



# Fourth Program Year Action Plan

The CPMP Fourth Annual Action Plan includes the [SF 424](#) and Narrative Responses to Action Plan questions that CDBG, HOME, HOPWA, and ESG grantees must respond to each year in order to be compliant with the Consolidated Planning Regulations. The Executive Summary narratives are optional.

## Narrative Responses

GENERAL

### Executive Summary

*The Executive Summary is required. Include the objectives and outcomes identified in the plan and an evaluation of past performance.*

### Program Year 4 Action Plan Executive Summary:

The City of Merced Annual Action Plan 2013-2014 describes programs and activities planned to carry out goals and objectives established in the 2010–2015 Consolidated Plan. The Action Plan includes a description of how this year's funding will be used to address HUD identified objectives for housing, homelessness, suitable living conditions, and economic development.

Highlights of this year's plan include an increase to the Fair Housing Allocation with the goal of meeting HUD requirements in this area. Unlike previous years, this year's plan will concentrate its funding in target areas identified as low and very low income; having a greater need for rehabilitation of housing and apartments to improve living conditions for residents; underserved with commercial development; and having a high concentration of blight and graffiti. Approximately 53% of HOME and CDBG funding combined will be used within these target areas. Programs provided will include rehabilitation loans to home and apartment owners; graffiti abatement; economic development financing for new commercial development; and public improvement funds as needed. Remaining CDBG funds will be used to continue the City's First Time Home Buyer Program and rehabilitate houses received in the Housing Division from the former Redevelopment Agency or through tax lien sales. Also included in this year's plan is collaboration with the Community Housing Development Organization (CHDO) to demolish and rebuild a house on Hwy. 59 for use as a low income rental.

The City's allocation for fiscal year 2013 is \$940,877 in Community Development Block Grant (CDBG) funds and \$354,454 in HOME funds. These funds are combined with estimated program income (\$210,000 = \$110,000 CDBG + \$100,000 HOME), and carryover from FY 2012-13 of \$346,424 CDBG and \$348,610 HOME, for a total of \$2,200,365. Table 1 & 2 (pgs. 4 & 5) show the City's activities and funding allocations for the fourth year of the five year Consolidated Planning period. An additional amount of \$816,145 of NSP I & NSP III program income funds are included in the Annual Plan



to assure financing for the First Time Home Buyers Program.

The 2013 Annual Action Plan identifies programs to achieve specific goals as identified in the Consolidated Plan. These include:

- Provide more affordable housing for the community.
- Assist in providing housing for individuals with special needs.
- Increase homeownership opportunities for low-income households.
- Revitalize low-income neighborhoods.
- Continue efforts to end homelessness.
- Promote and support fair housing opportunities.
- Work with the Merced County Housing Authority, Continuum of Care, and Merced City Housing Element to ensure housing needs are being met for identified populations within the community.

**Table 1**  
**Program Funding for FY 2013-14**

Source of Funds	CDBG	HOME	Total
Grant FY 2013/14	\$940,877	\$354,454	\$1,295,331
Program Income FY 2012 (estimate)	\$110,000	\$100,000	\$210,000
2012 Carryover	\$346,424	\$348,610	\$695,034
<b>Total CDBG-HOME Revenue 2013-14</b>			<b>\$2,200,365</b>
<b>HUD Funding Limits – CDBG</b>			
<b>Formula Start Amount: FY 2013 CDBG Grant Allocation + Program Income</b>			<b>\$1,050,877</b>
<b>Administrative: Start Amount x 20%</b>			- \$210,175
<b>Indirect Administrative: Start Amount x 10%</b>			- \$105,088
<b>Public Service: Start Amount x 15%</b>			- \$157,632
<b>CDBG FY 2013 Funding Available for Activities</b>			<b>= \$577,982</b>
<b>Add 2012 Carryover Funding</b>			<b>+ 346,424</b>
<b>Total 2013-14 Funding Available for Activities - CDBG</b>			<b>\$924,406</b>
<b>HUD Funding Limits – HOME</b>			
<b>Formula Start Amount: FY 2013 HOME Grant Allocation</b>			<b>\$354,454</b>
<b>Comm. Housing Development Organization (CHDO): Start x 15%</b>			- \$53,168
<b>2012 CHDO Allocation (held for one year)</b>			- \$57,953
<b>HOME Indirect Administration: Start Amount + Program Income x 10%</b>			- \$45,455
<b>HOME FY 2013 Funding Available for Activities</b>			<b>= \$197,878</b>
<b>Add 2012 Carryover Funding + Program Income</b>			<b>+ \$448,610</b>
<b>Total 2013-14 Funding Available for Activities - HOME</b>			<b>\$646,488</b>



**Table 2**  
**Program Activities for FY 2013-14**

<b>CDBG - Public Service</b>	
<b>Formula Start Amount:</b>	<b>\$157,632</b>
Graffiti Abatement Program-All Target Areas	- \$74,000
Fair Housing Services	- \$40,000
<b>Available for Non-Profit Programs</b>	<b>= \$43,632</b>
Valley Crisis Center – Domestic Violence Program	\$10,000
Merced County Rescue Mission – Warming Center	\$3,700
Merced County Community Action Agency – Rapid Re-Housing	\$10,000
Boys & Girls Club – Smart Moves Summer Program	\$10,000
Healthy House – Ethnic Elders Transportation Program	\$3,000
Merced Lao Family – At-Risk Youth	\$6,932
<b>HOME Activities</b>	
<b>Formula Start Amount:</b>	<b>\$646,488</b>
Hwy. 59 4-Plex Project: Additional HOME Activity Funds to CHDO	- \$149,468
<b>Total Home Buyer/Rehab. Loan Program Allocation</b>	<b>\$497,552</b>
<b>Unencumbered</b>	<b>\$0</b>
<b>CDBG Activities</b>	
<b>Formula Start Amount:</b>	<b>\$924,406</b>
Economic Development	\$150,000
Economic Development – Finance Assistance Grant	- \$30,000
Continuum of Care	- \$38,000
LMI House Rehab – City Properties	- \$492,668
Housing Rehabilitation Loan Program	- \$113,738
Lead Based Paint/Water/Sewer/Infrastructure Assistance Loans	- \$100,000
<b>Unencumbered</b>	<b>\$0</b>
	-



## Objectives and Outcomes

Each year the U.S. Department of Housing and Urban Development (HUD) assesses the City of Merced's management of CDBG program funds, the City's compliance with the 5-year Consolidated Plan, and the extent to which the City is preserving and developing decent affordable housing, creating a suitable living environment and expanding economic opportunities.

The City is required to implement and use HUD's Outcome Performance Measurement System (OPMS). The OPMS was developed to enable HUD to collect and standardize reporting to Congress on the effectiveness of HUD's formula entitlement programs. The OPMS includes objectives, outcome measures and performance indicators that describe the intended outputs for entitlement-funded activities.

There are three OPMS objective categories:

- 1) Creating a suitable living environment
- 2) Providing decent housing
- 3) Creating economic opportunities

In addition, there are three OPMS outcome categories:

- 1) Accessibility/Availability
- 2) Affordability
- 3) Sustainability

An objective statement combined with an outcome statement is designed to describe the City's objective for undertaking an activity and the ultimate outcome to be achieved with HUD entitlement funds.

The chart below shows the objectives and outcomes assigned to activities the City will undertake during program year 2013-2014 utilizing HUD's number system for the OPMS.

OBJECTIVES AND OUTCOMES OF 2013-2014 ACTIVITIES			
	Access/Availability	Affordability	Sustainability
<b>Decent Housing</b>	DH-1	DH-2	DH-3
<b>Suitable Living Environment</b>	SL-1	SL-2	SL-3
<b>Economic Opportunity</b>	EO-1	EO-2	EO-3

**Table 3** (next page) describes the objectives of this Annual Plan and the expected outcomes. Details of each objective and activities to be undertaken to meet the objectives are found in the Annual Plan.



Table 3

*Objectives and Outcomes*

OBJECTIVE /OUTCOME	LOCATION	OBJECTIVE CATEGORY	ACTIVITY
<b>DH-1, DH-2</b> Loans to 10-20 homeowners for rehab.	Citywide	Decent Housing - Housing Rehabilitation	<b>Provide loans to between 10 and 20 homeowners for rehabilitation.</b>
<b>DH-1, DH-2, DH-3, SL-2, SL-3</b> Use of NSP funding.	Approved NSP Census Tracts	Decent Housing - Housing Affordability	<b>NSP 1 and NSP 3 funds will be used to address this issue locally. In addition staff will use CalHOME Grant funds .</b>
<b>DH-1, DH-2</b> Partner with local CHDO to construct new low income housing on city-owned parcels.	Designated Sections A, B, C,	Decent Housing - Housing Affordability	<b>Work with local non-profit CHDO to construct low income unit/s on city-owned (formerly RDA) housing properties.</b>
<b>DH-1, DH-2, DH-3</b>	Designated Sections A, B, C,	Decent Housing – Apartment Rehabilitation Loans	<b>Work with apartment owners in designated areas to provide loans to rehabilitate sub-standard structures. Owners would guarantee restricted rental rates.</b>
<b>DH-1, DH-2</b> Use reports to determine next year's needs. Provide overview in 2014 Action Plan	Citywide	Decent Housing - Housing & Infrastructure Planning	<b>Completion of HUD required reports and continued support for the development of low-income housing. The Housing Element was completed in 2011 and used in identifying goals for this Plan and will be used for future goals of housing needs within the City of Merced.</b>



OBJECTIVE /OUTCOME	LOCATION	OBJECTIVE CATEGORY	ACTIVITY
<b>SL-1</b> Require monthly effect reports.	Citywide	Suitable Living Environment - Fair Housing	<b>Improved Fair Housing Services</b> which include expanded investigation.
<b>SL-1, SL-2, SL-3</b> Monthly reporting with identification and follow-up.	Designated Sections A, B, C,	Suitable Living Environment – Blight Removal	Work with Graffiti Abatement to reduce graffiti in 2013/14 CDBG Target Areas to help reduce blight.
<b>SL-1</b> Track placement, materials, and effectiveness with questionnaire.	Citywide	Suitable Living Environment - Homelessness	Sustainability grant to assess and improve the current <b>County-wide Continuum of Care</b> program. Funds will be used to assess the current operations, processes and procedures with an outcome of recommendations to streamline, enhance, and sustain. Funding will be increased for this program.
<b>EO-1, EO,3, SL-1</b>	Designated Sections A, B, C,	Economic Development – Business Incentive Program	<b>Provide financial assistance for Neighborhood Commercial</b> interested in locating in Designated Areas. This will provide needed employment and services.
<b>EO-1, EO-3</b>	Industrial Area	Economic Development – Job Creation	<b>Work to create economic development opportunities</b> in the City's Industrial Parks.
<b>EO-1</b> Determine viable time, monitor for effectiveness.	Citywide	Economic Development	Continue to work with Building and Planning to <b>decrease time needed for plan and inspection approval.</b>
<b>EO-1</b> Determine viable time decrease and monitor for effectiveness.	Citywide	Economic Development - Planning Review and Permitting	<b>Continue the “fast-track” permit review</b> from Inspection Services and Planning Departments to decrease time for permit issuance.



## FY 2012/13 Snapshot

In FY 2012-13 the City accomplished many of the goals identified in the Consolidated Plan. The City also worked with HUD to bring several areas into compliance. Below is a list of accomplishments and improvements to the Annual Action Plan

- Rehabilitation projects to provide suitable housing for low-income households
- First-time home buyer's assistance through the NSP Programs
- Purchased homes using Neighborhood Stabilization Programs (NSP) funds
- Provided funding for Community Policing and Graffiti Intervention
- Provided Public Service funds for Rapid Re-Housing Projects
- Provided Public Service funds for Warming Tent for local homeless
- Provided Public Service funds for Job Training Program
- Service of the Section 108 Loan for the Grove Apartment complex
- Improved Lead Based Paint abatement through the Code Enforcement Program
- Funding provided for a multi-family housing unit project with the City's CHDO
- Participation and funding for the enhancement of the Merced County Continuum of Care and 10-Year Plan to End Homelessness
- Provided funding for a Fair Housing Hotline operated by the Central Valley Coalition for Affordable Housing. The Hotline served 57 callers from July 1, 2012 through March 31, 2013. The Coalition also provides Fair Housing Workshops in which 256 people attended 33 workshops and were provided information regarding fair housing

## COMPLIANCE ISSUES

- Worked with City Departments to remove activities that no longer meet CDBG eligibility and established new programs that meet the National Objectives and are considered to be eligible activities.
- Worked within the Housing Division to improve processes, monitoring and reporting to meet HUD standards. Included six successful monitoring visits with HUD, NSP I, CalHOME, and labor compliance monitors.
- Improved Public Outreach and updated Community Participation Plan. Outreach included additional translated materials and expanded media use.
- Increased funds for training of staff for: HUD allowable processes, reporting, recording, financing, housing and building compliance, and eligible activities.
- Improved Economic Development and Code Enforcement programs to meet HUD standards.
- Improved CAPER and Action Plan to align with HUD requirements.



