



City of Pleasanton  
**FY 2023/24 Housing and Human Services Grant Program**  
 Deadline: 1/20/2023

## Abode Services Rapid Re-Housing

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**USD\$ 150,000.00** Requested

Submitted: 1/17/2023 3:21:31 PM (Pacific)

**Project Contact**

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*none entered*

**Abode Services**

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UEI	
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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 3 sentences).**

Abode Services' (Abode) mission is to end homelessness by assisting low-income, un-housed people, including those with special needs, to secure stable, supportive housing; and to be advocates for the removal of the causes of homelessness. We develop and implement innovative programs to end homelessness. Our agency is built on the principles of Housing First, a proven approach that has demonstrated results far superior to the traditional approaches to homelessness.

**3. In the PRIOR fiscal year (2021/2022), list the total number of PLEASANTON clients your agency served in each category below.**

*(For current income limits by affordability category, please refer to the chart posted at [www.cityofpleasantonca.gov/resident/housing/grant/funding.asp](http://www.cityofpleasantonca.gov/resident/housing/grant/funding.asp))*

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 Income (>120% AMI)

51.00 SUBTOTAL

51.00 TOTAL

**4. In the PRIOR fiscal year (2021/2022), 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="17"/>	White
<input type="text" value="4"/>	White + HISPANIC/LATINX
<input type="text" value="4"/>	Black/African American
<input type="text" value="0"/>	Black/African American + HISPANIC/LATINX
<input type="text" value="1"/>	Asian
<input type="text" value="0"/>	Asian + HISPANIC/LATINX
<input type="text" value="0"/>	American Indian/Alaskan Native
<input type="text" value="0"/>	American Indian/Alaskan Native + HISPANIC/LATINX
<input type="text" value="2"/>	Native Hawaiian/Other Pacific Islander
<input type="text" value="0"/>	Native Hawaiian/Other Pacific Islander + 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="3"/>	Asian and White
<input type="text" value="0"/>	Asian and White + HISPANIC/LATINX
<input type="text" value="1"/>	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="0"/>	Other Multi Racial
<input type="text" value="19"/>	Other Multi Racial + HISPANIC/LATINX
51.00	<b>TOTAL</b>

**5. In the PRIOR fiscal year (2021/2022), 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="37"/>	Seniors (62 and older)
<input type="text" value="32"/>	People with Disabilities
<input type="text" value="11"/>	Female-Headed Households
<input type="text" value="19"/>	Youth
<input type="text" value="51"/>	Homeless
150.00	<b>TOTAL</b>

## 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 funding?**

- Public Service
- Capital Improvement

**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. Trained Abode staff conduct a thorough intake assessment including income assessment, debt, etc. in accordance with HUD.

**9. Provide the projected number of PLEASANTON CLIENTS who would be served by this program/project in fiscal year (2023/2024).**

# of Persons

**TOTAL**

**10. Please list the total projected number of PLEASANTON CLIENTS your agency proposes to serve through this project for each income category below in fiscal year 2023/2024.**

*(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 will provide rapid re-housing services for homeless individuals/families in Pleasanton. If full funding request is not received, Abode will serve a lesser number of individuals/households in Pleasanton.

**12. How will you measure program/project effectiveness and what results do you expect to have achieved at the end of this grant?**

The Tri-Valley Rapid Re-Housing Program will work to help families and individuals in Pleasanton Tri-Valley Area escape homelessness, increase their income, and obtain stability. Abode will accept referrals from other providers, accept self-referrals, and remain open to households contacted through the agency's outreach team. The housing coordinator will meet participants referred to the Rapid Re-Housing program at convenient community location before they are housed. Abode will use the funding to provide a portion of the salary and benefits for its housing coordinator. The housing coordinator will work directly with households in the program to provide supportive services, and to assist with landlord outreach in helping to identify and secure new units. Abode will engage households exiting shelters and other homeless situations, seek and obtain. Housing coordinators manage a small caseload of approximately 20 to 25 households and this staff person will dedicate approximately 0.5 FTE of their time to this project. Under the program, Abode is requesting funding for housing assistance, in an effort to provide participating households with stable permanent housing during their time in the program. This funding will be used for deposits and Rapid Rehousing subsidies to make rent affordable for program participants. Likewise, Abode is requesting funding to support participant gap needs (e.g. furniture, funds for utilities, and miscellaneous household items that are necessary in order to occupy a unit). The program will provide 12-18 months of support in the program for each participating household. At the end of the project, participants will be stably housed in permanent housing with the resrouces to maintain that housing placement.

**13. Please list the organizations and their roles your agency collaborates with to operate this program/project.**

Abode collaborates with more than 30 other service providers (Eden, Kidago, local police departments, hospitals, Alameda County, the City of Livermore etc.) in order to help program participants access a wide range of services to address their needs. These include Tri-Valley organizations embedded in the local community and highly accessible to participants. The partnering agencies listed are just a few key partners in our network of collaborators who join forces to coordinate service delivery and maximize resources. As a well- established nonprofit long visible in the Tri-Valley, Abode often spearheads efforts to identify possible duplication of efforts. We do so because we have the infrastructure to analyze data and methodically evaluate programs for effectiveness. We staff full-time employees to ensure that data gathered is used to identify problems, including potential issues with duplication. The Rapid Re-Housing program uses the HMIS system and case management records to carefully record and monitor participant information, aligning participants with funding streams based on identified

needs. To that end, we are able to offer synthesized information to our partners, which helps our entire network to work more effectively and efficiently. Part of the Rapid Re-Housing program is case management, which includes assisting participants in the creation of individualized service plans that are specifically tailored to define obstacles to stable housing and address them. We facilitate stabilization by informing and educating participants on the benefits for which participants may be eligible, then, we follow-up to support them as they apply for benefits, access educational opportunities, and work to define ways to increase their income. Meetings with the Housing Coordinator takes place monthly or more, so the support to succeed is provided.

**14. Is your agency requesting funds for a Capital Improvement project? If no, skip to question #21.**

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

Yes

No

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

N/A

## CAPITAL PROJECTS

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**16. For Capital Improvement projects, 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

**17. For Capital Improvement projects, 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

**18. For Capital Improvement projects, identify the project team (e.g. architect/engineer, contractor, and/or consultants).**

N/A

**19. For Capital Improvement projects, 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

**20. For Capital Improvement projects, how will this project comply with federal Davis-Bacon/Fair Labor Standards Act requirements?**

N/A

**21. 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

**22. 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

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

Abode Services is dedicated to measuring and tracking data across more than 65 programs, including the Tri-Valley Rapid

Re-Housing Program. Programs are designed and modified using outcomes data and following evaluation. This approach demonstrates the Abode commitment to making program improvement a top priority. We remain an active participant in Alameda County's Homeless Management Information System (HMIS) database and will use it to track participant information (including demographics, household composition, and disability status) as well as income and destination at program exit. To support our efforts with more than 900 landlords, we have an internal housing unit database, Welcome MAT (built on a Salesforce platform). The Housing Coordinator maintains a detailed and thorough case management file for each household enrolled in the program. Files contain completed enrollment forms, individual service plans, referrals for additional services, case management notes, and other documentation, which is used to help tailor service referrals and coordinate service delivery based on needs that vary by household.

At Abode, qualitative and quantitative methods culminate to provide a deep and broad look into program performance, as related to both individual households and groups of program participants. Our records are regularly reviewed by program staff, managers, and senior leadership, who look for trends to inform future service delivery and enhance quality. A steadfast commitment to the use of data and evaluation helps us to stay responsive to the needs of stakeholders and partners, including funders, landlords, and program participants.

To clearly define parameters for achievement, we will work toward the following objectives:

-80 percent of households will maintain housing or move into a permanent unit once the rental assistance period has ended.

-75 percent of households will increase their income while in the program.

## POLICY CONSISTENCY

### 24. 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

### 25. 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

### 26. 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

Budget [top](#)

Funding Sources/Revenues

Committed

Requested/Pending

City of Pleasanton		USD\$ 150,000.00
City of Livermore		USD\$ 150,000.00
<b>Total</b>	<b>USD\$ 0.00</b>	<b>USD\$ 300,000.00</b>

<b>Funding Uses/Expenses</b>	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\$ 46,000.00	USD\$ 31,204.00
Personnel: Benefits* (see instructions below)	USD\$ 14,050.00	USD\$ 4,303.00
Operating: Supplies	USD\$ 1,000.00	USD\$ 0.00
Operating: Printing/Copying	USD\$ 150.00	USD\$ 0.00
Operating: Postage	USD\$ 450.00	USD\$ 0.00
Operating: Travel	USD\$ 2,000.00	
Operating: Housing Assistance	USD\$ 160,000.00	USD\$ 97,022.00
Operating: Pleasanton Preference Support	USD\$ 12,000.00	USD\$ 12,000.00
Administrative Costs	USD\$ 43,777.00	USD\$ 5,471.00
		USD\$ 0.00
<b>Total</b>	<b>USD\$ 279,427.00</b>	<b>USD\$ 150,000.00</b>

### Budget Narrative

Salaries (leveraged with other funding sources):

Housing Coordinator: \$62408 base salary @0.50 FTE = \$31204 in Pleasanton HHSG funds. The Housing Service Coordinator will provide direct housing search assistance and supportive service coordination to Pleasanton households.

Employee benefits: \$4303

Operations (leveraged with other funding sources):

Housing Assistance: \$97,022 to provide rental assistance to at least eight Pleasanton households. The amount is based on current assistance levels to Pleasanton residents and additional households likely to continue to need financial support in 2023-24.

Pleasanton Preference Support: \$12,000 to provide gap assistance/landlord incentives for households who wish to stay in Pleasanton.

Admin: \$5471 at a three percent admin rate. Usual standard admin rate requested is 10%-15% to cover infrastructure supporting the program, including data collection and evaluation, financial tracking and reporting, and fund development and leveraging. Note at 2%, this will not fully cover Abode administrative costs to this program.

