [top](#)

Documents [top](#)

Documents Requested *	Required?	Attached Documents *
Current Annual Budget for Entire Agency	<input checked="" type="checkbox"/>	Centro Legal Org Budget FY 23-24
List of Board of Directors with their contact information (telephone or email is sufficient)	<input checked="" type="checkbox"/>	Centro Legal Board of Directors List FY 2024-2025
Resume of Executive Director, Program Manager, and Fiscal Officer	<input checked="" type="checkbox"/>	Centro Legal Executive Director Resume Centro Legal Program Manager Resume - Tenants' Rights Directing Attorney Centro Legal Fiscal Officer Resume - Finance Director
Personnel policies, including affirmative action plan and grievance procedure	<input checked="" type="checkbox"/>	Centro Legal Personnel Policy & Affirmative Action, Grievance Policy
Agency audit requirements and copy of last audit	<input checked="" type="checkbox"/>	Centro Legal 2022 Audited Financial Statements
Articles of Incorporation / Bylaws	<input checked="" type="checkbox"/>	Centro Legal Articles of Incorporation & Bylaws Original & Amended Restated
Conflict of Interest Statement (if not included in Bylaws)	<input checked="" type="checkbox"/>	Centro Legal Conflict of Interest Policy and Annual Disclosure Statement
State and Federal non-profit determination letters (if applicable)	<input checked="" type="checkbox"/>	Centro Legal Non-Profit Determination Letter
Organization Chart	<input checked="" type="checkbox"/>	Centro Legal Org Chart - Booklet 11.29.23
Board of Directors' authorization to request HHSG funding	<input checked="" type="checkbox"/>	Centro Legal Board Authorization - Pleasanton FY 24-25
Board of Directors' designation of authorized official	<input checked="" type="checkbox"/>	Centro Legal Board Authorization - Pleasanton FY 24-25
City of Pleasanton Business License	<input checked="" type="checkbox"/>	Centro Legal 2024 City of Pleasanton Business License
(CAPITAL) If your agency is applying for CAPITAL funding, please upload your capital expenditure budget		
(CAPITAL) Project photos, designs, site drawings, specifications, etc.		
(CAPITAL) Proposed project budget, including all sources and uses and budget assumptions for development phases		
(CAPITAL) Pro forma operating budget with estimated revenue and expenses		
(CAPITAL) Evidence of Site Control		
(CAPITAL) Title Report (acquisition, new facilities, and substantial rehabilitation)		
(CAPITAL) Environmental Reports (e.g. Phase I Environmental Site Assessment, ALTA Survey)		

* ZoomGrants™ is not responsible for the content of uploaded documents.

Application ID: 457976

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City of Pleasanton
FY 2024/25 Housing and Human Services Grant Program
 Deadline: 1/19/2024

**City Serve of the Tri-Valley
 Homeless Intervention and Crisis Stabilization Program**

Jump to: [Application Questions](#) [Budget](#) [Tables](#) [Documents](#)

USD\$ 80,000.00 Requested

Submitted: 1/5/2024 2:22:00 PM (Pacific)

Project Contact

Christine Beitsch-Bahmani
grants@cityservecares.org
 Tel: 510-789-5443

Additional Contacts

none entered

City Serve of the Tri-Valley

P.O. Box 1613
 Pleasanton, CA 94566
 United States

CEO

Christine Beitsch-Bahmani
christine@cityservecares.org

Telephone 925-222-2273
 Fax
 Web www.cityservecares.org
 EIN 37-1735822
 UEI 37173822
 (N)CAGE 7GM00
 SAM
 Expires 7/11/2020

Application Questions [top](#)

ORGANIZATION INFORMATION

1. Describe your organization category (select one of the following):

- Non-Profit
- For-Profit
- Public Agency
- Other:

2. Describe your agency's mission (no more than 4 sentences).

Our vision is to mobilize mercy, practical compassion, in the Tri-Valley by care coordination (case management), stabilization programs, outreach to underserved communities and to inspire community engagement; this mobilization is designed to humanize the human services.

3. In the PRIOR fiscal year (2022/2023), list the total number of PLEASANTON clients your agency served in each of category below.

For current income limits by affordability category, please check the City's website.

63	Extremely Low Income (<30% AMI)
9	Very Low Income (30%-50% AMI)
3	Low Income (50%-80% AMI)
0	Moderate Income (80%-120% AMI)
0	Above Moderate (>120% AMI)

75

150.00 **SUBTOTAL**

150.00 **TOTAL**

4. In the PRIOR fiscal year (2022/2023), list the total number of PLEASANTON clients your agency served in the race/ethnicity categories below.

Total must match Question 3. HUD considers "Hispanic/Latinx" an ethnicity and not a separate race. Clients who do not provide a response are considered "Other Multi Racial".

<input type="text" value="22"/>	White
<input type="text" value="4"/>	White + HISPANIC/LATINX
<input type="text" value="6"/>	Black/African American
<input type="text" value="1"/>	Black/African American + HISPANIC/LATINX
<input type="text" value="1"/>	Asian
<input type="text" value="0"/>	Asian + HISPANIC/LATINX
<input type="text" value="1"/>	American Indian/Alaskan Native
<input type="text" value="1"/>	American Indian/Alaskan Native + HISPANIC/LATINX
<input type="text" value="0"/>	Native Hawaiian/Other Pacific Islander
<input type="text" value="0"/>	Native Hawaiian/Other Pacific Island + HISPANIC/LATINX
<input type="text" value="0"/>	American Indian/Alaskan Native and White
<input type="text" value="0"/>	American Indian/Alaskan Native and White + HISPANIC/LATINX
<input type="text" value="0"/>	Asian and White
<input type="text" value="0"/>	Asian and White + HISPANIC/LATINX
<input type="text" value="0"/>	Black/African American and White
<input type="text" value="0"/>	Black/African American and White + HISPANIC/LATINX
<input type="text" value="0"/>	American Indian/Alaskan Native and Black/African American
<input type="text" value="0"/>	American Indian/Alaskan Native and Black/African American + HISPANIC/LATINX
<input type="text" value="37"/>	Other Multi Racial
<input type="text" value="2"/>	Other Multi Racial + HISPANIC/LATINX
<input type="text" value="75.00"/>	TOTAL

5. In the PRIOR fiscal year (2022/2023), list the total number of PLEASANTON clients served in each category below.

Multiple categories may apply to some clients while none will apply to other clients, so the total of this table DOES NOT need to match Questions 3 and 4.

<input type="text" value="6"/>	Seniors (62 and older)
<input type="text" value="6"/>	People with Disabilities
<input type="text" value="8"/>	Female-Headed Households
<input type="text" value="1"/>	Youth
<input type="text" value="75"/>	Homeless
<input type="text" value="96.00"/>	TOTAL

PROGRAM APPLICATION

6. If you are submitting more than one application for Pleasanton HHS funding, enter the numerical ranking of the priority of this proposal and the total number of proposals your agency is submitting for the coming fiscal year.

(Example: '1 of 1' means you are submitting only one proposal; '1 of 3' would mean you are submitting 3 proposals and this one is the highest priority of the three.)

1 of 2

7. Is this proposal a request for Public Services or Capital Improvement Project (CIP) funding?

- Public Service
- Capital Improvement Project

8. Is your agency able to assess that your clients are "eligible beneficiaries" (i.e. low- and moderate-income persons and/or "presumed" beneficiaries, according to the U.S. Department of Housing & Urban Development)? If so, how? If not, please explain how you plan to assess whether your clients are "eligible beneficiaries".

Our data is collected using the Homeless Management Information System (HMIS/Clarity via Alameda County) for the unhoused population and WellSky SAMS Database Software For our senior clientele as well as our in-house custom database for all clientele.

9. Provide the projected number of PLEASANTON CLIENTS who would be served by this program/project in fiscal year (2024/2025).

of Persons

TOTAL

10. Please list the total projected number of PLEASANTON CLIENTS your agency proposes to serve through this program/project for each income category below in fiscal year 2024/2025.

(The total number of persons indicated in question #9 must match the total number listed in the income categories below.)

Extremely Low Income (<30% AMI)

Very Low Income (<30-50% AMI)

Low Income (50%-80% AMI)

Moderate Income (80%-120% AMI)

Above Moderate (>120% AMI)

SUBTOTAL

TOTAL

11. Provide a brief summary of the program/project, including the population served and how this population will access this program/project, for which your agency is seeking funding. If you do not receiving funding, what would be the impact?

Our Homeless Intervention and Crisis Stabilization Program in Pleasanton provides vital non-clinical assistance to individuals and families (in multiple languages) facing homelessness or housing crises. Targeting Pleasanton residents, the program aims to enhance well-being and housing stability.

Population Served:

Primarily serving residents at risk of homelessness, including those facing eviction or sudden loss of housing. (50 AMI and below)

Access to Program:

Residents access the program through referrals, our main Careline 925-222-CARE, online requests, in-person drop-ins (Livermore Public office), and community outreach pop-ups.

Impact of Non-Funding:

Without funding, there's a risk of increased homelessness, limited stabilization services, and compromised community well-being. Funding is crucial for immediate support and long-term community resilience.

12. For this grant request, please list the agencies you will collaborate with, providing specifics on your collaborative efforts.

We coordinate resource efforts with faith groups, non-profits, school districts, police departments, businesses, and government agencies in order to create opportunities for intentional collaboration and regional impact. CityServe hosted two faith-based and one service provider "Collab Lab" to share resources, network and discuss collaboration in 2023 with over 75 providers in attendance. In 2024, we are hosting four service provider community meetings on Jan 23, April 23, July 23rd and Oct 22nd in Pleasanton. For a comprehensive list of those we collaborate with, please find details in our attached supporting document.

CAPITAL PROJECTS

13. Is your agency requesting funds for a Capital Improvement project? If no, skip to question #20.

If yes, you will need to upload all the CAPITAL Documents Requested in the Documents Tab.

Yes

No

14. For Capital Improvement Projects (CIPs), provide a detailed narrative (e.g. rehabilitation or new construction)

and a detailed scope of work for the project.

N/A

15. For Capital Improvement Projects (CIPs), describe land tenure status (e.g. does your agency own or lease the property). If you do not have site control, describe your site control plan.

CDBG regulations require a "long-term lease" of a minimum of 15 years.

N/A

16. For Capital Improvement Projects (CIPs), will relocation be required if the building is occupied?

If yes, describe and upload your agency's relocation plan. If this is not applicable, enter "N/A".

N/A

17. For Capital Improvement Projects (CIPs), identify the project team (e.g. architect/engineer, contractor, and/or consultants).

N/A

18. For Capital Improvement Projects (CIPs), has a Market Study, Property Needs Assessment and/or other evaluation which identifies the need for the proposed project been completed?

If yes, describe and upload the study/assessment/evaluation. If this is not applicable, enter "N/A".

N/A

19. For Capital Improvement Projects (CIPs), how will this project comply with federal Davis-Bacon/Fair Labor Standards Act requirements?

N/A

POLICY CONSISTENCY

20. Identify AT LEAST ONE Critical Human Services Need from the "City of Pleasanton Human Services Strategic Plan Needs Assessment Update 2018-2022" that relates to your program/project.

- Workforce Development/Unemployment
- Healthcare and Behavior Health
- Disability Services and Access
- Food and Nutrition
- Youth Services
- Senior Services
- Homeless in the Tri-Valley
- Services Provider Critical Initiatives

21. Identify AT LEAST ONE critical systemic challenge from the "City of Pleasanton Human Services Strategic Plan Needs Assessment Update 2018-2022" that relates to your program/project.

- Lack of consumer information about services/need for education
- Lack of coordination, missed opportunities for collaboration, duplication of services among service providers, and lack of centralized database between service providers and public agencies
- Time and cost associated with obtaining services including transportation and connectivity of citizens to services

22. How will the program/project address the critical systemic challenge selection in question #22?

Our program tackles the systemic challenge of lack of coordination among service providers by:

Centralized Hub: Establishing a coordination hub for regular meetings and information sharing among service providers at our quarterly Collab Lab community meetings.

Shared Database: Piloting a centralized database for real-time data exchange and collaboration with the Livermore Connects initiative between CityServe, Tri-Valley NonProfit Alliance, Axis Health, Tri-Valley Haven and Open Heart Kitchen.

Needs Assessment: Our leadership is on the steering committee for the Alameda County comprehensive needs assessment to identify gaps, redundancies, and collaboration opportunities.

Standardized Process: Introducing a standardized intake and referral process for consistency and clarity.

Cross-Training: Facilitating cross-training sessions to enhance understanding and collaboration among service providers.

Quality Improvement: Implementing continuous quality improvement to adapt to changing community needs.

Community Engagement: Engaging the community to raise awareness and foster a collaborative approach.

This approach ensures streamlined efforts, reduces duplication, and maximizes the impact of homeless intervention and crisis stabilization services.

