

CITY OF HAYWARD
AGENDA REPORT

AGENDA DATE 05/04/04

AGENDA ITEM _____

WORK SESSION ITEM WS#2

TO: Mayor and City Council
FROM: Director of Community and Economic Development
SUBJECT: FY 2004-2005 Community Development Block Grant Funding Recommendations

RECOMMENDATION:

It is recommended that the City Council review and comment on this report.

BACKGROUND:

Approximately \$2,780,000 is available for funding eligible CDBG activities in Hayward during fiscal year (FY) 2004-2005.

HUD FY 2004-2005 Entitlement Grant	\$2,087,000
Program income	<u>1,207,300</u>
Available CDBG funds	\$3,294,300

CDBG program administration costs for FY 2003-2004 are estimated to be approximately \$600,000 including funds for HUD-required environmental reviews and fair labor standards construction wage monitoring. The balance of funds available for CDBG program activities is \$2,691,875.

As Council is aware, the City's CDBG program income is the result of loan pay-offs by first-time homebuyers and housing rehabilitation clients who are refinancing or selling their homes. Although staff had expected that mortgage interest rates would rise in 2004, reducing the amount of program income received to "normal" levels of approximately \$600,000, that was not the case. In fact, Hayward received approximately \$400,000 more program income than expected.

The amount available for funding public services is \$476,000, due to the formula used to calculate the "cap" on the amount of CDBG funds that can be spent on public services. Congress placed this limit (the sum of 15% of the fiscal year entitlement grant and 15% of the previous year's program income), to ensure that the Block Grant continues to be used for community development improvements and housing.

DISCUSSION OF CAC AND STAFF RECOMMENDATIONS:

Twenty-three proposals for CDBG funds were submitted totaling \$3,196,234. During February 2004, staff conducted site visits with agencies that had not applied previously for CDBG funds

and also conducted site visits of projects that had not received funding recently or funding for that type of project.

The Chair of the CAC appointed an Application Review Committee (ARC) to review each proposal and make recommendations to the Commission. After carefully reviewing each proposal, the ARC conducted interviews on Saturday, March 6, 2004 with each agency applying for funds. Staff also evaluated each proposal, participated in the ARC interviews and made preliminary recommendations. The ARC's recommendations were discussed by the entire Commission at its March 24th meeting and the CAC issued its preliminary recommendations.

An Appeals Hearing was conducted on April 14th to provide an opportunity for applicants to respond to either the Commission's or the staff's preliminary recommendations. The Salvation Army, the Hayward Community Gardens and La Familia scheduled appeals. The Salvation Army noted that the \$50,000 recommended by the CAC would only cover the required upgrade of the electrical system and would not leave them with sufficient funds for the interior remodel of the Chapel space to create social services offices for counseling and client confidentiality. Although the Gardens could not send a representative to appeal, they submitted a written appeal and requested that it be read by City staff at the meeting. They noted that the calculations for the Neighborhood Improvements portion of their grant left out the compost toilet and benches for the greenhouse that were eligible items in this category. They acknowledged that this was probably due to the fact that they had combined the costs for operations and greenhouse and, that next year, they would separate the Public Services from the Neighborhood Improvements portion of their request to avoid confusion. The third group that scheduled an appeal was La Familia. However, no one representing the agency came to the meeting. The Commission and City staff considered this information as final funding recommendations were developed.

The CAC discussed the appeals and made their final funding recommendations, approving the \$3,200 requested by the Gardens in the Neighborhood Improvements category; City staff concurred. However, CAC and staff had different perspectives on the Salvation Army request. Staff is recommending \$90,000 to cover the cost of the required electrical upgrades and the interior remodel of the building in order to expand the size of the waiting room and replace the chapel with several counseling rooms so that clients can meet with case managers and counselors in a more confidential setting than the current environment allows.

During discussions at the Applications Review Committee meeting in March, the Salvation Army Colonel, providing technical assistance to the Hayward site, noted the ability of the Army to raise funds for this and other projects. Believing that the Salvation Army could raise funds for the building remodel, the CAC thought it more important to provide additional funds to the Small Business Revolving Loan Program in support of the revitalization of downtown Hayward since \$40,000 could allow an additional small business to expand or locate in downtown. Therefore, the CAC only recommended \$50,000 to cover the cost of the needed electrical upgrades. This is the only difference between the staff and CAC recommendations.

	Request	Staff	CAC
Salvation Army	\$200,000	\$ 90,000	\$ 50,000
Small Business Revolving Loan Fund	\$200,000	\$200,000	\$240,000

Acquisition of the Boys & Girls Club

In the process of finalizing their funding recommendations to City Council, the CAC discussed the using CDBG funds for the first year's mortgage payment in support of the City's commitment to acquire the Boy's and Girls Club facility. Staff briefly reviewed the City Manager's Agenda Report to Council regarding the acquisition of the facility and discussed the fact that, as a Target Area-serving neighborhood facility, the acquisition is an eligible CDBG expense. Sufficient CDBG funds are available for this expenditure because, as discussed previously, the City received more program income than estimated. Since these repayments were received after FY 2004-2005's program income estimate had been finalized and preliminary funding recommendation made by both staff and CAC, funds were available for this expenditure and no agency recommended for funding was affected.

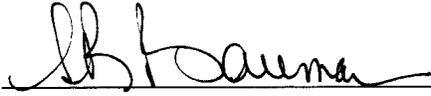
The CAC discussed the use of CDBG funds for one year's mortgage payments. CDBG as a continuing source of funds for the acquisition was not discussed, since a long-term financing strategy for the facility is being developed in the context of the City budget discussions. The CAC discussed the matter and unanimously voted to recommend use of CDBG funds for FY 2004-2005, not to exceed \$170,000, for mortgage payments in support of the City's acquisition of the Boys & Girls Club facility.

