



HUMAN SERVICES COMMISSION AGENDA REPORT

March 15, 2023
Item 3

TITLE: REVIEW AND ALLOCATE HOUSING AND HUMAN SERVICES GRANT FUNDS FOR FISCAL YEAR 2023/24 AND RECOMMEND CITY COUNCIL APPROVAL

SUMMARY

This report summarizes the applications received for funding under the City of Pleasanton Housing and Human Services Grant (HHSG) program. The report provides an analysis of the applications and a recommended funding allocation. The Human Services Commission recommendation is tentatively scheduled to be reviewed by the City Council in May, along with the recommendation from the Housing Commission regarding HOME Investment Partnership Program (HOME) and Low-Income Housing Funds (LIHF) funds. City Council will have a resolution for review and possible adoption on the funding plan for the City's HHSG program for Fiscal Year (FY) 2023/24. The City's final appropriations of federal funding, Community Development Block Grant (CDBG) and HOME, will be submitted to the U.S. Department of Housing and Urban Development (HUD) by the required May 15, 2023 deadline. FY 2023/24 HHSG funds will be made available July 1, 2023.

RECOMMENDATION

Review and allocate Housing and Human Services Grant Funds for Fiscal Year 2023/24 and recommend City Council approval.

FINANCIAL STATEMENT

Approval of the FY 2023/24 HHSG funding recommendation by the Human Services Commission (commission) will provide approximately \$583,941 during the coming year for projects and services that primarily offer a direct benefit to low-income Pleasanton residents. Approximately \$252,500 is provided by General Funds. This amount is based on a 13% increase in City General Fund revenues from the preceding Fiscal Year. Of the projected \$338,000 provided by federal CDBG funds, approximately \$277,000 (or 80%) could be allocated to public services and capital improvements. Project funding will be included in the City's Operating Budget for FY 2023/24.

BACKGROUND

The City implemented its HHSG program in 2010. The HHSG program combined funding from federal CDBG and HOME funds as well as two local sources (LIHF and City General Funds) allocated for human services. These funding sources make up a single, streamlined grant program.

HHSG applications for FY 2023/24 funding were solicited from December 2, 2022 through January 20, 2023. Thirty applications were received by the January 20, 2023 deadline, with a total funding request of \$1,355,639.

Applications were submitted electronically via the ZoomGrants system, and members of the Human Services Commission were able to review the applications online. Consequently, no printed materials were distributed this year. Commissioners are requested to print their copies and have them available at the March 15, 2023, meeting as well as any project-specific materials that are desired for review during the meeting.

The following table summarizes the composite level of CDBG and General Fund funding for the HHSG program for the coming Fiscal Year:

Source	FY 2023/24 Funding	Notes
<u>CDBG:</u> Capital Pub. Svc.	\$274,282 \$ 57,052	These amounts do not include an estimated \$67,763 for program administration (20% of the grant) as well as the Section 108 Loan repayment amount of \$24,282.
City Gen. Fund	\$217,607	City Grant funds reserved for human services (increased from last year based on 13 % increase in the City's General Fund per policy adopted in 2009). Amount allocated is \$252,607 less \$35,000 for previously approved behavioral health RFQ.
Subtotal:	\$548,941	Funding available for allocation by the Human Services Commission

The total pool of HHSG funding for FY 2023/24, specifically CDBG and General Fund(s), has remained relatively stable. Commission recommendations will focus on the allocation of CDBG funds and City General Funds for human services and non-housing capital projects. The City Council's review is tentatively scheduled for May 2, 2023. The final action taken by the City Council will be included when the City submits its HUD Annual Action Plan for Pleasanton's federal CDBG funds for FY 2023/24.

Staff's recommendation (Attachment 1) includes the funding of eight housing-related projects or services through HOME and/or LIHF funds, both of which will be reviewed by the Housing Commission at its meeting on March 16, 2023. Both the Housing and Human Services Commission grant recommendations will be forwarded directly to the City Council and presented with the Community Grants Program allocation recommendations.