23. Identify AT LEAST ONE City of Pleasanton U.S. Department of Housing and Urban Development (HUD) FY 2020-

2024 Consolidated Plan "guiding principle" that relates to your program/project.

- Be culturally accessible, appropriate, and inclusive
- Encourage community engagement and involvement
- Promote energy and resource efficiency
- Encourage networking and information sharing across service providers
- Encourage processing streaming
- Consolidate service delivery

24. Identify AT LEAST ONE City of Pleasanton U.S. Department of Housing and Urban Development (HUD) FY 2020-2024 Consolidated Plan "Strategic Goals" that relates to your program/project.

- Promote the construction and preservation of affordable rental housing for extremely low (30% AMI), very low (50% AMI), and low income (80% AMI) households
- Promote the preservation of single-family homes for low income (80%) homeowners through rehabilitation or minor home repair
- Promote the preservation of rental housing through minor home repair
- Provide direct financial assistance to income eligible (80% AMI) first time homebuyers
- Reduce housing discrimination through provision of fair housing and landlord/tenant services
- Funding and supporting homeless services programs to end homelessness
- Increase the availability of service enriched housing for persons with special needs
- Support improvements, including ADA accessibility, to public facilities and non-profit agency facilities
- Fund economic development, micro-enterprise, and on-the-job training
- Support public service programs for low income (80% AMI) residents

25. Identify AT LEAST ONE City of Pleasanton U.S. Department of Housing and Urban Development (HUD) "Priority Needs" that relates to your program/project.

- Support housing needs, including increasing home ownership opportunities, creating and preserving affordable rental and homeownership housing, and reducing housing discrimination
- Prevent homelessness and/or assist those experiencing homelessness
- Promote the production of service-enriched housing
- Promote and support capital improvements, economic developments, and public services programs

26. Be advised that new state laws may prohibit councilmembers from making a decision on your organization's grant application if the councilmember has received a contribution exceeding \$250 from your organization or some of its members in the prior 12 months. The California Fair Political Practices Commission (FPPC) provides this information about the new law: <https://www.fppc.ca.gov/learn/pay-to-play-limits-and-prohibitions.html>.

This is not a question, but rather a statement. While a response is not necessary, you may need to work with City staff to provide details of contributions for reporting purposes pursuant to the Political Reform Act.

No contributions have been made

Budget [top](#)

Funding Sources/Revenues	Amount Committed	Amount Requested
-none-	USD\$ 0.00	USD\$ 0.00

Funding Uses/Expenses	TOTAL Prog Budget (incl Pls HHSG)	Amount Requested (Pls HHSG ONLY)
Capital: Construction/Rehab		
Capital: Permits & Fees		
Capital: Design		
Capital: Engineering		
Capital: Acquisition		
Capital: Other Soft Costs (define below)		
Personnel: Salaries* (see instructions below)	USD\$ 965,000.00	USD\$ 74,000.00
Personnel: Benefits* (see instructions below)	USD\$ 84,000.00	USD\$ 6,000.00
Operating: Supplies	USD\$ 3,500.00	
Operating: Printing/Copying	USD\$ 2,500.00	
Operating: Postage	USD\$ 1,000.00	

Operating: Telephone/Cable/Internet	USD\$ 4,000.00	
Operating: Insurance	USD\$ 18,000.00	
Operating: Accounting/Audit	USD\$ 89,000.00	
Operating: Other (define below)		
Total	USD\$ 1,167,000.00	USD\$ 80,000.00

Budget Narrative

Program salaries requested include a Homeless Intervention and Crisis Stabilization Care Coordinator (Case Manager) (97% of salary and benefits) as well as an Outreach/Crisis Line/Intake Team Member (49% of salary and benefits). Monthly costs amount to approximately \$6,650 and annual costs equal \$80,000.

Tables [top](#)

Documents [top](#)

Documents Requested *

Required? Attached Documents *

Current Annual Budget for Entire Agency	<input checked="" type="checkbox"/>	Annual Budget
List of Board of Directors with their contact information (telephone or email is sufficient)	<input checked="" type="checkbox"/>	Board of Directors
Resume of Executive Director, Program Manager, and Fiscal Officer	<input checked="" type="checkbox"/>	CEO Resume Director Senior Services Director Stabilization Services
Personnel policies, including affirmative action plan and grievance procedure	<input checked="" type="checkbox"/>	Employee Handbook Grievance Policy
Agency audit requirements and copy of last audit	<input checked="" type="checkbox"/>	Last Audit 990
Articles of Incorporation / Bylaws	<input checked="" type="checkbox"/>	Articles of Incorporation
Conflict of Interest Statement (if not included in Bylaws)	<input checked="" type="checkbox"/>	Articles of Incorporation
State and Federal non-profit determination letters (if applicable)	<input checked="" type="checkbox"/>	Federal Determination Letter
Organization Chart	<input checked="" type="checkbox"/>	Organizational Chart Outreach Strategy Collaborators Impact Report
Board of Directors' authorization to request HHSG funding	<input checked="" type="checkbox"/>	Board Authorization
Board of Directors' designation of authorized official	<input checked="" type="checkbox"/>	Board Designation
City of Pleasanton Business License	<input checked="" type="checkbox"/>	Business License
(CAPITAL) If your agency is applying for CAPITAL funding, please upload your capital expenditure budget		
(CAPITAL) Project photos, designs, site drawings, specifications, etc.		
(CAPITAL) Proposed project budget, including all sources and uses and budget assumptions for development phases		
(CAPITAL) Pro forma operating budget with estimated revenue and expenses		

(CAPITAL) Evidence of Site Control

(CAPITAL) Title Report (acquisition, new facilities,
and substantial rehabilitation)

(CAPITAL) Environmental Reports (e.g. Phase I
Environmental Site Assessment, ALTA Survey)

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Application ID: 459085

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City of Pleasanton
FY 2024/25 Housing and Human Services Grant Program
 Deadline: 1/19/2024

Community Resources for Independent Living Housing and Independent Living Skills

Jump to: [Application Questions](#) [Budget](#) [Tables](#) [Documents](#)

USD\$ 16,000.00 Requested

Submitted: 1/19/2024 1:53:23 PM (Pacific)

Project Contact

Alejandra Hacker
Programs@crilhayward.org
 Tel: 510 881 5743 x30

Additional Contacts

none entered

Community Resources for Independent Living

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 United States

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 EIN 94-2598873
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 (N)CAGE 5TDH1
 SAM Expires 3/22/2022

Application Questions [top](#)

ORGANIZATION INFORMATION

1. Describe your organization category (select one of the following):

- Non-Profit
- For-Profit
- Public Agency
- Other:

2. Describe your agency's mission (no more than 4 sentences).

Community Resources for Independent Living (CRIL) was founded in 1979 as a peer-based & governed disability resource & advocacy agency for southern & eastern Alameda County residents with any type of disability or functional limitation. CRIL's mission is to provide advocacy & resources to people with disabilities to improve lives & make communities fully accessible.

CRIL's range of self-sufficiency services, coupled with peer support & self-advocacy training, facilitate vulnerable and underrepresented members of the community to take control of their lives & gain or maintain the ability to live as independently as desired.

3. In the PRIOR fiscal year (2022/2023), list the total number of PLEASANTON clients your agency served in each of category below.

For current income limits by affordability category, please check the City's website.

- Extremely Low Income (<30% AMI)
- Very Low Income (30%-50% AMI)
- Low Income (50%-80% AMI)
- Moderate Income (80%-120% AMI)
- Above Moderate (>120% AMI)

20	
40.00	SUBTOTAL
40.00	TOTAL

4. In the PRIOR fiscal year (2022/2023), list the total number of PLEASANTON clients your agency served in the race/ethnicity categories below.

Total must match Question 3. HUD considers "Hispanic/Latinx" an ethnicity and not a separate race. Clients who do not provide a response are considered "Other Multi Racial".

4	White
	White + HISPANIC/LATINX
2	Black/African American
	Black/African American + HISPANIC/LATINX
4	Asian
	Asian + HISPANIC/LATINX
	American Indian/Alaskan Native
	American Indian/Alaskan Native + HISPANIC/LATINX
	Native Hawaiian/Other Pacific Islander
	Native Hawaiian/Other Pacific Island + HISPANIC/LATINX
	American Indian/Alaskan Native and White
	American Indian/Alaskan Native and White + HISPANIC/LATINX
	Asian and White
	Asian and White + HISPANIC/LATINX
	Black/African American and White
	Black/African American and White + HISPANIC/LATINX
	American Indian/Alaskan Native and Black/African American
	American Indian/Alaskan Native and Black/African American + HISPANIC/LATINX
2	Other Multi Racial
	Other Multi Racial + HISPANIC/LATINX
12.00	TOTAL

5. In the PRIOR fiscal year (2022/2023), list the total number of PLEASANTON clients served in each category below.

Multiple categories may apply to some clients while none will apply to other clients, so the total of this table DOES NOT need to match Questions 3 and 4.

8	Seniors (62 and older)
15	People with Disabilities
1	Female-Headed Households
2	Youth
3	Homeless
29.00	TOTAL

PROGRAM APPLICATION

6. If you are submitting more than one application for Pleasanton HHS funding, enter the numerical ranking of the priority of this proposal and the total number of proposals your agency is submitting for the coming fiscal year.

(Example: '1 of 1' means you are submitting only one proposal; '1 of 3' would mean you are submitting 3 proposals and this one is the highest priority of the three.)

7. Is this proposal a request for Public Services or Capital Improvement Project (CIP) funding?

- Public Service
- Capital Improvement Project

8. Is your agency able to assess that your clients are "eligible beneficiaries" (i.e. low- and moderate-income persons and/or "presumed" beneficiaries, according to the U.S. Department of Housing & Urban Development)? If so, how? If not, please explain how you plan to assess whether your clients are "eligible beneficiaries".

Yes. Consumers receiving direct services are persons with disabilities who fit HUD's Income Guidelines for low-income beneficiaries. CRIL's Intake Form asks for a current address, income level & source (SSI/SSDI) , and personal demographics.

9. Provide the projected number of PLEASANTON CLIENTS who would be served by this program/project in fiscal year (2024/2025).

of Persons

TOTAL

10. Please list the total projected number of PLEASANTON CLIENTS your agency proposes to serve through this program/project for each income category below in fiscal year 2024/2025.

(The total number of persons indicated in question #9 must match the total number listed in the income categories below.)

Extremely Low Income (<30% AMI)

Very Low Income (<30-50% AMI)

Low Income (50%-80% AMI)

Moderate Income (80%-120% AMI)

Above Moderate (>120% AMI)

SUBTOTAL

TOTAL

11. Provide a brief summary of the program/project, including the population served and how this population will access this program/project, for which your agency is seeking funding. If you do not receiving funding, what would be the impact?

CRIL's Housing & Independent Living Services will provide Pleasanton residents who have a disability with housing search assistance, peer counseling, independent living skills & travel training. In this program, CRIL provides an array of services to encourage independence - this is accomplished through peer work. 84% of CRIL's staff have a disability.

With the COVID pandemic, CRIL has focused work on providing Personal Protective Equipment, Vaccine & Booster Information, addressing the Digital Divide through chromebooks and wifi access, and rental assistance..

Without Pleasanton funding, CRIL will attempt to meet the needs of Pleasanton residents but this would place stress on the agency's flexibility and ability to address crises that arise.

12. For this grant request, please list the agencies you will collaborate with, providing specifics on your collaborative efforts.

CRIL has an full-time IL Coordinator and a full-time community organizer who are very familiar with the resources & services available in Pleasanton & the surrounding cities. CRIL's Tri-Valley office is located in the Livermore Multi-Service Center. CRIL has developed strong relationships with service providers at ECHO, Abode Services, the Livermore Housing Authority, Pleasanton Housing Services & other local agencies that provide housing & social services. Both CRIL staff at the Livermore Office are persons with disabilities.

CRIL is a long-standing subcontractor & advisory committee member with the Season of Sharing program & has access to funding that can assist qualifying low-income residents with one-time mortgage or rent payments, security deposits, access modifications or other costs associated with retaining housing or moving into a new home.

CRIL's Housing & IL Services will be administered through the following comprehensive service methods:

1. Monthly Housing Workshops - topics covered include individual housing needs, eligibility for Section 8 and other subsidized programs, credit checks & repair, housing research, applications, interviews, tenant rights and responsibilities and more.
2. Chromebook Training, Distribution and wi-fi access for consumers
3. Monthly Travel Training Workshops
4. Individualized & Group Travel Training Excursions
5. Monthly Peer Support Groups to address various IL topics.
6. Individual Independent Living Plan development & coordination - CRIL's IL Coordinator meets individually with each consumer to help them develop a plan that includes specific steps & timelines for meeting their goals.
7. Improved telephone access for persons with speech impediments by use of iPads thru Voice Options.

7. CRIL staff refers or coordinates meetings with other outside service providers to assist with plan implementation.
8. CRIL staff checks in with each consumer every 30 - 60 days to see how they're doing with meeting their goal

CAPITAL PROJECTS

13. Is your agency requesting funds for a Capital Improvement project? If no, skip to question #20.

If yes, you will need to upload all the CAPITAL Documents Requested in the Documents Tab.