Details regarding these accomplishments will be found in the City's 2012-2013 Consolidated Annual Performance Evaluation Report (CAPER), due for completion by September 2013. Upon completion the CAPER will be available on the City's website at [www.cityofmerced.org](http://www.cityofmerced.org).

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### General Questions

1. *Describe the geographic areas of the jurisdiction (including areas of low income families and/or racial/minority concentration) in which assistance will be directed during the next year. Where appropriate, the jurisdiction should estimate the percentage of funds the jurisdiction plans to dedicate to target areas.*
2. *Describe the basis for allocating investments geographically within the jurisdiction (or within the EMSA for HOPWA) (91.215(a) (1)) during the next year and the rationale for assigning the priorities.*
3. *Describe actions that will take place during the next year to address obstacles to meeting underserved needs. Identify the federal, state, and local resources expected to be made available to address the needs identified in the plan. Federal resources should include Section 8 funds made available to the jurisdiction, Low-Income Housing Tax Credits, and competitive McKinney-Vento Homeless Assistance Act funds expected to be available to address priority needs and specific objectives identified in the strategic plan.*

### Program Year 4 Action Plan General Question's response:

#### Community Profile

The City of Merced is centrally located in the San Joaquin Valley, evenly spaced between Fresno, Modesto, San Jose and the foothills of Sonora. Past decades have seen the Valley change from agricultural to a mixed economy in which manufacturing has played an increasingly important role along with government, retail trade and service industries. Home to the University of California Merced, the City is beginning to see an increase in start-up businesses from students and professors. The campus serves 5,800 students.

One of the hardest hit communities during the housing bust, Merced still exhibits signs of the foreclosure fall out. New homes near the university sit next to vacant lots that were once slated for new construction. Vacant homes with overgrown weeds and windows boarded up after being broken into still litter local neighborhoods. When foreclosed homes are released for sale, local families are finding that cash buyers are given precedence, making home ownership to moderate to low income families a constant struggle.

Added to the loss of affordable housing, Merced is experiencing high unemployment. Since the housing crisis large retailers such as Linen and Things and Circuit City have joined local car dealerships and industries in leaving the hard hit Central Valley. Economic Development has become a crucial tool in attracting new industry that will provide livable wages to local residents. Also being sought are the smaller, neighborhood commercial projects with hopes of providing services and employment to the many underserved areas in the older portions of Merced.



In 2000, the Median *family* income for Merced was \$32,470. According to the Census Bureau's American Community Survey (ACS) 5-year estimates (2007-2011), median *family* income in Merced rose to \$41,229. The median *household* income for those same time periods was \$30,429 and \$37,025, respectively. The City of Merced's median income remains lower than that of the county and the state. *Table 4* shows the comparison of median income for the City, the County, and the State.

**Table 4**  
**Median Income**

Source: 2000 Census, 2007-2011 American Community Survey Estimates

	Median Household Income			Median Family Income		
	2000	2007-2011	% Change	2000	2007-2011	% Change
City of Merced	\$30,429	\$37,025	21.68%	\$32,470	\$41,229	26.98%
Merced County	\$35,532	\$43,945	23.68%	\$38,009	\$48,429	27.41%
California	\$47,493	\$61,632	29.77%	\$53,025	\$70,231	32.45%

The table indicates median household income remained the same while family income rose. The rate of increase for the county was 2% greater than the city for median *household* income and was less than a ½% greater than the median *family* income. Incomes in the City of Merced are substantially lower than the statewide average and continue to increase at a slower rate.

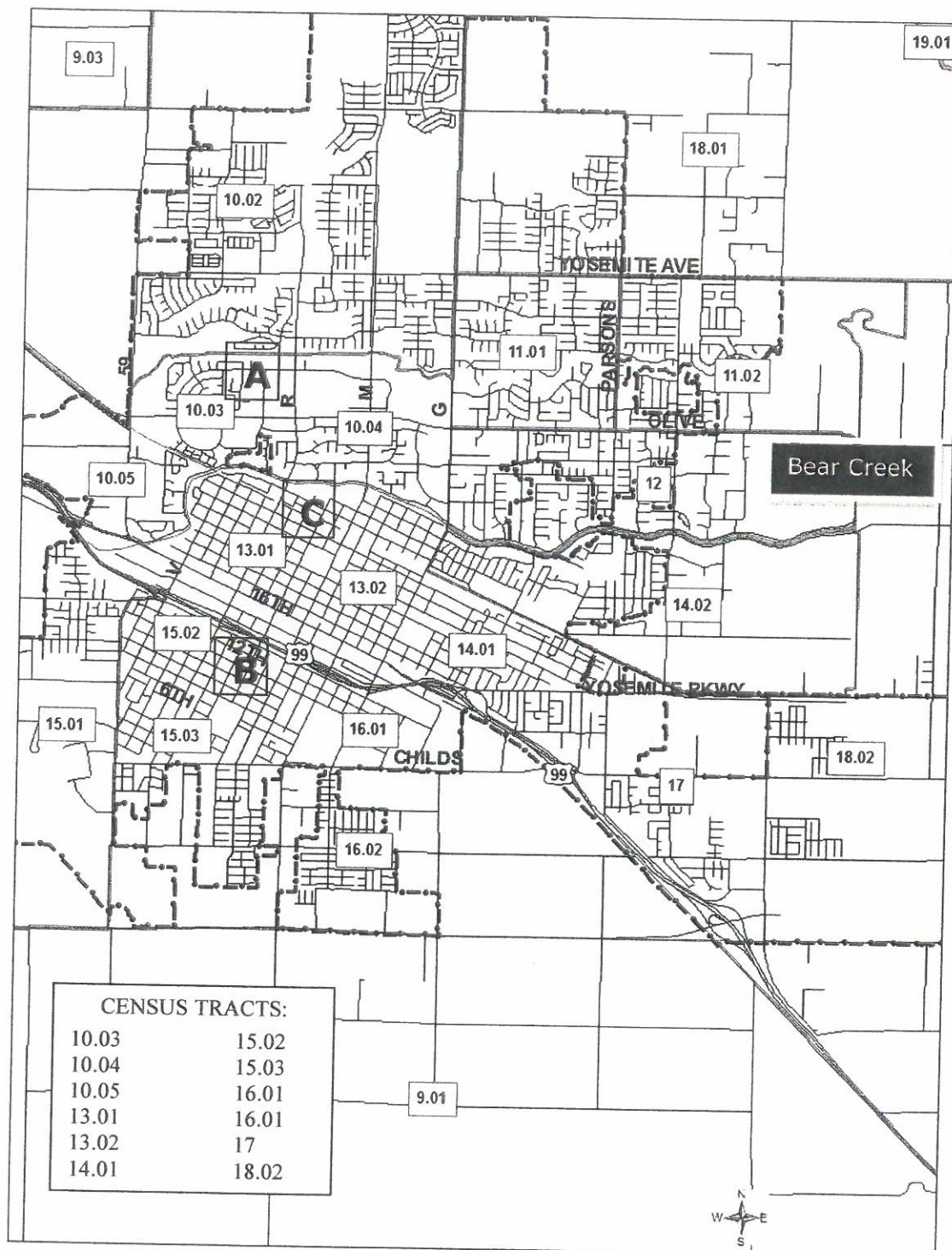
### Geographic Area

This year CDBG and HOME funds will be used in target areas to improve housing and rental units, reduce graffiti, and increase economic development. Following is a description of how these target areas were selected and an overview of programs to be offered.

### Low Income Concentration

The City of Merced defines an "area of low-income concentration" as any census tract in which the percentage of households with low, very low, or extremely low-incomes exceeds the citywide percentage for such households. According to HUD, there were **24,016** total households. Of those, 55% of the households are considered low or very low-income, with 65% of these families located in the areas south of Bear Creek. In 2000, the low and very-low income population was only 40 percent of the City's local households.

*Map 1*  
*Areas of Low-Income Concentration*



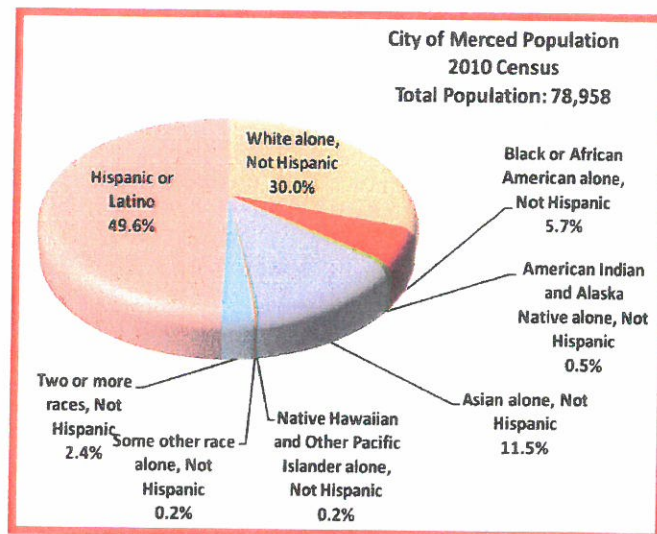


**Map 1** (previous page) shows the older sections of Merced located south of Bear Creek have a disproportionate number of households in the Low and Very Low-income categories. Of the 12 Census Tracts identified as low and very low-income on **Map 1**, nine (9) are located south of Bear Creek. Of those, HUD reports approximately 65 percent of the households fall into the low, very low, and extremely low-income categories.

### ***Race/Ethnicity***

According to the City's 2000 demographics, the population for persons who considered their race to be "white alone" was 37.3 percent. Numbers released from the 2010 Census show the "white alone" population decreased by slightly more than 7 percent.

The 2010 Census numbers indicate only 30 percent of the City's population is "white only". The majority of the City's population is Hispanic or Latino. This population increased by 8.3 percent (See chart to right). The race definitions followed by the words "alone, not Hispanic", indicate the person reported themselves as being of one race only and not of Hispanic origin. In comparing other races between the 2000 Census and 2010 Census, there was a slight decrease in all races except the Asian population which had an increase of .6 percent.