### Tables [top](#)

### Documents [top](#)

<b>Documents Requested *</b>	Required?	<b>Attached Documents *</b>
Current Annual Budget for Entire Agency	<input checked="" type="checkbox"/>	<a href="#">Budget</a>
List of Board of Directors with their contact information (telephone or email is sufficient)	<input checked="" type="checkbox"/>	<a href="#">Board Roster</a>
Resume of Executive Director, Program Manager, and Fiscal Officer	<input checked="" type="checkbox"/>	<a href="#">C.E.O Chicoine</a> <a href="#">Wan C.O.O.</a>

		<a href="#">Reiber_C.F.O.</a>
		<a href="#">Carnahan_VP of Programs</a>
Personnel policies, including affirmative action plan and grievance procedure	<input checked="" type="checkbox"/>	<a href="#">Policies and Procedures</a>
Agency audit requirements and copy of last audit	<input checked="" type="checkbox"/>	<a href="#">Audit</a>
Articles of Incorporation / Bylaws	<input checked="" type="checkbox"/>	<a href="#">Articles of Incorporation</a>
Conflict of Interest Statement (if not included in Bylaws)	<input checked="" type="checkbox"/>	<a href="#">By-Laws/Conflict of Interest</a>
State and Federal non-profit determination letters (if applicable)	<input checked="" type="checkbox"/>	<a href="#">State</a> <a href="#">IRS</a>
Organization Chart	<input checked="" type="checkbox"/>	<a href="#">Organizational Chart</a>
Board of Directors' authorization to request HHS funding	<input checked="" type="checkbox"/>	<a href="#">Pleasanton - RRH Board Res. + Designation</a>
Board of Directors' designation of authorized official	<input checked="" type="checkbox"/>	<a href="#">Pleasanton - RRH Board Res. + Designation</a>
City of Pleasanton Business License	<input checked="" type="checkbox"/>	<a href="#">Business License</a>
(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: 426662

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City of Pleasanton  
**FY 2023/24 Housing and Human Services Grant Program**  
 Deadline: 1/20/2023

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

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

**USD\$ 46,628.00** Requested

Submitted: 1/19/2023 3:47:09 PM (Pacific)

**Project Contact**

Brenda Orellana  
[borellana@centrolegal.org](mailto: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](mailto:mberlanga@centrolegal.org)

Telephone 510-437-1554  
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 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
- For-Profit
- Public Agency
- Other:

**2. Describe your agency's mission (no more than 3 sentences).**

Founded in 1969, Centro Legal de la Raza's holistic legal programs 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 (2021/2022), list the total number of PLEASANTON clients your agency served in each category below.**

*(For current income limits by affordability category, please refer to the chart posted at [www.cityofpleasantonca.gov/resident/housing/grant/funding.asp](http://www.cityofpleasantonca.gov/resident/housing/grant/funding.asp))*

10	Extremely Low Income (<30% AMI)
5	Very Low Income (30%-50% AMI)
3	Low Income (50%-80% AMI)
1	Moderate Income (80%-120% AMI)
	Above Moderate Income (>120% AMI)
19.00	<b>SUBTOTAL</b>



19.00 TOTAL

**4. In the PRIOR fiscal year (2021/2022), 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="3"/>	White
<input type="text"/>	White + HISPANIC/LATINX
<input type="text" value="4"/>	Black/African American
<input type="text"/>	Black/African American + HISPANIC/LATINX
<input type="text" value="1"/>	Asian
<input type="text"/>	Asian + HISPANIC/LATINX
<input type="text"/>	American Indian/Alaskan Native
<input type="text"/>	American Indian/Alaskan Native + HISPANIC/LATINX
<input type="text"/>	Native Hawaiian/Other Pacific Islander
<input type="text"/>	Native Hawaiian/Other Pacific Islander + HISPANIC/LATINX
<input type="text"/>	American Indian/ Alaskan Native and White
<input type="text" value="1"/>	American Indian/ Alaskan Native and White + HISPANIC/LATINX
<input type="text"/>	Asian and White
<input type="text"/>	Asian and White + HISPANIC/LATINX
<input type="text"/>	Black/African American and White
<input type="text"/>	Black/African American and White + HISPANIC/LATINX
<input type="text"/>	American Indian/Alaskan Native and Black/African American
<input type="text"/>	American Indian/Alaskan Native and Black/African American + HISPANIC/LATINX
<input type="text" value="7"/>	Other Multi Racial
<input type="text" value="3"/>	Other Multi Racial + HISPANIC/LATINX
19.00	<b>TOTAL</b>

**5. In the PRIOR fiscal year (2021/2022), 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="1"/>	Seniors (62 and older)
<input type="text" value="5"/>	People with Disabilities
<input type="text" value="6"/>	Female-Headed Households
<input type="text"/>	Youth
<input type="text" value="2"/>	Homeless
14.00	<b>TOTAL</b>

**PROGRAM APPLICATION**

**6. If you are submitting more than one application for Pleasanton HHSG 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 funding?**

Public Service

Capital Improvement

**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, residency, and family size to ensure that they fall within the established low-income guidelines. Our database calculates income eligibility, based on income and HH size.

**9. Provide the projected number of PLEASANTON CLIENTS who would be served by this program/project in fiscal year (2023/2024).**

# of Persons

TOTAL

**10. Please list the total projected number of PLEASANTON CLIENTS your agency proposes to serve through this project for each income category below in fiscal year 2023/2024.**

*(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 receive funding, what would be the impact?**

This project builds on the existing county-wide anti-displacement partnership that Centro administers in an effort to scale up legal housing services for Pleasanton tenants. 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. Based upon data from other jurisdictions, we anticipate a wave of evictions once the County moratorium ends. This project will enable us to intervene early and provide advice and representation to prevent displacement of Pleasanton residents.

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.

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. How will you measure program/project effectiveness and what results do you expect to have achieved at the end of this grant?**

Our primary objective is to enhance the quality of life for low-income tenants of Pleasanton via housing related legal services to prevent homelessness and to promote stable, affordable, healthy housing.

Measurable outcome for Goal 1: At least 90% of Tenants will be more aware of available resources and legal options and be better prepared to successfully resolve their housing issues.

Measurable outcome for Goal 2: After legal representation, at least 70% of Tenants will successfully resolve their legal

matters and report improved housing stability, avoided an eviction, avoided homelessness, having a rent increase rescinded, receiving a rent reduction, or securing time and/or money to move.

To assist with those outcomes we have set the following performance goals:

Performance Goal 1: 22 Tenants receive legal consultation for housing related problems such as resources and information about their legal options and rights.

Performance Goal 2: 8 Tenants receive legal representation for housing related issues.

Performance Goal 3: 200 Tenants will receive information about Centro's services and tenant protections through mailers or other outreach.

Centro Legal uses a Salesforce database, which allows us to track a significant amount of client data and assess quantitative goals on a monthly basis. When it is safe for Centro to return to in-person services, Centro Legal plans to utilize anonymous client surveys to measure our impact. In the meantime, we will also utilize case outcome data and program evaluations to determine if a program is effectively meeting clients' needs. We also use information on the number of clients we serve and the types of issues our clients are facing to adjust our program design and our budget to expand services and staffing as needed.

Centro Legal is familiar with CDBG guidelines and will ensure that clients meet income guidelines.

**13. Please list the organizations and their roles your agency collaborates with to operate this program/project.**

Centro administers two collaborative anti-displacement programs, Alameda County Housing Secure (ACHS) and Oakland Housing Secure (OHS). ACHS partners include Bay Area Legal Aid (BayLegal), East Bay Community Law Center (EBCLC), Eviction Defence Center (EDC), and Housing and Economic Rights Advocates (HERA). OHS providers include EBCLC, EDC, Asian Pacific Islander Legal Outreach (APILO), Causa Justa: Just Cause, and the Unity Council. We utilize a Peer-to-Peer ("P2P") system on the 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.

Centro also regularly collaborates 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 also receive direct referrals from CityServe of the Tri-Valley, and plan on doing a "Train the Trainer" presentation with CityServe staff to train them on tenants' rights, so that they know what to look for and how to make high-quality referrals.

We also collaborate with the City of Livermore, who run the Multi-Services Center that serves all Tri-Valley residents. We plan to utilize space at the Multi-Services Center to host Know Your Rights presentations, which will be open to Pleasanton residents.

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

**14. Is your agency requesting funds for a Capital Improvement project? If no, skip to question #21.**

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

Yes

No

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

N/A

## CAPITAL PROJECTS

**16. For Capital Improvement projects, 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

**17. For Capital Improvement projects, 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

**18. For Capital Improvement projects, identify the project team (e.g. architect/engineer, contractor, and/or consultants).**

N/A

**19. For Capital Improvement projects, 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

**20. For Capital Improvement projects, how will this project comply with federal Davis-Bacon/Fair Labor Standards Act requirements?**

N/A

**21. 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

**22. 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

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

Centro Legal fields hundreds of calls and emails per week from Alameda County tenants who cannot pay their rent and fear eviction. These 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: (1) lack access information regarding tenants' rights, especially given the complex emergency eviction protections implemented during the pandemic; and (2) 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 Know Your Rights 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 Alameda County yearly. More than 88% of these landlords are represented by counsel, 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 Corporation data.) 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).