- Yes
 No

14. For Capital Improvement Projects (CIPs), provide a detailed narrative (e.g. rehabilitation or new construction) and a detailed scope of work for the project.

CRIL's Tri-Valley branch is located in the Livermore Multi-Resource Center, allowing CRIL to work closely with several other service agencies collocated at the Center. We have closely collaborated with the Livermore Housing Authority, Abode, ECHO and Season of Sharing (SOS) a number of times in order to improve the probability of reaching the desired outcome of a housing placement. For example, in 2023, CRIL's Tri-Valley Coordinator assisted a Pleasanton consumer, Michael, on ways of dealing with the sense of uncertainty due the winter storms and no having power. Michael was provided a back up battery from our Disability Disaster Access & Resources program and now he has the confidence to stay safely in his home.

Various CRIL workshops are often co-facilitated with staff from Los Positas College, Alliance Health, NAMI, Senior Services Coalition, the Public Authority of Alameda County, Social Security and the Alameda County Food Bank. Other social service agencies with which CRIL staff routinely coordinates services include Eden Housing, EBI, BACS, HACA, Tri-Valley Senior Support Services, Spectrum and the Tri-Valley Haven.

15. For Capital Improvement Projects (CIPs), describe land tenure status (e.g. does your agency own or lease the property). If you do not have site control, describe your site control plan.

CDBG regulations require a "long-term lease" of a minimum of 15 years.

N/a

16. For Capital Improvement Projects (CIPs), will relocation be required if the building is occupied?

If yes, describe and upload your agency's relocation plan. If this is not applicable, enter "N/A".

N/a

17. For Capital Improvement Projects (CIPs), identify the project team (e.g. architect/engineer, contractor, and/or consultants).

N/a

18. For Capital Improvement Projects (CIPs), has a Market Study, Property Needs Assessment and/or other evaluation which identifies the need for the proposed project been completed?

If yes, describe and upload the study/assessment/evaluation. If this is not applicable, enter "N/A".

N/a

19. For Capital Improvement Projects (CIPs), how will this project comply with federal Davis-Bacon/Fair Labor Standards Act requirements?

N/a

POLICY CONSISTENCY

20. Identify AT LEAST ONE Critical Human Services Need from the "City of Pleasanton Human Services Strategic Plan Needs Assessment Update 2018-2022" that relates to your program/project.

- Workforce Development/Unemployment
 Healthcare and Behavior Health
 Disability Services and Access
 Food and Nutrition
 Youth Services
 Senior Services
 Homeless in the Tri-Valley
 Services Provider Critical Initiatives

21. Identify AT LEAST ONE critical systemic challenge from the "City of Pleasanton Human Services Strategic Plan Needs Assessment Update 2018-2022" that relates to your program/project.

- Lack of consumer information about services/need for education
- Lack of coordination, missed opportunities for collaboration, duplication of services among service providers, and lack of centralized database between service providers and public agencies
- Time and cost associated with obtaining services including transportation and connectivity of citizens to services

22. How will the program/project address the critical systemic challenge selection in question #22?

With the Center for Independent Living (CIL) & Alameda County Area Agency on Aging (AAA), CRIL is an Aging & Disability Resource Connection(ADRC) in Alameda County. The goal of an ADRC is to provide seamless access to LTSS & managed healthcare counseling & assistance through a "no wrong door" approach. CRIL is a member of the Council for Age-Friendly Communities which brings together Alameda County agencies to coordinate services.

CRIL offers its services in a person-centered, whole person approach. CRIL supports the person's total growth through its services. CRIL's services are directed toward low-income Pleasanton residents with disabilities & seniors who are typically underserved & vulnerable. Since the majority of CRIL's staff are also people with disabilities who live in Alameda County, we are in a uniquely credible & powerful position to provide peer counseling, personal support, an array of local resources and peer role modeling with this population. With its full service branch office at the Livermore MultiService Center allows CRIL staff & management to develop and maintain strong partnerships & collaborations with other Tri-Valley area social service agencies. For example, we have presented workshops on self-advocacy, housing search, personal assistance services, assistive technology and disaster preparedness at the Pleasanton Senior Center and to residents who live at local senior or disability apartment complexes. CRIL provides consumers who do not have internet access with chromebooks, wifi access and computer lessons.

CRIL's transition services assist people with disabilities to transition from hospital or skilled nursing facilities to community based living and to assist youth with disabilities to transition from school to work. CRIL also will help many Pleasanton residents retain or find suitable, affordable and accessible housing and maintain personal independence through peer-based independent living support services.

23. Identify AT LEAST ONE City of Pleasanton U.S. Department of Housing and Urban Development (HUD) FY 2020-2024 Consolidated Plan "guiding principle" that relates to your program/project.

- Be culturally accessible, appropriate, and inclusive
- Encourage community engagement and involvement
- Promote energy and resource efficiency
- Encourage networking and information sharing across service providers
- Encourage processing streaming
- Consolidate service delivery

24. Identify AT LEAST ONE City of Pleasanton U.S. Department of Housing and Urban Development (HUD) FY 2020-2024 Consolidated Plan "Strategic Goals" that relates to your program/project.

- Promote the construction and preservation of affordable rental housing for extremely low (30% AMI), very low (50% AMI), and low income (80% AMI) households
- Promote the preservation of single-family homes for low income (80%) homeowners through rehabilitation or minor home repair
- Promote the preservation of rental housing through minor home repair
- Provide direct financial assistance to income eligible (80% AMI) first time homebuyers
- Reduce housing discrimination through provision of fair housing and landlord/tenant services
- Funding and supporting homeless services programs to end homelessness
- Increase the availability of service enriched housing for persons with special needs
- Support improvements, including ADA accessibility, to public facilities and non-profit agency facilities
- Fund economic development, micro-enterprise, and on-the-job training
- Support public service programs for low income (80% AMI) residents

25. Identify AT LEAST ONE City of Pleasanton U.S. Department of Housing and Urban Development (HUD) "Priority Needs" that relates to your program/project.

- Support housing needs, including increasing home ownership opportunities, creating and preserving affordable rental and homeownership housing, and reducing housing discrimination
- Prevent homelessness and/or assist those experiencing homelessness
- Promote the production of service-enriched housing
- Promote and support capital improvements, economic developments, and public services programs

26. Be advised that new state laws may prohibit councilmembers from making a decision on your organization's grant application if the councilmember has received a contribution exceeding \$250 from your organization or some of its members in the prior 12 months. The California Fair Political Practices Commission (FPPC) provides this information about the new law: <https://www.fppc.ca.gov/learn/pay-to-play-limits-and-prohibitions.html>.

This is not a question, but rather a statement. While a response is not necessary, you may need to work with City staff to provide details of contributions for reporting purposes pursuant to the Political Reform Act.

N/A

Budget [top](#)

Funding Sources/Revenues	Amount Committed	Amount Requested
City of Pleasanton		USD\$ 16,000.00
City of Dublin		USD\$ 16,000.00
City of Livermore		USD\$ 15,000.00
Department of Rehabilitation: AB204/GF	USD\$ 5,000.00	
Administration of Community Living (ACL)	USD\$ 11,590.00	
Total	USD\$ 16,590.00	USD\$ 47,000.00

Funding Uses/Expenses	TOTAL Prog Budget (incl Pls HHSG)	Amount Requested (Pls HHSG ONLY)
Capital: Construction/Rehab		
Capital: Permits & Fees		
Capital: Design		
Capital: Engineering		
Capital: Acquisition		
Capital: Other Soft Costs (define below)		
Personnel: Salaries* (see instructions below)	USD\$ 38,220.00	USD\$ 10,500.00
Personnel: Benefits* (see instructions below)	USD\$ 16,000.00	USD\$ 4,000.00
Operating: Insurance	USD\$ 320.00	USD\$ 80.00
Operating: Supplies	USD\$ 750.00	USD\$ 250.00
Operating: Printing/Copying	USD\$ 500.00	USD\$ 100.00
Operating: Postage	USD\$ 150.00	USD\$ 25.00
Operating: Telephone/Cable/Internet	USD\$ 2,500.00	USD\$ 595.00
Operating: Rent & Utilities		
Operating: Accounting/Audit	USD\$ 500.00	USD\$ 50.00
Operating: Other (define below)		
Contracted Services	USD\$ 2,000.00	USD\$ 250.00
Dues	USD\$ 400.00	USD\$ 100.00
Travel (Mileage)	USD\$ 250.00	USD\$ 50.00
Total	USD\$ 61,590.00	USD\$ 16,000.00

Tables [top](#)

Documents [top](#)

Documents Requested *	Required?	Attached Documents *
Current Annual Budget for Entire Agency	<input checked="" type="checkbox"/>	CRIL Budget
List of Board of Directors with their contact information (telephone or email is sufficient)	<input checked="" type="checkbox"/>	Board Roster
Resume of Executive Director, Program Manager, and Fiscal Officer	<input checked="" type="checkbox"/>	ED CV Alejandra Hacker's Resume Finance Officer's Resume
Personnel policies, including affirmative action plan and grievance procedure	<input checked="" type="checkbox"/>	Handbook

Agency audit requirements and copy of last audit	<input checked="" type="checkbox"/>	2022.23 Audit
Articles of Incorporation / Bylaws	<input checked="" type="checkbox"/>	Articles of Incorporation Bylaws
Conflict of Interest Statement (if not included in Bylaws)	<input checked="" type="checkbox"/>	COI
State and Federal non-profit determination letters (if applicable)	<input checked="" type="checkbox"/>	IRS
Organization Chart	<input checked="" type="checkbox"/>	Organization Chart
Board of Directors' authorization to request HHSG funding	<input checked="" type="checkbox"/>	Board Resolution
Board of Directors' designation of authorized official	<input checked="" type="checkbox"/>	Signature Authorization
City of Pleasanton Business License	<input checked="" type="checkbox"/>	Business License
(CAPITAL) If your agency is applying for CAPITAL funding, please upload your capital expenditure budget		
(CAPITAL) Project photos, designs, site drawings, specifications, etc.		
(CAPITAL) Proposed project budget, including all sources and uses and budget assumptions for development phases		
(CAPITAL) Pro forma operating budget with estimated revenue and expenses		
(CAPITAL) Evidence of Site Control		
(CAPITAL) Title Report (acquisition, new facilities, and substantial rehabilitation)		
(CAPITAL) Environmental Reports (e.g. Phase I Environmental Site Assessment, ALTA Survey)		

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City of Pleasanton
FY 2024/25 Housing and Human Services Grant Program
 Deadline: 1/19/2024

Eden Council for Hope and Opportunity Housing Counseling Services

Jump to: [Application Questions](#) [Budget](#) [Tables](#) [Documents](#)

USD\$ 40,000.00 Requested

Submitted: 1/18/2024 1:52:01 PM (Pacific)

Project Contact

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 UEI MCX2Y5NNH493
 (N)CAGE 4AJV8
 SAM
 Expires 3/14/2020

Application Questions [top](#)

ORGANIZATION INFORMATION

1. Describe your organization category (select one of the following):

- Non-Profit
- For-Profit
- Public Agency
- Other:

2. Describe your agency's mission (no more than 4 sentences).

ECHO's mission is to promote equal access in housing and provide support services which aid in preventing homelessness and promote permanent housing conditions.

3. In the PRIOR fiscal year (2022/2023), list the total number of PLEASANTON clients your agency served in each of category below.

For current income limits by affordability category, please check the City's website.

37	Extremely Low Income (<30% AMI)
178	Very Low Income (30%-50% AMI)
42	Low Income (50%-80% AMI)
10	Moderate Income (80%-120% AMI)
0	Above Moderate (>120% AMI)
267	

534.00 SUBTOTAL

534.00 TOTAL

4. In the PRIOR fiscal year (2022/2023), list the total number of PLEASANTON clients your agency served in the race/ethnicity categories below.

Total must match Question 3. HUD considers "Hispanic/Latinx" an ethnicity and not a separate race. Clients who do not provide a response are considered "Other Multi Racial".

