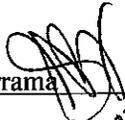
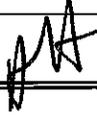




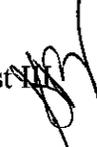
Meeting Date: 11/27/12

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| 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  Agenda Item No. I-15
 Reviewed By: City Manager  City Attorney  Finance  Other (Specify) _____

DATE: November 13, 2012

TO: City Council

FROM: Sofia Balderrama, Management Analyst 
 Recreation and Community Services

SUBJECT: Allocation of Youth Enrichment Program Grant Awards Utilizing Community Development Block Grant (CDBG) and Measure "O" Funding for FY 12-13

RECOMMENDATION

That City Council:

1. Approve the allocation of \$35,020 in CDBG Youth Enrichment Program (YEP) funds and \$150,000 in Measure "O" funds for a total amount of \$185,020 to the following local community based organizations: Big Brothers Big Sisters of Ventura County for \$34,273, Boys and Girls Club for \$40,000, City Impact Inc. for \$21,572, El Centrito Family Learning Centers for \$37,223, Lesson One Foundation for \$24,931 and Palmer Drug Abuse Program for \$27,021.
2. Authorize the Interim City Manager or her designee to execute CDBG subrecipient agreements requiring non-profits to provide direct support services that target Oxnard youth from extremely low to low-income households.

DISCUSSION

During City Council's consideration of the recommended FY 12-13 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 \$309,471 provides for continued funding to the Police Activities League (PAL) (\$80,771), the Colonia Gymnasium (\$50,740), 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 \$35,020 goes to the YEP.

In addition to the \$35,020 of CDBG funding, YEP received an additional \$150,000 to its annual appropriation on May 15, 2012 as part of the City Council's Measure "O" consideration and approval of programs and projects. Therefore, the total YEP contribution for FY 12-13 is \$185,020.

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

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order to receive CDBG funding, non-profit agencies must participate in the City's annual Request for Proposal (RFP) process.

As part of the RFP process, a Citizen's Ad Hoc Review Committee ("the Committee") was formed to specifically review and select CDBG eligible youth enrichment programs from the proposals that were submitted. This year, the Committee was comprised of five 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 extremely low to low-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:

- Most recent audit as prescribed by the agency bylaws & prepared by an independent auditor
- 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' abilities to further build on their existing community capacity and the successes of the past. This is accomplished by evaluating agencies' backgrounds and experiences 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

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Subsequently, the Committee is recommending the following 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, Inc. | <p>Big Brothers Big Sisters Big Change Program The agency proposes to provide mentoring services with an emphasis on Youth's Health and Safety by providing a noontime mentoring program at Cesar Chavez and Ramona Elementary schools. Ancillary services such as tutoring, technology training, and youth employment services will also be provided. Approximately 50 CDBG eligible unduplicated youth will be served.</p> | \$34,273 |
| Boys and Girls Club of Greater Oxnard and Port Hueneme | <p>College Bound Program & Be Great: Graduate Initiative Program Agency proposes to increase case mentor services for 30 CDBG eligible unduplicated youth in the College Bound program designed to guide students in reaching high school and college graduation inclusive of tutoring, college admission workshops, and parent/child support services. Targeted youth include low-income, first generation college-goers, age 13-18 years. An added component for 15 CDBG eligible students is the Be Great: Graduate Initiative Program; a dropout prevention program which targets 5th-8th graders with economic, social, and academic barriers serving a total of 45 CDBG eligible unduplicated clients.</p> | \$ 40,000 |
| City Impact, Inc. | <p>Transformation Works – Oxnard Agency proposes to provide case management for 50 CDBG eligible unduplicated youth involved or at risk of being in the juvenile justice system and/or gang involved. Services include gang awareness education, violence prevention strategies, positive choices, group mentoring, after school activities, tutoring, and counseling.</p> | \$ 21,572 |
| El Centrito Family Learning Centers | <p>Adelante Math Club & STEM Academy Agency proposes to add an Adelante Math Club to the STEM Academy and After School Technology Center to develop core mathematical skills. A Fun Friday program is added incorporating multiple aspects of science, mathematics, and technology in a fun and inviting environment. The agency proposes to serve approximately 130-140 CDBG eligible unduplicated students.</p> | \$ 37,223 |
| Lesson One Foundation, Inc. | <p>Our Children, Our Community, Our Future Program Lesson One will work with 1,700 CDBG eligible unduplicated youth from Chavez and Lemonwood Elementary schools teaching Lesson One skills of self-control, resiliency, stress reduction, respect for diversity, and responsibility. Additionally teachers receive comprehensive training on how to teach these skills and weave them into everyday life.</p> | \$ 24,931 |

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|---------------------------|---|------------------|
| Palmer Drug Abuse Program | Early Intervention and Treatment for High Risk Youth Agency proposes to provide a significant expansion of middle school early intervention and high school level community treatment services. Three additional sites have been identified to serve Oxnard youth. A Certified Addiction Treatment Counselor will be available on site to provide group and individual counseling to students referred by faculty. Intervention and treatment will be provided to approximately 170 CDBG eligible unduplicated youth as well as brief counseling and referrals to other services for parents. | \$ 27,021 |
| | | |
| | TOTAL CDBG & MEASURE "O" FUNDS AVAILABLE: | \$185,020 |

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

FINANCIAL IMPACT

As part of the FY 12-13 budget, City Council approved \$35,020 in CDBG funds (account no. 285-5312-805-8209) to disburse to local non-profit organizations that provide services to at-risk youth through the YEP RFP process. Furthermore, City Council approved an additional appropriation of \$150,000 in Measure "O" funding (account no. 104-5312-801-8209) to Community Based Organization Contributions for a total of \$185,020.

SB:mmn