## **POLICY CONSISTENCY**

**24. 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

**25. 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

**26. 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

**Budget [top](#)**

<b>Funding Sources/Revenues</b>	Committed	Requested/Pending
City of Dublin		USD\$ 23,789.00
City of Livermore		USD\$ 38,290.00
City of Pleasanton		USD\$ 46,628.00
Alameda County Housing Secure (ACHS)	USD\$ 0.00	USD\$ 76,433.00
<b>Total</b>	<b>USD\$ 0.00</b>	<b>USD\$ 185,140.00</b>

<b>Funding Uses/Expenses</b>	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\$ 154,283.00	USD\$ 34,666.00
Personnel: Benefits* (see instructions below)	USD\$ 30,857.00	USD\$ 6,933.00
Operating: Supplies		
Operating: Printing/Copying		
Operating: Postage		
Operating: Telephone		
Operating: Rent & Utilities		
Operating: Accounting/Audit		
Operating: Other (define below)		USD\$ 5,029.00
<b>Total</b>	<b>USD\$ 185,140.00</b>	<b>USD\$ 46,628.00</b>

## Budget Narrative

For the budget above, we have included 0.20 FTE of attorney time, 0.05 FTE directing attorney, 0.08 FTE outreach coordinator, .09 FTE intake coordinator, and 0.04 FTE financial coordinator. We utilize 20% as our standard calculation for fringe which includes 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.

We hope to obtain funding from the City of Livermore and the City of Dublin to fund 1 full-time attorney dedicated to providing 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.

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.

This proposal requests funding for staff attorney time to provide legal consultations and representations, as well as Know Your Rights (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.

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"/>	<a href="#">Centro Legal Org Budget FY 22-23</a>
List of Board of Directors with their contact information (telephone or email is sufficient)	<input checked="" type="checkbox"/>	<a href="#">Centro Legal Board of Directors with Contact Info for Funders Sept2022.docx</a>
Resume of Executive Director, Program Manager, and Fiscal Officer	<input checked="" type="checkbox"/>	<a href="#">Centro Legal de la Raza Resumes</a>
Personnel policies, including affirmative action plan and grievance procedure	<input checked="" type="checkbox"/>	<a href="#">Centro Legal Personnel Policy &amp; Affirmative Action, Grievance Policy</a>
Agency audit requirements and copy of last audit	<input checked="" type="checkbox"/>	<a href="#">Centro Legal 2022 Audited Financial Statements</a>
Articles of Incorporation / Bylaws	<input checked="" type="checkbox"/>	<a href="#">Centro Legal Articles of Incorporation &amp; Bylaws Original &amp; Amended Restated</a>
Conflict of Interest Statement (if not included in Bylaws)	<input checked="" type="checkbox"/>	<a href="#">Centro Legal Conflict of Interest Policy</a>
State and Federal non-profit determination letters (if applicable)	<input checked="" type="checkbox"/>	<a href="#">Centro Legal Non-Profit Determination Letter</a>
Organization Chart	<input checked="" type="checkbox"/>	<a href="#">Centro Legal- Org Chart - Booklet 08.15.22</a>
Board of Directors' authorization to request HHSG funding	<input checked="" type="checkbox"/>	<a href="#">Centro Legal Pleasanton BOD Authorization Letter</a>
Board of Directors' designation of authorized official	<input checked="" type="checkbox"/>	<a href="#">Centro Legal Pleasanton BOD Authorization Letter</a>
City of Pleasanton Business License	<input checked="" type="checkbox"/>	<a href="#">Centro Legal Pleasanton Business License</a>
(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: 427185

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City of Pleasanton  
**FY 2023/24 Housing and Human Services Grant Program**  
 Deadline: 1/20/2023

## 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: 1/6/2023 12:50:06 PM (Pacific)

**Project Contact**

Christine Beitsch-Bahmani  
[grants@cityservecares.org](mailto: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](mailto:christine@cityservecares.org)

Telephone 925-222-2273  
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 Web [www.cityservecares.org](http://www.cityservecares.org)  
 EIN 37-1735822  
 UEI  
 (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 3 sentences).**

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

**3. In the PRIOR fiscal year (2021/2022), list the total number of PLEASANTON clients your agency served in each category below.**

*(For current income limits by affordability category, please refer to the chart posted at [www.cityofpleasantonca.gov/resident/housing/grant/funding.asp](http://www.cityofpleasantonca.gov/resident/housing/grant/funding.asp))*

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 Income (>120% AMI)
75	
150.00	<b>SUBTOTAL</b>



150.00 TOTAL

**4. In the PRIOR fiscal year (2021/2022), 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="0"/>	American Indian/Alaskan Native
<input type="text" value="0"/>	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 Islander + HISPANIC/LATINX
<input type="text" value="1"/>	American Indian/ Alaskan Native and White
<input type="text" value="1"/>	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 (2021/2022), 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 HHSG 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 funding?**

Public Service

Capital Improvement

**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".*

Between this federal database (HMIS/Clarity via Alameda County) and our own custom database (Apricot) we can collect all the necessary information to assess eligible beneficiaries.

**9. Provide the projected number of PLEASANTON CLIENTS who would be served by this program/project in fiscal year (2023/2024).**

# of Persons

TOTAL

**10. Please list the total projected number of PLEASANTON CLIENTS your agency proposes to serve through this project for each income category below in fiscal year 2023/2024.**

*(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 Program provides bilingual: 1) Crisis Intervention: Street Outreach, 2) Crisis Stabilization: Case Management/Care Coordination, and 3) Community Support: Care Advocacy.

We average 80 Pleasanton unsheltered interactions per day, We have an average of 6 care sessions and serve 5-7 residents during pop-up outreach per day to give perspective. This does not include all the special programs such as holiday specific outreaches, classes, workshops or follow-up connections. This is pure intake and care coordination.

This critical service is provided by our team solely focusing on unsheltered or newly sheltered Pleasanton residents M-F 9-5pm and often for special weekend outreach projects. We prioritize Pleasanton unsheltered residents and are constantly looking for ways to improve our access, services and/or fill in temporary gaps as needed by the city such managing the Winter Relief Emergency Hotel Program. Our managers and executives are on multiple strategic committees and calls that focus on needs assessment, best practices, solutions and collaboration.

Based on the 2022 data collected 95 Pleasanton residents served were all in the Extremely Low: Income is 30% AMI or less and for the current grant cycle we are now serving 56 Pleasanton unsheltered individuals and they are all in the Extremely Low: Income is 30% AMI or less income category. Therefore, we feel we are not only targeting, but serving the most vulnerable Pleasanton residents. Many of the homeless we serve are older adults 60+ that depend on community services and support, particularly those living independently in their cars. Services offered at City Serve of the Tri-Valley along with the partnerships of local community service providers they are critical for those individuals. It is extremely important these services remain in place for their well being.

**12. How will you measure program/project effectiveness and what results do you expect to have achieved at the end of this grant?**

The success of the project can be measured by our process, quality and impact.

Process: How effective are we at reaching underserved unsheltered residents with our services through intentional outreach efforts, is there easy access to resources through our referrals and/or if they enroll in either case management/care coordination or a specialized program.

Quality: How well we track progress towards the established action plan goal (a care plan that is crafted between care coordinator and the participant), track all applicable expenses and time spent with participants, and finally track the measurable outcomes. Outcomes include getting on housing lists or being permanently placed, applying for benefits, entering a rehab program, safety net fiscal assistance (groceries/cell phone), increased fiscal literacy, establishing sustainable

transportation, supporting the participant's increase of legal income through employment, enrollment in school or job training programs, and accessing higher levels of services (such as critical mental health care or medical care).

Impact: Did their life change for the better? Our ultimate marker of success for all CityServe participants is demonstrating sustainable self-sufficiency and contributing back to the community. We also have implemented a client satisfaction survey to track overall impact.

Reporting: Our custom and secure database allows us to enroll participants in our programs and capture all critical demographic information (such as disability status, race/ethnicity, age, veteran status, self-reported income & income verification, and language translation needs), track progress towards the established care plan, track all applicable expenses and time spent with participants, and finally track the measurable outcomes such as increased income, benefits accessed, placed in shelter/housing and employment secured. We are also 1 of 2 Tri-Valley providers that have access to the Federal Homeless Management Information d

**13. Please list the organizations and their roles your agency collaborates with to operate this program/project.**

One of our organizational CARE VALUES IS "C": COLLABORATE. This value is something that we train our staff to live out with our partners and clientele. We do that by coordinating resource efforts with faith groups, non-profits, school districts, police departments, businesses, and government agencies in order to create opportunities for intentional collaboration for regional impact.

Specifically, Pleasanton Unified School District social workers, Pleasanton Homeless Liaison Officers (outreach, ride along, crisis intervention), Abode (housing/medical van/hotels/coordinated entry), Axis Health & ValleyCare (medical care), Open Heart Kitchen (street outreach), local churches (resourcing & volunteer support), Bay Area Community Health (counseling and physical health needs), Bay Area Community Service (BACS) -grief support, Tri-Valley Haven- domestic violence services and food security, Shepherd's Gate-shelter services, We have also made over 90 referrals to the Goodness Village and work closely with that team. Swords to Plowshares- Veteran support, Cornerstone Fellowship-homeless outreach, One Nations Dream Makers- food, winter shelter, Horizon Family Services-counseling for youth, Tri-Valley Career Center. We gather service providers together for better coordination and resourcing. We have between 50-60 partners we actively collaborate with. Please note: We have attached a comprehensive list of service partners that we actively collaborate with.

**14. Is your agency requesting funds for a Capital Improvement project? If no, skip to question #21.**

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

- Yes  
 No

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

N/A

## CAPITAL PROJECTS

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**16. For Capital Improvement projects, 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

**17. For Capital Improvement projects, 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

**18. For Capital Improvement projects, identify the project team (e.g. architect/engineer, contractor, and/or consultants).**

N/A

**19. For Capital Improvement projects, 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

**20. For Capital Improvement projects, how will this project comply with federal Davis-Bacon/Fair Labor Standards Act requirements?**

N/A

**21. 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

**22. 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

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

Our care coordination model called the "Care Wheel" is designed for collaboration in order to serve the whole person. We have zero desire to do this alone. We are well aware there are programs and services in the Tri-Valley that specialize in unique areas that can benefit our clients. Therefore, we make it a priority to educate our clients about these services and programs offered for free or at low cost to support their sustainability process. We educate community members in person, via social media outlets, zoom, website, our literature and through participation in public human services events, expos and outreaches.