Staff spoke with HUD's Office of Community Planning and Development (CPD) staff regarding the acquisition. As previously noted, this is an eligible activity; however, there is a specific process that the City must follow for CDBG funds to be used for any part of the acquisition. The City must list, as part of its 2004-2005 Action Plan, that it plans to "pre-incur" the total acquisition cost of approximately \$1.2 million and pay for it over a ten year period. Listing this expenditure in the 2004-2005 Annual Plan does not *require* that the City utilize CDBG funds for this expenditure every year. It does make it possible to use those funds should Council decide to do so in the context of the City Budget.

Next Steps

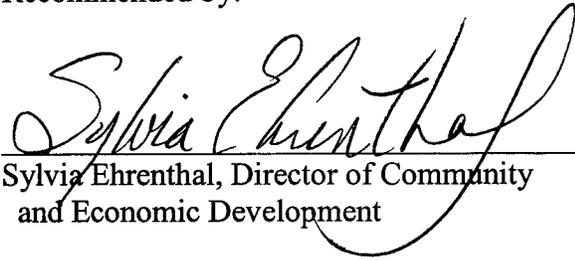
A public hearing on the Community Development Block Grant Program is scheduled for May 11, 2004. Allocations adopted by Council will be included in the City's Annual Plan and forwarded to HUD by May 15, 2004.

Prepared by:



Ann R. Bauman
Neighborhood and Economic Development Manager

Recommended by:



Sylvia Ehrenthal, Director of Community
and Economic Development

Approved by:



Jesús Armas, City Manager

Attachments: Exhibit A – FY 2004-2005 Chart of Funding Recommendations
Exhibit B – FY 2004-2005 CAC and Staff Recommendations and Conditions

**CDBG FY 2004-05
FINAL FUNDING RECOMMENDATIONS CHART**

NAME OF AGENCY	FUNDED IN FY 03-04 AMOUNT	FUNDING REQUESTED IN FY 04-05	STAFF RECOM- MENDATION	CAC RECOM- MENDATION
HOUSING				
No applications were submitted in this category.				
HOUSING REHABILITATION				
1. Housing Rehabilitation Loan Program	\$ 575,000	\$ 575,000	\$ 575,000	\$ 575,000
2. Minor Home Repair Program	300,000	300,000	300,000	300,000
	Subtotals:	875,000	875,000	875,000
NEIGHBORHOOD FACILITIES AND IMPROVEMENTS				
3. Community Resources for Independent Living (Request funds to complete the facility's interior remodel.)	100,000	35,325	35,325	35,325
4. E.A.S.T.B.A.Y. (Facility acquisition for startup adolescent residential drug treatment program.)	0	200,000	0	0
5. Eden Housing, Inc. (Repair and re-roof Harris Court housing units. FY 03-04 funding was for the Mission Boulevard project.)	350,000	100,000	100,000	100,000
6. Emergency Shelter Program (ESP) (Kitchen and bathroom remodel, new carpet.)	44,000	96,000	96,000	96,000
7. Hayward Area Recreation and Park District (Re-grade and replace irrigation system at Sunset field. Total project cost is \$530,000.)	0	522,300	258,300	258,300
8. Salvation Army (Rehabilitation of the "A" Street facility.)	0	200,000	90,000	50,000
9. Women on the Way (ADA / accessibility improvements. FY 03-04 funding was used to acquire the facility.)	150,000	30,000	30,000	30,000
17. Hayward Community Gardens (Items eligible in this category are the purchase of greenhouse and toilet.)			11,250	11,250
10. Alameda County Community Food Bank (Food distribution to Hayward homeless shelters.)	30,000	30,000	30,000	30,000

11. Community Resources for Independent Living (Housing counseling program.)	48,500	48,125	48,500	48,500
12. Eden Council for Hope and Opportunity (ECHO) (Fair Housing, Landlord/Tenant, and Rental Assistance programs.)	145,000	152,250	145,000	145,000
13. Eden I&R: Roving Housing Resource Program (Roving housing case manager for Hayward homeless shelter clients.)	0	35,000	35,000	35,000
14. Emergency Shelter Program (ESP) (Children's services at ESP's family shelter.)	44,200	47,028	26,600	26,600
15. Family Emergency Shelter Coalition (FESCO) (Case management staff.)	35,000	35,000	26,600	26,600
16. Family Violence Law Center (Legal services for victims of domestic violence.)	60,000	60,000	60,000	60,000
17. Hayward Community Gardens (Gardening opportunities for low-income Hayward residents to supplement their food budgets.)	25,000	31,885	15,000	15,000
18. Human Outreach Agency (Weekend and overnight program staff.)	0	40,000	40,000	40,000
19. La Familia: Fuller Site (Case management program for Fuller site.)	0	52,321	0	0
20. Shelter Against Violent Environments / WINGS (Weekend and overnight program staff.)	49,300	66,000	49,300	49,300
Subtotals:		597,609	476,000	476,000
ECONOMIC DEVELOPMENT				
21. Small Business Revolving Loan Program	0	200,000	200,000	240,000
Subtotals:		200,000	200,000	240,000
COMMERCIAL REHABILITATION/ELIMINATION OF BLIGHT				
22. Acquisition of 913 "B" Street	0	350,000	350,000	350,000
Subtotals:		350,000	350,000	350,000
ACQUISITION OF THE BOYS AND GIRLS CLUB OF HAYWARD FACILITY				
Towards 1 st year mortgage			170,000	170,000
TOTAL:		\$3,196,234	\$2,691,875	\$2,691,875

FY 2004-05 FINAL CDBG RECOMMENDATIONS

Proposal #: 1

Applicant: City of Hayward
Project: Housing Rehabilitation Loan Program (HRLP)
Category of Need: Housing Rehabilitation
Amount requested: \$575,000

Agency Description:

HRLP is a program operated by the City of Hayward's Neighborhood and Economic Development Division.

Summary of Proposed Project:

HRLP provides City-wide property rehabilitation assistance to eligible owners of residential property, with priority accorded to owners in designated CDBG target areas. The objective of this program is to upgrade the City's lower-income housing stock.