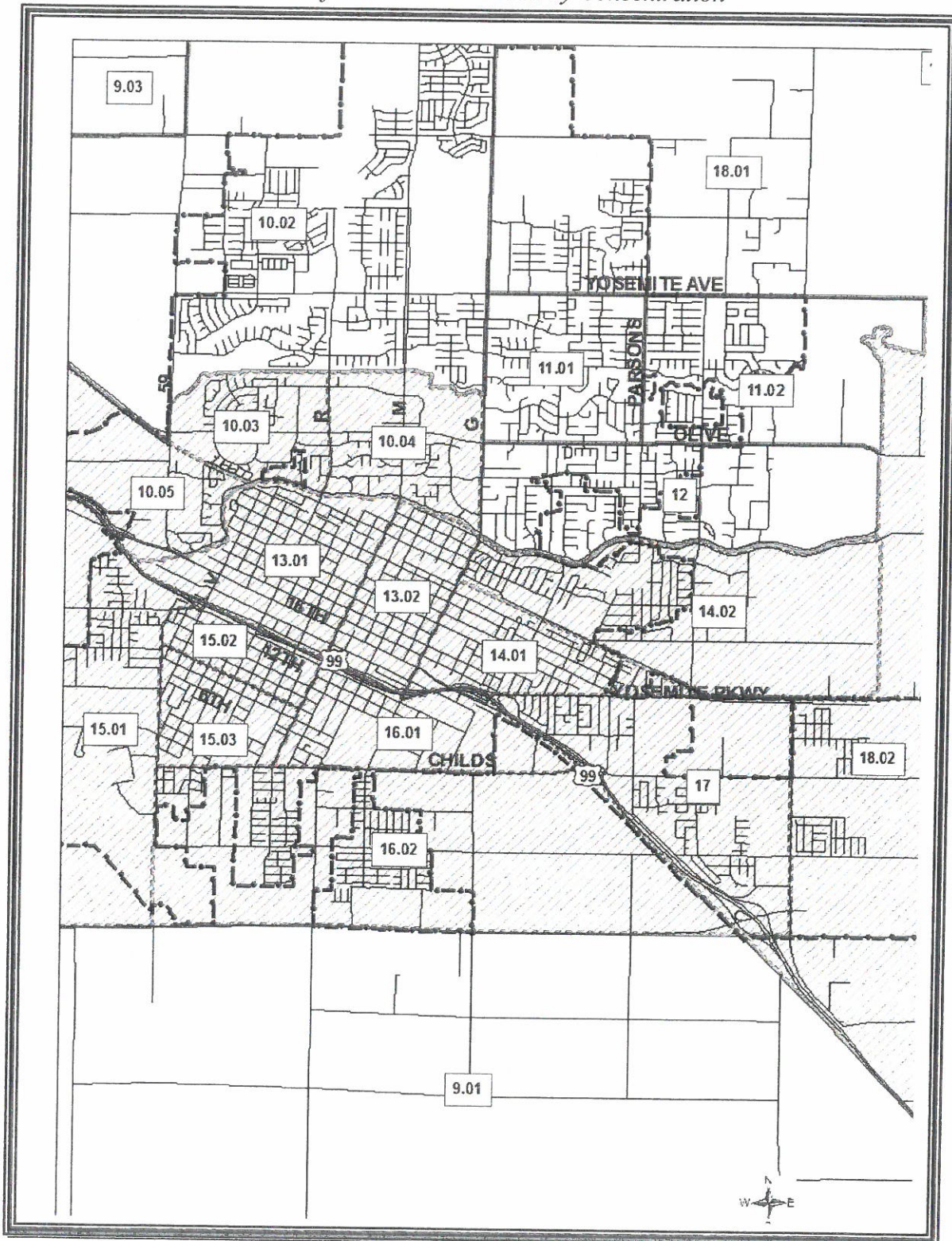
The majority of racial and ethnic minority households are concentrated in the Central and Southeast Sections selected as target areas where the occurrence of substandard housing and low-rent housing is the highest due to older housing stock. The City's Affordable Housing Action Plan has set a goal of achieving a more equitable mix of affordable and "to-code" housing throughout the City. Housing conditions for low-income families in the Central and Southeast Sections Merced will be improved through the City's Housing Rehabilitation Program that is designed to meet the needs of those families. These programs provide funds to rehabilitate homes bringing them up to code.

### ***Areas of Racial/Ethnic Minority Concentration***

The City of Merced defines an "area of racial/ethnic minority concentration" as any census tract in which the percentage of persons that are of a racial or ethnic minority exceeds the citywide percentage for such persons. An area of racial/ethnic minority concentration in 2000 was any census tract in which the percentage of persons in any of these groups was greater than the percentage for that group. The areas with the greatest concentration of racial/ethnic minorities are shown on **Map 2 (Next Page)**.



Map 2  
Areas of Racial/Ethnic Minority Concentration





Tracts identified as having concentrations of racial/ethnic minorities (Map 2) overlapped those tracts identified as concentrated with low and very low income levels. Because of the overlap, staff members agreed the initial nine tract areas would be further investigated as potential target tracts for this year's programming.

In an effort to concentrate CDBG and HOME funds in areas of greatest need, staff members drove the nine (9) census tract areas, spoke with city personnel assigned to these areas from Building and Code Enforcement, and spoke with the public to assess program activity ideas. Code Enforcement and Graffiti Abatement personnel requested Census Tracts 10.03 and 10.04, known as the Loughborough Area, be included with the nine located south of Bear Creek.

With visual examination staff noted deteriorating and deteriorated areas; homes in need of repair and/or rehabilitation, apartment complexes in need of repair or rehabilitation, and homes that appeared to be constructed prior to 1978 that might be in need of lead based paint abatement.

### **Deteriorated/Deteriorating**

A **deteriorated** structure is defined as one that exhibits objectively determinable signs of deterioration sufficient to constitute a threat to human health, safety, and public welfare.

A **deteriorating** structure is defined as one that, without intervention, would constitute a threat to human health, safety and public welfare.

A **deteriorated area** is defined as a Census tract in which more than 25% of the homes are visually identifiable as deteriorated or deteriorating.

Lead has long been recognized as a harmful environmental pollutant.

The most common way to get lead in the body is from dust. Lead dust comes from deteriorating lead-based paint and lead-contaminated soil that gets tracked into the home. Then, normal hand-to-mouth activities, like playing and eating, (especially in young children), move that dust from surfaces like floors and windowsills into the body.

Also taken into consideration was the need for economic development or public services to improve overall suitable living conditions. Using the aforementioned definitions and conditions, the targeted areas selected for three years of concentrated funding are: Parts of Tracts 10.03, 15.02, 15.03, 16.01 and 13.02. These areas can be better defined as the:

1. **Northwest Section A** from R Street to Black Rascal Creek; Olive Avenue to Black Rascal Creek
2. **Southeast Section B** from G Street to V, 13<sup>th</sup> Street to Childs
3. **Central Section C** from G Street to M, 13<sup>th</sup> to Bear Creek.



### **Actions to Address Obstacles to Meeting Underserved Needs and to Foster and Maintain Affordable Housing and Suitable Living Conditions**

Improving the quality of affordable housing are high priority goals identified in the 2010 Consolidated Plan. To address obstacles to meeting underserved needs and to foster and maintain affordable housing, the City of Merced will implement actions to:

#### **Target Areas:**

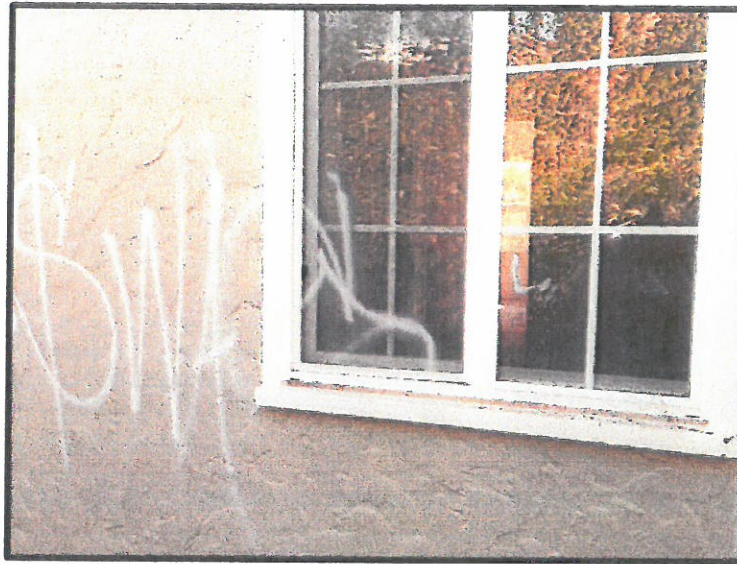
- Provide housing rehabilitation and repair assistance to extremely low, very low, low, and moderate income households through the City's Rehabilitation/Re-construction Program using CDBG and HOME funds in the Target Areas. Emphasis and marketing efforts will be targeted to the three sections offering rehabilitation loans to home and rental property owners. Landlords will be asked to maintain low income rental stock as part of loan agreements. Stress will be placed upon health and safety improvements to properties using CDBG or HOME funding mechanisms. All of HOME funding and a portion of CDBG funding will be provided to this program.



- Provide up to \$30,000 annually for the next three years for commercial development in Section B (Southeast Section). The Economic Development Department has been seeking a neighborhood grocery store for placement in this target area.
- Improve the suitable living environment in target areas. All three Sections have an abundance of graffiti. To assist with abatement CDBG funding will be concentrated in these areas during year one. GPS tracking will be used to identify those areas



needing excessive graffiti abatement and other abatement measures identified. Staff members anticipate other measures may include additional lighting, funding of Neighborhood Watch Programs and/or gang intervention funding.



- Increase outreach of City loan programs by hosting more Community Meetings in areas highly populated with low to very-low income residents. Working with the Merced Lao Family Community, Boys and Girls Club, and Merced Senior Center, it is hoped staff will reach larger numbers of targeted populations with information about housing, rental, rehab, and other CDBG funded programs.

#### Citywide:

- Continue funding to the Economic Development Department to ensure continued outreach to encourage job creation.
- Increase homeownership opportunities for extremely low, very low, low, and moderate income households using HOME and the City's Neighborhood Stabilization Program funding;
- Work with the City's CHDO to create programs that help provide housing for individuals with special needs within the community;
- Work with the Merced County Housing Authority, use the City's Housing Element, and with continued public meetings, staff members hope to identify underserved targeted populations in need of affordable housing. Community outreach this year has shown a great need for Foster Youth, Special Needs Adults, and Single Mothers.
- Continue working with the Merced County Office of Education, Kingsview, and the Central Valley Regional Center to seek funding for a Special Needs Adult transitional and permanent housing facility.

## Resources

### Funding

The 2013 fiscal year is the fourth year of implementation for the five-year strategy presented in the *City of Merced 2010 Consolidated Plan*. **Table 6** (next page) provides a summary of the action plan for the City of Merced's Housing Program in the 2013 fiscal year. **Table 5** (below) shows CDBG funding for FY 2013/2014 is **\$1,397,301** (includes \$940,877 CDBG federal grant; \$346,424 of CDBG carryover funding; and \$110,000 estimated CDBG loan repayment program income. HOME funding for FY 2013 is **\$803,064** (includes \$354,454 HOME federal grant; \$348,610 carryover funding; and \$100,000 of estimated program income). The total funding for FY 2013 from all HOME and CDBG funding sources is **\$2,200,365**. In addition to CDBG and HOME funds, NSP programs will provide an additional \$816,145 for the City's First Time Home Buyer Program. Total funding for all Housing Division Programs is \$3,195,657.