## **POLICY CONSISTENCY**

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**24. 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.**

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- 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

**26. 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

## Budget [top](#)

Funding Sources/Revenues	Committed	Requested/Pending
Church Memberships	USD\$ 27,000.00	USD\$ 47,300.00
City of Dublin		USD\$ 25,000.00
City of Livermore	USD\$ 130,000.00	USD\$ 130,000.00
In Kind		USD\$ 5,000.00
		USD\$ 0.00
		USD\$ 0.00
<b>Total</b>	<b>USD\$ 157,000.00</b>	<b>USD\$ 207,300.00</b>

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\$ 688,052.00	USD\$ 74,000.00
Personnel: Benefits* (see instructions below)	USD\$ 118,910.00	USD\$ 6,000.00
Operating: Supplies	USD\$ 3,500.00	
Operating: Printing/Copying	USD\$ 3,000.00	
Operating: Postage		
Operating: Telephone	USD\$ 12,000.00	
Operating: Rent & Utilities	USD\$ 6,000.00	
Operating: Accounting/Audit	USD\$ 61,580.00	
Operating: Other (define below)		
<b>Total</b>	<b>USD\$ 893,042.00</b>	<b>USD\$ 80,000.00</b>

## Budget Narrative

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 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"/>	<a href="#">Agency Budget</a>
List of Board of Directors with their contact information (telephone or email is sufficient)	<input checked="" type="checkbox"/>	<a href="#">Board of Directors</a>
Resume of Executive Director, Program Manager, and Fiscal Officer	<input checked="" type="checkbox"/>	<a href="#">Resume CEO</a> <a href="#">Resume COO</a> <a href="#">Sr. Program Manager</a>
Personnel policies, including affirmative action plan and grievance procedure	<input checked="" type="checkbox"/>	<a href="#">Employee Handbook</a>
Agency audit requirements and copy of last audit	<input checked="" type="checkbox"/>	<a href="#">Audit Financials</a>
Articles of Incorporation / Bylaws	<input checked="" type="checkbox"/>	<a href="#">Articles of Incorporation</a>

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

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

Application ID: 426644

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City of Pleasanton  
**FY 2023/24 Housing and Human Services Grant Program**  
Deadline: 1/20/2023

## Community Resources for Independent Living Housing and Independent Living Skills

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

**USD\$ 16,000.00** Requested

Submitted: 1/20/2023 9:44:04 AM (Pacific)

### Project Contact

Michael Galvan

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Tel: 510 881 5743 x30

### Additional Contacts

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### Community Resources for Independent Living

439 A Street  
Hayward, CA 94541  
United States

### Executive Director

Michael Galvan

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EIN 94-2598873  
UEI  
(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 3 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 (2021/2022), list the total number of PLEASANTON clients your agency served in each category below.

(For current income limits by affordability category, please refer to the chart posted at [www.cityofpleasantonca.gov/resident/housing/grant/funding.asp](http://www.cityofpleasantonca.gov/resident/housing/grant/funding.asp))

- |                                |                                 |
|--------------------------------|---------------------------------|
| <input type="text" value="6"/> | Extremely Low Income (<30% AMI) |
| <input type="text" value="1"/> | Very Low Income (30%-50% AMI)   |
| <input type="text" value="2"/> | Low Income (50%-80% AMI)        |
| <input type="text" value="0"/> | Moderate Income (80%-120% AMI)  |

Above Moderate Income (>120% AMI)

**SUBTOTAL**

**TOTAL**

**4. In the PRIOR fiscal year (2021/2022), 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 Islander + 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 (2021/2022), 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 funding?**

- Public Service  
 Capital Improvement

**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 (2023/2024).**

# of Persons

TOTAL

**10. Please list the total projected number of PLEASANTON CLIENTS your agency proposes to serve through this project for each income category below in fiscal year 2023/2024.**

*(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. How will you measure program/project effectiveness and what results do you expect to have achieved at the end of this grant?**

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

**13. Please list the organizations and their roles your agency collaborates with to operate this program/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 2022, CRIL's Tri-Valley Coordinator assisted a Senior Pleasanton consumer, Antonette, on ways of dealing with the sense of isolation she is experiencing due to the COVID 19 pandemic. The Tri-Valley discussed various support groups and CRIL's chromebook program. Antonette received a chromebook along with a Hotspot. She received training on how to use the chromebook and how to connect to internet. Antonette now is connecting with groups and family via the internet. Antonette was also given a google nest and shown how to use it. She now uses the nest to turn lights on and off thus reducing the possibility of falling.

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.

**14. Is your agency requesting funds for a Capital Improvement project? If no, skip to question #21.**

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

- Yes  
 No

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

N/A

## CAPITAL PROJECTS

---

**16. For Capital Improvement projects, 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

**17. For Capital Improvement projects, 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

**18. For Capital Improvement projects, identify the project team (e.g. architect/engineer, contractor, and/or consultants).**

N/A

**19. For Capital Improvement projects, 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

**20. For Capital Improvement projects, how will this project comply with federal Davis-Bacon/Fair Labor Standards Act requirements?**

N/A

**21. 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

**22. 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

**23. 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 it 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.

## POLICY CONSISTENCY

**24. 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

**25. 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

**26. 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

## Budget [top](#)

Funding Sources/Revenues	Committed	Requested/Pending
City of Pleasanton		USD\$ 16,000.00
City of Dublin		USD\$ 16,000.00
City of Livermore		USD\$ 16,000.00
Department of Rehabilitation - General Fund	USD\$ 2,000.00	USD\$ 2,000.00
Department of Rehabilitation - AB204	USD\$ 7,374.00	USD\$ 7,374.00
Administration for Community Living (ACL)	USD\$ 10,000.00	USD\$ 10,000.00
<b>Total</b>	<b>USD\$ 19,374.00</b>	<b>USD\$ 67,374.00</b>

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\$ 36,418.00	USD\$ 9,105.00
Personnel: Benefits* (see instructions below)	USD\$ 23,374.00	USD\$ 5,250.00
Operating: Supplies	USD\$ 700.00	USD\$ 250.00
Operating: Printing/Copying	USD\$ 282.00	USD\$ 75.00
Operating: Postage	USD\$ 100.00	USD\$ 33.00
Operating: Telephone	USD\$ 2,250.00	USD\$ 386.00
Operating: Rent & Utilities	USD\$ 0.00	USD\$ 0.00
Operating: Accounting/Audit	USD\$ 500.00	USD\$ 250.00
Operating: Contracted Services	USD\$ 3,000.00	USD\$ 400.00
Operating: Dues, Books, Publications	USD\$ 450.00	USD\$ 150.00
Operating: Insurance	USD\$ 300.00	USD\$ 101.00
<b>Total</b>	<b>USD\$ 67,374.00</b>	<b>USD\$ 16,000.00</b>

## Budget Narrative

Anne Adams, ILC - Tri-Valley: 25% of Anne's salary and benefits are covered by this Pleasanton Grant.

## Tables [top](#)

## Documents [top](#)

Documents Requested *	Required?	Attached Documents *
Current Annual Budget for Entire Agency	<input checked="" type="checkbox"/>	<a href="#">Budget 22.23</a>
List of Board of Directors with their contact information (telephone or email is sufficient)	<input checked="" type="checkbox"/>	<a href="#">Board of Directors</a>
Resume of Executive Director, Program Manager, and Fiscal Officer	<input checked="" type="checkbox"/>	<a href="#">CV ED</a> <a href="#">Resume, BBookkeeper</a>
Personnel policies, including affirmative action plan and grievance procedure	<input checked="" type="checkbox"/>	<a href="#">Personnel Policies</a>

Agency audit requirements and copy of last audit	<input checked="" type="checkbox"/>	<a href="#">Audit</a>
Articles of Incorporation / Bylaws	<input checked="" type="checkbox"/>	<a href="#">Articles of Incorporation</a>
Conflict of Interest Statement (if not included in Bylaws)	<input checked="" type="checkbox"/>	<a href="#">Conflict</a>
State and Federal non-profit determination letters (if applicable)	<input checked="" type="checkbox"/>	<a href="#">IRS Determination</a>
Organization Chart	<input checked="" type="checkbox"/>	<a href="#">organization chart</a>
Board of Directors' authorization to request HHSG funding	<input checked="" type="checkbox"/>	<a href="#">Board Resolution</a>
Board of Directors' designation of authorized official	<input checked="" type="checkbox"/>	<a href="#">authorized official</a>
City of Pleasanton Business License	<input checked="" type="checkbox"/>	<a href="#">Business License</a>
(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: 427305

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City of Pleasanton  
**FY 2023/24 Housing and Human Services Grant Program**  
 Deadline: 1/20/2023

## Eden Council for Hope and Opportunity Housing Counseling Services

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

**USD\$ 40,000.00** Requested

Submitted: 1/20/2023 5:36:26 PM (Pacific)

**Project Contact**

Marjorie Rocha  
[margie@echofairhousing.org](mailto:margie@echofairhousing.org)  
 Tel: 510-581-9380

**Additional Contacts**

*none entered*

**Eden Council for Hope and Opportunity**

22551 Second St Ste 200  
 Hayward , CA 94541  
 United States

**Executive Director**

Marjorie Rocha  
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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 3 sentences).**

ECHO's ultimate goal is to promote equal access in housing and provide support services which would aid in the prevention of homelessness and promote permanent housing conditions.