HRLP proposes to rehabilitate twenty (20) homes occupied by senior citizens and low-income Hayward residents. Repairs will be paid for by providing deferred loans to eligible homeowners, including owners of mobile homes, who are usually unable to qualify for conventional bank loans. A separate focus of this program is to provide accessibility modifications for 30 low income homeowners who have disabilities.

Previous CDBG Funding Awarded to Applicant:

Project Funded	Amount	Fiscal Year
HRLP	\$ 575,000	FY 03-04
HRLP	\$ 575,000	FY 02-03
HRLP	\$ 537,000	FY 01-02
HRLP	\$ 575,000	FY 00-01
HRLP	\$ 400,000	FY 99-00

Citizens Advisory Commission Recommendation and Comments: \$ 575,000

This program is heavily used, as indicated by the long waiting list of eligible applicants. This program increases the supply of safe, decent, and affordable housing for low-income, elderly, and/or disabled Hayward residents, through the renovation of existing housing stock, particularly mobile homes for which there are few sources of home improvement loans.

CED Staff Recommendation and Comments: \$ 575,000

The staff concurs with the CAC's Comments and Recommendation.

FY 2004-05 FINAL CDBG RECOMMENDATIONS

Proposal #: 2

Applicant: City of Hayward
Project: Minor Home Repair Program (MHRP)

Category of Need: Housing Rehabilitation
Amount requested: \$300,000

Agency Description:

This program is operated by the City of Hayward's Neighborhood and Economic Development Division.

Summary of Proposed Project:

The Minor Home Repair Program (MHRP) would provide small grants (averaging \$2,000) to lower income Hayward homeowners who have disabilities or who are elderly. Services provided include home inspections, developing scopes of work, monitoring construction, and processing payments to contractors. The program's objectives are to increase the supply of decent, safe, and affordable housing for lower income Hayward residents. If this application is fully funded, the program would provide grants and services to approximately 75 households.

Previous CDBG Funding Awarded to Applicant:

Project Funded	Amount	Fiscal Year
MHRP	\$ 300,000	FY 03-04
MHRP	\$ 300,000	FY 02-03
MHRP	\$ 225,000	FY 01-02
MHRP	\$ 245,000	FY 00-01
MHRP	\$ 245,000	FY 99-00

Citizens Advisory Commission Recommendation and Comments: **\$ 300,000**

This program continues to provide an important service to Hayward residents who have disabilities or who are elderly and do not have the funds and/or are able to supervise contractors making repairs. Therefore, full funding is recommended.

CED Staff Recommendation and Comments: **\$ 300,000**

The demand for this program's services is very high, especially among low-income mobile homeowners who have few if any sources of funding to make health and safety repairs.

FY 2004-05 FINAL CDBG RECOMMENDATIONS

Proposal #: 3

Applicant: Community Resources for Independent Living (CRIL)
Project: Capital Improvement Project

Category of Need: Neighborhood Facilities and Improvements
Amount requested: \$35,325

Agency Description:

CRIL's mission is to support, empower, and teach skills to people who have disabilities, so they are able to more fully participate in the community and in daily life activities. An important area of focus for CRIL is teaching clients about their rights and helping to develop their skills so clients are better prepared to achieve their goals. CRIL's services include the maintenance of a personal assistant registry, benefits advocacy, teaching independent living skills, peer support, and information and referral.

Summary of Proposed Project:

The CRIL facility is in need of a number of repairs and improvements in order to provide a safe, accessible, and comfortable environment for its clients and employees. Projects include roof replacement, accessibility improvements, and audio/visual alarms for people who have sight or hearing impairments. This year's request is a follow-up to last year's proposal, which was partially funded by the City.

Previous CDBG Funding Awarded to Applicant:

Project Funded	Amount	Fiscal Year
Facility Renovation (construction)	\$ 100,000	FY 03-04
Housing Counseling (public services)	\$ 48,500	FY 03-04
Housing Counseling (public services)	\$ 42,000	FY 01-02

Citizens Advisory Commission Recommendation and Comments: \$ 35,325

The CAC remains supportive of this project and recommends funding at the requested level so that the project may be completed.

CED Staff Recommendation and Comments: \$ 35,325

Staff concurs with the CAC.

FY 2004-05 FINAL CDBG RECOMMENDATIONS

Proposal #: 4

Applicant: Early Adolescent Sobriety To Better A Youth (EASTBAY)
Project: Hayward Treatment Center

Category of Need: Neighborhood Facilities and Improvements
Amount requested: \$200,000

Agency Description:

The Early Adolescent Sobriety To Better A Youth (EASTBAY) is a start-up non-profit agency that proposes to operate a licensed residential treatment program for twenty-four adolescent males. The program will utilize a multi-dimensional approach to helping its clients overcome alcohol-related problems, including therapeutic, behavioral, and spiritual components.

Summary of Proposed Project:

The application requests \$200,000 to use as down payment assistance toward the purchase of a \$750,000 facility that has been identified in Hayward.

Previous CDBG Funding Awarded to Applicant:

Project Funded	Amount	Fiscal Year
N/A		

Citizens Advisory Commission Recommendation and Comments: \$ 0

This agency is in the earliest stages of its program development with the lengthy (and costly) Community Care Licensing and Foster Care Rates Bureau processes still to come. Although a building in Hayward has been identified, the agency has not obtained site control. This is a prerequisite for funding. Therefore, funding is not recommended.

CED Staff Recommendation and Comments: \$ 0

Staff concurs with the CAC's Recommendation. As requested by the CAC, City staff will provide technical assistance to the group developing the East Bay treatment Center on the CDBG program, including acquisition and property rehabilitation requirements to enable the group to submit an eligible proposal for the next funding cycle.

FY 2004-05 FINAL CDBG RECOMMENDATIONS

Proposal #: 5

Applicant: Eden Housing, Inc.
Project: Harris Court
Category of Need: Housing Rehabilitation
Amount requested: \$100,000

Agency Description:

Eden Housing, Inc. was established in 1968, and is an east bay non-profit housing developer and manager. To date, Eden Housing has created and/or manages over 4,100 residential units and over 40,000 square feet of commercial space in five counties, primarily Alameda County. Its administrative offices are located in Hayward.