<input type="text" value="89"/>	White
<input type="text" value="52"/>	White + HISPANIC/LATINX
<input type="text" value="50"/>	Black/African American
<input type="text" value="0"/>	Black/African American + HISPANIC/LATINX
<input type="text" value="54"/>	Asian
<input type="text" value="0"/>	Asian + HISPANIC/LATINX
<input type="text" value="2"/>	American Indian/Alaskan Native
<input type="text" value="0"/>	American Indian/Alaskan Native + HISPANIC/LATINX
<input type="text" value="3"/>	Native Hawaiian/Other Pacific Islander
<input type="text" value="0"/>	Native Hawaiian/Other Pacific Island + HISPANIC/LATINX
<input type="text" value="0"/>	American Indian/Alaskan Native and White
<input type="text" value="0"/>	American Indian/Alaskan Native and White + HISPANIC/LATINX
<input type="text" value="1"/>	Asian and White
<input type="text" value="0"/>	Asian and White + HISPANIC/LATINX
<input type="text" value="0"/>	Black/African American and White
<input type="text" value="0"/>	Black/African American and White + HISPANIC/LATINX
<input type="text" value="0"/>	American Indian/Alaskan Native and Black/African American
<input type="text" value="0"/>	American Indian/Alaskan Native and Black/African American + HISPANIC/LATINX
<input type="text" value="13"/>	Other Multi Racial
<input type="text" value="3"/>	Other Multi Racial + HISPANIC/LATINX
<input type="text" value="267.00"/>	TOTAL

5. In the PRIOR fiscal year (2022/2023), list the total number of PLEASANTON clients served in each category below.

Multiple categories may apply to some clients while none will apply to other clients, so the total of this table DOES NOT need to match Questions 3 and 4.

<input type="text" value="13"/>	Seniors (62 and older)
<input type="text" value="2"/>	People with Disabilities
<input type="text" value="158"/>	Female-Headed Households
<input type="text" value="0"/>	Youth
<input type="text" value="0"/>	Homeless
<input type="text" value="173.00"/>	TOTAL

PROGRAM APPLICATION

6. If you are submitting more than one application for Pleasanton HHS funding, enter the numerical ranking of the priority of this proposal and the total number of proposals your agency is submitting for the coming fiscal year.

(Example: '1 of 1' means you are submitting only one proposal; '1 of 3' would mean you are submitting 3 proposals and this one is the highest priority of the three.)

1 of 1

7. Is this proposal a request for Public Services or Capital Improvement Project (CIP) funding?

- Public Service
- Capital Improvement Project

8. Is your agency able to assess that your clients are "eligible beneficiaries" (i.e. low- and moderate-income persons and/or "presumed" beneficiaries, according to the U.S. Department of Housing & Urban Development)? If so, how? If not, please explain how you plan to assess whether your clients are "eligible beneficiaries".

Pleasanton tenants self report their income when they call in. They are asked to self report all income coming in to the household and then compared to the HUD AMI income limits.

9. Provide the projected number of PLEASANTON CLIENTS who would be served by this program/project in fiscal year (2024/2025).

of Persons

TOTAL

10. Please list the total projected number of PLEASANTON CLIENTS your agency proposes to serve through this program/project for each income category below in fiscal year 2024/2025.

(The total number of persons indicated in question #9 must match the total number listed in the income categories below.)

Extremely Low Income (<30% AMI)

Very Low Income (<30-50% AMI)

Low Income (50%-80% AMI)

Moderate Income (80%-120% AMI)

Above Moderate (>120% AMI)

SUBTOTAL

TOTAL

11. Provide a brief summary of the program/project, including the population served and how this population will access this program/project, for which your agency is seeking funding. If you do not receiving funding, what would be the impact?

ECHO Housing will provide services to 295 households (829 persons) and conduct a 15-site systemic audit (15 persons), as follows:

FAIR HOUSING COUNSELING & INVESTIGATION: 20 households with education regarding fair housing law

FAIR HOUSING AUDITS: Conduct 15 systemic audits to determine if discrimination exists, and provide education to non-compliant landlords.

TENANT/LANDLORD COUNSELING & DISPUTE RESOLUTION: 185 households with education, counseling, or mediation/conciliation, referral to attorney/legal services or Small Claims Court, referral to other agencies on evictions, deposits, repairs, lease agreements, and other rights and responsibilities to prevent displacements, retaliation, and violation of state statutes; and assert and protect those rights, and foster communication to resolve problems.

RENTAL ASSISTANCE PROGRAM: 10 households with Rental Assistance grants or guarantees to assist in paying security deposits or delinquent rent.

HOMESEEEKING PROGRAM: 75 households households with training on homeseeking strategies and options to look for and find rental property.

We expect to achieve the results as outlined above. To educate and empower clients to make the best decisions for themselves and their households, and our ability to make appropriate referrals is our criteria for success.

ECHO assists low-income tenants to secure and or maintain affordable housing by providing fair housing counseling and investigation, tenant/landlord counseling and mediation, rental assistance, homeseeking and a fair housing audit to determine if discrimination is occurring and to provide education to non-compliant landlords. If ECHO does not receive funding, we would not be able to serve the City of Pleasanton, until we secure funding from another source.

12. For this grant request, please list the agencies you will collaborate with, providing specifics on your collaborative efforts.

ECHO coordinates with other fair housing organizations to create a Bay Area-wide network of fair housing services, and collaborates and partners with the California Civil Rights Department, the Department of Housing and Urban Development, and private attorneys to provide fair housing enforcement on a local level.

o ECHO coordinates with the East Bay Community Law Center, Bay Area Legal Aid, the Eviction Defense Center, and Centro

Legal de la Raza, with whom it has an MOU, to provide legal services to tenants on a countywide basis. We network and collaborate with these agencies to provide clients with appropriate legal services to stabilize their housing situations.

o ECHO is part of a countywide consortium receiving funding from the San Francisco Chronicle's Season of Sharing to assist homeless and near homeless households with rent and deposit grants, providing leveraging for Rental Assistance Program.

o ECHO works with Community Resources for Independent Living to provide housing counseling and presentations to their clients. We refer clients to CRIL for disability rights information, housing search, and benefits advocacy.

o ECHO Housing also works closely with the Rental Housing Association, most notably on the County's Rent Review Ordinance, and providing fair housing training to its members upon request and at regularly scheduled workshops and seminars throughout ECHO's service area.

CAPITAL PROJECTS

13. Is your agency requesting funds for a Capital Improvement project? If no, skip to question #20.

If yes, you will need to upload all the CAPITAL Documents Requested in the Documents Tab.

- Yes
 No

14. For Capital Improvement Projects (CIPs), provide a detailed narrative (e.g. rehabilitation or new construction) and a detailed scope of work for the project.

N/A

15. For Capital Improvement Projects (CIPs), describe land tenure status (e.g. does your agency own or lease the property). If you do not have site control, describe your site control plan.

CDBG regulations require a "long-term lease" of a minimum of 15 years.

N/A

16. For Capital Improvement Projects (CIPs), will relocation be required if the building is occupied?

If yes, describe and upload your agency's relocation plan. If this is not applicable, enter "N/A".

N/A

17. For Capital Improvement Projects (CIPs), identify the project team (e.g. architect/engineer, contractor, and/or consultants).

N/A

18. For Capital Improvement Projects (CIPs), has a Market Study, Property Needs Assessment and/or other evaluation which identifies the need for the proposed project been completed?

If yes, describe and upload the study/assessment/evaluation. If this is not applicable, enter "N/A".

N/A

19. For Capital Improvement Projects (CIPs), how will this project comply with federal Davis-Bacon/Fair Labor Standards Act requirements?

N/A

POLICY CONSISTENCY

20. Identify AT LEAST ONE Critical Human Services Need from the "City of Pleasanton Human Services Strategic Plan Needs Assessment Update 2018-2022" that relates to your program/project.

- Workforce Development/Unemployment
 Healthcare and Behavior Health
 Disability Services and Access
 Food and Nutrition
 Youth Services
 Senior Services
 Homeless in the Tri-Valley
 Services Provider Critical Initiatives

21. Identify AT LEAST ONE critical systemic challenge from the "City of Pleasanton Human Services Strategic Plan Needs Assessment Update 2018-2022" that relates to your program/project.

- Lack of consumer information about services/need for education
- Lack of coordination, missed opportunities for collaboration, duplication of services among service providers, and lack of centralized database between service providers and public agencies
- Time and cost associated with obtaining services including transportation and connectivity of citizens to services

22. How will the program/project address the critical systemic challenge selection in question #22?

ECHO has addressed lack of consumer information for services and need for education through our website (www.echofairhousing.org), ECHO's Facebook page, Twitter account, Instagram, flyer outreach and radio and television interviews.

ECHO has professional ties with agencies that are housed in the Multi-Service center, some of which are funded by the City of Pleasanton, who refer tenants to ECHO for counseling services.

Outreach includes:

- Electronic or mail distribution
- Radio or Television Interview
- Virtual presentations to the community of Pleasanton and community based organizations
- Mass media outreach

ECHO has bilingual staff as well as bilingual literature, in order to communicate with limited English tenants. ECHO also utilizes the language line, which is a service that assists with interpretation services for tenants to be able to communicate with ECHO counselors. ECHO also translated all outreach material.

ECHO counselors respond to calls within 24-48 hours and spends as much time with a tenant to ensure they understand their options. ECHO believes in allowing the tenant to decide what option they are willing to move forward with. Most of your communication with tenants is done via electronic means.

ECHO provides most of its services via phone and Zoom. ECHO staff will be begin utilizing the office space in Livermore, for those tenants that wish to meet face to face in January 2024. The office is located close to bus lines for those who utilize public transportation.

Since the Covid epidemic in 2020, mediation services have been conducted via Zoom.

23. Identify AT LEAST ONE City of Pleasanton U.S. Department of Housing and Urban Development (HUD) FY 2020-2024 Consolidated Plan "guiding principle" that relates to your program/project.

- Be culturally accessible, appropriate, and inclusive
- Encourage community engagement and involvement
- Promote energy and resource efficiency
- Encourage networking and information sharing across service providers
- Encourage processing streaming
- Consolidate service delivery

24. Identify AT LEAST ONE City of Pleasanton U.S. Department of Housing and Urban Development (HUD) FY 2020-2024 Consolidated Plan "Strategic Goals" that relates to your program/project.

- Promote the construction and preservation of affordable rental housing for extremely low (30% AMI), very low (50% AMI), and low income (80% AMI) households
- Promote the preservation of single-family homes for low income (80%) homeowners through rehabilitation or minor home repair
- Promote the preservation of rental housing through minor home repair
- Provide direct financial assistance to income eligible (80% AMI) first time homebuyers
- Reduce housing discrimination through provision of fair housing and landlord/tenant services
- Funding and supporting homeless services programs to end homelessness
- Increase the availability of service enriched housing for persons with special needs
- Support improvements, including ADA accessibility, to public facilities and non-profit agency facilities
- Fund economic development, micro-enterprise, and on-the-job training
- Support public service programs for low income (80% AMI) residents

25. Identify AT LEAST ONE City of Pleasanton U.S. Department of Housing and Urban Development (HUD) "Priority Needs" that relates to your program/project.

- Support housing needs, including increasing home ownership opportunities, creating and preserving affordable rental and homeownership housing, and reducing housing discrimination
- Prevent homelessness and/or assist those experiencing homelessness
- Promote the production of service-enriched housing
- Promote and support capital improvements, economic developments, and public services programs

26. Be advised that new state laws may prohibit councilmembers from making a decision on your organization's grant application if the councilmember has received a contribution exceeding \$250 from your organization or some of its members in the prior 12 months. The California Fair Political Practices Commission (FPPC) provides this information about the new law: <https://www.fppc.ca.gov/learn/pay-to-play-limits-and-prohibitions.html>.

This is not a question, but rather a statement. While a response is not necessary, you may need to work with City staff to provide details of contributions for reporting purposes pursuant to the Political Reform Act.

N/A

Budget [top](#)

Funding Sources/Revenues	Amount Committed	Amount Requested
Alameda CDBG/Alameda County CDBG	USD\$ 110,290.00	
Berkeley CDBG/Hayward CDBG/GF		USD\$ 75,614.00
Livermore in lieu/Oakland	USD\$ 107,250.00	USD\$ 0.00
San Leandro/Union City CDBG/GF	USD\$ 71,600.00	
Contra Costa County CDBG	USD\$ 120,000.00	
Concord AHF Pittsburg, Walnut Creek CDBG	USD\$ 62,660.00	
Ci of Monterey/Monterey County CDBG		USD\$ 43,600.00
Salinas/Seaside CDBG		USD\$ 84,390.00
Pleasanton HBE		USD\$ 25,000.00
		USD\$ 40,000.00
Total	USD\$ 471,800.00	USD\$ 268,604.00

Funding Uses/Expenses	TOTAL Prog Budget (incl Pls HHSO)	Amount Requested (Pls HHSO ONLY)
Capital: Construction/Rehab		
Capital: Permits & Fees		
Capital: Design		
Capital: Engineering		
Capital: Acquisition		
Capital: Other Soft Costs (define below)		
Personnel: Salaries* (see instructions below)	USD\$ 396,857.00	USD\$ 20,559.00
Personnel: Benefits* (see instructions below)	USD\$ 101,714.00	USD\$ 5,292.00
Rent	USD\$ 58,848.00	USD\$ 4,956.00
Communications	USD\$ 23,844.00	USD\$ 2,762.00
Program Supplies	USD\$ 5,822.00	USD\$ 396.00
Advertising	USD\$ 6,000.00	USD\$ 402.00
Accountant	USD\$ 42,000.00	USD\$ 2,190.00
Training/Educational Materials	USD\$ 2,600.00	USD\$ 136.00
Membership/Publications	USD\$ 985.00	USD\$ 136.00
Mileage	USD\$ 2,210.00	USD\$ 100.00
Subcontract with Attorney	USD\$ 50,500.00	USD\$ 0.00
FH Audit/Stipends	USD\$ 20,812.00	USD\$ 1,600.00
Indirect Costs	USD\$ 28,212.00	USD\$ 1,471.00
Total	USD\$ 740,404.00	USD\$ 40,000.00

Budget Narrative

Staff costs as a percentage of requested amounts:

Executive Director 5% = \$4727 yearly; \$393.92 Monthly

Accounting Specialist 5% = \$3782 yearly; \$4315.17 Monthly

Office Manager 5% = \$2863 yearly; \$238.58 Monthly

Housing Programs Coordinator 3% = \$1892 yearly; \$157.67 Monthly
 Housing Counselor: 22% = \$12587 Yearly; \$1048.92

ECHO has been under contract with the City of Pleasanton for many years. ECHO has been able to keep costs low because shared administrative costs are shared by all contracts. Pleasanton pays 5% of administrative salaries and benefits.

