



Meeting Date: 9/23/08

ACTION	TYPE OF ITEM
<input type="checkbox"/> Approved Recommendation	XX Info/Consent Report
<input type="checkbox"/> Ord. No(s). _____	<input type="checkbox"/> Public Hearing (Info/consent)
<input type="checkbox"/> Res. No(s). _____	<input type="checkbox"/> Other _____
<input type="checkbox"/> Other _____	

Prepared By: Sofia Balderrama *[Signature]* Agenda Item No. I-14

Reviewed By: City Manager *[Signature]* City Attorney *[Signature]* Finance *[Signature]* Other (Specify) _____

DATE: September 12, 2008

TO: City Council

FROM: Sofia Balderrama, Management Analyst *[Signature]*
Recreation and Community Services

SUBJECT: Community Development Block Grant (CDBG) Youth Enrichment Program Subrecipient Agreements for FY 08-09

RECOMMENDATION

That City Council:

1. Approve the allocation of \$68,597 in CDBG Youth Enrichment Program (YEP) funds to five non-profit community based organizations: Big Brothers Big Sisters (Contract No. A -7099 for \$12,937), Camp Fire USA (Contract No. A-7100 for \$10,000), City Impact Inc. (Contract No. A-7101 for \$15,000), El Centrito (Contract No. A -7102 for \$ 18,125), and Palmer Drug Abuse Program (Contract No. A- 7103 for \$ 12,535).
2. Authorize the City Manager or his designee to execute CDBG subrecipient agreements requiring such groups to provide enrichment programs that target at-risk youth from very low, low and low-moderate income families.

DISCUSSION

During City Council's consideration of the recommended FY 08-09 CDBG budget, Council approved the maximum amount allowable under CDBG regulations, (15 percent of the entitlement plus program income) and appropriated it under the Public Service component which targets at-risk youth. In keeping with Council's direction, the CDBG Public Services allocation in the amount of \$403,405 provides for continued funding to the Police Activities League (PAL) (\$141,132), the Colonia Gymnasium (\$50,736), the Colonia Boxing Center (\$17,020), the After School Program (\$105,000), and City Corps (\$20,920). The final allocation of grant funds in the amount of \$68,597 goes to the YEP.

The goal of YEP is to collaborate with local community based organizations to implement effective violence prevention and intervention strategies that create multiple opportunities for our youth. In order to receive CDBG funding, non-profit agencies must participate in the City's annual competitive bid process.

As part of the competitive bid process, a Citizens Ad Hoc Review Committee ("the Committee") is formed to specifically review and select CDBG eligible youth enrichment programs from the proposals

that are submitted. This year, the Committee was comprised of eight members from the community with diverse backgrounds and extensive years of experience in the field of youth development. As youth advocates and practitioners, these members have a unique understanding of the emerging needs of youth in Oxnard. A youth representative also served on the Committee.

The Committee's selection of the proposals is based on the criteria set forth by the Department of Housing and Urban Development (HUD) to benefit youth from very low, low and low-moderate income households. Agencies must demonstrate their ability to provide direct support services that enhance youth asset development and reduce risk factors. Direct services must fall under one of the following priority areas:

- Educational enhancement programs (tutoring, remediation in basic skills, etc.)
- Youth employment/vocational educational & training programs (resume writing, career development, job skills training, etc.)
- Youth's health and safety programs (positive alternative activities, education on childhood obesity and its prevention etc.)
- Parent /family intervention and support programs (teen pregnancy, HIV/AIDS, violence prevention, substance abuse etc.)

Non-profit agencies who have been in operation for at least one year must comply with and submit verification of a number of federal, state and City regulations and policies in order to be considered eligible for CDBG funding, including:

- A commitment of 50% match in cash or in kind contributions
- Insurance coverage
- Articles of incorporation
- Agency bylaws
- Federal and state nonprofit status
- A list of current Board of Directors
- An Oxnard Business License
- Independently audited financial statements
- Program work plan with identified personnel
- Accurate and complete budget

Finally, the Committee's task is to assess the agencies ability to further build on their existing community capacity and the successes of the past. This is accomplished by evaluating agencies background and experience in complying with the following:

- Ability to conform with CDBG regulations
- Nature and extent of youth at risk needs to be addressed
- Extent to which proposed activities meet those needs
- Ability of agency to carry out the proposed activities
- Past experience and consistency with HUD and other federal grants and regulations
- Proposed activities are not a duplication of existing services
- Confirm the use of standard accounting practices in their fiscal record keeping
- Demonstrated linkage with other service providers

After careful deliberation, the Committee came to a decision and is recommending the following five proposals for City Council's consideration and final approval:

<u>Non-Profit Agency:</u>	<u>Proposed Program</u>	<u>Recommended Grant Award:</u>
Big Brothers Big Sisters of Ventura County	Harrington School Based Mentoring Project Proposes to match and provide ongoing professional supervision and support to approximately 50-75 youth at Harrington Elementary School with high school mentors who serve as role models and guide students toward academic and personal excellence. The outcome for youth is improved academic performance, pride in their homework, individualized attention and improvement in social skills. The project will enable high school mentors to develop leadership skills, and improve overall communication skills.	\$12,937
Camp Fire USA Ventura Council	I'm Peer Proof Proposes to provide assertiveness training courses to approximately 1,400 elementary school students during the regular day in the Oxnard School District. The course teaches pre-teens how to resist negative peer pressure. In addition, the program includes techniques for anger management and learning the consequences of tobacco use. Sixth graders will also have the opportunity to formulate a resume and role play interviewing techniques.	\$10,000
City Impact, Inc.	Student Prevention and Education Support Groups Proposes to provide student support groups to approximately 500 elementary and jr. high students in the Oxnard School District. Topics include: risks of teen pregnancy, effective ways to handle social and sexual pressures, substance use/abuse and risk factors associated with drinking/using drugs, refusal and negotiation skills, career awareness and job-readiness skills.	\$15,000
El Centrito Family Learning Centers	Adelante Club-"A" Club Proposes to serve approximately 200 youth from Chavez and Driffill Elementary Schools with the Homework Club. The homework club is a daily, hour-long program offering focused, structured homework assistance to elementary age children on their school site. Quarterly family meetings and tracking of academic outcomes will also be provided.	\$18,125
Palmer Drug Abuse Program	Substance Abuse Prevention Project-Southwinds Proposes to provide weekly treatment for approximately 30-60 higher risk teens from the Southwinds Neighborhood Revitalization Area. Certified Addiction Treatment Counselors will use a combination of activities, presentations, discussions and projects which will engage youth in practical steps toward behavioral change.	\$12,535
	TOTAL CDBG FUNDS AVAILABLE:	\$68,597

If approved, staff will prepare and execute CDBG subrecipient agreements with the five grantees.

FINANCIAL IMPACT

As part of the FY 08-09 budget, City Council approved \$68,597 in CDBG funds (account number 285-5312-804-8209) to disburse to non-profit community based organizations that provide activities for at-risk youth and that participated in the competitive bid process. Staff is requesting Council's approval of the Committee's selection and recommendation to award grants to five non-profit community based organizations totaling \$68,597.

GR:SB