**3. In the PRIOR fiscal year (2021/2022), list the total number of PLEASANTON clients your agency served in each category below.**

*(For current income limits by affordability category, please refer to the chart posted at [www.cityofpleasantonca.gov/resident/housing/grant/funding.asp](http://www.cityofpleasantonca.gov/resident/housing/grant/funding.asp))*

40	Extremely Low Income (<30% AMI)
197	Very Low Income (30%-50% AMI)
41	Low Income (50%-80% AMI)
12	Moderate Income (80%-120% AMI)
	Above Moderate Income (>120% AMI)
290	
580.00	<b>SUBTOTAL</b>
580.00	<b>TOTAL</b>

**4. In the PRIOR fiscal year (2021/2022), 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="119"/>	White
<input type="text" value="52"/>	White + HISPANIC/LATINX
<input type="text" value="43"/>	Black/African American
<input type="text"/>	Black/African American + HISPANIC/LATINX
<input type="text" value="48"/>	Asian
<input type="text"/>	Asian + HISPANIC/LATINX
<input type="text" value="1"/>	American Indian/Alaskan Native
<input type="text"/>	American Indian/Alaskan Native + HISPANIC/LATINX
<input type="text" value="4"/>	Native Hawaiian/Other Pacific Islander
<input type="text"/>	Native Hawaiian/Other Pacific Islander + HISPANIC/LATINX
<input type="text" value="1"/>	American Indian/ Alaskan Native and White
<input type="text"/>	American Indian/ Alaskan Native and White + HISPANIC/LATINX
<input type="text"/>	Asian and White
<input type="text"/>	Asian and White + HISPANIC/LATINX
<input type="text"/>	Black/African American and White
<input type="text" value="1"/>	Black/African American and White + HISPANIC/LATINX
<input type="text"/>	American Indian/Alaskan Native and Black/African American
<input type="text"/>	American Indian/Alaskan Native and Black/African American + HISPANIC/LATINX
<input type="text" value="19"/>	Other Multi Racial
<input type="text" value="2"/>	Other Multi Racial + HISPANIC/LATINX
<input type="text" value="290.00"/>	<b>TOTAL</b>

**5. In the PRIOR fiscal year (2021/2022), 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="20"/>	Seniors (62 and older)
<input type="text" value="20"/>	People with Disabilities
<input type="text" value="207"/>	Female-Headed Households
<input type="text"/>	Youth
<input type="text"/>	Homeless
<input type="text" value="247.00"/>	<b>TOTAL</b>

**PROGRAM APPLICATION**

**6. If you are submitting more than one application for Pleasanton HHSG 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 funding?**

- Public Service
- Capital Improvement

**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".**

Income levels are self-reported by Pleasanton clients. They are asked for the amount and source of household income from all sources, the number in the household, and these income amounts are compared to HUD AMI income limits.

**9. Provide the projected number of PLEASANTON CLIENTS who would be served by this program/project in fiscal year (2023/2024).**

844 # of Persons

844.00 TOTAL

**10. Please list the total projected number of PLEASANTON CLIENTS your agency proposes to serve through this project for each income category below in fiscal year 2023/2024.**

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

116 Extremely Low Income (<30% AMI)

573 Very Low Income (<30-50% AMI)

119 Low Income (50%-80% AMI)

36 Moderate Income (80%-120% AMI)

Above Moderate (>120% AMI)

844

1,688.00 SUBTOTAL

1,688.00 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?**

We assist low-income renters 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 we do not receive funding, we cannot serve the City until we secure funding from corporate or foundation funders.

**12. How will you measure program/project effectiveness and what results do you expect to have achieved at the end of this grant?**

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:** Provide 20 households with education regarding fair housing law, and assign one or more of the following outcomes to each case: counseling, no evidence, successful/unsuccessful conciliation; referral to DFEH, HUD, or attorney/legal services, or withdrawal of complaint. These households will be aware of discrimination to prevent displacement or provide accessibility to housing.

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

**TENANT/LANDLORD COUNSELING & DISPUTE RESOLUTION:** Provide 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:** Provide 10 households with Rental Assistance grants or guarantees to assist in paying security deposits or delinquent rent and empower them to move into or preserve their housing, and prevent homelessness and institutionalization.

**HOMESEEEKING PROGRAM:** Provide 75 households with training on homeseeking strategies and options to look for and find rental property, information on utility and debt management programs, and basic renters' rights to empower them in the homeseeking process.

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.



**13. Please list the organizations and their roles your agency collaborates with to operate this program/project.**

- o ECHO coordinates with other fair housing organizations to create a Bay Area-wide network of fair housing services, and collaborates and partners with the Department of Fair Employment and Housing, 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.

**14. Is your agency requesting funds for a Capital Improvement project? If no, skip to question #21.**

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

- Yes
- No

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

N/A

## CAPITAL PROJECTS

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**16. For Capital Improvement projects, 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

**17. For Capital Improvement projects, 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

**18. For Capital Improvement projects, identify the project team (e.g. architect/engineer, contractor, and/or consultants).**

N/A

**19. For Capital Improvement projects, 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

**20. For Capital Improvement projects, how will this project comply with federal Davis-Bacon/Fair Labor Standards Act requirements?**

N/A

**21. 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

**22. 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

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

ECHO has addressed lack of consumer information about services and need for education through our website ([www.echofairhousing.org](http://www.echofairhousing.org)), our Facebook page ([www.facebook.com/ECHO.FairHousing](http://www.facebook.com/ECHO.FairHousing)), our Twitter account (@ECHO\_Housing), and flyer outreach, and radio and television interviews.

We have professional ties with agencies that are housed in the Multi-Service Center, some of which are funded by the City of Pleasanton, who routinely refer clients to ECHO for housing counseling services.

Outreach includes:

- o Electronic or mail distribution of remedial materials
- o Radio or television interviews
- o Virtual presentations before Pleasanton community-based organizations
- o Mass media outreach

ECHO has multilingual staff, as well as multilingual literature. In order to communicate with persons with limited English proficiency, ECHO Housing has contracted with the Language Line, a language service provider capable of interpreting and translating 240 languages. Language 411, a local translation service, translates ECHO's outreach and educational materials into languages other than English.

ECHO staff responds to calls within 24 to 48 hours, and spends as much time as is needed to effectively provide services to its constituency. Our services are free of charge to our clients.

ECHO Housing provides most of its counseling by telephone. In instances where face-to-face meetings with clients are required, our office is accessible by public transportation. The Wheels Bus Line 14 stops at the Livermore Transit Center, a 5-minute walk from the 141 N. Livermore Avenue where the Housing Counseling program is housed. However, most of our communication with clients is through electronic means.

Since the COVID lockdown began in 2020, we have been conducting counseling and mediation services through telephone or video communications.

## **POLICY CONSISTENCY**

**24. 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

**25. 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

**26. 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

**Budget** [top](#)

<b>Funding Sources/Revenues</b>	<b>Committed</b>	<b>Requested/Pending</b>
Alameda CDBG, Alameda County CDBG		USD\$ 110,289.00
Berkeley CDBG, Hayward CDBG		USD\$ 75,000.00
Livermore In-Lieu, Oakland CDBG		USD\$ 107,250.00
San Leandro, Union City CDBG/GF		USD\$ 66,600.00
Antioch CDBG, Concord CDBG	USD\$ 110,000.00	USD\$ 0.00
Contra Costa Co. CDBG	USD\$ 120,000.00	USD\$ 0.00
Pittsburg CDBG, Walnut Creek CDBG	USD\$ 27,660.00	USD\$ 0.00
Monterey CDBG, Monterey Co. CDBG		USD\$ 43,350.00
Salinas CDBG, Seaside CDBG		USD\$ 109,390.00
Pleasanton LIHF		USD\$ 40,000.00
<b>Total</b>	<b>USD\$ 257,660.00</b>	<b>USD\$ 551,879.00</b>

<b>Funding Uses/Expenses</b>	<b>TOTAL Prog Budget (incl Pls HHSG)</b>	<b>Amount Requested (Pls HHSG ONLY)</b>
Executive Director	USD\$ 67,848.00	USD\$ 3,544.00
Accounting Specialist	USD\$ 55,926.00	USD\$ 2,922.00
Office Manager	USD\$ 38,809.00	USD\$ 2,027.00
Housing Programs Coordinator	USD\$ 27,169.00	USD\$ 1,419.00
Housing Counselors	USD\$ 240,841.00	USD\$ 12,004.00
Benefits	USD\$ 63,593.00	USD\$ 3,318.00
Taxes	USD\$ 38,829.00	USD\$ 1,985.00
Rent	USD\$ 65,851.00	USD\$ 4,929.00
Communications	USD\$ 22,161.00	USD\$ 2,772.00
Office Supplies	USD\$ 5,510.00	USD\$ 288.00
Advertising	USD\$ 6,316.00	USD\$ 304.00
Accountant	USD\$ 40,709.00	USD\$ 2,127.00
Training/Education	USD\$ 2,520.00	USD\$ 132.00
Memberships/Publications	USD\$ 664.00	USD\$ 35.00
Mileage	USD\$ 2,110.00	USD\$ 100.00
Subcontract w/Attorney	USD\$ 84,063.00	USD\$ 0.00
Fair Housing Audit	USD\$ 13,650.00	USD\$ 500.00
Tester Compensation	USD\$ 5,625.00	USD\$ 166.00
Indirect Costs	USD\$ 27,345.00	USD\$ 1,429.00
<b>Total</b>	<b>USD\$ 809,539.00</b>	<b>USD\$ 40,001.00</b>

**Budget Narrative**

ECHO has been under contract with the City of Pleasanton for many years. Based on historical financial data, ECHO

has created an organizational budget which allocates a percentage based on the tasks performed for each jurisdiction thereby keeping costs proportionate among the contracts in each project.

ECHO has kept costs low except for cost of inflation. We have achieved this by sharing administrative costs over many contracts. Additionally, this provides Pleasanton with the benefit of having other jurisdictions pay for approximately 95% of administrative salaries and benefits for this program.