Tables [top](#)

Documents [top](#)

Documents Requested *	Required?	Attached Documents *
Current Annual Budget for Entire Agency	<input checked="" type="checkbox"/>	2023.2024 Approved Budget
List of Board of Directors with their contact information (telephone or email is sufficient)	<input checked="" type="checkbox"/>	Board of Directors
Resume of Executive Director, Program Manager, and Fiscal Officer	<input checked="" type="checkbox"/>	CSoto Resume RKuwamoto Resume JTorres Resume
Personnel policies, including affirmative action plan and grievance procedure	<input checked="" type="checkbox"/>	Grievance Procedure Employee Handbook Affirmative Action Plan
Agency audit requirements and copy of last audit	<input checked="" type="checkbox"/>	2022.2023 Audit Audit Policy
Articles of Incorporation / Bylaws	<input checked="" type="checkbox"/>	Articles of Incorporation Bylaws
Conflict of Interest Statement (if not included in Bylaws)	<input checked="" type="checkbox"/>	Conflict of Interest
State and Federal non-profit determination letters (if applicable)	<input checked="" type="checkbox"/>	501(c)3
Organization Chart	<input checked="" type="checkbox"/>	Organizational Chart
Board of Directors' authorization to request HHSG funding	<input checked="" type="checkbox"/>	Pleasanton Resolution 2024.2025
Board of Directors' designation of authorized official	<input checked="" type="checkbox"/>	Authorized designation 24.25
City of Pleasanton Business License	<input checked="" type="checkbox"/>	Business License
(CAPITAL) If your agency is applying for CAPITAL funding, please upload your capital expenditure budget		
(CAPITAL) Project photos, designs, site drawings, specifications, etc.		
(CAPITAL) Proposed project budget, including all sources and uses and budget assumptions for development phases		
(CAPITAL) Pro forma operating budget with estimated revenue and expenses		
(CAPITAL) Evidence of Site Control		
(CAPITAL) Title Report (acquisition, new facilities, and substantial rehabilitation)		
(CAPITAL) Environmental Reports (e.g. Phase I Environmental Site Assessment, ALTA Survey)		

* ZoomGrants™ is not responsible for the content of uploaded documents.

Application ID: 459055

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City of Pleasanton
FY 2024/25 Housing and Human Services Grant Program
Deadline: 1/19/2024

Goodness Village
Goodness Village

Jump to: Application Questions Budget Tables Documents

USD\$ 58,874.40 Requested

Submitted: 1/18/2024 12:51:44 PM (Pacific)

Project Contact

Kim Curtis
Kim@gvlivermore.org
Tel: 925-237-1108

Additional Contacts

none entered

Goodness Village

1660 Freisman Rd
Livermore, CA 94551
United States

Executive Director

Kim Curtis
Kim@gvlivermore.org

Telephone 925-237-1108
Fax
Web www.gvlivermore.org
EIN 85-2812754
UEI
(N)CAGE
SAM Expires

Application Questions top

ORGANIZATION INFORMATION

1. Describe your organization category (select one of the following):

- Non-Profit
For-Profit
Public Agency
Other:

2. Describe your agency's mission (no more than 4 sentences).

Our mission is to provide the Tri-Valley's formerly unhoused neighbors a safe and supportive community to live independently, heal, and thrive! Our neighborhood of 28 tiny home exists to provide our program participants (AKA our neighbors) the opportunity for a Fresh Start to permanently exit the cycle of chronic homelessness. We accomplish this through three crucial facets of the Goodness Village program: independent tiny homes with doors that lock to create a feeling of safety, 24 hour mental health support and quality of life improving activities, and an onsite vocational skill building program.

3. In the PRIOR fiscal year (2022/2023), list the total number of PLEASANTON clients your agency served in each of category below.

For current income limits by affordability category, please check the City's website.

9 Extremely Low Income (<30% AMI)
Very Low Income (30%-50% AMI)
Low Income (50%-80% AMI)
Moderate Income (80%-120% AMI)
Above Moderate (>120% AMI)

9.00 SUBTOTAL

9.00 TOTAL

4. In the PRIOR fiscal year (2022/2023), list the total number of PLEASANTON clients your agency served in the race/ethnicity categories below.

Total must match Question 3. HUD considers "Hispanic/Latinx" an ethnicity and not a separate race. Clients who do not provide a response are considered "Other Multi Racial".

7 White

1 White + HISPANIC/LATINX

Black/African American

Black/African American + HISPANIC/LATINX

Asian

Asian + HISPANIC/LATINX

American Indian/Alaskan Native

1 American Indian/Alaskan Native + HISPANIC/LATINX

Native Hawaiian/Other Pacific Islander

Native Hawaiian/Other Pacific Island + HISPANIC/LATINX

American Indian/Alaskan Native and White

American Indian/Alaskan Native and White + HISPANIC/LATINX

Asian and White

Asian and White + HISPANIC/LATINX

Black/African American and White

Black/African American and White + HISPANIC/LATINX

American Indian/Alaskan Native and Black/African American

American Indian/Alaskan Native and Black/African American + HISPANIC/LATINX

Other Multi Racial

Other Multi Racial + HISPANIC/LATINX

9.00 TOTAL

5. In the PRIOR fiscal year (2022/2023), list the total number of PLEASANTON clients served in each category below.

Multiple categories may apply to some clients while none will apply to other clients, so the total of this table DOES NOT need to match Questions 3 and 4.

4 Seniors (62 and older)

9 People with Disabilities

2 Female-Headed Households

0 Youth

9 Homeless

24.00 TOTAL

PROGRAM APPLICATION

6. If you are submitting more than one application for Pleasanton HHS funding, enter the numerical ranking of the priority of this proposal and the total number of proposals your agency is submitting for the coming fiscal year.

(Example: '1 of 1' means you are submitting only one proposal; '1 of 3' would mean you are submitting 3 proposals and this one is the highest priority of the three.)

1

7. Is this proposal a request for Public Services or Capital Improvement Project (CIP) funding?

- Public Service
- Capital Improvement Project

8. Is your agency able to assess that your clients are "eligible beneficiaries" (i.e. low- and moderate-income persons and/or "presumed" beneficiaries, according to the U.S. Department of Housing & Urban Development)? If so, how? If not, please explain how you plan to assess whether your clients are "eligible beneficiaries".
Our village neighbors meet HUD's criteria of Chronic Homelessness

9. Provide the projected number of PLEASANTON CLIENTS who would be served by this program/project in fiscal year (2024/2025).

9	# of Persons
9.00	TOTAL

10. Please list the total projected number of PLEASANTON CLIENTS your agency proposes to serve through this program/project for each income category below in fiscal year 2024/2025.

(The total number of persons indicated in question #9 must match the total number listed in the income categories below.)

9	Extremely Low Income (<30% AMI)
	Very Low Income (<30-50% AMI)
	Low Income (50%-80% AMI)
	Moderate Income (80%-120% AMI)
	Above Moderate (>120% AMI)
9.00	SUBTOTAL
9.00	TOTAL

11. Provide a brief summary of the program/project, including the population served and how this population will access this program/project, for which your agency is seeking funding. If you do not receiving funding, what would be the impact?

At this time would do not expect any of our 9 formerly unsheltered in Pleasanton neighbors to exit the program however it is possible that we will have a vacancy during 2024/25 and we currently have 26 Pleasanton "residents" seeking help and housing from Goodness Village.

At the start of 2024 Crosswinds implemented a "Shared Land Cost" fee for the tiny homes. We are to pay \$150 per home in 2024, \$225 a home in 2025 and \$300 per home in 2026 and moving forward. At this time we are now paying over \$9000 a month in "Shared Land Cost" and between \$5-6000 per month in utilities. We also faced a mandatory salary increase for our leadership who (as a start up nonprofit) work long and flexible hours in order to meet the needs of the village and ensure our program success. Without continued support from our three cities we would need to cut staff which de-stabilizes the village and puts the recovery of our village neighbors in jeopardy. A stable, safe and highly supportive village is why we have been able to successfully assist our high needs chronically unsheltered neighbors in retaining and maintaining their homes.

12. For this grant request, please list the agencies you will collaborate with, providing specifics on your collaborative efforts.

We work collaboratively with street outreach organizations such as CityServe of the TriValley, Monthly Miracles, Homeless Liaison Officers from all three cities, TriValley Seek and Save, Abode Services, and TriValley Haven. We also receive food support through OHK, One Nation Dream Makers, and Stopwaste. We've received grants of support through all rotary clubs, lions clubs, TVNPA, and 3VCF. We also work closely with the YMSL and Eagle Scouts for service projects. Many local civic clubs are involved in our community dinners and SEWA is providing monthly health and wellness classes on site.

CAPITAL PROJECTS

13. Is your agency requesting funds for a Capital Improvement project? If no, skip to question #20.

If yes, you will need to upload all the CAPITAL Documents Requested in the Documents Tab.

- Yes
- No

14. For Capital Improvement Projects (CIPs), provide a detailed narrative (e.g. rehabilitation or new construction) and a detailed scope of work for the project.

N/A

15. For Capital Improvement Projects (CIPs), describe land tenure status (e.g. does your agency own or lease the property). If you do not have site control, describe your site control plan.

CDBG regulations require a "long-term lease" of a minimum of 15 years.

N/A

16. For Capital Improvement Projects (CIPs), will relocation be required if the building is occupied?

If yes, describe and upload your agency's relocation plan. If this is not applicable, enter "N/A".

N/A

17. For Capital Improvement Projects (CIPs), identify the project team (e.g. architect/engineer, contractor, and/or consultants).

N/A

18. For Capital Improvement Projects (CIPs), has a Market Study, Property Needs Assessment and/or other evaluation which identifies the need for the proposed project been completed?

If yes, describe and upload the study/assessment/evaluation. If this is not applicable, enter "N/A".

N/A

19. For Capital Improvement Projects (CIPs), how will this project comply with federal Davis-Bacon/Fair Labor Standards Act requirements?

N/A

POLICY CONSISTENCY

20. Identify AT LEAST ONE Critical Human Services Need from the "City of Pleasanton Human Services Strategic Plan Needs Assessment Update 2018-2022" that relates to your program/project.

- Workforce Development/Unemployment
- Healthcare and Behavior Health
- Disability Services and Access
- Food and Nutrition
- Youth Services
- Senior Services
- Homeless in the Tri-Valley
- Services Provider Critical Initiatives

21. Identify AT LEAST ONE critical systemic challenge from the "City of Pleasanton Human Services Strategic Plan Needs Assessment Update 2018-2022" that relates to your program/project.

- Lack of consumer information about services/need for education
- Lack of coordination, missed opportunities for collaboration, duplication of services among service providers, and lack of centralized database between service providers and public agencies
- Time and cost associated with obtaining services including transportation and connectivity of citizens to services

22. How will the program/project address the critical systemic challenge selection in question #22?

Continue to provide housing with high level wrap around services to those in our community who are most vulnerable and of the most need.

23. Identify AT LEAST ONE City of Pleasanton U.S. Department of Housing and Urban Development (HUD) FY 2020-2024 Consolidated Plan "guiding principle" that relates to your program/project.

- Be culturally accessible, appropriate, and inclusive
- Encourage community engagement and involvement
- Promote energy and resource efficiency
- Encourage networking and information sharing across service providers
- Encourage processing streaming
- Consolidate service delivery

24. Identify AT LEAST ONE City of Pleasanton U.S. Department of Housing and Urban Development (HUD) FY 2020-2024 Consolidated Plan "Strategic Goals" that relates to your program/project.