**Table 5**  
**Total Program Funding**

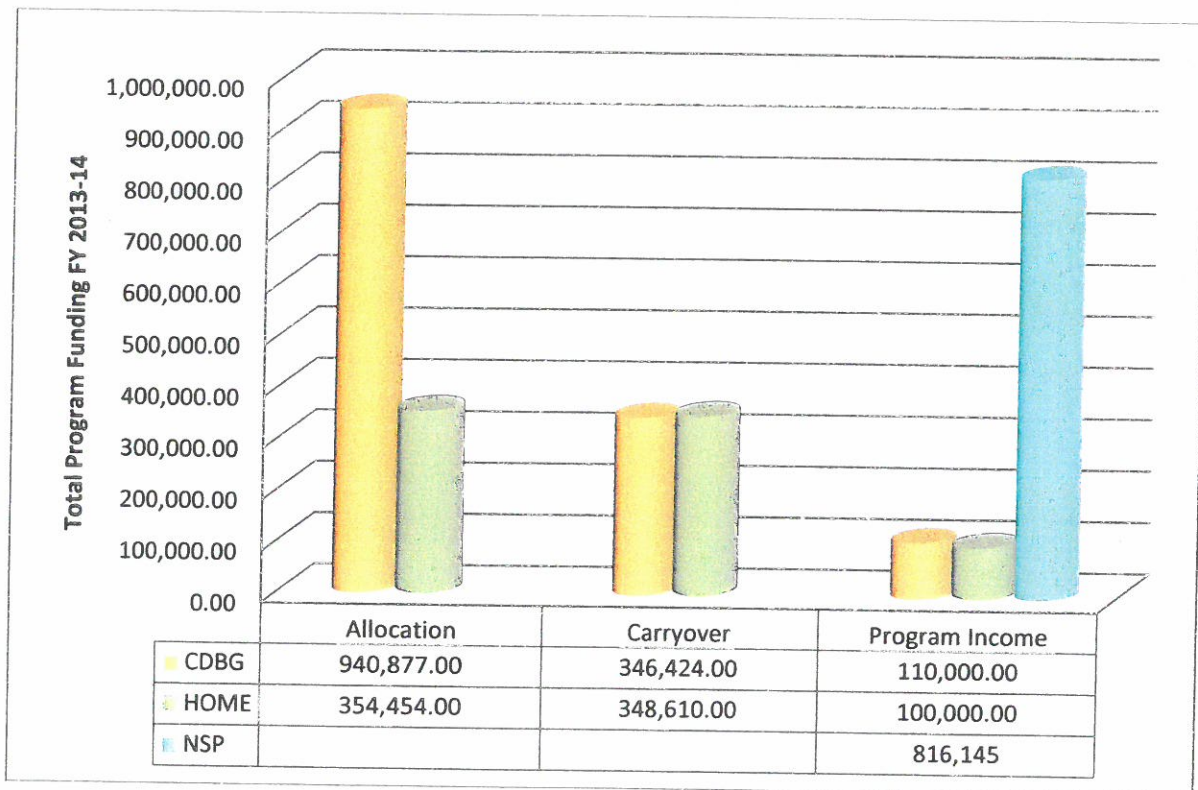




Table 6

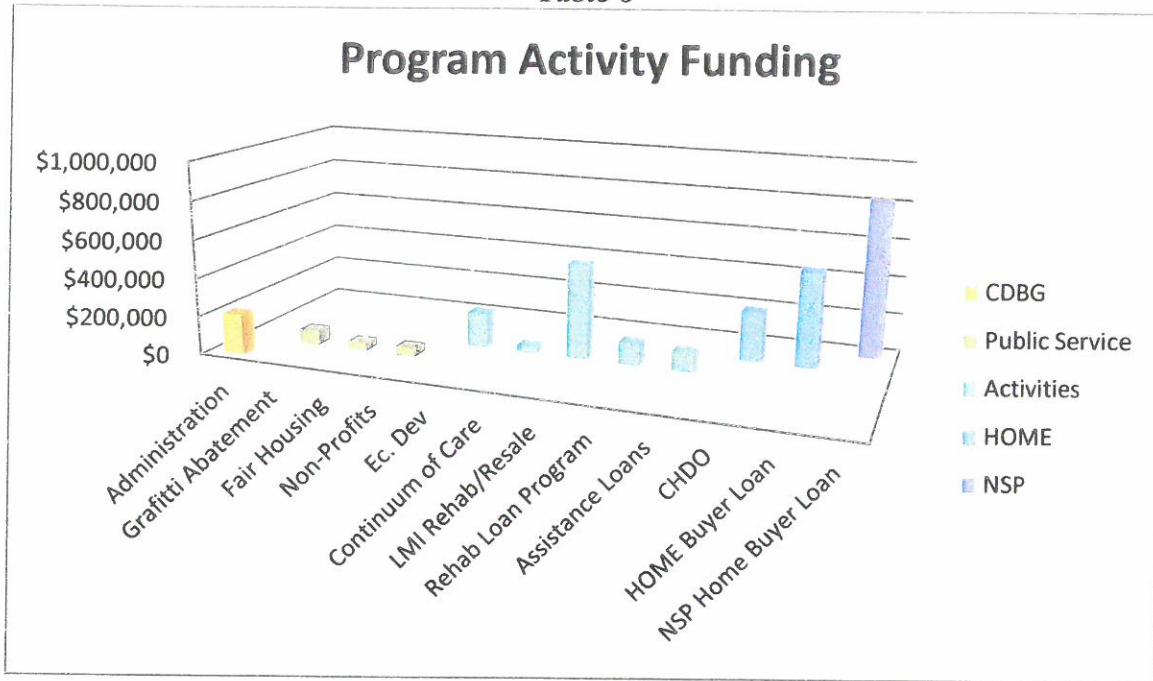
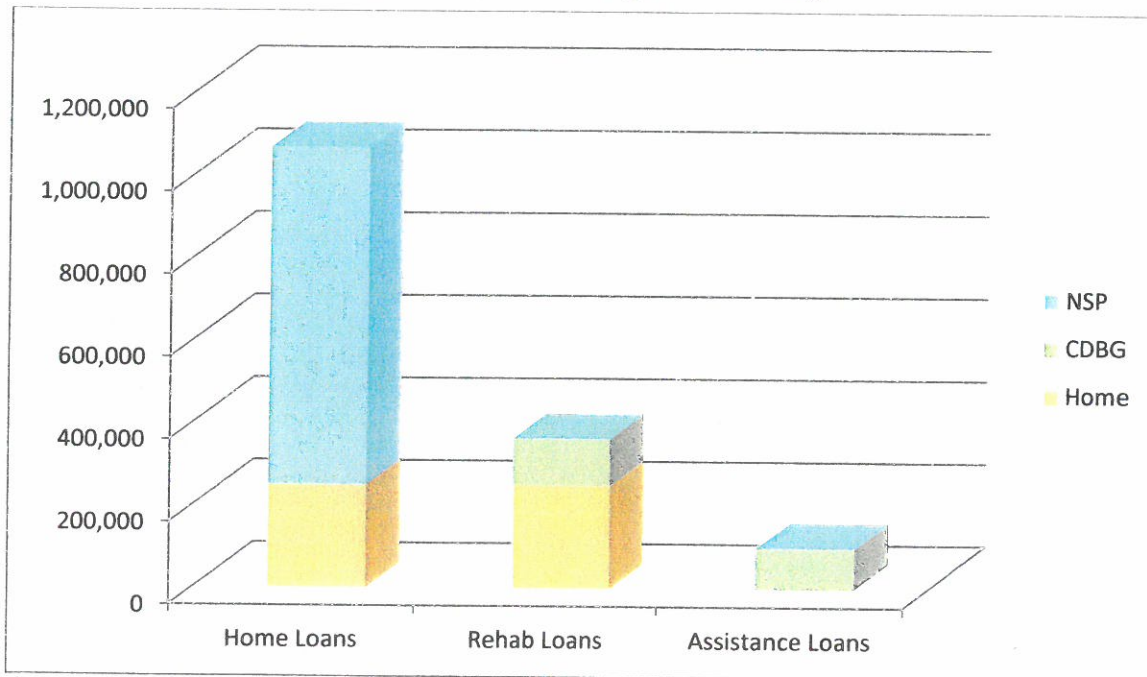


Table 7

**Total City Loan Program Funding**



### **Statement of Support for the Funding Applications of Other Entities**

The City of Merced will support applications of other government entities and nonprofit organizations in its jurisdiction to maximize the resources available for affordable housing and community development efforts in the City.

### **Leveraging of Federal Funds and Matching Requirements**

The City of Merced is always looking for funds that enable the use of non-federal funds either in combination or independently in order to achieve greater leverage for HUD monies. This does not preclude the use of private funds in other project activities. The City of Merced meets both of the distress criteria under HOME and receives a 100 percent reduction of match.

The Housing Division Budget includes \$403,455 of NSP III (federal), \$412,460 of NSP I (state) funds and last year's set-aside CDBG funding. These funding mechanisms help assure funding for First Time Home Buyers and programs to be implemented in the above-mentioned target areas.

### **Summary of Low-Income Housing Tax Credits and Competitive McKinney Vento Homeless Assistance Act Funds**

#### Central Valley Coalition of Affordable Housing:

The Central Valley Coalition of Affordable Housing used \$1,609,204 in low-income housing tax credits to construct a 66-unit Affording Housing Complex on 4<sup>th</sup> and Leshner Streets in Merced. Of the 66 units, 10 will be for transitional housing. The site had been home of 23 Merced County Housing Authority units that were demolished in 2009. Families were relocated prior to demolition and will move into the new complex once completed. In addition to the tax credits, the City provided \$1,109,766 in HOME funds, \$90,234 in CHDO funding, and \$299,046 in Neighborhood Stabilization funds from FY 2012. This project is on schedule for completion by year's end.

#### Continuum of Care:

The City and County of Merced contract with the Merced County Association of Governments (MCAG) to work with local agencies, the City and County as overseer of the Continuum of Care. Non-profits, private or public agencies are ineligible for homeless funding if a Continuum of Care is not existence. This year \$38,000 has been budgeted to assist with funding of staff. This year's funding will be used to assess the current program with anticipated systematic improvements, as well as to continue partial funding for the Continuum staff member. The staff member assists with the local homeless count, assists homeless service organizations apply for federal funds, facilitates board and member meetings, tracking and reporting of local and county homeless information, and is a contact to local homeless programs. This year's funding will add to duties to include an assessment of the current structure with the intent to improve membership, increase public outreach and participation, increase business and community involvement, increase public awareness and transparency, and increase the



number of programs applying for federal funds for local assistance. Existence of the CoC has meant more than \$3 million in homeless assistance grants have been provided to local agencies.

### **City's Other Public Funding:**

#### Neighborhood Stabilization Program I Funds

The City of Merced received \$2,046,968 in Neighborhood Stabilization Program (NSP I) funds from the State of California in 2010. As a result of this funding, the following activities have been undertaken:

- Financing mechanisms for purchase and redevelopment of foreclosed homes, including soft-second, loan loss reserves, and shared-equity loans for low and moderate-income homebuyers.
- Purchase and rehabilitation of homes and residential properties that have been abandoned or foreclosed upon, in order to sell to first time home buyers.

The Grant allowed 5% for administrative costs, a maximum of \$102,348. Of the remaining \$1,944,620, the City spent 100% of its funds for acquisition, rehabilitation, and resale of foreclosed properties within the City. These activities target household populations with income of no more than 120% of the Area Median Income (AMI). Funds generated from the program income, \$412,460, will be used to continue the program with purchase, rehabilitation and gap.

The City of Merced has purchased 26 foreclosed homes and will be using the program income generated to purchase additional homes within the community. Of the homes purchased, 25 have been remodeled and 19 have been sold, 3 houses are currently in escrow. City Housing has also provided 24 program eligible families with First Time Home Buyer loans.

#### Neighborhood Stabilization Program 3 (NSP3)

The City received an award of \$1,196,192 to stabilize neighborhoods that have been significantly impacted by the housing crisis. The grant allowed 10% for administrative costs, a maximum of \$119,618. All other funds were used for acquisition, rehabilitation and resale of foreclosed properties. To date 5 homes have been purchased. Of the five, one has sold, one is being rehabbed and three are to begin rehabilitation. This program will provide \$403,455 in program income for this year's program.

The Neighborhood Stabilization Program 3(NSP 3) program activities are similar to NSP 1, except NSP 3 includes a new activity called Housing Redevelopment. The City of Merced partnered with the Central Valley Coalition for Affordable Housing for the development of a 66-Unit apartment complex which is nearing completion. In addition a local realtor was hired to assist in sales of both NSP housing programs. The Merced Realtors Association has also been contacted and more outreach provided to increase the number of moderate to low income families that are eligible for this program. The



Housing Division is planning to purchase a total of 10 between the two programs with program income received during the FY13/14.

#### CalHome '06

The CalHome program ends June 30, 2013. This grant was originally obtained as a funding mechanism in the Bellevue Ranch housing area during housing purchase peak. Staff worked this past year to get the grant reopened and available for use by local families to rehabilitate their homes. To date four applicants have qualified for health and safety rehabilitation including replacement of roofs, removal of dry-rot, removal of carpeting for wheel-chair use, and other such necessary repairs. This is a federally designed 30-year deferred loan available to local low-income families who own and have equity in their homes.

#### CalHome '13

City staff applied for the CalHome '13 program which provides first time home buyer assistance to families throughout the City of Merced. Like CalHome '06, the program calls for funds to be loaned for a period of not less than 30 years with an interest rate of three (3) percent. The total amount of grant funds applied for was \$1million dollars; \$500,000 toward rehabilitation of housing and \$500,000 for first time home buyers.

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### **Program Year 4 Action Plan Managing the Process response:**

The City of Merced Housing Program is the lead agency responsible for administering CDBG and HOME as well as NSP 1 and NSP 3 funds. The Housing Program works with other City departments, non-profit organizations, and private developers to implement programs identified in the Consolidated Plan.

In preparation of this plan, City staff consulted with surrounding entities, groups and agencies that participate in housing developments and related efforts including:

- The Housing Authority of the County of Merced
- Merced County Community Action Agency
- Merced County Community Action Agency – D Street Shelter
- Central Valley Coalition for Affordable Housing
- Merced County Environmental Health Division (Lead-based Paint Issues)
- Merced County Continuum of Care (Homeless Services)
- Turning Point – Mental Health Housing Programs

In addition, Housing staff looked at the City's recently completed General Plan, specifically the Housing Element, and numbers reported by the Housing Authority of Merced County to get a better idea of housing needs relative to specific population groups. Community input from public meetings substantiated much of what the Housing Authority and Housing Element had reported, housing is still lacking for senior citizens,



foster youth who are aging out, and special needs adults. With identified areas of need, this and future plans will work toward addressing these specific populations.

Overall coordination of affordable housing efforts, particularly those to which federal funds are allocated, is provided by the City's Housing Program under the direction of the Development Manager and Director of Economic Development Services. The five-year strategy plan of the Consolidated Plan does not identify any significant gaps or needs in relation to institutional structure. Working with HUD staff, however, some institutional positions have been removed and or hours reduced as the Housing Program moves toward a program that is aligned with CDBG and HOME guidelines. The Housing Manager continues to work with the Economic Development Director and internal departments to ensure compliancy of the City's Housing Programs and to identify community needs that meet HUD objectives.