**\*Staff Costs as a Percentage of Requested Amount:**

Executive Director: Percentage 11% - Monthly \$366.75 - Yearly \$4,401.00  
 Accounting Specialist: Percentage 9% - Monthly \$302.42 - Yearly \$3,629.00  
 Office Manager: Percentage 6% - Monthly \$209.75 - Yearly \$2,517.00  
 Housing Programs Coordinator: Percentage 4% - Monthly \$146.83 - Yearly \$1,762.00  
 Housing Counselor: Percentage 37% - Monthly \$1,242.33 - Yearly \$14,908.00

**Tables** [top](#)

**Documents** [top](#)

<b>Documents Requested *</b>	<b>Required?</b>	<b>Attached Documents *</b>
Current Annual Budget for Entire Agency	<input checked="" type="checkbox"/>	<a href="#">Annual Budget 2022-23</a>
List of Board of Directors with their contact information (telephone or email is sufficient)	<input checked="" type="checkbox"/>	<a href="#">Board Roster</a>
Resume of Executive Director, Program Manager, and Fiscal Officer	<input checked="" type="checkbox"/>	<a href="#">Exectuve Director Resume</a> <a href="#">Housing Programs Coordinator</a> <a href="#">Accounting Specialist</a>
Personnel policies, including affirmative action plan and grievance procedure	<input checked="" type="checkbox"/>	<a href="#">Employee Handbook</a> <a href="#">Affirmative Action Plan</a> <a href="#">Grievance Procedure</a>
Agency audit requirements and copy of last audit	<input checked="" type="checkbox"/>	<a href="#">Audit Policy</a> <a href="#">Fiscal Audit - June 2022</a>
Articles of Incorporation / Bylaws	<input checked="" type="checkbox"/>	<a href="#">Articles of Incorporation</a> <a href="#">Bylaws</a>
Conflict of Interest Statement (if not included in Bylaws)	<input checked="" type="checkbox"/>	<a href="#">Conflict of Interest</a>
State and Federal non-profit determination letters (if applicable)	<input checked="" type="checkbox"/>	<a href="#">State Non-Profit Determination</a> <a href="#">IRS Letter of Determination</a>
Organization Chart	<input checked="" type="checkbox"/>	<a href="#">Organization Chart</a>
Board of Directors' authorization to request HHSG funding	<input checked="" type="checkbox"/>	<a href="#">Board Authorization</a>
Board of Directors' designation of authorized official	<input checked="" type="checkbox"/>	<a href="#">Board Designation</a>
City of Pleasanton Business License	<input checked="" type="checkbox"/>	<a href="#">Pleasanton Business License</a> <a href="#">Pleasanton Business License Receipt</a>
(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: 425154

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City of Pleasanton

**FY 2023/24 Housing and Human Services Grant Program**

Deadline: 1/20/2023

**Goodness Village  
Goodness Village**

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

**USD\$ 57,720.00** Requested

Submitted: 1/19/2023 6:39:52 PM (Pacific)

**Project Contact**

Kim Curtis

[Kim@gvlivermore.org](mailto: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](mailto:Kim@gvlivermore.org)

Telephone 925-237-1108

Fax

Web [www.gvlivermore.org](http://www.gvlivermore.org)

EIN 85-2812754

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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 3 sentences).**

Goodness Village is a permanent supportive housing program intentionally designed for people to successfully transition out of chronic homelessness. We offer a 24 hour program that imparts basic life skills, education, mental health and recovery services, micro-enterprise opportunities, apprenticeships, vocational training, peer support and resources to empower participants to improve the quality of their lives on every level, achieve greater self-sufficiency, and build a safe and secure life.

**3. In the PRIOR fiscal year (2021/2022), list the total number of PLEASANTON clients your agency served in each category below.**

*(For current income limits by affordability category, please refer to the chart posted at [www.cityofpleasantonca.gov/resident/housing/grant/funding.asp](http://www.cityofpleasantonca.gov/resident/housing/grant/funding.asp))*

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

7.00 SUBTOTAL

7.00 TOTAL

**4. In the PRIOR fiscal year (2021/2022), 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

2 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 Islander + 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

7.00 TOTAL

**5. In the PRIOR fiscal year (2021/2022), 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)

5 People with Disabilities

1 Female-Headed Households

Youth

7 Homeless

16.00 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 funding?**

- Public Service
- Capital Improvement

**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".**  
Annual Income Recertifications

**9. Provide the projected number of PLEASANTON CLIENTS who would be served by this program/project in fiscal year (2023/2024).**

7	# of Persons
7.00	<b>TOTAL</b>

**10. Please list the total projected number of PLEASANTON CLIENTS your agency proposes to serve through this project for each income category below in fiscal year 2023/2024.**

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

7	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)
7.00	<b>SUBTOTAL</b>
7.00	<b>TOTAL</b>

**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?**

I am asking for funding for 1 case manager position. The case managers provide mental health support and housing retention services to all the program participants during their shifts however they also carry a small case load for individual intensive case management. This includes but is not limited to linking client's to ancillary services, advocating for medical and psychiatric appts, encouraging medication adherence, supporting in the onsite vocational program, assisting with housing wait list applications, money management, hygiene and home cleanliness. Prior to entering Goodness Village these 7 Pleasanton residents resided either in their vehicles or on the street, they struggled with their physical and mental health, they due to age and health status they may not have survived the severe weather we have experienced this year. We have improved their living conditions and stabilized their physical and mental health.

**12. How will you measure program/project effectiveness and what results do you expect to have achieved at the end of this grant?**

Current KPI's of Goodness Village:  
Housing retention: Number of bed nights  
Linkage to Ancillary Services: tracking of medical/dental appts  
Successful transition to lower level of care housing when ready  
Number of days sober.

We expect to see a reduction in recidivism to homelessness, incarceration and psychiatric hospitalizations from those trivially residents that now reside in a saf, supportive environment. We expect to see an increase in onsite and offsite employment. We expect to see a decrease in substance use.

**13. Please list the organizations and their roles your agency collaborates with to operate this program/project.**

We collaborate with Cityserve, Monthly Miracles, homeless liaison officers of LPD and Abode Services for program referrals. We collaborate with One Nation Dressmakers for onsite groceries twice a month. We collaborate with Cornerstone Church and CHOMP for dental van services. We have collaborated with an optician who comes on site for vision tests and offers prescription glasses with no cost to the neighbors. We have a team of 5 volunteer RN's who offer weekly medical well checks and helps bridge to outside providers. We collaborate with AMVETS as well as the VFW, American Legions and. Camp Parks to ensure our veterans have the extra support. We've collaborated with larger corporations, Rotary and Lions Clubs, Boys and Girls Scouts, and faith groups for volunteer projects and funds.

**14. Is your agency requesting funds for a Capital Improvement project? If no, skip to question #21.**

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



Yes

No

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

N/A

## CAPITAL PROJECTS

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**16. For Capital Improvement projects, 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

**17. For Capital Improvement projects, 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

**18. For Capital Improvement projects, identify the project team (e.g. architect/engineer, contractor, and/or consultants).**

N/A

**19. For Capital Improvement projects, 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

**20. For Capital Improvement projects, how will this project comply with federal Davis-Bacon/Fair Labor Standards Act requirements?**

N/A

**21. 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

**22. 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

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

We communicate with ancillary providers to avoid duplication of services. We have a team of volunteers who assist with transportation to appointments and services, when no available we provide bus passes or uber depending on need and the neighbor's physical/mental abilities. When needed the neighbor's case manager has accompanied the neighbor to medical appointments for support and/or advocacy.

## POLICY CONSISTENCY

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**24. 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

**25. 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

**26. 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

**Budget [top](#)**

Funding Sources/Revenues	Committed	Requested/Pending
Swalwel Office	USD\$ 1,000,000.00	
John Muir	USD\$ 62,000.00	
Stanford	USD\$ 52,000.00	
Workday Foundation	USD\$ 200,000.00	
City of Livermore	USD\$ 100,000.00	USD\$ 0.00
City of Dublin	USD\$ 8,000.00	USD\$ 0.00
<b>Total</b>	<b>USD\$ 1,422,000.00</b>	<b>USD\$ 0.00</b>

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\$ 830,335.92	USD\$ 57,720.00
Personnel: Benefits* (see instructions below)	USD\$ 63,600.00	
Operating: Supplies	USD\$ 10,000.00	
Operating: Printing/Copying		
Operating: Postage	USD\$ 1,000.00	
Operating: Telephone		
Operating: Rent & Utilities	USD\$ 127,600.00	
Operating: Accounting/Audit		

Operating: Other (define below)

**Total**

**USD\$ 1,032,535.92**

**USD\$ 57,720.00**

### Budget Narrative

We have 4 full-time case managers that cover Sun-Sat, I am requesting the salary of 1 case manager. The case managers provide weekly time for working on goals for 7 individuals who require intensive case engagement in order to maintain housing. During their shifts they also provide supportive services and security to all 28 neighbors (participants), they respond to neighbor disputes, mental health crises, enforcement of village rules, immediate case management needs, linkage and advocacy to ancillary services, and hold guests to the same expectations as the 28 neighbors. By providing this salary we will be able to redirect other secured funds to enhancing our bare bones programming to encourage the ongoing success of those residing in the village. We also are awaiting capital building funds which will enable us to grow the village, additional neighbors means additional expenses for utilities, supplies, etc. We also have not received the Swalwell funds and continue to operate within a low programming budget at this time.