Summary of Proposed Project:

The objective of this proposal is to complete the rehabilitation of a group of six four-plexes, comprising twenty-four units of permanently affordable housing. Construction activities would be comprised of replacing the roof and window systems, which have begun to fail.

Previous CDBG Funding Awarded to Applicant:

Project Funded	Amount	Fiscal Year
Mission Blvd. (new housing)	\$ 350,000	FY 03-04

Citizens Advisory Commission Recommendation and Comments: \$ 100,000

These rehabilitation activities are necessary in order to keep these affordable units safe for their occupants, and to help keep tenants' utility bills reasonable (through the installation of energy-efficient windows).

CED Staff Recommendation and Comments: \$ 100,000

Staff concurs with the CAC Recommendation.

FY 2004-05 FINAL CDBG RECOMMENDATIONS

Proposal #: 6

Applicant: Emergency Shelter Program (ESP)
Project: Emergency Shelter Program (ESP)
Category of Need: Neighborhood Facilities and Improvements
Amount requested: \$96,000

Agency Description:

Emergency Shelter Program (ESP) was established in 1972, and is a thirty-two bed shelter that is located in Hayward. Currently ESP provides shelter and specialized support services to homeless women and their children, and to female survivors of domestic violence and their children. At a separate site – also in Hayward - ESP also provides licensed infant, toddler, and child care.

Summary of Proposed Project:

ESP's proposal requests funds to replace worn floor coverings, kitchen counters and shelving, dishwasher/sanitizer, and garbage disposal. If funding permits, ESP would also replace the dilapidated steel shed (located in the shelter's driveway), and new detached accessory structure with a slab foundation that would be used to store donations and clients' belongings.

Previous CDBG Funding Awarded to Applicant:

Project Funded	Amount	Fiscal Year
Shelter rehabilitation activities	\$ 44,000	FY 03-04
Operations support (public services)	\$ 44,200	FY 03-04
Shelter rehabilitation activities	\$ 37,422	FY 02-03
Shelter rehabilitation activities	\$ 18,920	FY 01-02
Shelter rehabilitation activities	\$ 60,099	FY 00-01
Shelter rehabilitation activities	\$ 28,188	FY 99-00

Citizens Advisory Commission Recommendation and Comments: \$ 96,000

The rehabilitation activities proposed would make the shelter environment more habitable for clients, and the storage building would provide a safe and dry place to store their belongings until the families move into more stable housing. Funding at the requested amount is recommended.

CED Staff Recommendation and Comments: \$ 96,000
Staff concurs with the CAC's Recommendation.

FY 2004-05 FINAL CDBG RECOMMENDATIONS

Proposal #: 7

Applicant: Hayward Area Recreation and Park Department
Project: Sunset Athletic Field Revitalization

Category of Need: Neighborhood Facilities and Improvements
Amount requested: \$522,300

Agency Description:

The Hayward Park and Recreation District (HARD) was created for the purpose of providing park and recreation services to the citizens of Hayward, Castro Valley, San Lorenzo, and the unincorporated Ashland, Cherryland, and Fairview communities. HARD's mission is to improve the quality of life for citizens of all ages by providing a variety of recreational activities, special events, facilities, and services that encourage life-long learning, fitness, and fun.

Summary of Proposed Project:

The Sunset Athletic Facility has fallen into disrepair, and the proposed project would restore the 13 acres of open field (including three baseball diamonds) to safe and useable condition. Rehabilitation activities would include replacement of the irrigation system, re-grading of the uneven areas, and restoration of the turf. If only partial funding is available, then HARD would repair the most-used areas of the facility, and continue to seek funding for the balance of the project from other sources.

Previous CDBG Funding Awarded to Applicant:

Project Funded	Amount	Fiscal Year
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No recent funding.

Citizens Advisory Commission Recommendation and Comments: **\$ 258,300**

At HARD's Application Review Committee interview, it was learned there is a potential source of funding for restoration of the large, lighted baseball field. HARD's representatives indicated that if the project is funded, when the field has been repaired, HARD will maintain the fields and irrigation equipment, and HUSD (which owns the facility) would commit to mowing the fields each week.

The CAC recommends funding of \$ 258,300 be allocated, with the following condition: HARD and HUSD must develop and submit an MOU with the City that articulates each agency's level of commitment to maintenance of the restored fields.

CED Staff Recommendation and Comments: **\$ 258,300**

The staff concurs with the CAC's Recommendation and Comments.

FY 2004-05 FINAL CDBG RECOMMENDATIONS

Proposal #: 8

Applicant: Salvation Army
Project: Community Center
Category of Need: Neighborhood Facilities and Improvements
Amount requested: \$200,000

Agency Description:

Since 1925, the Hayward Salvation Army has provided no- and low-cost social services to Hayward residents. The facility is open Monday – Friday and services include food distribution, utility bill payment assistance, motel voucher program (for homeless clients), and information and referral. There is a hot meal served regularly on Sunday afternoons.

Summary of Proposed Project:

This proposal requests \$200,000 to renovate the Salvation Army's existing facility. The project would upgrade the building façade, expand the size of the waiting room (clients currently line up on the sidewalk outside the facility), and replace the chapel with several counseling rooms to allow clients to meet with case managers and counselors in a more private, dignified setting than the environment currently allows. Additionally, the building's furnace would be replaced by new heater/air conditioning units, and the worn flooring would be replaced throughout the building. The entire cost of the project would be approximately \$280,000.

Previous CDBG Funding Awarded to Applicant:

Project Funded	Amount	Fiscal Year
N/A		

Citizens Advisory Commission Recommendation and Comments: \$ 50,000
From the application and *Application Review Committee* interview it appeared that the Salvation Army would be able to utilize other sources of funding to complete this project. The renovation seems well-conceived and, because the electrical is a critical upgrade, the CAC is recommending \$50,000 for that portion.