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### **Citizen Participation**

1. *Provide a summary of the citizen participation process.*
2. *Provide a summary of citizen comments or views on the plan.*
3. *Provide a summary of efforts made to broaden public participation in the development of the consolidated plan, including outreach to minorities and non-English speaking persons, as well as persons with disabilities.*
4. *Provide a written explanation of comments not accepted and the reasons why these comments were not accepted.*

*\*Please note that Citizen Comments and Responses may be included as additional files within the CPMP Tool.*

### **Program Year 4 Action Plan Citizen Participation response:**

The City of Merced follows the Citizen Participation Plan that strongly encourages the involvement of low, very low and extremely low-income residents, minorities and the disabled in decisions regarding the expenditure of housing and community development funds. Public meetings and hearings are publicized and conveniently scheduled, and technical assistance to citizens is provided upon request.

An ad and public notice advertising two community meetings appeared in the Merced County Times and the Merced Sun-Star. The meetings were held to discuss the availability of CDBG funding and to request public input regarding large CDBG and HOME funded projects. Input was also taken on community activities that might benefit from CDBG funding. Meetings were held in March and attendees were informed a public hearing would be held in May when the Draft Plan would be presented to Council. Public meeting sites included the Merced Civic Center and a recreation room in South Merced. Public notices announcing the availability of the 2013-14 draft plan and Public Hearings were placed in the Merced County Times and Merced Sun Star. The Annual Plan, once adopted, was posted on the City's web site and hard copies available upon request. Notices and various other publications were posted at Merced Lao Family, the bulletin board in front of the Civic Center, and the City of Merced Housing web page. Verbal or written translations of the Executive Summary of the 2013 Annual Plan were offered in English, Hmong, Lao, and Spanish upon request.



### **Summary of Citizen Comments**

Meetings were held March 6 and 7 for public input. Meetings were held in the Sam Pipe's Room at the Merced Civic Center and at the Stephen Leonard Center. A total of seven (7) members of the community attended.

### **Citizen comments regarding CDBG goals focused on:**

1. More assistance for the homeless population was requested. While the financial assistance to the warming center was appreciated, the speaker requested longer hours at the City's D Street Shelter, places for the homeless to gather without harassment, and more funding for housing and counseling to serve the chronic homeless.
2. With the rise in property costs, rents are increasing. One speaker requested assistance for single mothers with children, transitional, and other special needs populations.
3. One organization asked about funding to assist veterans with utility bill payments. Veterans receiving vouchers do not receive assistance to pay deposits for utility bills.
4. Funding for youth organizations was the main theme at both meetings. Many questions were asked on how to get more CDBG funds to help with youth activities ranging from keeping the swimming pool open to funding the Boys and Girls Club activities.

### **Responding/Addressing Citizen Comments:**

1. Assistance for the homeless population is provided for with funding to the Continuum of Care. CDBG funds are used to fund partial salary for the Continuum of Care service provider who in turn assists homeless service providers in Merced with grant writing assistance. In addition, public service funds may be allocated to local homeless service organizations.
2. The CDBG plan calls for an allocation of more than \$250,000 to the local Community Housing Development Organization to address this issue. These funds, combined with CDBG property, will be used for new construction of a four-plex for rental use designed for special needs populations which includes single mothers.
3. Merced County received 25 vouchers in FY 2012-13. Presently there is no need for additional deposit funding. According to the Merced County Housing Authority which oversees these vouchers, all 25 are in use and no other vouchers available at this time.
4. Local youth organizations were encouraged to apply for Public Service funds with programs that align with CDBG and HUD requirements, and the City's Con and Action Plans.

### **Community Organization Participation for Public Service**

Several local agencies made one on one contact with staff to discuss potential CDBG grant applications. Application deadline was March 22. Agencies included the Valley Crisis Center, Merced Lao Family, Merced County Community Action Agency Board, Merced County Rescue Mission, Healthy House, Merced County Association of Governments, and several church organizations.



Local non-profit organizations requested assistance in small projects ranging from training programs for recovering addicts and at-risk youth, to assisting with rental assistance. An overview of additional suggestions and sign-in sheet are included as **Attachment 9** of the Annual Plan.

Nine applications for CDBG mini grants were received.

On April 15, 2013, an overview of the Draft Plan and the applications were presented to the Council. A Public Hearing was held on May 6, 2013 to hear public comment. Due to the fact HUD has yet to release its actual Allocation to the City of Merced, the Council voted to accept the Action Plan with the exception of Public Service recommended projects. Residents were informed a second Public Hearing would be held once the Allocation was provided. This Public Hearing would allow applicants to make presentations and to gain additional public input. No one spoke during the May 6, 2013 Public Hearing. Council voted to approve the Annual Plan with the exception of funding for Public Service activities.

On May 29, 2013 staff received official notification of the FY 2013-14 allocation. Advertisements were again placed in the newspaper and phone calls made encouraging local non-profit organizations to apply for funding. While additional organizations responded to the outreach, only the nine original applications were received.

All nine applications were presented to the City Council and general public during a Public Hearing held July 15, 2013.

#### **Public Service Community Process & Application Screening:**

*Three community members were selected to assist with screening of applications:*

1. Pastor Jerry Huey of Potter's Place, located in one of the target areas and former recipient of a CDBG Public Service grant
2. Gary Rucker, Businessman whose office is located in one of the target areas and member of the Continuum of Care
3. Shaun Zimmer, manager of a low income housing units in target areas

Scorecards (**Attachment 4**) were used to screen and ensure applications complied with HUD and CDBG requirements, and aligned with the City's Action and Con Plans. A Summary (**Attachment 5**) of the scoring and compliance was presented to the Council for use in selection of Public Service activities. Selection was made during a public hearing.

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#### **Institutional Structure**

1. *Describe actions that will take place during the next year to develop institutional structure.*

#### **Program Year 4 Action Plan Institutional Structure response:**

The City of Merced Housing Division will administer all activities specifically identified in the Annual Action Plan. This does not preclude the Housing Authority of the County



of Merced, Central Valley Coalition for Affordable Housing or other affordable housing developers from undertaking activities within the City of Merced.

The City of Merced Housing Division works closely with other housing-related organizations and service providers in Merced County to ensure that housing needs of City residents are addressed to the best ability of the network, given available resources. Organizations and service providers in this network include:

- ◆ City departments including planning, building, code inspection and housing inspector (internal)
- ◆ Housing Authority of the County of Merced (public)
- ◆ Merced County Planning Department (public)
- ◆ Merced County Community Action Agency (nonprofit)
- ◆ Central Valley Coalition for Affordable Housing (nonprofit)
- ◆ Merced Building Industry Association (private)
- ◆ Kingsview (nonprofit)
- ◆ Central Valley Regional Center (nonprofit)
- ◆ Merced County Office of Education (public)
- ◆ Merced County Continuum of Care – MCAG (nonprofit)
- ◆ Turning Point (nonprofit)
- ◆ Merced County Health Department (public)
- ◆ Child Health and Disability Program (nonprofit)
- ◆ Merced Environmental Health (public)

Public housing in the City of Merced is provided and managed by the Merced County Housing Authority. The City of Merced Housing Division works in conjunction with the Housing Authority to ensure that City and County housing programs work in tandem to provide quality housing for all low-income City residents. Operations of the Housing Authority are controlled by a 7-member Board of Directors, which are appointed by the Merced County Board of Supervisors. The City of Merced is not involved in these appointments. It should be noted that the Housing Authority of the County of Merced is not designated a "troubled Public Housing Authority (PHA)" by HUD.

The working relationships between the City and these organizations are strong and facilitative. Due to the City's relatively small size, communication is typically direct and immediate. As a result, gaps in program or service delivery are typically not the result of poor institutional structure or lack of intergovernmental cooperation, but rather due to shortcomings in available resources. With the City of Merced facing drastic property tax decreases and one of the highest unemployment rates in the state, entitlement community HUD funding and grants are the only resources available to assist with improved housing, economic development and infrastructure needs within the community.

The City of Merced's Annual Action Plan and the descriptions of Implementing Programs presented in the Consolidated Plan identify the City departments and decision-making bodies responsible for each implementing program. Overall coordination of affordable housing efforts, particularly those to which federal funds are allocated, is provided by the



City's Housing Division. The five-year strategy of the Consolidated Plan does not identify any significant gaps or needs in relation to institutional structure. Changes in FY 12/13, however, have created a need for the Housing Division to take steps to improve the institutional structure over the coming year.

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## Monitoring

1. *Describe actions that will take place during the next year to monitor its housing and community development projects and ensure long-term compliance with program requirements and comprehensive planning requirements.*

### Program Year 4 Action Plan Monitoring response:

As part of its affordable housing efforts, the City of Merced will undertake an annual evaluation of the housing programs included in the Consolidated Plan. To ensure that the City is meeting the long-term comprehensive planning requirements, a Consolidated Annual Performance and Evaluation Report (CAPER) will be compiled for submittal to HUD for review and approval. When bidding and performing work financed by HOME and CDBG funds, it is the adopted policy of the City of Merced to conduct outreach efforts to provide an equal opportunity for the participation of licensed minority and female contractors. This includes presentations to the Merced Building Industry Association, advertising, radio announcements, and flyers in an effort to increase contractors and sub-contractors from these respective areas.

### Multi-Family Housing Program Monitoring

City Housing staff conducts site visits annually to multi-family housing sub-recipients to review record keeping, upkeep of facility, and ensure eligibility requirements are being maintained. A City inspector is part of this tour and if discrepancies are found, the sub-recipient will be informed during the on-site tour, provided a formal letter, and provided 30-days to correct the problem; and or work with staff for a reasonable timeline.

Annual audits are required by these sub-recipients for their programs. If discrepancies in this area are found, the sub-recipient is informed immediately and a formal letter is mailed. The sub-recipient is given 30 days to correct the problem or provide a timeline for correction. The City will work with the organization to ensure understanding of requirements and to achieve compliance. Once compliance has been achieved, the sub-recipient receives a closure letter from the City. The City Council is informed of any unresolved problems during the budget process. These same procedures will be followed with non-housing sub-recipients.

Recipients that were sent deficiency notices will be inspected the following year to ensure continued compliance.

### Single Dwelling Housing Program Monitoring

Homes rehabbed or purchased with HOME funds for use as rental properties for moderate to low income families are monitored annually by staff. The owner is provided a letter requesting information and income verification of the renter. With a shortage of staffing, housing visitations to all sites is unmanageable. Staff members have been



instructed instead to visit “at least” one site per owner. A City Inspector is taken on site to ensure housing meets codes. Renters are interviewed to ensure compliance of HUD requirements. If discrepancies are found the home owner will be informed during the on-site tour, provided a formal letter, and provided 30-days to correct the problem; and or work with staff for a reasonable timeline.

Recipients that were sent deficiency notices will be inspected the following year to ensure continued compliance.

#### **Activity/Public Service Monitoring**

The City Housing Division has established monitoring procedures for its Sub-recipients in order to ensure compliance with all CDBG requirements and objectives. Those procedures include written contracts and invoicing before funds are distributed; workshops with applicants and new sub-recipients to ensure an understanding of reporting requirements; clear timelines for measured success; reporting forms that include hours, task, client demographic information, and income range. Reports are required with each invoice, and year-end evaluations are required. All sub-recipients receive one on-site visit. City sub-recipients are responsible to make modifications to program deficiencies identified during monitoring visits. Sub-recipients found to be out of compliance will be sent a formal letter and have 30 days to correct the problem. Staff will do on-site visits to document and ensure compliance as been met. Those sub-recipients unable to meet requirements will be terminated and not allowed to participate in applying for future funding until they can prove their ability to meet compliance.

#### **Application Process**

All entities applying must provide a check list of items to validate eligibility for the National HUD funding. Items include an annual audit of existing program, non-profit status, names of board members (to ensure no conflict of interest), insurance and bylaws. Agencies unable to satisfy contract requirements, complete their program, or who fail to correct deficiencies identified during monitoring will have 10 points deducted for their next application.

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#### **Lead-based Paint**

- 1. Describe the actions that will take place during the next year to evaluate and reduce the number of housing units containing lead-based paint hazards in order to increase the inventory of lead-safe housing available to extremely low-income, low-income, and moderate-income families, and how the plan for the reduction of lead-based hazards is related to the extent of lead poisoning and hazards.*

#### **Program Year 4 Action Plan Lead-based Paint response:**

In the City of Merced it is estimated that more than 6,900 housing units occupied by low-income or very low-income households contain lead-based hazards. Although exact statistics are not available, it is likely that many of these homes are concentrated in the areas identified as target areas where a concentration of families in poverty and older substandard housing exist. Lead based paint hazards represent an immediate risk to children.