**Tables** [top](#)

**Documents** [top](#)

#### Documents Requested \*

#### Required? Attached Documents \*

Current Annual Budget for Entire Agency



[2023 Budget](#)

[Use this annual budget](#)

List of Board of Directors with their contact information (telephone or email is sufficient)



[Board of Directors](#)

Resume of Executive Director, Program Manager, and Fiscal Officer



[ED resume](#)

Personnel policies, including affirmative action plan and grievance procedure



[Handbook](#)

Agency audit requirements and copy of last audit



[Audit Letter](#)

Articles of Incorporation / Bylaws



[Bylaws](#)

Conflict of Interest Statement (if not included in Bylaws)



[Bylaws](#)

State and Federal non-profit determination letters (if applicable)



[IRS letter](#)

[CA Letter](#)

Organization Chart



[Org Chart](#)

Board of Directors' authorization to request HHSG funding



[Board of directors quorum 7](#)

Board of Directors' designation of authorized official



[Board approvals Quorum 7](#)

City of Pleasanton Business License



[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)

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

Application ID: 427167

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City of Pleasanton  
**FY 2023/24 Housing and Human Services Grant Program**  
 Deadline: 1/20/2023

**Habitat for Humanity East Bay/Silicon Valley, Inc.  
 Housing Rehabilitation Program**

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

**USD\$ 80,000.00** Requested

Submitted: 1/18/2023 8:02:06 PM (Pacific)

**Project Contact**

Dona Gomez  
[DGomez@habitatebsv.org](mailto: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](mailto:JJensen@habitatebsv.org)

Telephone (510) 803-3313  
 Fax (510) 251-6309  
 Web [www.HabitatEBSV.org](http://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 3 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 (2021/2022), list the total number of PLEASANTON clients your agency served in each category below.**

*(For current income limits by affordability category, please refer to the chart posted at [www.cityofpleasantonca.gov/resident/housing/grant/funding.asp](http://www.cityofpleasantonca.gov/resident/housing/grant/funding.asp))*

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

4.00 **SUBTOTAL**

4.00 **TOTAL**

**4. In the PRIOR fiscal year (2021/2022), 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

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 Islander + 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

4.00 **TOTAL**

**5. In the PRIOR fiscal year (2021/2022), 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)

1 People with Disabilities

Female-Headed Households

Youth

Homeless

4.00 **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 funding?**

- Public Service
- Capital Improvement

**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 (2023/2024).**

# of Persons

**TOTAL**

**10. Please list the total projected number of PLEASANTON CLIENTS your agency proposes to serve through this project for each income category below in fiscal year 2023/2024.**

*(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 loans via Renew AC, the County's Measure A1 bond-funded program.

**12. How will you measure program/project effectiveness and what results do you expect to have achieved at the end of this grant?**

Home repairs will be completed on time, on budget, and with quality construction measured by an adherence to the project timeline, budget, and building codes, as evaluated by relevant building inspections.

Homes will be safer, healthier, and more comfortable, and the owners will enjoy a better quality of life, as measured and evaluated through surveys and follow-up interviews. The homeowners will be satisfied with the repairs, which they will indicate by signing Notice of Completion upon project completion.

Neighborhoods will be stabilized because existing housing stock will have been preserved and improved through the repair process, and because at-risk homeowners will be able to remain in their homes due to the increased safety and livability of the houses. Home abandonment, blight, and possible homelessness will be prevented, as measured by 100% of the owners we serve remaining in their homes one year following their repairs.

**13. Please list the organizations and their roles your agency collaborates with to operate this program/project.**

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.

**14. Is your agency requesting funds for a Capital Improvement project? If no, skip to question #21.**

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

- Yes  
 No

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

N/A

## CAPITAL PROJECTS

---

**16. For Capital Improvement projects, 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

**17. For Capital Improvement projects, 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

**18. For Capital Improvement projects, identify the project team (e.g. architect/engineer, contractor, and/or consultants).**

N/A

**19. For Capital Improvement projects, 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

**20. For Capital Improvement projects, how will this project comply with federal Davis-Bacon/Fair Labor Standards Act requirements?**

N/A

**21. 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

**22. 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

**23. 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.

## POLICY CONSISTENCY

### 24. 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

### 25. 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

### 26. 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

## Budget [top](#)

Funding Sources/Revenues	Committed	Requested/Pending
-none-	<b>USD\$ 0.00</b>	<b>USD\$ 0.00</b>
<b>Funding Uses/Expenses</b>		
	TOTAL Prog Budget (incl Pls HHSG)Amount Requested (Pls HHSG ONLY)	
Capital: Construction/Rehab		USD\$ 45,000.00
Capital: Permits & Fees		
Capital: Design		
Capital: Engineering		
Capital: Acquisition		
Capital: Other Soft Costs (define below)		
Personnel: Salaries* (see instructions below)	USD\$ 23,881.00	USD\$ 23,881.00
Personnel: Benefits* (see instructions below)		USD\$ 7,621.00

Operating: Supplies		
Operating: Printing/Copying		
Operating: Postage		
Operating: Telephone		
Operating: Rent & Utilities		
Operating: Accounting/Audit		
Operating: Other (define below)		
Operating: Marketing		USD\$ 3,000.00
Operating: Contingency		USD\$ 498.00
<b>Total</b>	<b>USD\$ 23,881.00</b>	<b>USD\$ 80,000.00</b>

**Budget Narrative**

- Role % FTE Annual Cost
- Director, Home Preservation 2% \$2,380
- Resource Development Manager 3% \$1,788
- Business Manager 2% \$1,196
- Senior Operations Manager 2% \$1,657
- GL Accountant 2% \$1,273
- Construction Coordinator 3% \$1,412
- Client Manager 2% \$1,232
- Applicant Support Specialist 2% \$1,098
- Program Associate 3% \$1,126
- Program Specialist 2% \$979
- Inspector (#2) 6% \$3,940
- Underwriting Manager 2% \$1,380
- Grant/Loan Administrator 5% \$2,841
- Lead Inspector 2% \$1,579

**Tables** [top](#)

**Documents** [top](#)

**Documents Requested \***

Required? **Attached Documents \***

Current Annual Budget for Entire Agency	<input checked="" type="checkbox"/>	<a href="#">FY23 Agency Budget</a>
List of Board of Directors with their contact information (telephone or email is sufficient)	<input checked="" type="checkbox"/>	<a href="#">List of Board of Directors</a>
Resume of Executive Director, Program Manager, and Fiscal Officer	<input checked="" type="checkbox"/>	<a href="#">Jean Bridges Resume</a> <a href="#">Jen Gray Resume</a> <a href="#">Dona Gomez Resume</a>
Personnel policies, including affirmative action plan and grievance procedure	<input checked="" type="checkbox"/>	<a href="#">Personnel Policies</a>
Agency audit requirements and copy of last audit	<input checked="" type="checkbox"/>	<a href="#">Agency Audit</a>
Articles of Incorporation / Bylaws	<input checked="" type="checkbox"/>	<a href="#">Articles of Incorporation</a>
Conflict of Interest Statement (if not included in Bylaws)	<input checked="" type="checkbox"/>	<a href="#">Conflict of Interest Statement</a>
State and Federal non-profit determination letters (if applicable)	<input checked="" type="checkbox"/>	<a href="#">IRS 501c3 Letter</a> <a href="#">CA Exempt Status</a>
Organization Chart	<input checked="" type="checkbox"/>	<a href="#">Organizational Chart</a>
Board of Directors' authorization to request HHSG funding	<input checked="" type="checkbox"/>	<a href="#">Board Resolution</a> <a href="#">Board Resolution Forthcoming</a>
Board of Directors' designation of authorized official	<input checked="" type="checkbox"/>	<a href="#">Board Resolution</a> <a href="#">Board Resolution Forthcoming</a>

City of Pleasanton Business License



[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: 428611

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City of Pleasanton  
**FY 2023/24 Housing and Human Services Grant Program**  
 Deadline: 1/20/2023

**Tri-Valley REACH, Inc.**  
**Home Improvement Projects, Repair & Maintenance**

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

**USD\$ 40,000.00** Requested

Submitted: 1/16/2023 11:28:08 AM (Pacific)

**Project Contact**

kay king  
[skkbking@comcast.net](mailto: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  
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Telephone 925-980-6739  
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 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 3 sentences).**

Tri-Valley REACH, Inc., creates inclusive communities and independent living for individuals with developmental or intellectual disabilities. REACH provides resources, education, activities, community participation and housing opportunities that enable adults with developmental or intellectual disabilities to live full and independent lives...just like people without disabilities.

**3. In the PRIOR fiscal year (2021/2022), list the total number of PLEASANTON clients your agency served in each category below.**

*(For current income limits by affordability category, please refer to the chart posted at [www.cityofpleasantonca.gov/resident/housing/grant/funding.asp](http://www.cityofpleasantonca.gov/resident/housing/grant/funding.asp))*

16	Extremely Low Income (<30% AMI)
	Very Low Income (30%-50% AMI)
	Low Income (50%-80% AMI)
	Moderate Income (80%-120% AMI)
	Above Moderate Income (>120% AMI)
16.00	<b>SUBTOTAL</b>

16.00 TOTAL

**4. In the PRIOR fiscal year (2021/2022), 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="13"/>	White
<input type="text" value="1"/>	White + HISPANIC/LATINX
<input type="text"/>	Black/African American
<input type="text"/>	Black/African American + HISPANIC/LATINX
<input type="text" value="2"/>	Asian
<input type="text"/>	Asian + HISPANIC/LATINX
<input type="text"/>	American Indian/Alaskan Native
<input type="text"/>	American Indian/Alaskan Native + HISPANIC/LATINX
<input type="text"/>	Native Hawaiian/Other Pacific Islander
<input type="text"/>	Native Hawaiian/Other Pacific Islander + HISPANIC/LATINX
<input type="text"/>	American Indian/ Alaskan Native and White
<input type="text"/>	American Indian/ Alaskan Native and White + HISPANIC/LATINX
<input type="text"/>	Asian and White
<input type="text"/>	Asian and White + HISPANIC/LATINX
<input type="text"/>	Black/African American and White
<input type="text"/>	Black/African American and White + HISPANIC/LATINX
<input type="text"/>	American Indian/Alaskan Native and Black/African American
<input type="text"/>	American Indian/Alaskan Native and Black/African American + HISPANIC/LATINX
<input type="text"/>	Other Multi Racial
<input type="text"/>	Other Multi Racial + HISPANIC/LATINX
<input type="text" value="16.00"/>	<b>TOTAL</b>