CED Staff Recommendation and Comments: \$ 90,000
The addition of these counseling rooms could strengthen the agency's case management component and improve the chances of adding services in the future. \$90,000 is recommended.

FY 2004-05 FINAL CDBG RECOMMENDATIONS

Proposal #: 9

Applicant: Women on the Way - Recovery Service Program
Project: Accessibility Repairs for ADA Compliance
Category of Need: Neighborhood Facilities and Improvements
Amount requested: \$30,000

Agency Description:

Women on the Way, Inc., (formerly Women of Faith) is a ten-bed residential program for women who wish to enter into recovery from their drug and/or alcohol addictions. Clients typically come from the local jails or state prisons, but also from the streets via word-of-mouth referrals. Each client is expected to attend classroom education (provided by Hayward Adult School), participate in therapeutic (social model) discussion groups, and work toward understanding the circumstances and personal choices that led to each woman's addiction(s).

Summary of Proposed Project:

This application proposes to add ramps and widen doorways to bring the agency's existing facility into ADA compliance. Completing this project would have intrinsic benefits, i.e., women who have physical disabilities would be able to utilize the agency's services. Additionally, bringing the facility into ADA compliance would make the program eligible to provide fee-based services (pursuant to *Proposition 36: the Substance Abuse and Crime Prevention Act of 2000*).

Previous CDBG Funding Awarded to Applicant:

Project Funded	Amount	Fiscal Year
Facility Acquisition	\$150,000	FY 03-04

Citizens Advisory Commission Recommendation and Comments: **\$ 30,000**

These repairs are necessary to bring the facility into ADA compliance. Once this is achieved, the program would then be eligible for funding from an array of local, state, and federal sources. Funding is recommended at the requested amount.

CED Staff Recommendation and Comments: **\$ 30,000**

Staff also recommends funding this project, provided City staff continue to work closely with the agency's staff to monitor the program's progress and provide technical assistance as necessary.

FY 2004-05 FINAL CDBG RECOMMENDATIONS

Proposal #: 10

Applicant: Alameda County Community Food Bank
Project: Food Distribution – Food Purchase Program

Category of Need: Public Services
Amount requested: \$30,000

Agency Description:

The Alameda County Community Food Bank was founded in 1985 by a coalition of Alameda County emergency food providers. Today, it is the central clearinghouse for donated food in Alameda County. Over three hundred food pantries, soup kitchens, and residential programs are members of the Food Bank’s coalition; twenty three members are located in Hayward. In FY 02-03, over ten million pounds of food were distributed by the Food Bank county-wide.

Summary of Proposed Project:

The proposed project is a continuation of the Food Purchase Program, which delivers monthly supplies of high-nutrient food to five Hayward homeless shelters. The program also provides food handling safety training and certification to staff members at each of the five participating shelters. In addition to improving the quality of food provided to homeless people, the program effectively frees-up shelter resources (which would otherwise be used to purchase food).

Previous CDBG Funding Awarded to Applicant:

Project Funded	Amount	Fiscal Year
Planned Purchase Food Program	\$ 30,000	FY 03-04
Planned Purchase Food Program	\$ 30,000	FY 02-03
Planned Purchase Food Program	\$ 25,000	FY 01-02
Planned Purchase Food Program	\$ 25,000	FY 00-01
Planned Purchase Food Program	\$ 15,000	FY 99-00

Citizens Advisory Commission Recommendation and Comments: **\$ 30,000**
This program has been well-used by the Hayward shelters. Funding at the requested amount is recommended.

CED Staff Recommendation and Comments: **\$ 30,000**
Staff concurs with the CAC’s Recommendation.

FY 2004-05 FINAL CDBG RECOMMENDATIONS

Proposal #: 11

Applicant: Community Resources for Independent Living (CRIL)
Project: Hayward Housing Services

Category of Need: Public Services
Amount requested: \$48,125

Agency Description:

CRIL's mission is to support, empower, and teach skills to people who have disabilities, so they are able to more fully participate in the community and in daily life activities. An important area of focus for CRIL is teaching clients about their rights and helping to develop their skills so clients are better prepared to achieve their goals. CRIL's services include the maintenance of a personal assistant registry, benefits advocacy, teaching independent living skills, peer support, and information and referral.

Summary of Proposed Project:

The proposed project would provide support services to assist low-income people who have disabilities to identify, secure, and maintain accessible and affordable housing placements. If funded, the housing counseling program would assist over 375 unduplicated Hayward residents. In addition, CRIL proposes to address housing discrimination through education and technical assistance to local businesses and agencies involved in housing or housing services. CRIL also increases opportunities for low-income Hayward residents who have disabilities, through systems change advocacy.

Previous CDBG Funding Awarded to Applicant:

Project Funded	Amount	Fiscal Year
Housing Counseling	\$ 48,500	FY 03-04
Housing Counseling	\$ 42,000	FY 01-02
Housing Counseling	\$ 40,000	FY 00-01
Housing Counseling	\$ 33,495	FY 99-00
Housing Counseling	\$ 33,495	FY 98-99

Citizens Advisory Commission Recommendation and Comments: **\$ 48,500**
CRIL is mid- and south-county's sole independent living center. Low-income Hayward residents with disabilities rely on CRIL's housing services, since CRIL's staff are expert in working to solve some of the special issues and problems that clients face in obtaining and retaining housing. Funding is recommended at CRIL's FY 03-04 level, \$48,500.

CED Staff Recommendation and Comments: **\$ 48,500**
Staff concurs with the CAC's Recommendation.

FY 2004-05 FINAL CDBG RECOMMENDATIONS

Proposal #: 12

Applicant: Eden Council for Hope and Opportunity (ECHO)
Project: Fair Housing, Landlord-Tenant, and Rental Assistance Programs
Category of Need: Public Services
Amount requested: \$152,250

Agency Description:

ECHO Housing was founded in 1964, as a fair housing agency. The agency's mission is to ensure fair and equal access to housing in compliance with local and federal laws. ECHO provides education, intervention, mediation, and counseling services to tenants and landlords, in order to prevent homelessness.

