



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 _____
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Prepared By: Sofia Balderrama *[Signature]* Agenda Item No. I-7
 Reviewed By: City Manager *[Signature]* City Attorney *[Signature]* Finance *[Signature]* Other (Specify) _____

DATE: March 8, 2012

TO: City Council

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

SUBJECT: Allocation of Youth Enrichment Program Grant Awards Utilizing Community Development Block Grant (CDBG) and Measure "O" funding for FY 11-12

RECOMMENDATION

That City Council:

1. Approve the allocation of \$35,019 in CDBG Youth Enrichment Program (YEP) funds and \$184,230 in Measure "O" funds for a total amount of \$219,249 to the following local community based organizations: Boys and Girls Club for \$30,000, City Impact Inc. for \$54,000, El Centrito Family Learning Centers for \$48,000, El Concilio Family Services for \$30,000, Food Share for \$21,000, and Palmer Drug Abuse Program for \$36,249.
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 to low income households.

DISCUSSION

During City Council's consideration of the recommended FY 11-12 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 \$366,404 provides for continued funding to the Police Activities League (PAL) (\$137,705), 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 \$35,019 goes to the YEP.

In addition to the \$35,019, the CDBG YEP received an increase of \$184,230 to its annual appropriation on November 15, 2011 as part of the City Council's Measure "O" consideration and approval of programs and projects. Therefore, for FY 11-12 the CDBG YEP has a total of \$219,249 in grant funding.

The goal of CDBG 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 Request for Proposal (RFP) process.

As part of the RFP 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 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 very 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 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 proposals for City Council's consideration and final approval:

<u>Non-Profit Agency:</u>	<u>Proposed Program</u>	<u>Recommended Grant Award:</u>
Boys and Girls Club of Greater Oxnard and Port Hueneme	<p>College Bound Program Agency proposes to support an educational enhancement program, College Bound, to over 105 CDBG eligible youth. The College Bound program intends to guide students in reaching high school and college graduation. Targeted youth include low income, first generation college-goers, age 13 – 18 years. Students will receive tutoring, workshops preparing for college admission, and parent/child support services.</p>	\$ 30,000
City Impact, Inc.	<p>Violence Prevention Program Agency proposes to provide an enhancement to their violence prevention program. Additional group mentoring will be provided for 75 low-income and at-risk/high-risk children referred by Oxnard Elementary Schools. Additionally intensive case management will be provided for a minimum of 75 youth referred by Law Enforcement agencies and Oxnard Union High School District.</p>	\$ 54,000
El Centrito Family Learning Centers	<p>STEM Academy & Adelante Homework Club Agency proposes to enhance and expand its After School Programs by adding a STEM (Science, Technology, Engineering, Math) Academy to the Adelante Club and After School Technology Center. Services will be delivered at El Centrito's downtown site located at Campus Park in Oxnard allowing a diverse population of students needs to be met. Another enhancement is the summer S.T.E.M. academy that will function to support children's learning during the summer months. The After School and Summer Community Technology Center provides youth with free access to computer technology and provide an opportunity to build computer and academic skills. The agency proposes to serve approximately 110-120 CDBG eligible students.</p>	\$ 48,000
El Concilio Family Services	<p>Youth for Success Teen Pregnancy Prevention Program Agency proposes to provide the Youth for Success Teen Pregnancy Prevention Program to 450 CDBG eligible youth. The state approved curriculum "Safer choices", combined with the "Reducing the Risk" curriculum will be presented to the youth.</p>	\$30,000
Food Share of Ventura County	<p>Kids Farmer's Market Program This program is a three part program which intends to educate the participants in nutrition, reinforce the nutritional component by providing hands on cooking instruction, and to deliver fresh food to the home so that the participants may put into practice what they have learned. Fifty CDBG eligible students will participate.</p>	\$21,000

Palmer Drug Abuse Program (PDAP)	Substance Abuse Prevention and Treatment Program for High Risk Youth Agency proposes to provide a significant expansion of middle school early intervention and high school level community treatment services. Services have been expanded to Frank & Fremont Intermediate Schools and Rio Del Valle Middle School. The program was also added to Haydock Intermediate School. PDAP wants to expand the program so that every student identified by teachers and school counselors can be screened and treated by PDAP's counselors. 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 145 CDBG eligible youth will be served.	\$36,249
	TOTAL CDBG FUNDS AVAILABLE:	\$229,249

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

FINANCIAL IMPACT

As part of the FY 11-12 budget, City Council approved \$35,019 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 RFP process. Furthermore, City Council approved an additional appropriation of \$184,230 in Measure "O" funding as an increase to CDBG YEP.

SB:mn