



Meeting Date: 10/26/10

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

Prepared By: Sofia Balderrama *Sofia* Agenda Item No. I-9

Reviewed By: City Manager City Attorney Finance Other (Specify)

DATE: October 11, 2010

TO: City Council

FROM: Sofia Balderrama, Management Analyst III *Sofia Balderrama*
Recreation and Community Services

SUBJECT: Community Development Block Grant (CDBG) Youth Enrichment Program
Subrecipient Agreements for FY 10-11

RECOMMENDATION

That City Council:

1. Authorize the previously approved Community Development Block Grant Youth Enrichment Program (CDBG YEP) of \$79,445 and Measure "O" funds of \$150,000 to the following local community based organizations: Big Brothers and Big Sisters of Ventura County for \$52,000, City Impact, Inc. for \$40,000, Community Action for Ventura County for \$19,445, El Centrito Family Learning Centers for \$56,000, El Concilio Family Services for \$42,000 and Palmer Drug Abuse Program for \$20,000.
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 moderate income families.

DISCUSSION

During City Council's consideration of the recommended FY 10-11 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 \$ 414,255 provides for continued funding to the Police Activities League (PAL) (\$141,130), the Colonia Gymnasium (\$50,736), the Colonia Boxing Center (\$17,020), the After School Program (\$105,000), and City Corps (\$20,920). The final appropriation of grant funds in the amount of \$79,445 goes to the YEP.

In addition to the \$79,445, the YEP received an increase of \$150,000 to its annual appropriation on July 27, 2010 as part of the City Council's Measure "O" consideration and approval of programs and projects. Therefore, for FY 10-11 the YEP has a total of \$229,445 in grant and Measure "O" funding.

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 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 eligible youth enrichment programs from the proposals that are submitted. This year, the Committee was comprised of seven 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.

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. For children (18 years and younger), income eligibility requirements must be applied as evidenced by intake/application forms and or other source of documentation. 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:

- Last year's independently audited financial statements
- Articles of incorporation
- Federal non-profit status
- State non-profit status
- A list of current Board of Directors and agency bylaws
- An Oxnard business license and insurance coverage
- A commitment of 50% match in cash or in kind contributions

In addition, 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:

- Demonstrated ability to conform with CDBG regulations
- Nature and extent of youth at-risk needs to be addressed
- 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

Subsequently, the Committee is recommending the following six 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	<p>Mentoring for Success Program Agency proposes to match and provide a structured, sustained, developmental relationship between a young person and a caring individual with the goal of offering support; building character, resiliency, leadership and promoting healthy development to reduce the incidence of juvenile delinquency and school drop out. Approximately 50 Oxnard Youth will be served.</p>	\$ 52,000
City Impact, Inc.	<p>City Impact's Comprehensive Early Intervention/Prevention Program Agency proposes to provide prevention and education group sessions to approximately 150 at risk elementary and jr. high students in the Oxnard School District. Topics will include educational classes in HIV/AIDS, STD's, teen pregnancy, substance abuse, and youth/teen violence prevention. In addition, City Impact will conduct 10-week Parent Project classes for 150 parents, which will strengthen families by improving capacity of parents to provide structure and guidance to their children.</p> <p>Agency also proposes to enhance their program by providing a Personal & Social Responsibility character-building program for 150 teens. The 10-week sessions will focus on accountability, communication, cooperation, dependability, goal setting, honesty, integrity and more. Agency will also provide a group-mentoring program for 20 at risk youth referred by the Oxnard Gang Violence Suppression (GVS) program and case management services for 75 high-risk youth referred by Ventura County Probation Agency. Approximately 545 participants will be served.</p>	\$ 40,000
Community Action of Ventura County	<p>Successful Living Program Agency proposes to provide the Successful Living co-ed class to approximately 26 youth who are currently in the Juvenile Probation Facility. The goal of the program is to encourage young people to make positive, responsible decisions that enable them to meet and establish personal and professional successful living goals. Through experiential learning activities, inspirational speakers and mentors, participants will focus on the areas of self-clarification, honor, healthy choices and community service.</p>	\$ 19,445

<p>El Centrito Family Learning Centers</p>	<p>Adelante Homework Club & Technology Center Agency proposes to serve approximately 100-120 students with the Adelante Homework Club & Technology Center. The homework club is a daily, hour-long program offering focused, structured homework assistance to elementary age children at the City of Oxnard's Campus Park facilities. Agency also proposes to provide project-based skill building activities and technology-based learning. In addition, agency proposes to host quarterly informative family meetings that reinforce the importance of parent participation, and emphasize their important role in supporting their children's education.</p>	<p>\$ 56,000</p>
<p>El Concilio Family Services</p>	<p>Youth for Success Painters Program Agency proposes to provide the Youth for Success Painters Program, which is a youth intervention program, directed at youth graffiti vandals. The program incorporates 8-week series of youth leadership and personal growth workshops and 16 sessions of art workshops and quarterly art museum excursions. Partnering agencies include the City of Oxnard Graffiti Taskforce Unit, the County of Ventura Probation Agency West County Juvenile Services, and the Downtown Center for the Arts. These partnering agencies will refer eligible low income youth who have been identified as first time offenders. Approximately 30 youth will be served.</p>	<p>\$42,000</p>
<p>Palmer Drug Abuse Program</p>	<p>Substance Abuse Prevention and Treatment Program for High Risk Youth Agency proposes to provide early intervention and treatment for teens in the Southwinds Area and additionally to students on campus during the school day at local intermediate schools. A Certified Addiction Treatment Counselor will be available on site to provide group and individual counseling to students referred by faculty. The treatment program is based on best practices, which enhance youth resiliency and motivate choices and behaviors that lead to health and connectedness to family, school and community. Case management will be provided as well as brief counseling and referrals to other services for parents. Approximately 65 youth will be served.</p>	<p>\$ 20,000</p>
<p>TOTAL FUNDS AVAILABLE:</p>		<p>\$229,445</p>

If approved, staff will prepare and execute CDBG subrecipient agreements with the six subgrantees.

FINANCIAL IMPACT

As part of the FY 10-11 budget, City Council approved \$79,445 in CDBG funds (account number 285-5312-805-8209) to disburse to local non-profit organizations that provide services to at-risk youth through the CDBG YEP competitive bid process. Furthermore, City Council approved an additional appropriation of \$150,000 in Measure "O" funding to community based organization contribution (104-5312-801-8209) as an increase to YEP.