Summary of Proposed Project:

ECHO's application for FY 04-05 funding proposes to continue the provision of its Fair Housing, Landlord-Tenant, and Rental Assistance programs. Objectives include: investigation of 48 allegations of discrimination and follow-up as appropriate; the provision of mediation to 80 households resulting in eviction prevention for 55 households; and move-in assistance would be provided to 25 families.

Previous CDBG Funding Awarded to Applicant:

Project Funded	Amount	Fiscal Year
Housing Counseling	\$ 145,000	FY 03-04
Housing Counseling	\$ 149,078	FY 02-03
Housing Counseling	\$ 125,000	FY 01-02
Housing Counseling	\$ 147,218	FY 00-01
Housing Counseling	\$ 141,556	FY 99-00

Citizens Advisory Commission Recommendation and Comments: **\$ 145,000**

The services provided by the three proposed programs are well-used by Hayward's low-income residents who are renters. Funding is therefore recommended at the FY 03-04 level of \$ 145,000.

CED Staff Recommendation and Comments: **\$ 145,000**

Staff concurs with the CAC's Recommendation.

FY 2004-05 FINAL CDBG RECOMMENDATIONS

Proposal #: 13

Applicant: Eden I&R's Roving Housing Resource Program (RHRP)
Project: Eden I&R

Category of Need: Public Services
Amount requested: \$35,000

Agency Description:

Eden I&R was founded in 1976 to provide information regarding, and referrals to, local social service providers. Today, Eden I&R's databases provide detailed information about over 1,200 local or regional service providers, and 46,000 affordable housing units. The Community Housing and Information Network (CHAIN) links thousands of people every year to housing resources, and Eden I&R has the capacity to provide referrals in English, Cantonese, Spanish, and Vietnamese.

Summary of Proposed Project:

The Roving Housing Resource Program has evolved from providing individualized housing case management services to shelter clients, to providing housing leads and case management training to shelter staff. Each shelter would receive two staff in-services, every other month. As necessary, the Roving Case Manager would be available to consult with shelter staff regarding individual clients.

Previous CDBG Funding Awarded to Applicant:

Project Funded	Amount	Fiscal Year
RHRP	\$ 35,000	FY 02-03
RHRP	\$ 25,000	FY 01-02
RHRP	\$ 25,000	FY 99-00
CHAIN	\$ 23,000	FY 98-99
CHAIN/RHRP	\$ 56,897	FY 97-98

Citizens Advisory Commission Recommendation and Comments: \$ 35,000

The RHRP would provide role models and training for shelter staff in housing case management, to improve clients' transition from shelter to more stable housing. Full funding of the proposed project is recommended.

CED Staff Recommendation and Comments: \$ 35,000

Clients enter the Hayward homeless shelters at various stages of housing readiness. The RHRP teaches case managers how to adjust the type and level of service offered in relation to what a client needs at any particular time. This approach produces economies of scale that benefit all the participating shelters. The staff recommends funding the program at the requested amount.

FY 2004-05 FINAL CDBG RECOMMENDATIONS

Proposal #: 14

Applicant: Emergency Shelter Program (ESP)
Project: Emergency Shelter Program (ESP)

Category of Need: Public Services
Amount requested: \$47,028

Agency Description:

Emergency Shelter Program (ESP) was established in 1972, and is a thirty-two bed shelter that is located in Hayward. Currently ESP provides shelter and specialized support services to homeless women and their children, and to female survivors of domestic violence and their children. At a separate site – also in Hayward - ESP also provides licensed infant, toddler, and child care.

Summary of Proposed Project:

The funds requested would pay for the services of a children's program coordinator, who is responsible for design and implementation of children's activities at the shelter. Typically, half the ESP shelter population is comprised of children, and children's activities and support services are considered an essential component of any residential program that serves families.

Previous CDBG Funding Awarded to Applicant:

Project Funded	Amount	Fiscal Year
Shelter rehabilitation activities	\$ 44,000	FY 03-04
Operations support (public services)	\$ 44,200	FY 03-04
Shelter rehabilitation activities	\$ 37,422	FY 02-03
Shelter rehabilitation activities	\$ 18,920	FY 01-02
Shelter rehabilitation activities	\$ 60,099	FY 00-01

Citizens Advisory Commission Recommendation and Comments: \$ 26,600
The CAC considers children's services to be a key factor in providing support to families at ESP, and improves the family's ability to transition to permanent housing. Therefore, \$26,600 is recommended.

CED Staff Recommendation and Comments: \$ 26,600
The staff concurs with the CAC's Recommendation and Comments.

FY 2004-05 FINAL CDBG RECOMMENDATIONS

Proposal #: 15

Applicant: Family Emergency Shelter Coalition (FESCO)
Project: Housing Case Management

Category of Need: Public Services
Amount requested: \$35,000

Agency Description:

The Family Emergency Shelter Coalition's mission is to serve homeless and low-income families, using approaches that instill or restore dignity, self-respect, and self-reliance, so that families, their individual members, and the community are strengthened. FESCO operates a twenty-four bed family emergency shelter, as well as two separate sites that provide transitional housing and support services for families that have successfully completed a structured, case managed, shelter program.

Summary of Proposed Project:

This proposal requests funds to support housing case management activities at the emergency shelter site and eight family co-housing program. Approximately sixty homeless family members would benefit from these services during FY 04-05.

Previous CDBG Funding Awarded to Applicant:

Project Funded	Amount	Fiscal Year
Housing Case Management (Public Services)	\$ 35,000	FY 03-04
Co-Housing Facility	\$ 100,000	FY 01-02
Transitional Housing	\$ 200,000	FY 97-98

Citizens Advisory Commission Recommendation and Comments: \$ 26,600

At FESCO's *Application Review Committee* interview, it was made clear the housing case management activities for which funding is requested do not constitute a duplication of services provided by Eden I&R's Roving Housing Resource Program. Therefore, funding to support these activities is recommended in the amount of \$ 26,600.

CED Staff Recommendation and Comments: \$ 26,600

The staff concurs with the CAC's Recommendation and Comments.