- Promote the construction and preservation of affordable rental housing for extremely low (30% AMI), very low (50% AMI), and low income (80% AMI) households
- Promote the preservation of single-family homes for low income (80%) homeowners through rehabilitation or minor home

repair

- Promote the preservation of rental housing through minor home repair
- Provide direct financial assistance to income eligible (80% AMI) first time homebuyers
- Reduce housing discrimination through provision of fair housing and landlord/tenant services
- Funding and supporting homeless services programs to end homelessness
- Increase the availability of service enriched housing for persons with special needs
- Support improvements, including ADA accessibility, to public facilities and non-profit agency facilities
- Fund economic development, micro-enterprise, and on-the-job training
- Support public service programs for low income (80% AMI) residents

25. Identify AT LEAST ONE City of Pleasanton U.S. Department of Housing and Urban Development (HUD) "Priority Needs" that relates to your program/project.

- Support housing needs, including increasing home ownership opportunities, creating and preserving affordable rental and homeownership housing, and reducing housing discrimination
- Prevent homelessness and/or assist those experiencing homelessness
- Promote the production of service-enriched housing
- Promote and support capital improvements, economic developments, and public services programs

26. Be advised that new state laws may prohibit councilmembers from making a decision on your organization's grant application if the councilmember has received a contribution exceeding \$250 from your organization or some of its members in the prior 12 months. The California Fair Political Practices Commission (FPPC) provides this information about the new law: <https://www.fppc.ca.gov/learn/pay-to-play-limits-and-prohibitions.html>.

This is not a question, but rather a statement. While a response is not necessary, you may need to work with City staff to provide details of contributions for reporting purposes pursuant to the Political Reform Act.

None

Budget [top](#)

Funding Sources/Revenues	Amount Committed	Amount Requested
ACF-Swalwell Grant for 1/24-8/24	USD\$ 750,000.00	
Workday 2024	USD\$ 200,000.00	
JMH 2024	USD\$ 62,000.00	
Stanford 2024		USD\$ 52,000.00
Sutter Health		USD\$ 10,000.00
3VCF	USD\$ 10,000.00	
Dublin		USD\$ 25,000.00
Livermore		USD\$ 43,000.00
Total	USD\$ 1,022,000.00	USD\$ 130,000.00

Funding Uses/Expenses	TOTAL Prog Budget (incl Pls HHS)	Amount Requested (Pls HHS ONLY)
Capital: Construction/Rehab		
Capital: Permits & Fees		
Capital: Design		
Capital: Engineering		
Capital: Acquisition		
Capital: Other Soft Costs (define below)		
Personnel: Salaries* (see instructions below)	USD\$ 728,700.00	USD\$ 53,040.00
Personnel: Benefits* (see instructions below)	USD\$ 179,520.00	USD\$ 5,834.40
Operating: Supplies		
Operating: Printing/Copying		
Operating: Postage		
Operating: Telephone/Cable/Internet		
Operating: Rent & Utilities		
Operating: Accounting/Audit		
Operating: Other (define below)		
Total	USD\$ 908,220.00	USD\$ 58,874.40

Budget Narrative

Please see the attached 2024 budget for a detailed account of revenue vs expenses. The salary being requested is for Mehak (support staff) and includes benefits, payroll taxes and Workmans comp. for 12 months: July 2024-June 2025. This is the same staff person Pleasanton is supporting during the current funding period.

Tables [top](#)

Documents [top](#)

Documents Requested *	Required?	Attached Documents *
Current Annual Budget for Entire Agency	<input checked="" type="checkbox"/>	2024 Budget
List of Board of Directors with their contact information (telephone or email is sufficient)	<input checked="" type="checkbox"/>	GV 2024 Board
Resume of Executive Director, Program Manager, and Fiscal Officer	<input checked="" type="checkbox"/>	ED Resume
Personnel policies, including affirmative action plan and grievance procedure	<input checked="" type="checkbox"/>	Harassment policy Employee Handbook
Agency audit requirements and copy of last audit	<input checked="" type="checkbox"/>	Audit explanation
Articles of Incorporation / Bylaws	<input checked="" type="checkbox"/>	Bylaws
Conflict of Interest Statement (if not included in Bylaws)	<input checked="" type="checkbox"/>	Bylaws includes conflict statement
State and Federal non-profit determination letters (if applicable)	<input checked="" type="checkbox"/>	irs State Certificate
Organization Chart	<input checked="" type="checkbox"/>	Org chart
Board of Directors' authorization to request HHS funding	<input checked="" type="checkbox"/>	Board authorization
Board of Directors' designation of authorized official	<input checked="" type="checkbox"/>	Board Document 2024
City of Pleasanton Business License	<input checked="" type="checkbox"/>	COP Business License org chart
(CAPITAL) If your agency is applying for CAPITAL funding, please upload your capital expenditure budget		
(CAPITAL) Project photos, designs, site drawings, specifications, etc.		
(CAPITAL) Proposed project budget, including all sources and uses and budget assumptions for development phases		
(CAPITAL) Pro forma operating budget with estimated revenue and expenses		
(CAPITAL) Evidence of Site Control		
(CAPITAL) Title Report (acquisition, new facilities, and substantial rehabilitation)		
(CAPITAL) Environmental Reports (e.g. Phase I Environmental Site Assessment, ALTA Survey)		

* ZoomGrants™ is not responsible for the content of uploaded documents.



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City of Pleasanton
FY 2024/25 Housing and Human Services Grant Program
Deadline: 1/19/2024

Habitat for Humanity East Bay/Silicon Valley, Inc. Administered Grant & Loan Program

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USD\$ 95,000.00 Requested

Submitted: 1/19/2024 5:58:08 PM (Pacific)

Project Contact

Dona Gomez
DGomez@habitatebsv.org
Tel: 510-906-2215

Additional Contacts

none entered

Habitat for Humanity East Bay/Silicon Valley, Inc.

2619 Broadway
Oakland, CA 94612

President & CEO

Janice Jensen
JJensen@habitatebsv.org

Telephone (510) 803-3313
Fax (510) 251-6309
Web www.HabitatEBSV.org
EIN 94-3053687
UEI
(N)CAGE 71BZ2
SAM Expires 9/15/2020

Application Questions [top](#)

ORGANIZATION INFORMATION

1. Describe your organization category (select one of the following):

- Non-Profit
- For-Profit
- Public Agency
- Other:

2. Describe your agency's mission (no more than 4 sentences).

Habitat for Humanity East Bay/Silicon Valley Inc. ("Habitat") revitalizes neighborhoods, builds affordable and sustainable housing solutions, and empowers families through successful homeownership. Our agency mission is to bring people together to build homes, communities, and hope. In response to a growing need and increasingly unaffordable real estate market, Habitat has expanded our Home Preservation program for eligible low-income participants (under 80% AMI, according to HUD's income limits) to improve existing home health and safety, and to strengthen low- and moderate-income neighborhoods.

3. In the PRIOR fiscal year (2022/2023), list the total number of PLEASANTON clients your agency served in each of category below.

For current income limits by affordability category, please check the City's website.

<input type="text" value="3"/>	Extremely Low Income (<30% AMI)
<input type="text" value="2"/>	Very Low Income (30%-50% AMI)
<input type="text" value="1"/>	Low Income (50%-80% AMI)
<input type="text"/>	Moderate Income (80%-120% AMI)
<input type="text"/>	Above Moderate (>120% AMI)
<input type="text"/>	

6.00 SUBTOTAL

6.00 TOTAL

4. In the PRIOR fiscal year (2022/2023), list the total number of PLEASANTON clients your agency served in the race/ethnicity categories below.

Total must match Question 3. HUD considers "Hispanic/Latinx" an ethnicity and not a separate race. Clients who do not provide a response are considered "Other Multi Racial".

5 White

White + HISPANIC/LATINX

Black/African American

Black/African American + HISPANIC/LATINX

1 Asian

Asian + HISPANIC/LATINX

American Indian/Alaskan Native

American Indian/Alaskan Native + HISPANIC/LATINX

Native Hawaiian/Other Pacific Islander

Native Hawaiian/Other Pacific Island + HISPANIC/LATINX

American Indian/Alaskan Native and White

American Indian/Alaskan Native and White + HISPANIC/LATINX

Asian and White

Asian and White + HISPANIC/LATINX

Black/African American and White

Black/African American and White + HISPANIC/LATINX

American Indian/Alaskan Native and Black/African American

American Indian/Alaskan Native and Black/African American + HISPANIC/LATINX

Other Multi Racial

Other Multi Racial + HISPANIC/LATINX

6.00 TOTAL

5. In the PRIOR fiscal year (2022/2023), list the total number of PLEASANTON clients served in each category below.

Multiple categories may apply to some clients while none will apply to other clients, so the total of this table DOES NOT need to match Questions 3 and 4.

3 Seniors (62 and older)

3 People with Disabilities

6 Female-Headed Households

0 Youth

N/A Homeless

12.00 TOTAL

PROGRAM APPLICATION

6. If you are submitting more than one application for Pleasanton HHS funding, enter the numerical ranking of the priority of this proposal and the total number of proposals your agency is submitting for the coming fiscal year.

(Example: '1 of 1' means you are submitting only one proposal; '1 of 3' would mean you are submitting 3 proposals and this one is the highest priority of the three.)

1

7. Is this proposal a request for Public Services or Capital Improvement Project (CIP) funding?

- Public Service
- Capital Improvement Project

8. Is your agency able to assess that your clients are "eligible beneficiaries" (i.e. low- and moderate-income persons and/or "presumed" beneficiaries, according to the U.S. Department of Housing & Urban Development)? If so, how? If not, please explain how you plan to assess whether your clients are "eligible beneficiaries".

Yes. Habitat is a HUD-certified mortgage lender and performs eligibility verification using standard calculation practices and collects required supporting documentation.

9. Provide the projected number of PLEASANTON CLIENTS who would be served by this program/project in fiscal year (2024/2025).

of Persons

TOTAL

10. Please list the total projected number of PLEASANTON CLIENTS your agency proposes to serve through this program/project for each income category below in fiscal year 2024/2025.

(The total number of persons indicated in question #9 must match the total number listed in the income categories below.)

Extremely Low Income (<30% AMI)

Very Low Income (<30-50% AMI)

Low Income (50%-80% AMI)

Moderate Income (80%-120% AMI)

Above Moderate (>120% AMI)

SUBTOTAL

TOTAL

11. Provide a brief summary of the program/project, including the population served and how this population will access this program/project, for which your agency is seeking funding. If you do not receiving funding, what would be the impact?

Through the Pleasanton Housing Rehabilitation Program ("Program"), Habitat partners with homeowners and provides critical home repairs. Participants of this program are cost-burdened and economically vulnerable to foreclosure and do not have the resources to invest in needed home improvements. Their once high-quality houses have deteriorated, lost value, and are becoming uninhabitable. By empowering residents of Pleasanton through critical health and safety repairs, we will meet the need for healthy, safe and affordable living conditions. Repairs enable households to experience greater safety, health, comfort, and financial stability by decreasing their likelihood of foreclosure and allow them to safely age in place.

Clients learn about the program through our online presence, print media, flyer distribution, word of mouth from other homeowners and referrals from local agencies & organizations.

If we do not receive City funding, we will only be able to serve Pleasanton residents with minimum \$15,000 maximum \$200,000 loans via Renew AC, the County's Measure A1 bond-funded program.

12. For this grant request, please list the agencies you will collaborate with, providing specifics on your collaborative efforts.

Senior Injury Prevention Partnership & the Area Agency on Aging Senior Support Program, Veteran's Affairs, Meals on Wheels Diablo Region, faith-based communities and the City are strong referral relationships. Spectrum Community Services has been a strong promotional partner.

CAPITAL PROJECTS

13. Is your agency requesting funds for a Capital Improvement project? If no, skip to question #20.

If yes, you will need to upload all the CAPITAL Documents Requested in the Documents Tab.

- Yes
- No

14. For Capital Improvement Projects (CIPs), provide a detailed narrative (e.g. rehabilitation or new construction)

and a detailed scope of work for the project.

N/A

15. For Capital Improvement Projects (CIPs), describe land tenure status (e.g. does your agency own or lease the property). If you do not have site control, describe your site control plan.

CDBG regulations require a "long-term lease" of a minimum of 15 years.

N/A

16. For Capital Improvement Projects (CIPs), will relocation be required if the building is occupied?

If yes, describe and upload your agency's relocation plan. If this is not applicable, enter "N/A".

N/A

17. For Capital Improvement Projects (CIPs), identify the project team (e.g. architect/engineer, contractor, and/or consultants).

N/A

18. For Capital Improvement Projects (CIPs), has a Market Study, Property Needs Assessment and/or other evaluation which identifies the need for the proposed project been completed?

If yes, describe and upload the study/assessment/evaluation. If this is not applicable, enter "N/A".

N/A

19. For Capital Improvement Projects (CIPs), how will this project comply with federal Davis-Bacon/Fair Labor Standards Act requirements?

N/A

POLICY CONSISTENCY

20. Identify AT LEAST ONE Critical Human Services Need from the "City of Pleasanton Human Services Strategic Plan Needs Assessment Update 2018-2022" that relates to your program/project.