Summary of Agenda Report Attachments

Attachment 1: Staff Recommended Funding Allocation - This spreadsheet is intended as a starting point for the commission to provide funding recommendations to City Council.

Attachment 2: ZoomGrants Scoring Report - This document shows the composite rankings from the commission's review. Commissioners individually evaluated the 22 applications that were assigned to the Human Services Commission.

Attachment 3: Human Services Commission Evaluation Criteria – This document is reviewed and approved annually by the commission, with the purpose of assisting their evaluation process.

Attachment 4: Human Services Commission Statement of Priorities – This document is reviewed and approved annually by the commission, with the purpose of keeping the commission focused on Pleasanton specific priority needs and service delivery.

Summary of HHSG Applications

The applications received are of high quality, target a wide range of community needs, and demonstrate the broad scope of services provided to the community. Summary observations:

- 30 applications received
- Total funding requested = \$1,355,639
- Five new human services programs/projects, highlighted in red on Attachment 1, were submitted this year:
 - Axis Community Health / Triage Nurse
 - Hively / Workforce Development – Additional Childcare Spaces
 - Partners for Change / Education and Mentorship Program for Poverty Alleviation
 - Tri-Valley Haven / Shiloh Rebuild Project
 - Wishing Well / No One Should Sleep Hungry.

Several agencies submitted multiple applications. Agencies submitting multiple applications were asked to rank them in order of agency priority for funding, and when appropriate, staff considered the preferred prioritization in developing its recommendations.

Staff's funding recommendations are provided in Attachment 1. As in prior years, staff will adjust the recommendations at the meeting to assist the commission in developing its funding recommendation. The recommendation is scaled to the funds available in each of the funding source categories: CDBG, City General Fund, HOME, and LIHF.

Projects are separated by those that are identified for review and recommended by each commission (Human Services and Housing). Attachment 1 includes several

columns of information for comparative purposes: funding requested; funding allocated last year; estimated Pleasanton residents to be served; and estimated cost per resident. Regarding the “cost per resident” column, this statistic is not meant to provide a direct comparison across projects as data across projects may not be comparable. Nevertheless, it does serve as a useful indicator of the cost of providing service.

The following general comments apply to staff’s funding recommendations:

- Eight applications are for housing services and programs which are eligible to be funded through a combination of federal HOME and City LIHF funds. These applications will be reviewed by the Housing Commission on March 16, 2023
- The remaining 22 applications are non-housing, public services projects and approximately \$277,000 in CDBG funds and \$217,000 in City General are available to fund these applications:
 - Most of the public services projects have applied for and received HHSG funding in the past and provide useful, important on-going services in the community
 - Two applications (Partners for Change Tri-Valley and Wishing Well Inc.) represent programs that have not applied for funding in the previous Fiscal Year, totaling \$65,000
 - Axis Community Health applied for triage nurse funds in past years, but not last year
 - Tri-Valley Haven is requesting CDBG Capital funds for the Shiloh Rebuild Project
 - Hively applied previously but is requesting funds for a new/different program.

Staff’s Funding Recommendation

Staff has provided an overall funding recommendation that incorporates commission priorities and rankings. Staff’s recommendation, as summarized in Attachment 1, focuses on service gaps, particularly around critical safety net services. Staff also attempted to address a variety of activity categories (food, medical, mental health, legal, homelessness, prevention, etc.) to provide some level of funding to most, with the goal of achieving a balanced distribution that will maximize the efficiency of City funding to address gaps in safety net service areas.

Staff considered many factors in developing a recommendation, including: an evaluation of applications against the commission’s criteria; composite commission application scores; past year program performance and funding levels; whether the program/project addresses a core safety net service or an identified service gap; whether duplicative services were requested; and distribution of funding across a variety of community needs.