FY 2004-05 FINAL CDBG RECOMMENDATIONS

Proposal #: 16

Applicant: Family Violence Law Center
Project: Domestic Violence Services Collaborative
Category of Need: Public Services
Amount requested: \$60,000

Agency Description:

The Family Violence Law Center (FVLC) was founded in 1978 in order to meet the legal, emotional, and economic needs of female and child victims of domestic violence. Services the agency provides include emergency overnight crisis shelter, crisis counseling, 24 telephone hotline, family law attorney services, victim advocacy within the criminal justice system, emergency funds for rental assistance and food, and weekly peer counseling groups for battered women.

Summary of Proposed Project:

This proposal requests funds to continue to provide legal services including in-court representation for victims of domestic violence. During FY 04-05, the project would provide legal assistance and counseling to at least three hundred unduplicated Hayward women. In addition, the FVLC would continue to operate its Overnight Emergency Response Team program (ONERT) in Hayward, which provides immediate on-site assistance to women and their children after incidents of domestic violence (i.e., meal and motel vouchers, crisis counseling).

Previous CDBG Funding Awarded to Applicant:

Project Funded	Amount	Fiscal Year
Family Violence Law Center	\$ 60,000	FY 03-04
Family Violence Law Center	\$ 50,000	FY 02-03
Family Violence Law Center	\$ 30,000	FY 01-02

Citizens Advisory Commission Recommendation and Comments: \$ 60,000

At the FVLC's *Application Review Committee* interview, it was learned that funding cutbacks have reduced and may eliminate the ONERT program in mid-County. Full funding of this request is recommended so that emergency overnight services will continue to be available to Hayward victims of domestic violence.

CED Staff Recommendation and Comments: \$ 60,000

The Hayward Police Department's Youth and Family Services Bureau confirmed that the services provided by the FVLC's ONERT program do not duplicate any of the services provided by the Hayward Police Department. The staff concurs with the CAC's recommendation for full funding of this request.

FY 2004-05 FINAL CDBG RECOMMENDATIONS

Proposal #: 17

Applicant: Hayward Community Gardens

Project: Hayward Community Gardens

Category of Need: Public Services

Amount requested: \$31,885

Agency Description:

The Hayward Community Gardens has been in existence since the mid-1970's, is operated solely by volunteers, and provides nearly 100 families with opportunities to supplement their grocery budgets and improve their diets by growing their own produce. Approximately 70% of the Garden's members are low-income residents of Hayward.

Summary of Proposed Project:

For FY 04-05, the Hayward Community Gardens is requesting funds to pay the Garden's utility bills (primarily water) and other operations expenses. In addition, the application requests approximately \$8,000 to purchase a temperature-controlled greenhouse, in order to grow seedlings which would then be used by the Garden's members, and sold at the local Farmers' Markets.

Previous CDBG Funding Awarded to Applicant:

Project Funded	Amount	Fiscal Year
Community Gardens	\$ 25,000	FY 03-04
Community Gardens	\$ 25,000	FY 02-03
Community Gardens	\$ 15,000	FY 01-02
Community Gardens	\$ 15,000	FY 00-01
Community Gardens	\$ 15,539	FY 99-00

Citizens Advisory Commission Recommendation and Comments: \$ 26,325

The Hayward Community Gardens has taken steps to strengthen its board of directors during the past year, and has opened up eligibility for the board to non-Garden members. As a result, the Garden's recordkeeping and financial oversight has improved. Funding is recommended in the amount of \$26,325.

CED Staff Recommendation and Comments: \$ 26,325

Staff concurs with the CAC's Recommendation, and adds that the purchase of the greenhouse would be structured as an \$11,250 Neighborhood Facilities and Improvements grant, with the \$15,000 balance of the grant structured as a Public Services category grant.

FY 2004-05 FINAL CDBG RECOMMENDATIONS

Proposal #: 18

Applicant: Human Outreach Agency
Project: Direct Client Services

Category of Need: Public Services
Amount requested: \$40,000

Agency Description:

The Human Outreach Agency is a twenty-bed homeless shelter that serves adult males. Founded in 1978, the agency provides shelter and meals, as well as case management and referrals to other support service providers as appropriate. The program is staffed twenty-four hours per day, and administers random drug testing (when symptoms of intoxication are apparent) in order to maintain a clean and sober environment.

Summary of Proposed Project:

This proposal requests funds that would be used to support the program's weekend and overnight counselors, and the case manager, who works weekdays. The case manager is responsible for working with each client to develop individual goals, and monitoring each client's progress to ensure the goals in each caseplan are appropriate and achievable. Weekend and overnight staff coverage is required as a condition of funding in order to maintain a safe and secure physical environment.

Previous CDBG Funding Awarded to Applicant:

Project Funded	Amount	Fiscal Year
Direct Client Services	\$ 40,000	FY 02-03
Direct Client Services	\$ 25,000	FY 01-02
Direct Client Services	\$ 45,000	FY 00-01
Direct Client Services	\$ 40,000	FY 99-00
Direct Client Services	\$ 38,524	FY 98-99

Citizens Advisory Commission Recommendation and Comments: \$ 40,000
The Human Outreach Agency is mid-county's only shelter for homeless single men. Full funding of this agency's request is recommended.

CED Staff Recommendation and Comments: \$ 40,000
The staff concurs with the CAC's Recommendation.

FY 2004-05 FINAL CDBG RECOMMENDATIONS

Proposal #: 19

Applicant: La Familia Counseling Services
Project: My House is Your House Project

Category of Need: Public Services
Amount requested: \$52,321

Agency Description:

La Familia Counseling Services is a large social services agency located in Hayward. The agency provides a wide array of services to primarily lower-income Hayward residents. Examples of the programs La Familia offers are: outpatient mental health counseling, a day treatment program for children, and case management for people with developmental disabilities. In conjunction with other agencies, La Familia also operates a gang-diversion program, three Healthy Start family resource centers, and referrals to social service providers of emergency food, shelter, and clothing.