Lead poisoning education and abatement efforts in Merced are provided through the cooperative efforts of the County Public Health Department, Environmental Health Division and Child Health and Disability Program. The abatement of lead-based hazards is a vital component of the City of Merced's Housing Rehabilitation Loan Program. All housing rehabilitation projects where houses were built prior to 1978 are assessed for lead based paint and lead based paint abatements are performed by licensed contractors.

The rehabilitation loan program is designed to address lead based paint abatement. Funding will be concentrated in Sections A, B, and C, to help families and landlords abate lead based paint and provide suitable living conditions to local families.



## HOUSING

### Specific Housing Objectives

\*Please also refer to the Housing Needs Table in the Needs.xls workbook.

1. Describe the priorities and specific objectives the jurisdiction hopes to achieve during the next year.
2. Describe how Federal, State, and local public and private sector resources that are reasonably expected to be available will be used to address identified needs for the period covered by this Action Plan.

### Program Year 4 Action Plan Specific Objectives response:

#### Objective A: Housing Rehabilitation, Reconstruction, and Revitalization

##### Housing Rehabilitation Loan Program

This activity provides low interest rehabilitation/reconstruction loans to qualifying home owners and owners of rental properties. Loan principal and interest are paid back over time and these funds are used for eligible CDBG and HOME activities. This activity includes emergency loans which provide funds to repair failing roofs, inoperable sewer lines, lead based paint and other emergencies regarding health and safety. The funds can also be utilized for sewer hook-ups.

The main emphasis of the Housing Division has been placed on Housing Rehabilitation and Reconstruction. This year up to \$497,020 of HOME funds and \$113,738 in CDBG funds will be dedicated to rehab projects in Target Areas A, B and C. While other areas are eligible, the main focus will be in target areas with emphasis on owner occupied and apartment complexes that rent to low and very low income residents. These projects consist of owner-occupied/ owner rental rehabilitation, reconstruction, and emergency conditions.

Source of funds:	CDBG, HOME, and program income funds
Expected Level of Funding, 2013:	<b>\$610,758</b>
Clients to be served:	Households in Target Areas A, B, & C
Number of households to be assisted:	10- 15
General Objective Category:	Decent Housing - DH-1, DH-2
General Outcome Category:	Availability/Access, Affordable
CDBG IDIS Codes	14A, 14H, 14I-LMH; 12, 13-LMH;

LMH=Low/Mod Housing: 14A=Rehab Single Residential; 12 = Construction of Housing  
14I =Lead Based Paint/Hazards Test/Abatement: 13=Direct Homeownership Assistance;  
14H=Rehabilitation Administration



**Resale/Recapture of Loans:**

The HOME loan program is intended to assist developers with construction of new multi-family residential units and loans to eligible home owners for health and safety rehabilitation.

Applicants for multi-family units are required to enter into a Development Agreement and designate a specific number of units for income eligible residents. The program calls for funds to be loaned for a 30 – 55 year period with a three (3) percent interest rate. The full amount of the HOME Loan subsidy is recaptured and is utilized for other HOME Loans meeting the HOME program income guidelines. If the development is sold, repayment of the loan is required so funds can be reused as program income.

All HOME loans provided by the City Program (except State CalHome Loans) to First Time Home Buyers include conditions to insure compliance with requirements of 24 CFR 92.254:

1. The house must be owner-occupied and deed restricted against resale for a period of 10 years. Prepayment on the loan or a sale within 10 years from the date of loan origination results in the applicant obliged to pay the City a penalty of 4% on the original loan amount starting from the loan origination date and calculated on a per month basis. The loan is not assumable and must be paid in full upon sale or transfer of the property. Following the 10-year obligation the borrower may prepay the loan plus interest, in part or in whole, at anytime without penalty. Funds collected are reused as program income.
2. If the home is sold or transferred within 10 years from the date of the loan origination the applicant shall also pay the City a percentage share of the difference between the price paid for the property and its value at the time of sale or transfer. The percentage share is determined on a declining scale, beginning at 10% in year 1, decreasing one percentage point each year to 1% in year 10.
3. All other HUD and State loan programs have covenants based upon the amount invested into each house/unit. The City may require each house/unit assisted to have a “period of affordability” covenant recorded. The length of the “period of affordability” is determined by the amount of financial assistance invested into each property. The amount per-house/unit and correlating period are as follows:

HOME assistance amount per-unit	Minimum period of affordability in years
Under \$15,000	5
\$15,000 to \$40,000	10
Over \$40,000	15



4. During the “period of affordability” the property is limited to household members of the same income level as the original household members that qualified for the loan. To ensure the loan terms are not breeched, a property that received a loan as a low-income household must have low-income members residing on the property for the duration of the loan. Annual reporting and bi-annual visits to the site will help ensure covenants remain in place and all properties meet health and safety code compliance.

### **Housing Rehabilitation, Reconstruction Program**

The City Housing Division is responsible for rehabilitating houses that were once the responsibility of the Redevelopment Agency or received through the tax-in-lieu process and/or homes donated by families of the deceased. Currently the Housing Division has two houses for rehabilitation, one house programmed for demolition then reconstruction, one house abandoned to the City, and two that will be purchased through the tax-in-lieu process as the Housing Division is the major lender.

All six properties were constructed or rehabilitated with low to moderate income funding sources. Once rehabilitated, five of the properties will be resold to local income eligible families. Two of the houses to be rehabilitated have been gutted and sitting vacant for more than two years. Staff will determine if these structures will need to be demolished and replaced with new construction. The current house to be demolished is part of a project with the Central Valley Coalition for Affordable Housing, the City’s Community Housing Development Organization (CHDO). Once demolished, the land will be sold to the CHDO for construction of a four-plex (*See CHDO below*). The remaining houses will be assessed once purchased by the City from the County of Merced, repaired, and resold. Program income and funding not used in rehabilitation of the houses mentioned above will be used for first time homebuyer loans, activity delivery costs, and other allowable expenses not covered under administration.

Source of funds:	CDBG Rehabilitation and Reconstruction
Expected Level of Funding:	<b>\$492,668</b>
Clients to be served:	Low-Income & Special Needs
Area to be Assisted:	Target Area B & Low Income Area
Number of households to be assisted:	6-10
General Objective Category:	Decent Housing - DH-1, DH-2
General Outcome Category:	Availability/Access, Affordable
*National Objective/IDIS Codes	14A, 14H, 14J-LMH; 12-LMH

LMH=Low/Mod Housing; 14A=Rehab Single Unit Residential; 14J=Housing Services;  
12=Construction of Housing; 14H=Rehabilitation Administration



### **Lead Hazard Evaluation and Abatement Grant**

This activity will continue the requirements of the City's Housing Rehabilitation Loan Program to ensure that rehabilitation funds are available for the inspection and removal of lead-based paint hazards. The City is taking all necessary steps to ensure compliance with revised federal regulations regarding lead-based paint (effective September 2000) as outlined in the 2010-2015 Consolidated Plan. There are a number of certified contractors that perform the inspection, abatement, and clearance on the projects and the costs are part of the loan awarded to the clients. The Housing Rehab Specialist and one part-time inspector assisting the Specialist attended classes for certification and will continue to take classes to remain up-to-date on lead based paint removal. Training funds will be used to continue this practice. For projects that require costly lead-based paint abatement, the City will pay part or all of the lead-based paint related costs as a grant to the very low income or senior clients on a case-by-case basis.

Source of funds:	CDBG and HOME Rehab & Reconstruction
Clients to be served:	Low-income persons
Number of Families Assisted:	Dependent on Need and Funds Available
General Objective Category	Suitable Living Environment – SL-1, SL-2
General Outcome Category:	Availability/Accessibility, Affordability
*National Objective/IDIS Codes	05P-LMC/8-LMC & LMH; 14I-LMH

LMC=Low/Mod Clientele; LMH=Low/Mod Housing; 05P=Screening for Lead Based Paint/Lead Hazards;  
8=Relocation; 14I=Lead Based Paint/Hazards Test/Abatement

### **Objective B: New Affordable Housing Construction**

The following activities will be undertaken in the 2013 fiscal year to encourage the development of affordable housing in the City of Merced:

#### **Housing to Meet Special Needs (CHDO Set-Aside)**

The City of Merced Housing Program continues to focus on providing housing opportunities to groups with special housing needs. A potential source of funding for such activities is the HOME-CHDO Set Aside. In past years, the City of Merced has worked closely with the Central Valley Coalition for Affordable Housing (a local CHDO) in trying to develop projects. Last year the City opened applications for interested organizations to become the City's CHDO. The only applicant was the Central Valley Coalition for Affordable Housing.

This year the CHDO will receive funding from FY 2012/13 and 2013/14 and \$149,468 of HOME funding. These funds will be used to construct low income rental housing on property owned by the City on Hwy. 59. A blighted property, CDBG funds will be used to abate the current structure which contains lead based paint and asbestos. Once removed the lot will be cleaned and sold to the CHDO for construction of one to four housing units.



Source of funds:	HOME (CHDO) Mandated Set-Aside
Expected level of funding, 2012 -2013:	<b>\$260,589</b>
General Objective Category	Decent Housing – DH-1, DH-2
General Outcome Category:	Availability/Accessibility, Affordability
*National Objective/IDIS Codes	CHDO is not a CDBG Activity

### **New Affordable Rental Housing Projects**

The Central Valley Coalition for Affordable Housing received \$1,609,204 in low-income housing tax credits to construct a 66-unit Affording Housing Complex on 4<sup>th</sup> and Leshner Streets in Merced. The site had been home of 23 Merced County Housing Authority units that were demolished in 2009. In addition to the tax credits, the City provided \$1,109,766 in HOME funds, \$90,234 in CHDO funding, and \$299,046 in Neighborhood Stabilization funds. These funds are designated for low income housing projects and were approved for funding during the 2011/12 FY.

Source of funds:	HOME, CHDO, NSP
Expend level of funding, 2013:	<b>All funds have been drawn</b>
General Objective Category	Affordable Rental Housing Construction DH-1, DH-2, SL-1, SL-2
Low Income Units Funded:	Ten (10)
General Outcome Category:	Decent Housing, Access/Availability,
*National Objective/IDIS Codes	No Code Applies – Non Funded Year

### **Objective C: Housing Affordability (Assistance Programs)**

NSP I and NSP 3 program income funds will be used to provide gap funding to qualified home buyers. The NSP Home Buyer Assistance Program allows a maximum \$30,000 loan. The applicant must be able to provide 1% of the sales price of the home and be able to qualify for a first mortgage loan. The house purchased must be a foreclosed home or in short sale and vacant a minimum of 90 days.

Source of funds:	NSP I & 3
Expected level of funding:	<b>\$815,915</b> (all program income)
Clients to be served:	Low-income first time homebuyers.
Number of households to be assisted:	10
General Objective Category	Housing Affordability DH-2, SL-3
General Outcome Category:	Affordability, Sustainability
*National Objective/IDIS Codes	NSP Programs do not fall under CDBG



**Objective D: City Coordination**

Educational Programs

This activity will ensure that information on affordable housing issues and programs in the City of Merced is made available to City residents, developers, and local lenders, by placing program brochures, copies of City documents, and other pertinent information on the City's website and at the Merced Civic Center Housing Division. In addition, this information is made available to community-based groups serving lower income residents and provided to area churches for insertion into Sunday programs. Program information will be provided in English, Hmong, and Spanish.

Source of funds:	CDBG
Expected level of funding:	<b>No funding required for this City service</b>
Clients to be served:	Moderate to low income families
General Objective Category	City Coordination, DH-1, SL-1
General Outcome Category:	Access/Availability
*National Objective/IDIS Codes	No Codes Required for this Item

Fair Housing Programs

As a result of the Analysis of Impediments to Fair Housing study done in 2003, the City established a fair housing enforcement program with CDBG funds to provide fair housing services to renters, owner/landlords and agencies. The Central Valley Coalition for Affordable Housing is the service provider to those households who feel they have been discriminated against.

The Housing Division submitted a Request for Proposal seeking agencies interested in providing Fair Housing services to the City. In an effort to meet those areas identified in the Fair Housing Assessment as needing improvement, additional funding was budgeted. Areas identified as needing improvement included investigation of fair housing complaints; a survey assessing fair housing needs in Merced; and additional training for Fair Housing and City staff. The Central Valley Coalition for Affordable Housing was the only applicant.