- Workforce Development/Unemployment
- Healthcare and Behavior Health
- Disability Services and Access
- Food and Nutrition
- Youth Services
- Senior Services
- Homeless in the Tri-Valley
- Services Provider Critical Initiatives

21. Identify AT LEAST ONE critical systemic challenge from the "City of Pleasanton Human Services Strategic Plan Needs Assessment Update 2018-2022" that relates to your program/project.

- Lack of consumer information about services/need for education
- Lack of coordination, missed opportunities for collaboration, duplication of services among service providers, and lack of centralized database between service providers and public agencies
- Time and cost associated with obtaining services including transportation and connectivity of citizens to services

22. How will the program/project address the critical systemic challenge selection in question #22?

Staff generate and maintain a Resource Guide outlining services available from other agencies and organizations within our service area, and work with case managers serving individuals and families whose homes need repair and referrals are traded back and forth. Through these partnerships we serve the highest need clients.

In addition, Habitat leverages key personnel funded through other overlapping programs such as Renew AC to support staff.

Habitat's Home Preservation Outreach Team strives to reach elderly and disabled low-income homeowners who are underserved in part due to their limited mobility. Giving presentations at Senior Centers, tabling at grocery stores, including inserts in public utility bills, and posting flyers at libraries are examples of methods employed to reach this population. Due to the recent increase in residents who are home bound due to the pandemic, focus has primarily been on utility bill mailers and advertising in local publications.

23. Identify AT LEAST ONE City of Pleasanton U.S. Department of Housing and Urban Development (HUD) FY 2020-2024 Consolidated Plan "guiding principle" that relates to your program/project.

- Be culturally accessible, appropriate, and inclusive
- Encourage community engagement and involvement
- Promote energy and resource efficiency
- Encourage networking and information sharing across service providers
- Encourage processing streaming
- Consolidate service delivery

24. Identify AT LEAST ONE City of Pleasanton U.S. Department of Housing and Urban Development (HUD) FY 2020-2024 Consolidated Plan "Strategic Goals" that relates to your program/project.

- Promote the construction and preservation of affordable rental housing for extremely low (30% AMI), very low (50% AMI), and low income (80% AMI) households
- Promote the preservation of single-family homes for low income (80%) homeowners through rehabilitation or minor home repair
- Promote the preservation of rental housing through minor home repair
- Provide direct financial assistance to income eligible (80% AMI) first time homebuyers
- Reduce housing discrimination through provision of fair housing and landlord/tenant services
- Funding and supporting homeless services programs to end homelessness
- Increase the availability of service enriched housing for persons with special needs
- Support improvements, including ADA accessibility, to public facilities and non-profit agency facilities
- Fund economic development, micro-enterprise, and on-the-job training
- Support public service programs for low income (80% AMI) residents

25. Identify AT LEAST ONE City of Pleasanton U.S. Department of Housing and Urban Development (HUD) "Priority Needs" that relates to your program/project.

- Support housing needs, including increasing home ownership opportunities, creating and preserving affordable rental and homeownership housing, and reducing housing discrimination
- Prevent homelessness and/or assist those experiencing homelessness
- Promote the production of service-enriched housing
- Promote and support capital improvements, economic developments, and public services programs

26. Be advised that new state laws may prohibit councilmembers from making a decision on your organization's grant application if the councilmember has received a contribution exceeding \$250 from your organization or some of its members in the prior 12 months. The California Fair Political Practices Commission (FPPC) provides this information about the new law: <https://www.fppc.ca.gov/learn/pay-to-play-limits-and-prohibitions.html>.

This is not a question, but rather a statement. While a response is not necessary, you may need to work with City staff to provide details of contributions for reporting purposes pursuant to the Political Reform Act.

Understood.

Budget [top](#)

Funding Sources/Revenues	Amount Committed	Amount Requested
City of Pleasanton Funding	USD\$ 95,000.00	
Total	USD\$ 95,000.00	USD\$ 0.00

Funding Uses/Expenses	TOTAL Prog Budget (incl Pls HHSG)	Amount Requested (Pls HHSG ONLY)
Construction costs	USD\$ 55,000.00	USD\$ 55,000.00
Personnel: Salaries	USD\$ 20,816.00	USD\$ 20,816.00
Personnel: Benefits	USD\$ 7,286.00	USD\$ 7,286.00
Marketing	USD\$ 3,000.00	USD\$ 3,000.00
Contingency/10% de minimis	USD\$ 8,898.00	USD\$ 8,898.00
Total	USD\$ 95,000.00	USD\$ 95,000.00

Budget Narrative

Director, Home Preservation 1% \$1,597

GL Accountant 2% \$1,620
 Inspector (#2) 5% \$3,863
 Client Manager 1% \$721
 Business Manager 1% \$879
 Program Associate 4% \$2,340
 Construction Coordinator 2% \$1,401
 Community Impact Manager 2% \$1,545
 Grant/Loan Administrator 5% \$3,545

Total Personnel Budget \$20,816

Tables [top](#)

Documents [top](#)

Documents Requested *	Required?	Attached Documents *
Current Annual Budget for Entire Agency	<input checked="" type="checkbox"/>	Current Annual Budget for Entire Agency
List of Board of Directors with their contact information (telephone or email is sufficient)	<input checked="" type="checkbox"/>	List of Board of Directors
Resume of Executive Director, Program Manager, and Fiscal Officer	<input checked="" type="checkbox"/>	Resumes Resumes Resumes
Personnel policies, including affirmative action plan and grievance procedure	<input checked="" type="checkbox"/>	Personnel Policies Personnel Policies
Agency audit requirements and copy of last audit	<input checked="" type="checkbox"/>	Agency Audit
Articles of Incorporation / Bylaws	<input checked="" type="checkbox"/>	Articles of Incorporation Bylaws
Conflict of Interest Statement (if not included in Bylaws)	<input checked="" type="checkbox"/>	Not applicable
State and Federal non-profit determination letters (if applicable)	<input checked="" type="checkbox"/>	Nonprofit Determination Letters Nonprofit Determination Letter
Organization Chart	<input checked="" type="checkbox"/>	Organizational Chart
Board of Directors' authorization to request HHSG funding	<input checked="" type="checkbox"/>	Board Resolution Forthcoming
Board of Directors' designation of authorized official	<input checked="" type="checkbox"/>	Board Resolution Forthcoming
City of Pleasanton Business License	<input checked="" type="checkbox"/>	Business License
(CAPITAL) If your agency is applying for CAPITAL funding, please upload your capital expenditure budget		Not applicable
(CAPITAL) Project photos, designs, site drawings, specifications, etc.		Not Applicable
(CAPITAL) Proposed project budget, including all sources and uses and budget assumptions for development phases		Not Applicable
(CAPITAL) Pro forma operating budget with estimated revenue and expenses		Not Applicable
(CAPITAL) Evidence of Site Control		Not Applicable
(CAPITAL) Title Report (acquisition, new facilities, and substantial rehabilitation)		Not Applicable
(CAPITAL) Environmental Reports (e.g. Phase I Environmental Site Assessment, ALTA Survey)		Not Applicable

* ZoomGrants™ is not responsible for the content of uploaded documents.

Application ID: 458648

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City of Pleasanton
FY 2024/25 Housing and Human Services Grant Program
 Deadline: 1/19/2024

Tri-Valley REACH, Inc.
Home Improvement, Maintenance & Rehabilitation Projects

Jump to: [Application Questions](#) [Budget](#) [Tables](#) [Documents](#)

USD\$ 45,000.00 Requested

Submitted: 1/11/2024 3:37:58 PM (Pacific)

Project Contact

kay king
skkbking@comcast.net
 Tel: 925-980-6739

Additional Contacts

none entered

Tri-Valley REACH, Inc.

P.O. Box 5564
 Pleasanton, CA 94566

Chair

Kay King
skkbking@comcast.net

Telephone 925-980-6739
 Fax
 Web <http://www.trivalleyreach.org>
 EIN 943158507
 UEI DM7TYL2T4ZS8
 (N)CAGE 81HG5
 SAM
 Expires 8/18/2020

Application Questions [top](#)

ORGANIZATION INFORMATION

1. Describe your organization category (select one of the following):

- Non-Profit
- For-Profit
- Public Agency
- Other:

2. Describe your agency's mission (no more than 4 sentences).

Tri-Valley REACH, a local nonprofit with a rich three-decade history, remains committed to building affordable, accessible, and equitable living options for adults with intellectual and developmental disabilities (I/DD) in the Tri-Valley. REACH firmly believes the key to independence begins with affordable housing and expands through resources, education, activities, and community.

The organization's primary objective is to give adults with intellectual and developmental disabilities (I/DD) the opportunity to live independently—starting with affordable shared housing in the community.

REACH services are provided exclusively through board volunteers, private donors, fundraising, and grants.

3. In the PRIOR fiscal year (2022/2023), list the total number of PLEASANTON clients your agency served in each of category below.

For current income limits by affordability category, please check the City's website.

Extremely Low Income (<30% AMI)

Very Low Income (30%-50% AMI)

Low Income (50%-80% AMI)

Moderate Income (80%-120% AMI)

Above Moderate (>120% AMI)

SUBTOTAL

TOTAL

4. In the PRIOR fiscal year (2022/2023), list the total number of PLEASANTON clients your agency served in the race/ethnicity categories below.

Total must match Question 3. HUD considers "Hispanic/Latinx" an ethnicity and not a separate race. Clients who do not provide a response are considered "Other Multi Racial".

White

White + HISPANIC/LATINX

Black/African American

Black/African American + HISPANIC/LATINX

Asian

Asian + HISPANIC/LATINX

American Indian/Alaskan Native

American Indian/Alaskan Native + HISPANIC/LATINX

Native Hawaiian/Other Pacific Islander

Native Hawaiian/Other Pacific Island + HISPANIC/LATINX

American Indian/Alaskan Native and White

American Indian/Alaskan Native and White + HISPANIC/LATINX

Asian and White

Asian and White + HISPANIC/LATINX

Black/African American and White

Black/African American and White + HISPANIC/LATINX

American Indian/Alaskan Native and Black/African American

American Indian/Alaskan Native and Black/African American + HISPANIC/LATINX

Other Multi Racial

Other Multi Racial + HISPANIC/LATINX

TOTAL

5. In the PRIOR fiscal year (2022/2023), list the total number of PLEASANTON clients served in each category below.

Multiple categories may apply to some clients while none will apply to other clients, so the total of this table DOES NOT need to match Questions 3 and 4.

Seniors (62 and older)

People with Disabilities

Female-Headed Households

Youth

Homeless

TOTAL

PROGRAM APPLICATION

6. If you are submitting more than one application for Pleasanton HHS funding, enter the numerical ranking of the priority of this proposal and the total number of proposals your agency is submitting for the coming fiscal year.

(Example: '1 of 1' means you are submitting only one proposal; '1 of 3' would mean you are submitting 3 proposals and this one is the highest priority of the three.)

7. Is this proposal a request for Public Services or Capital Improvement Project (CIP) funding?

- Public Service
- Capital Improvement Project

8. Is your agency able to assess that your clients are "eligible beneficiaries" (i.e. low- and moderate-income persons and/or "presumed" beneficiaries, according to the U.S. Department of Housing & Urban Development)?

If so, how? If not, please explain how you plan to assess whether your clients are "eligible beneficiaries".

Yes, REACH provides affordable housing to adults with intellectual and developmental disabilities classified in the extremely low income category, 30% below BMI.

9. Provide the projected number of PLEASANTON CLIENTS who would be served by this program/project in fiscal year (2024/2025).

of Persons

TOTAL

10. Please list the total projected number of PLEASANTON CLIENTS your agency proposes to serve through this program/project for each income category below in fiscal year 2024/2025.

(The total number of persons indicated in question #9 must match the total number listed in the income categories below.)

Extremely Low Income (<30% AMI)

Very Low Income (<30-50% AMI)

Low Income (50%-80% AMI)

Moderate Income (80%-120% AMI)

Above Moderate (>120% AMI)

SUBTOTAL

TOTAL

11. Provide a brief summary of the program/project, including the population served and how this population will access this program/project, for which your agency is seeking funding. If you do not receiving funding, what would be the impact?

As with past grant applications, REACH continues to seek funding for specific projects, major repairs as they may arise, and/or home improvements for the six current and eight projected Pleasanton properties. These properties are located within existing neighborhoods and provide inclusive shared housing for adults with intellectual and developmental disabilities fostering independent living. Projects are identified on the 2024 Annual Budget Document and in the Budget Narrative.

Since its founding over 30 years ago, the REACH business model, which has been extremely successful, requires raising additional funds to meet the needs beyond normal and routine maintenance issues. REACH builds inclusive communities, and residents are classified in "extremely low income" category, at or below 30% BMI. On average, individual rents range between \$350 - \$500 per month. REACH is one of the very few nonprofits providing "affordable" housing for this underserved population. Should REACH not receive funding, repairs and maintenance will take priority and any identified projects will be evaluated individually and postponed until REACH has 100% funding

12. For this grant request, please list the agencies you will collaborate with, providing specifics on your collaborative efforts.