While the recommendation provides an emphasis on the commission priorities and other factors addressed, it is important to note that other criteria also influence recommendations. In general, the most common factors are funding source restrictions and the demand versus the availability of funds. For example, it may be possible to fund a project that does not necessarily score highly under the commission criteria simply because funds are more available in the funding source for that type of activity.

Capital/Rehab Funding Recommendations

The City is required to set aside funding for its annual payment on the Section 108 loan that was used to assist the Axis Community Health Clinic rehab project in 2015. This amount is \$24,282 and is included in Attachment 1. There is one capital improvement project application to consider – Tri-Valley Haven, Shiloh Rebuild.

Applications Not Recommended for Funding

As a starting point for the commission, staff is recommending to fund all but three applications this year: Lions Center for the Visually Impaired, Partners for Change Tri-Valley, and Wishing Well Inc. Each of these agencies received low total score rankings from the commission review process. In addition, Lions Center for the Visually Impaired shows a fair amount of awarded funds already and Partners for Change Tri-Valley and Wishing Well Inc. can be considered duplication of services with other Tri-Valley service providers.

DISCUSSION

Human Services Commission Meeting Process

The March 15, 2023 commission meeting will begin at 6 p.m. The commission decided not to require mandatory presentations from each agency. All agencies can attend the public meeting and will have an opportunity to speak, if desired, and to answer questions by the commission if applicable. The commission has specifically requested brief presentations at the beginning of the meeting from the agencies listed below:

Time (estimate)	Agency	Program
6:10 p.m.	Wishing Well Inc.	No One Should Sleep Hungry
6:15 p.m.	Tri-Valley Haven	Shiloh Rebuild
6:25 p.m.	Sunflower Hill	Support for Adults with Developmental Disabilities
6:30 p.m.	Partners for Change Tri-Valley	Education and Mentorship Program for Poverty Alleviation
6:35 p.m.	Open Heart Kitchen	Senior Meal Program
6:40 p.m.	Hope Hospice	Grief Support Services and Volunteer Support Services

6:45 p.m.	Hively	Family Resource Center and Workforce Development – Additional Childcare Spaces
6:50 p.m.	Axis Community Health	Triage Nurse

As in prior years, the commission is faced with limited funds relative to the total amount requested. The City has dedicated General Funds to supplement federal funds and ensure that local critical human service needs are provided to the community.

The task before the commission is to review the non-housing applications and consider funding recommendations for City Council approval. Staff recommends that the commission develop a funding recommendation for City Council based on staff's proposed funding allocations (shown in Attachment 1) which includes the following considerations:

- Individual commissioner evaluation of projects (e.g. based on the scoring tools used in ZoomGrants, incorporating the established HHSG project review criteria)
- Testimony and discussion at the March 15, 2023 commission meeting
- Other information as applicable.

Staff will have an electronically displayed spreadsheet available at the meeting to facilitate adjustments to the funding allocation during discussions.

The commission's recommendation for HHSG funding is tentatively scheduled to be reviewed by the City Council, along with the recommendation from the Housing Commission regarding HOME and LIHF funds, on May 2, 2023. At that time City Council will be provided a resolution requesting approval of the funding plan for the City's HHSG program (as well as civic arts and youth funding through the Community Grant program) for FY 2023/24. A finalized statement of federal funding will be submitted to HUD by the required May deadline. Funds for FY 2023/24 HHSG projects will be made available July 1, 2023.

ALTERNATIVE ACTION

Recommend different funding strategies (subject to applicable program restrictions and other constraints).

Submitted by:

Jay Ingram
Recreation Manager

Attachments:

1. FY 2023/24 HHSG Review – Staff Recommended Funding Allocation
2. ZoomGrants FY 2023/24 HHSG Program Scoring Report
3. Human Services Commission Evaluation Criteria for Review of HHSG Applications for FY 2023/24
4. Human Services Commission Statement of Priorities 2023/24 HHSG Program