The Coalition has established a fair housing hotline, 1-888-MERCED-8, and provides referrals to outside agencies as required if complaints need to be filed. All complaints are addressed within 30 days. Part of the service is provision of mailings to local service agencies, property management companies and apartment complexes with a Fair Housing newsletter and flyers advertising the 800 number. The Coalition has a Tenant and Landlord Education Program which involves working with the County Housing Authority, and other organizations in developing educational materials and workshops to educate tenants and landlords on their rights and responsibilities. Several workshops are held each year and offered to the public at Merced Civic Center.

Testing, the survey and additional training will be components of the new Fair Housing contract.



Source of funds:	CDBG Public Service Fund
Expected level of funding, 2012:	<b>\$40,000</b>
Clients to be served:	Citywide
Number of households to be assisted:	Undefined
General Objective Category	Suitable Living Environment, SL-1
General Outcome Category:	Availability/Accessibility
*National Objective/IDIS Codes	05J-LMA; 05K

LMA=Low/Mod Area; 05J=Fair Housing Activities (Subject to Public Service or Admin Cap)  
05K=Tenant/Landlord Counseling

### **Continuum of Care Plan and 10-year Plan to End Homelessness**

The City and County of Merced have taken a lead role in providing resources to the homeless. In FY 2002, Merced County Association of Governments (MCAG) was selected by the City and County of Merced to develop a "Continuum of Care" (CoC) Strategy for the entire County to be eligible for Emergency Shelter Grant (ESG) funds.

Housing staff serve on the CoC executive board, participate in special meetings held to address winter housing of the homeless, and are active in providing input regarding programs, goals, and opportunities available to the CoC mission from the City of Merced.

This past year the City of Merced offered one of its public buildings for use as a temporary shelter during the winter months if other facilities were not available as part of their support to the CoC. Another non-profit offered its facility and by the end of winter, the City's facility had yet to be used. A homeless count conducted in January 2013, by the Continuum showed unofficially that Merced had 112 unsheltered homeless identified during the point in time count. This number does not include sheltered homeless numbers.

This year's funding will add to duties to include an assessment of the current structure with the intent to improve membership, increase public outreach and participation, increase business and community involvement, increase public awareness and transparency, and increase the number of programs applying for federal funds for local assistance.

Source of funds:	CDBG
Expected level of funding, 2012:	<b>\$38,000</b>
Clients to be served:	Homeless persons and persons with special housing needs (elderly, people with AIDS, mental and physical disabilities, etc.)
Number of households to be assisted:	Undefined
General Objective Category	Suitable Living Environment, SL-1, SL-2 SL-3
General Outcome Category:	Availability, Affordable, Sustainable
*National Objective/IDIS Codes	19C-LMA & LMC

LMA=Low/Mod Area; LMC=Low/Mod Clientele; 19C=CDBG Non-profit Organization Capacity Building



### **Graffiti Abatement**

This activity will provide partial funding for City Graffiti Abatement in target areas, Section A, B or C which contain parts of Tracts 10.03, 15.02, 15.03, 16.01 and 13.02. These areas can be better defined as the:

**Northwest Section A:** from R Street to Black Rascal Creek; Olive Avenue to Black Rascal Creek:

**Southeast Section B:** from G Street to V, 13<sup>th</sup> Street to Childs; and

**Central Section C:** from G Street to M, 13<sup>th</sup> Street to Bear Creek.

***Refer to map on Page 11.***

Source of funds:	CDBG Public Service Fund
Expected Level of Funding, 2012:	<b>\$74,000</b>
Clients to be served:	Low-income target area
Area to be Assisted:	Target Areas A, B & C.
General Objective Category	Suitable Living Environment –SL-3
General Outcome Category:	Sustainability
*National Objective/IDIS Codes	05V-LMA/SBA (Subject to Public Service or Admin Cap)

LMA=Low/Mod Area: SBA=Slum/Blight Area Benefit: 05V=Neighborhood Cleanups

### ***Objective E: Not Applicable***

### ***Objective F: Planning for Future Housing and Infrastructure Needs***

#### **Planning and Urban Development**

The City of Merced Planning and Permitting Division will carry out a number of CDBG eligible activities in furtherance of good community development, neighborhood revitalization, planning, and capacity building. The City recently adopted the *Merced Vision 2030 General Plan* and the updated Housing Element. Implementation of these plans as well as other plans developed by the Planning Department assists in the development of affordable housing within the City.

Source of funds:	CDBG & HOME
Expected level of funding:	<b>No funding required for this City Service</b>
Clients to be served:	Residents citywide
General Objective Category	Decent Housing – DH-1, DH-2
General Outcome Category:	Access/Availability, Affordability
*National Objective/IDIS Codes	No Codes Required for this Item



### **Public Facilities and Community Infrastructure**

The Housing Division will continue to seek funding for infrastructure and public facilities for low to moderate income multi-family projects and those City areas having a high concentration of low to moderate income housing. CalHome and other housing funding sources will be researched and applied as applicable. The City has applied for 2013 CalHome funds.

Source of funds:	CalHome
Level of funding:	TBD
Clients to be served:	TBD
General Objective Category:	Suitable Living Environment – SL-1
General Outcome Category:	Access/Availability
*National Objective/IDIS Codes	No Codes Required for this Item

### **Objective G: Economic Development**

#### **Economic Development**

The Economic Development Program will concentrate on attracting a grocery store to the underserved neighborhood located between Martin Luther King Jr. Way and V Street, Childs and 13<sup>th</sup> Streets. This neighborhood is within the targeted Section B. The Store would help eliminate blighted lots within this area of the community as well as job creation for moderate to low income families residing within the area.

The Program will also continue to create business opportunities and job development in the City's industrial area. With double-digit unemployment, currently at 17%, employment opportunities for local residents are crucial. Funding will be provided to assist the department with outreach to potential industrial clients.

Source of funds:	CDBG Allowable Activity
Expected level of funding:	\$150,000
Clients to be served:	Low Income Residents
General Objective Category:	Economic Development – EO-1, EO-33
General Outcome Category:	Access/Availability, Sustainability
*National Objective/IDIS Codes	18B-LMA/SBA

LMA=Low/Mod Area: SBA=Slum/Blighted Area Benefit: 18B=Ec. Dev Technical Assistance

#### **Business Financing Program**

This program will provide \$30,000 over the next three years to use as financial assistance to a commercial developer moving into Section B of the target area. Primarily these funds will be used to assist a grocery store wanting to locate on G Street or Childs Avenue. Funds cannot be used for construction without Davis Bacon restrictions. Funds can be used for non-construction costs.



Source of funds:	CDBG
Expected level of funding:	<b>\$30,000</b>
Clients to be served:	Target Area Section B
General Objective Category:	Economic Development – EO-1, EO-33
General Outcome Category:	Access/Availability, Sustainability
*National Objective/IDIS Codes	17B-LMA (Subject to Public Service Cap)

LMA=Low/Mod Area: 17B=CI Infrastructure Development

### **Improved Planning Processes**

The Economic Development Director will oversee Economic Development. As such, this department will work with Planning and Building to decrease time needed for businesses to have plans approved and inspection approvals. Fine tuning the process will provide Merced with an incentive that does not affect the General Fund.

Source of funds:	<b>No funding required for this City Service</b>
Clients to be served:	Citywide
General Objective Category:	Economic Development –EO-1
General Outcome Category:	Access/Availability
*National Objective/IDIS Codes	No Codes Required for this Item

### **Decreased Cost of New Business/Construction**

The Economic Development Director and staff will work with Building, Planning and the City Council to attempt to reduce fees and costs of starting a new business and/or constructing a new building for business. With such a high unemployment rate in Merced, it is increasingly important to attract industry and business that can provide living-wage employment to local residents. It is believed lower fees will assist with attraction.

Source of funds:	<b>No funding required for this City Service</b>
Clients to be served:	Citywide
General Objective Category:	Economic Development – EO-2
General Outcome Category:	Affordability
*National Objective/IDIS Codes	No Codes Required for this Item

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## **Needs of Public Housing**

- 1. Describe the manner in which the plan of the jurisdiction will help address the needs of public housing and activities it will undertake during the next year to encourage public housing residents to become more involved in management and participate in homeownership.*

### **Program Year 4 Action Plan Public Housing Strategy response:**

Public housing in the City of Merced is provided and managed by the Housing Authority of the County of Merced and the Central Valley Coalition for Affordable Housing. The City of Merced Housing Division works in conjunction with the both agencies to ensure



that the City and County housing programs work in tandem to provide quality housing for all low-income City residents.

The Housing Authority of the County of Merced has created a full-time position responsible for the implementation of resident initiatives and offers a home ownership program. The Housing Authority and Central Valley Coalition work with the City in promoting home ownership and City home ownership programs.

The City of Merced has identified two strategies to address the needs of public housing in the 2010 Consolidated Plan--1) *Implementing Program B-4c* calls for the City to pursue funds to construct new affordable rental housing units; and 2) *Policy C-2* calls for the City to continue working with the Housing Authority to continue/expand Section 108 programs.

Additional housing has been constructed over the past four years, 75 units at Woodbridge and 66 units at Gateway Terrace. Section 108 vouchers have also been expanded to include residents at The Grove. The City's CDBG program has supplemented funding for Section 108 vouchers for more than 5 years. Receiving new vouchers for all residents at The Grove means \$300,000 can now be dedicated to the City's other CDBG programs.

With loss of the Redevelopment Agency, the CDBG program will inherit lots zoned for single family dwellings. These lots were funded with low-moderate income RDA funds and will be used in the future for new low income housing construction.

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## Barriers to Affordable Housing

1. *Describe the actions that will take place during the next year to remove barriers to affordable housing.*

### Program Year 4 Action Plan Barriers to Affordable Housing response:

The barriers to affordable housing include economic, governmental, and political influences. The City has little control over the economic barriers. Knowing this, the City Housing Division described in the previous sections of this plan, strive to provide affordable housing opportunities to the community using as many resources as they can identify. Additional community outreach, flyers used in church bulletins or placed in City utility bills, and radio announcements to inform the public of funding available for affordable housing will be used to try and increase the number of families able to afford affordable housing and/or purchase an affordable home during this fiscal year.

With the declining cost of housing, it could be assumed that more people would be able to purchase a home. This assumption would be wrong. The City has observed a large influx of market buyers who are outbidding families and paying cash for low market housing. These homes are being turned into rentals and in many cases local residents are unable to afford rents charged. The NSP III program and strong outreach to local realtors to make use of the Freddie Mac and Fannie Mae "First Look" program is a possible solution to assisting the Housing Department in purchasing these homes and providing them to the moderate to low income market with funding opportunities.



The decline in the economy has created a dramatic drop in the City's job market. In January, 2012 the unemployment rate was more than 17% and for the past two years the rate has ranged from the low 17 percentile to more than 20 percent.

The Housing Program works closely with the City's Economic Development Department to help provide economic opportunities to the community. In FY 2013-14, funding is being provided to the Economic Development Department to assist with attracting business and industry to Merced that will provide more jobs for the City's low-income population.

The Merced City Council has established Economic Development as its number two (2) priority. Attracting businesses that will employ low income residents and/or provide assistance to low income residents starting businesses in the community will be part of this goal and outreach.

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### **HOME/ American Dream Down payment Initiative (ADDI)**

1. Describe other forms of investment not described in § 92.205(b).
2. If the participating jurisdiction (PJ) will use HOME or ADDI funds for homebuyers, it must state the guidelines for resale or recapture, as required in § 92.254 of the HOME rule.

### **Program Year 4 Action Plan HOME/ADDI response:**

*Please Note: The City does not have ADDI funding.*

#### **First Time Home Buyer Assistance Program**

This activity is covered with funding from the NSP I and NSP III programs listed above. Income eligible applicants must take an 8-hour HUD approved home ownership class, and dependent upon amount of loan, will have covenants placed upon the home from 5 to 15 years. NSP homes can only be purchased in Census Tracts approved by HUD that show a high number of low income residents. Program income received from sale of homes is reused for additional purchases, rehabilitation of purchased homes and as gap funding for eligible families. This program is designed to assist moderate to low income families gain housing as well as remove the number of foreclosed homes from the Merced market.

#### **Affirmative Marketing**

The City of Merced Housing Division shall be responsible for implementing the Affirmative Marketing Policy and evaluating its effectiveness concurrently with the HOME Program:

- The Housing Division shall inform the public about the Affirmative Marketing Policy ensuring the Affirmative Action logo is on all handouts and application forms, periodic advertisements in general circulation newspapers, and displayed at regularly scheduled public meetings.