**5. In the PRIOR fiscal year (2021/2022), 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"/>	Seniors (62 and older)
<input type="text" value="16"/>	People with Disabilities
<input type="text"/>	Female-Headed Households
<input type="text"/>	Youth
<input type="text"/>	Homeless
<input type="text" value="16.00"/>	<b>TOTAL</b>

**PROGRAM APPLICATION**

**6. If you are submitting more than one application for Pleasanton HHSG 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 funding?**

Public Service

Capital Improvement

**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 (2023/2024).**

# of Persons

TOTAL

**10. Please list the total projected number of PLEASANTON CLIENTS your agency proposes to serve through this project for each income category below in fiscal year 2023/2024.**

*(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 receive funding, what would be the impact?**

REACH is seeking funding specifically for identified projects, major repairs or home improvements for the Pleasanton properties. On an annual basis REACH must raise funds for routine maintenance/repair expenses and additional identified projects. REACH tenants are classified as extremely low income, at or below 30% BMI and on average their rent ranges between \$350 - \$500 per month. REACH provides "affordable" housing for this underserved population and the tenant's rent does not generate enough income to cover all annual expenses. Should REACH not receive funding, repairs and maintenance will take priority and any identified projects will be postponed until REACH has 100% funding

**12. How will you measure program/project effectiveness and what results do you expect to have achieved at the end of this grant?**

As identified in prior grant applications, REACH continues to measure the effectiveness of this project and achieve expected results by the following:

1. Identify and resolve any and all capital improvements, home maintenance or major repair projects with the goal of minimizing future emergency situations.
2. Maximize first time issue resolutions. Avoid or minimize repeat time and effort to resolve an issue.
3. Time to completion. Minimize the time from initial reporting of the issue to complete resolution.
4. Minimal to no disruption to the client.
5. Fiscally responsible. For example, contracting with one provider for servicing multiple properties whenever possible, for efficiencies and reducing costs.
6. Overall reduction in number of issues reported. REACH assists in the education of a key component of learning life skills by working with the client on the importance of home care and upkeep for their personal living spaces.

**13. Please list the organizations and their roles your agency collaborates with to operate this program/project.**

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. With this partnership, REACH provides preventative maintenance, repair and rehabilitation services for each property.

For any minor or major repair issues, a "Work Order" process remains the same, which is identifying and reporting any new issues. REACH clients are trained on how to report any new issues so they may be quickly identified and resolved within a timely manner.

On an ongoing basis, REACH conducts a capital Improvement needs assessment and/or certified home inspections for each property and most recently in January 2020. As of this date, all of the home inspection rehabilitative work at all 11 properties has been completed with the exception of seismic retrofit at one Pleasanton property.

REACH has established relationships with other local providers of services for adults with developmental and physical 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 client or property related.

During any rehabilitation or home improvement projects, REACH tenants are able to live in their homes and maintain their routine. It is critical to the well-being of the REACH tenants that there be little to no disruption to their daily routines and everyday living.

**14. Is your agency requesting funds for a Capital Improvement project? If no, skip to question #21.**

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

Yes

No

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

REACH expenses for the 6 Pleasanton property's home repairs, improvements and maintenance range between \$20,000 & \$35,000 on an annual basis. This is exclusive of any major projects or major repairs, which may be planned or are identified throughout the year.

Identified 2023-2024 projects:

1. Flooring Upgrade - Trenton property. (Note: All other property's flooring were upgraded during the time period of 2020 & 2021.)
2. Exterior home improvement - Tanager property/front yard. Project scope includes new low maintenance and drought tolerant landscape, improved irrigation for cost reduction and exterior enhancements for improved mobility and ADA accessibility.
3. Exterior Home Improvement Trenton - backyard update for mobility and drought tolerant
3. Housing repairs or appliances as needed

## CAPITAL PROJECTS

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**16. For Capital Improvement projects, 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 owns 11 properties; 5 in Livermore and 6 in Pleasanton. Any funds awarded will be used specifically towards Pleasanton properties and associated home improvement projects, repairs or maintenance.

**17. For Capital Improvement projects, 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

**18. For Capital Improvement projects, identify the project team (e.g. architect/engineer, contractor, and/or consultants).**

For all projects, either 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.

**19. For Capital Improvement projects, 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

**20. For Capital Improvement projects, how will this project comply with federal Davis-Bacon/Fair Labor Standards Act requirements?**

N/A

**21. 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

**22. 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

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

As noted in previous year's grant applications, 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. As noted in last year's grant application, this critical and systemic challenge continues today. There are many different service providers working on the behalf of individuals with developmental and intellectual disabilities.,

REACH regularly networks, collaborates and coordinates with other organizations that provide these valuable services to adults with developmental disabilities. Examples of such collaboration are the Pleasanton's IDD Networking Group, (this program has been on hold during the pandemic, however, REACH is spearheading the re-emergence. REACH also collaborates with PUSD's transition program with participation in all transition fairs and is currently planning a community outreach event for Spring of 2023 with Sunflower Hill to raise awareness and increase community participation. REACH updates its website and social media on a regular basis, informing those we serve and others of upcoming events, new resources that are available and not just from REACH, but from all service provider or programs. Our outreach goal is not just to promote REACH, but to also educate the community as a whole in order to bring awareness and enhance the quality of life for adults with developmental disabilities. REACH continues its partnership with the City of Pleasanton's RADD program and Special Olympics of Northern California with providing volunteers, award and recognition events and much more.

## **POLICY CONSISTENCY**

**24. 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

**25. 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

**26. 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

## Budget [top](#)

Funding Sources/Revenues	Committed	Requested/Pending
REACH Annual Fundraising	USD\$ 40,000.00	USD\$ 65,000.00
Pleasanton Weekly Giving Fund	USD\$ 10,000.00	
Local Donations	USD\$ 0.00	USD\$ 0.00
TVNPA	USD\$ 0.00	USD\$ 4,000.00
Rotary Foundation of Livermore		USD\$ 4,000.00
Pleasanton North Rotary Foundation		USD\$ 1,000.00
Shiva Vishnu		USD\$ 750.00
Impact 100 Bay Area		USD\$ 25,000.00
<b>Total</b>	<b>USD\$ 50,000.00</b>	<b>USD\$ 99,750.00</b>

Funding Uses/Expenses	TOTAL Prog Budget (incl Pls HHSO)	Amount Requested (Pls HHSO ONLY)
Trenton Flooring	USD\$ 17,000.00	USD\$ 17,000.00
Tanager Front Landscape update	USD\$ 5,000.00	USD\$ 5,000.00
REACH Ptown Property Repairs/Maintenance	USD\$ 35,000.00	USD\$ 15,000.00
Hansen Front & Back Landscape update	USD\$ 20,000.00	
Tanager Back Landscape update	USD\$ 15,000.00	
REACH ADU expenses	USD\$ 200,000.00	
Trenton Landscape	USD\$ 3,000.00	USD\$ 3,000.00
<b>Total</b>	<b>USD\$ 295,000.00</b>	<b>USD\$ 40,000.00</b>

## Tables [top](#)

## Documents [top](#)

Documents Requested *	Required?	Attached Documents *
Current Annual Budget for Entire Agency	<input checked="" type="checkbox"/>	<a href="#">REACH 2023 Budget</a>
List of Board of Directors with their contact information (telephone or email is sufficient)	<input checked="" type="checkbox"/>	<a href="#">REACH Board Member 8.1.22</a> <a href="#">REACH Board Directory</a>
Resume of Executive Director, Program Manager, and Fiscal Officer	<input checked="" type="checkbox"/>	<a href="#">Pat O'Brien Resume</a> <a href="#">Kay King Resume</a>
Personnel policies, including affirmative action plan and grievance procedure	<input checked="" type="checkbox"/>	<a href="#">REACH Personnel Policies</a>
Agency audit requirements and copy of last audit	<input checked="" type="checkbox"/>	<a href="#">REACH Current Audit Report</a>
Articles of Incorporation / Bylaws	<input checked="" type="checkbox"/>	<a href="#">REACH Articles of Incorporation</a>
Conflict of Interest Statement (if not included in Bylaws)	<input checked="" type="checkbox"/>	<a href="#">Pat O'Brien Conflict</a> <a href="#">Kay King Conflict</a> <a href="#">Sharon Almeida Conflict</a> <a href="#">Brian Gentry Conflict</a>

		<a href="#">Tamy Ratto Conflict</a>
		<a href="#">Patty van Looy conflict</a>
		<a href="#">Renee Kantor Conflict</a>
		<a href="#">Jamie Renton conflict</a>
State and Federal non-profit determination letters (if applicable)	<input checked="" type="checkbox"/>	<a href="#">REACH Non profit status</a>
Organization Chart	<input checked="" type="checkbox"/>	<a href="#">REACH 2020 Org chart</a>
Board of Directors' authorization to request HHSG funding	<input checked="" type="checkbox"/>	<a href="#">REACH Board Authorization 2023-2024</a>
Board of Directors' designation of authorized official	<input checked="" type="checkbox"/>	<a href="#">Board Designation of Officials</a>
City of Pleasanton Business License	<input checked="" type="checkbox"/>	<a href="#">REACH Ptown 2023 Business License</a>
(CAPITAL) If your agency is applying for CAPITAL funding, please upload your capital expenditure budget		<a href="#">REACH N/A</a>
(CAPITAL) Project photos, designs, site drawings, specifications, etc.		<a href="#">REACH N/A</a>
(CAPITAL) Proposed project budget, including all sources and uses and budget assumptions for development phases		<a href="#">REACH N/A</a>
(CAPITAL) Pro forma operating budget with estimated revenue and expenses		<a href="#">REACH N/A</a>
(CAPITAL) Evidence of Site Control		<a href="#">REACH N/A</a>
(CAPITAL) Title Report (acquisition, new facilities, and substantial rehabilitation)		<a href="#">REACH N/A</a>
(CAPITAL) Environmental Reports (e.g. Phase I Environmental Site Assessment, ALTA Survey)		<a href="#">REACH N/A</a>

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

Application ID: 425487

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