REACH continues to have a successful partnership with Housing Consortium of the East Bay (HCEB) and has an established, documented, effective and responsive Preventative Maintenance, Repair Program and Capital Improvement strategy for each property.

As noted in past grant applications, for any minor or major repair issues, the "Work Order" process remains the same, which is identifying and reporting any new property issues or resident needs to HCEB.

In addition to typical maintenance and repair issues and depending upon the specific home improvement projects identified, REACH also has established partnerships with certified contractors and service providers who are familiar and trained in working with the population we serve in the community, which are adults with intellectual and developmental disabilities. These partnerships bring efficiencies in client coordination, affordable rents, lower costs, vendor responsiveness, accurate administrative reporting, and expedient resolutions of issues, whether they are resident, or property related.

During any rehabilitation or home improvement projects, REACH residents remain in their homes and continue with their daily

routine. REACH and HCEB understand the importance of consistency in residents' routines and prioritize that there be little to no disruption to their everyday living. This requires a good working relationship not only with HCEB, but also with the direct service provider for each resident.

CAPITAL PROJECTS

13. Is your agency requesting funds for a Capital Improvement project? If no, skip to question #20.

If yes, you will need to upload all the CAPITAL Documents Requested in the Documents Tab.

Yes

No

14. For Capital Improvement Projects (CIPs), provide a detailed narrative (e.g. rehabilitation or new construction) and a detailed scope of work for the project.

For budget purposes only, REACH has identified the shared expenses associated with building ADU's on the Hansen and Tanager properties. Grant funds will not be used toward shared costs but are part of the REACH overall funding strategy.

2024-2025 projects identified for funding by HHSG are specific to home improvements, major repairs and/or maintenance (interior & exterior) for Pleasanton properties only.

15. For Capital Improvement Projects (CIPs), describe land tenure status (e.g. does your agency own or lease the property). If you do not have site control, describe your site control plan.

CDBG regulations require a "long-term lease" of a minimum of 15 years.

REACH currently owns 11 properties; 5 in Livermore and 6 in Pleasanton. During the 2024 - 2025 time frame, REACH is projected to add two ADU's providing housing for 4 additional Pleasanton residents. REACH is currently remodeling a newly acquired townhome in Livermore to house 4 additional individuals. These three affordable housing projects will allow 8 more individuals with I/DD to live independently within our communities. Any HHSG funds awarded will be used specifically towards Pleasanton properties for home improvement projects, repairs or maintenance.

16. For Capital Improvement Projects (CIPs), will relocation be required if the building is occupied?

If yes, describe and upload your agency's relocation plan. If this is not applicable, enter "N/A".

No

17. For Capital Improvement Projects (CIPs), identify the project team (e.g. architect/engineer, contractor, and/or consultants).

For all projects, whether they be home improvements, repairs or maintenance, REACH collaborates with HCEB and certified contractors on a project by project basis. For major projects and/or repairs, REACH, HCEB and contractor work together identifying the project, creating a scope of work and developing an implementation plan that is conducive to the well being of the tenants, within budget and on time.

For both Hansen, Tanager and Trenton outside space home improvement projects, Sierra Landscape will perform the work. REACH has successfully worked with Sierra Landscape on recent home improvement projects at Pleasanton properties, Vineyard A, Vineyard B and in Livermore, properties located on Colgate and Corte Cava.

For fence replacement, REACH has requested bids from several vendors and selection is based upon pricing, availability and reference.

For HVAC repairs or replacements, REACH has contracted with Richard's Heating who has successfully updated several systems located at several properties in both Pleasanton and Livermore.

For any repair or home improvement, REACH and HCEB routinely seek new proposals in order to ensure best pricing and quality.

18. For Capital Improvement Projects (CIPs), has a Market Study, Property Needs Assessment and/or other evaluation which identifies the need for the proposed project been completed?

If yes, describe and upload the study/assessment/evaluation. If this is not applicable, enter "N/A".

For all home improvement projects there is collaborative effort between REACH, HCEB and selected vendor/contractor to create a detailed and specific scope of work. All vendors are certified and have worked with REACH and/or HCEB without incident.

19. For Capital Improvement Projects (CIPs), how will this project comply with federal Davis-Bacon/Fair Labor Standards Act requirements?

N/A

POLICY CONSISTENCY

20. Identify AT LEAST ONE Critical Human Services Need from the "City of Pleasanton Human Services Strategic Plan Needs Assessment Update 2018-2022" that relates to your program/project.

- Workforce Development/Unemployment
- Healthcare and Behavior Health
- Disability Services and Access
- Food and Nutrition
- Youth Services
- Senior Services
- Homeless in the Tri-Valley
- Services Provider Critical Initiatives

21. Identify AT LEAST ONE critical systemic challenge from the "City of Pleasanton Human Services Strategic Plan Needs Assessment Update 2018-2022" that relates to your program/project.

- Lack of consumer information about services/need for education
- Lack of coordination, missed opportunities for collaboration, duplication of services among service providers, and lack of centralized database between service providers and public agencies
- Time and cost associated with obtaining services including transportation and connectivity of citizens to services

22. How will the program/project address the critical systemic challenge selection in question #22?

One of the critical and systemic challenges from the City of Pleasanton Human Services Strategic Plan Needs Assessment Update 2018-2022, is education and access to information, and this challenge continues in our community today.

There are many different service providers working on the behalf of individuals with developmental and intellectual disabilities and regularly REACH networks, collaborates, and coordinates with these organizations that provide additional and valuable services to adults with intellectual and developmental disabilities.

REACH has a robust marketing and social media presence and updates on a regular basis with the intent to inform those we serve and others in our community of upcoming events and new resources that are available. REACH instituted an educational section to the quarterly newsletter and the most recent articles focuses on "Building Community Through Conversation.

Our outreach goal has never wavered...we are focused on not just promoting REACH, but to also educating the community to bring awareness and enhance the quality of life for all adults with intellectual and developmental disabilities.

REACH has years of successful partnership with the City of Pleasanton's Transition program, RADD program and Special Olympics of Northern California by sponsoring events, providing volunteers, hosting athlete award, and recognition events and much more. REACH annually sponsors the SELPA Transition Fair, collaborates with Sunflower Hill and the First Tee of the Tri-Valley with activities and educational events.

Recognizing there is a finite number of individuals REACH can directly serve who live in a REACH home, we have actively and successfully developed programs and relationships to create an outreach that goes well beyond the current 36 residents. These collaborations, relationships and partnerships have been instrumental in providing much needed information, activities, and programs for hundreds on an annual basis.

23. Identify AT LEAST ONE City of Pleasanton U.S. Department of Housing and Urban Development (HUD) FY 2020-2024 Consolidated Plan "guiding principle" that relates to your program/project.

- Be culturally accessible, appropriate, and inclusive
- Encourage community engagement and involvement
- Promote energy and resource efficiency
- Encourage networking and information sharing across service providers
- Encourage processing streaming
- Consolidate service delivery

24. Identify AT LEAST ONE City of Pleasanton U.S. Department of Housing and Urban Development (HUD) FY 2020-2024 Consolidated Plan "Strategic Goals" that relates to your program/project.

- Promote the construction and preservation of affordable rental housing for extremely low (30% AMI), very low (50% AMI), and low income (80% AMI) households
- Promote the preservation of single-family homes for low income (80%) homeowners through rehabilitation or minor home

repair

- Promote the preservation of rental housing through minor home repair
- Provide direct financial assistance to income eligible (80% AMI) first time homebuyers
- Reduce housing discrimination through provision of fair housing and landlord/tenant services
- Funding and supporting homeless services programs to end homelessness
- Increase the availability of service enriched housing for persons with special needs
- Support improvements, including ADA accessibility, to public facilities and non-profit agency facilities
- Fund economic development, micro-enterprise, and on-the-job training
- Support public service programs for low income (80% AMI) residents

25. Identify AT LEAST ONE City of Pleasanton U.S. Department of Housing and Urban Development (HUD) "Priority Needs" that relates to your program/project.

- Support housing needs, including increasing home ownership opportunities, creating and preserving affordable rental and homeownership housing, and reducing housing discrimination
- Prevent homelessness and/or assist those experiencing homelessness
- Promote the production of service-enriched housing
- Promote and support capital improvements, economic developments, and public services programs

26. Be advised that new state laws may prohibit councilmembers from making a decision on your organization's grant application if the councilmember has received a contribution exceeding \$250 from your organization or some of its members in the prior 12 months. The California Fair Political Practices Commission (FPPC) provides this information about the new law: <https://www.fppc.ca.gov/learn/pay-to-play-limits-and-prohibitions.html>.

This is not a question, but rather a statement. While a response is not necessary, you may need to work with City staff to provide details of contributions for reporting purposes pursuant to the Political Reform Act.

Yes

Budget [top](#)

Funding Sources/Revenues	Amount Committed	Amount Requested
-none-	USD\$ 0.00	USD\$ 0.00
Funding Uses/Expenses		
	TOTAL Prog Budget (incl Pls HHSO)	Amount Requested (Pls HHSO ONLY)
REACH Pleasanton Projects 2024 - see detail below	USD\$ 221,027.00	USD\$ 45,000.00
Capital: Permits & Fees		
Capital: Design		
Capital: Engineering		
Capital: Acquisition		
Capital: Other Soft Costs (define below)		
Personnel: Salaries* (see instructions below)		
Personnel: Benefits* (see instructions below)		
Operating: Supplies		
Operating: Printing/Copying		
Operating: Postage		
Operating: Telephone/Cable/Internet		
Operating: Rent & Utilities		
Operating: Accounting/Audit		
Operating: Other (define below)		
Total	USD\$ 221,027.00	USD\$ 45,000.00

Budget Narrative

REACH Identified 2024 - 2025 Pleasanton Projects Funding Requirements - \$221,027

Specific Projects:

Hansen Landscape after ADU build completed - \$20,000
 Hansen new fencing after ADU build completed - \$3,520
 Hansen shed to replace existing one removed for ADU - \$5,000
 Oak Vista fence replacement - \$1,835
 Vineyard B HVAC - \$12,000
 Trenton landscape and fence replacement - \$5,000
 Tanager landscape after ADU build completed - \$20,000

REACH ADU expenses:

REACH share of Hansen ADU build costs - \$140,987
 REACH share of Tanager ADU build costs - \$12,685

Notes:

REACH does not use HHSF funds for staff or programs. REACH does not begin a project until all funds have been identified and accumulated.

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Documents [top](#)

Documents Requested *

Required? Attached Documents *

Current Annual Budget for Entire Agency	<input checked="" type="checkbox"/>	REACH 2024 Operating Budget
List of Board of Directors with their contact information (telephone or email is sufficient)	<input checked="" type="checkbox"/>	Board of Directors 12.19.23 Board of Directors - Directory 12.19.23
Resume of Executive Director, Program Manager, and Fiscal Officer	<input checked="" type="checkbox"/>	Pat O'Brien Resume Kay King Resume
Personnel policies, including affirmative action plan and grievance procedure	<input checked="" type="checkbox"/>	REACH Personnel Policies
Agency audit requirements and copy of last audit	<input checked="" type="checkbox"/>	REACH Audit 2020
Articles of Incorporation / Bylaws	<input checked="" type="checkbox"/>	Articles of Incorporation
Conflict of Interest Statement (if not included in Bylaws)	<input checked="" type="checkbox"/>	O'Brien Conflict King Conflict BGentry Conflict SAlmeida Conflict TRatto Conflict JRenton Conflict RKantor Conflict NPomeroy Conflict SDespotakis Conflict DWarzecha Conflict
State and Federal non-profit determination letters (if applicable)	<input checked="" type="checkbox"/>	REACH 501c3 Letter
Organization Chart	<input checked="" type="checkbox"/>	REACH Org chart 2023
Board of Directors' authorization to request HHSF funding	<input checked="" type="checkbox"/>	Board of Directors Authorization
Board of Directors' designation of authorized official	<input checked="" type="checkbox"/>	Board Designation of Official
City of Pleasanton Business License	<input checked="" type="checkbox"/>	Pleasanton Business License 2024
(CAPITAL) If your agency is applying for CAPITAL funding, please upload your capital expenditure budget		REACH Not Applicable
(CAPITAL) Project photos, designs, site drawings,		REACH Not Applicable

specifications, etc.

(CAPITAL) Proposed project budget, including all sources and uses and budget assumptions for development phases

[REACH Not Applicable](#)

(CAPITAL) Pro forma operating budget with estimated revenue and expenses

[REACH Not Applicable](#)

(CAPITAL) Evidence of Site Control

[REACH Not Applicable](#)

(CAPITAL) Title Report (acquisition, new facilities, and substantial rehabilitation)

[REACH Not Applicable](#)

(CAPITAL) Environmental Reports (e.g. Phase I Environmental Site Assessment, ALTA Survey)

[REACH Not Applicable](#)

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