Summary of Proposed Project:

This proposal requests start-up funding for a housing case management program to be operated at La Familia's Fuller Avenue site. If fully funded, the project would provide up to ninety days of housing case management to sixty-five Hayward families that are either homeless, about to become homeless, or marginally housed.

Previous CDBG Funding Awarded to Applicant:

Project Funded	Amount	Fiscal Year
Fuller Avenue Rehabilitation	\$ 175,000	FY 99-00
Fuller Avenue Acquisition	\$ 260,000	FY 98-99

Citizens Advisory Commission Recommendation and Comments: \$ 0

Existing resources, such as Eden I&R's CHAIN Line (a housing case management program), the Salvation Army's motel voucher program, and the homeless shelters located in Hayward, currently provide similar services to those proposed by La Familia. In addition, the proposed case management program includes many services (e.g., education, transportation, and vocational training opportunities) that are not directly housing-related, and therefore might be a better "fit" for social services funding. Funding for this project is not recommended.

CED Staff Recommendation and Comments: \$ 0

The staff concurs with the CAC's Recommendation and Comments, and adds: the Catholic Charities housing funds to which the proposal refers will still be accessible by La Familia (for use by La Familia's clients) without City of Hayward CDBG funding of this proposal.

FY 2004-05 FINAL CDBG RECOMMENDATIONS

Proposal #: 20

Applicant: Shelter Against Violent Environments, Inc.
Project: WINGS Transitional Housing Program

Category of Need: Public Services
Amount requested: \$66,000

Agency Description:

Shelter Against Violent Environments (SAVE) was founded in 1976 as an all-volunteer organization to address the problem of domestic violence in the community. SAVE's mission is to promote alternatives to domestic violence through support services, advocacy, and education, and to assist domestic violence victims and their families to end the cycle of violence. SAVE provides counseling, safe housing, and programs to assist victims of violence to become emotionally and economically self-sufficient.

Summary of Proposed Project:

The SAVE WINGS project provides fifteen units of below market rate transitional housing and support services for female survivors of domestic violence and their children. WINGS proposes to provide stable, low-cost housing for these families, for up to eighteen months, and requires each family to participate in individualized case management and support services. The WINGS site is staffed twenty four hours per day, and in addition to the services offered to the moms in the program, WINGS provides counseling, education, and therapeutic activities for the children in residency.

Previous CDBG Funding Awarded to Applicant:

Project Funded	Amount	Fiscal Year
WINGS Overnight Staffing	\$ 49,300	FY 03-04
WINGS Overnight Staffing	\$ 66,329	FY 02-03
WINGS Overnight Staffing	\$ 50,000	FY 01-02
WINGS Overnight Staffing	\$ 60,000	FY 00-01
WINGS Overnight Staffing	\$ 69,000	FY 99-00

Citizens Advisory Commission Recommendation and Comments: **\$ 49,300**
WINGS' late night and weekend staffing are considered to be important to the overall safety and security of the project, and are conditions of the City's funding. Therefore, the CAC recommends the WINGS program receive an allocation of \$49,300.

CED Staff Recommendation and Comments: **\$ 49,300**
The staff concurs with the CAC's Comments and Recommendation.

FY 2004-05 FINAL CDBG RECOMMENDATIONS

Proposal #: 21

Applicant: City of Hayward
Project: Small Business Revolving Loan Program
Category of Need: Economic Development
Amount requested: \$200,000

Agency Description:

This program is operated by the City of Hayward's Department of Neighborhood and Economic Development.

Summary of Proposed Project:

The Small Business Revolving Loan Program promotes economic revitalization in the City's downtown district, by making loans to small businesses in order to facilitate access to and leverage of private sector funds.

The City of Hayward is requesting an appropriation of \$200,000 for the Small Business Revolving Loan Fund, to increase the number of loans to small businesses in downtown Hayward. These funds are needed because the demand for loans is projected to increase due to the revitalization of the downtown. These funds will be used only for direct loans to small businesses.

Previous CDBG Funding Awarded to Applicant:

Project Funded	Amount	Fiscal Year
Revolving Loan Fund	\$ 400,000	FY 02-03
Revolving Loan Fund	\$ 150,000	FY 00-01
Revolving Loan Fund	\$ 300,000	FY 98-99
Revolving Loan Fund	\$ 260,000	FY 95-96

Citizens Advisory Commission Recommendation and Comments: **\$ 240,000**

The CAC recommends \$240,000 be allocated to this program, because the number of qualified applicants to this program, and the size of an average loan (\$75k – 100k) indicate the funds would be used within 2004-05 program year. It is anticipated that the street and sidewalk work that has been recently completed on B Street will prompt an increase in requests for these loans.

CED Staff Recommendation and Comments: **\$ 200,000**

The staff agrees this program is well-used, and recommends full funding of this proposal.

FY 2004-05 FINAL CDBG RECOMMENDATIONS

Proposal #: 22

Applicant: City of Hayward
Project: Acquisition of 913 "B" Street
Category of Need: Commercial Rehabilitation / Elimination of Blight
Amount requested: \$350,000

Agency Description:
This program would be operated by the City of Hayward's Neighborhood and Economic Development Department.

Summary of Proposed Project:

The City of Hayward would like to acquire 913 – B Street in the downtown so that it may be resold to a buyer who would seismically retrofit the building and restore it to its appropriate use. This is the only building of the 79 buildings in the 1989 Hazardous Building List that has not been seismically retrofitted. The building has been vacant since 1994 and in its deteriorated condition it has become a hazard to the community.

Previous CDBG Funding Awarded to Applicant:

Project Funded	Amount	Fiscal Year
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N/A

Citizens Advisory Commission Recommendation and Comments: The CAC recommends this project be allocated the requested amount.	\$ 350,000
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CED Staff Recommendation and Comments: This building is the most blighted building on B Street and a hazard to the community. The staff concurs with the CAC's recommendation. The proceeds of the sale of the building would become CDBG program income, to be reallocated in the next program year.	\$ 350,000
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