- The City shall display informational posters in the Merced City Hall Lobby.
- All graphic presentations concerning the HOME Program shall display the HUD Equal Housing Opportunity logo or slogan.
- The owners of buildings selected for rehabilitation will be informed about the City's Affirmative Marketing.
- The City shall provide tenants and rental property owners with copies of the "Landlord-Tenant Fact Sheet" produced by the State Department of Consumer Affairs.
- The City will continue its practice of providing general information and telephone reference numbers to persons contacting the Housing Division with questions regarding affirmative marketing, federal fair housing, tenant's rights, assisted housing, and correction of substandard conditions in tenant-occupied dwellings.
- The City shall continue services of the Fair Housing Services provider for all Merced residents. In addition to the toll-free hotline 1-888-MERCED8, services are to include free seminars, educational pamphlets, and counselors to assist renters and landlords with any fair housing questions or problems.



### Requirements and Practices Each Owner MUST Follow

It is the City of Merced's policy to require that each owner of a rental project completed using funds from the HOME Program:

- Use the "Equal Housing Opportunity" logo type or slogan on all correspondence prepared relating to the HOME Program;
- Use ads in the *Merced Sun-Star* or *Merced County Times* that contain the Equal Housing Opportunity logo type or slogan;
- Notify the Housing Authority of the County of Merced when vacant units are available for renting;
- Notify the City's Housing Division when vacant units are available for renting.

### Procedures and Policies

In order to solicit applications from persons in the housing market area who are not likely to apply for housing under the HOME Program without special outreach, each owner will be required to:



- Send notices of vacant units, or units that will become vacant within 30 days to churches in the area, Veterans Administrations Office, Social Security Office, Housing Authority of the County of Merced, various community temporary shelter services, and other agencies where these individuals may visit or assemble;
- Contact the Merced County Community Action Agency and outreach programs in the community of Merced and request that they make information available on vacant units available to their clients.

In addition, the City will be conducting outreach activities to help inform the community of these housing opportunities. The Housing staff will conduct meetings at least two times a year with the Merced Realtors Association and the Building Industry Association (BIA). They will reach out to the Merced Chamber of Commerce, Hispanic Chamber of Commerce, and Merced Lao Family Community, and make use of radio and television to inform the public about housing opportunities.

Copies of brochures, radio announcements, flyers and other handouts will be required to be provided to the Housing Division as part of the reporting process.

#### **Records That Will be Kept Describing Actions Taken by the City of Merced and Owners to Affirmatively Market Units and Records to Assess Actions**

The City of Merced will keep records of the following:

- Copies of ads which the City of Merced Housing Program places in area newspapers on the City's website, and/or other area news media;
- Copies of correspondence of ongoing contracts and tenant surveys conducted before and after rehabilitation of the rental rehabilitation units;

Monthly reports from the fair housing services provider staff on fair housing activities, educational programs, information on clients seeking information or references pertaining to affirmative marketing, federal fair housing laws, or related cases.

The City shall also request owners of property assisted under the HOME Program to maintain records of how vacancies were advertised within ninety (90) days following completion of rehabilitation, and the responses received for applications by Hispanics, Blacks, and Asian/Pacific Islanders. The City shall request that the property owner release such information to the Housing Division staff member who conducts the annual compliance inspection as described under the "Assessment" section of this Affirmative Marketing Policy.

#### **The City of Merced's Assessment of Affirmative Marketing's Success and Corrective Actions where Affirmative Marketing Requirements are Not Met**

The City will assess the effectiveness of its Affirmative Marketing Policy on an annual basis and will include a summary of the good faith efforts taken by the City and by participant property owners. The City will compare the information compiled in the



manner described above, "Record keeping", and will evaluate the degree to which statutory and policy objectives were met. If the required steps were taken, the City will determine that good faith efforts have, in fact, been made.

To determine results, the City or the designated Fair Housing Services provider, will examine whether or not persons from a variety of racial and ethnic groups in the City of Merced applied for or became tenants of units that were affirmatively marketed. If the City finds that a variety of ethnic groups is represented, particularly Hispanics, Blacks, Asians and Pacific Islanders, the City will assume that the affirmative marketing procedures were effective. If one or more groups are not represented within the context of existing neighborhood composition, the City will review its procedure to determine what changes, if any, might be made to make the affirmative marketing efforts more effective.

The City of Merced will take corrective action if it is determined that a participating property owner has failed to carry out affirmative marketing efforts as required by the participation agreement. If a participant property owner continues to neglect responsibilities made incumbent by the terms of the participation agreement, the City will consider taking one or both of the following actions:

- Declare the property owner disqualified from any further assistance made available under the HOME Program; or,
- Notify the borrower of HOME Program funds that he/she is in violation of the terms of the participation agreement and that the City may exercise the stipulation clause and require immediate repayment of the loan.

The Housing Division shall not proceed with corrective action without allowing sufficient time and effort by staff to counsel the property owner. The City of Merced will carry out assessment activities and complete a written assessment of affirmative marketing efforts in time to report results in the CAPER to HUD. This assessment will apply to units rehabilitated and first made available for occupancy during the program year.

### **Minority/Women's Business Enterprise Policy and Procedures**

It is the policy of the City of Merced to provide an equal opportunity for the participation of licensed minority and female contractors in bidding and performing work that is financed by the HOME and CDBG funds. The Housing Division will conduct periodic outreach efforts to inform minority and women licensed contractors of opportunities offered by the Division. Direct mailing to minority and women-owned firms, public notices, and invitations to attend contractor meetings sponsored by the Housing Division and other agencies will be included in the outreach program.

The City of Merced will utilize state and federal governmental publications, which list minority and female licensed contractors, to stay informed of the availability of local minority and women-owned construction firms for inclusion on the Rehabilitation Contractors List. Staff will contact the listed businesses to invite their participation in CDBG and HOME activities administered by the Housing Program.



Contractors who perform work administered by the City of Merced and paid for by CDBG or HOME funds must comply with the equal opportunity requirements stated in the project general specifications, including certification of an employer Affirmative Action Plan. Such contractors are also required to furnish the City with records of employees by occupation, ethnicity, and sex. The information provided by the contractor on HUD form EE0-4 is transmitted to HUD Regional Offices for review by the offices of Fair Housing and Equal Opportunity.

Because minority and women contractors are often at a financial disadvantage when competing for large projects, or in some cases may not hear about upcoming contracting business opportunities, the following affirmative steps will be taken by the City of Merced, to the extent possible, to ensure those contractors who are interested receive a fair chance for bidding on projects:

- Including qualified Minority Business Enterprise (MBE) and Women Business Enterprise's (WBE) on all solicitation lists;
- Assure that small minority and women businesses are solicited whenever applicable;
- When economically feasible, divide total requirements into small tasks or quantities so as to permit maximum small minority and women business participation.
- Where the requirement permits, establish delivery schedules that will encourage participation by small minority and women businesses;
- Use the services of Small Business Administration, Minority and Women Business Development Agency, State Department of General Services, Office of Small and Minority Business, and any other agencies that are aware of small and minority and women business sources, qualifications and/or skills;
- Assist minority and women contractors with understanding cost estimating and/or bid procedures.

If applicable, the City will maintain centralized records with statistical data on the utilization and participation of MBE's and WBE's as contractors and subcontractors in all HUD-assisted programs by using HUD's Semi-Annual Minority Business Enterprise Report. This report will be revised to include Women Business Enterprise activities in HUD-assisted programs. It should be noted, there are currently no HUD recognized MBE/WBE contractors within the City even though education and outreach have been provided by staff. The Housing Division will work with any contractor interested in being recognized as a participating contractor by HUD.



## HOMELESS

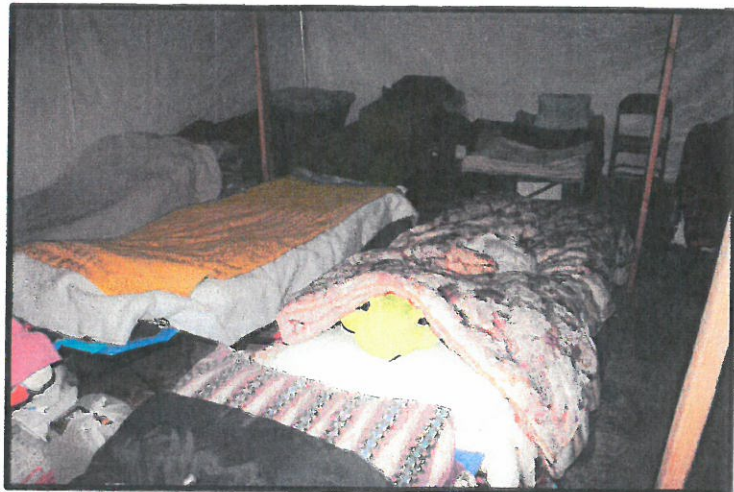
### Specific Homeless Prevention Elements

\*Please also refer to the Homeless Needs Table in the Needs.xls workbook.

1. *Sources of Funds* — Identify private and public resources that the jurisdiction expects to receive during the next year to address homeless needs and to prevent homelessness. These include the McKinney-Vento Homeless Assistance Act programs, other special federal, state and local and private funds targeted to homeless individuals and families with children, especially the chronically homeless, the HUD formula programs, and any publicly-owned land or property. Please describe, briefly, the jurisdiction's plan for the investment and use of funds directed toward homelessness.
2. *Homelessness*—In a narrative, describes how the action plan will address the specific objectives of the Strategic Plan and, ultimately, the priority needs identified. Please also identify potential obstacles to completing these action steps.
3. *Chronic homelessness*—The jurisdiction must describe the specific planned action steps it will take over the next year aimed at eliminating chronic homelessness by 2013. Again, please identify barriers to achieving this.
4. *Homelessness Prevention*—The jurisdiction must describe its planned action steps over the next year to address the individual and families with children at imminent risk of becoming homeless.
5. *Discharge Coordination Policy*—Explain planned activities to implement a cohesive, community-wide Discharge Coordination Policy, and how, in the coming year, the community will move toward such a policy.

### Program Year 4 Action Plan Special Needs response:

The most recent information available for the City and the County is a “point-in-time” count of sheltered and unsheltered homeless persons conducted by volunteers for the Merced County Continuum of Care (CoC) in January 2013 (County of Merced 2013 Homeless Count: Preliminary Report, published March 2013). The numbers provided from this count are considered to be “preliminary” as the CoC has not released the “official” numbers at this time. This “point-in-time” survey revealed a total of 112 unsheltered homeless individuals within the City of Merced. The unofficial County count of homeless is 352. At time of publication, sheltered homeless had yet to be included in the report.



The City does not directly provide any homeless services, however CDBG grants are offered to agencies providing a variety of social services including homeless services. Last year's funding provided a warming tent and funds for rapid re-housing programs.



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### **Emergency Shelter Grants (ESG)**

*(States only) Describe the process for awarding grants to State recipients, and a description of how the allocation will be made available to units of local government.*

#### **Program Year 4 Action Plan ESG response:**

The City of Merced has not applied for ESG grants because the City is an Entitlement Community and receives direct funding from HUD.



## COMMUNITY DEVELOPMENT

### Community Development

*\*Please also refer to the Community Development Table in the Needs.xls workbook.*

1. Identify the jurisdiction's priority non-housing community development needs eligible for assistance by CDBG eligibility category specified in the Community Development Needs Table (formerly Table 2B), public facilities, public improvements, public services and economic development.
2. Identify specific long-term and short-term community development objectives (including economic development activities that create jobs), developed in accordance with the statutory goals described in section 24 CFR 91.1 and the primary objective of the CDBG program to provide decent housing and a suitable living environment and expand economic opportunities, principally for low- and moderate-income persons.

*\*Note: Each specific objective developed to address a priority need, must be identified by number and contain proposed accomplishments, the time period (i.e., one, two, three, or more years), and annual program year numeric goals the jurisdiction hopes to achieve in quantitative terms, or in other measurable terms as identified and defined by the jurisdiction.*

### Program Year 4 Action Plan Community Development response:

The City of Merced is committed to ensuring the safety and well being of its citizens. Besides housing needs, the low and moderate-income residents of Merced are also in need of a variety of public services. That need is especially critical in the four designated project areas the city will be focusing on in 2013-14. There are various projects that will need to be undertaken in order to maintain a healthy and safe living environment in these areas of Merced. Such public improvement projects include graffiti abatement, lighting to increase safety, and funding to improve housing conditions.

By creating a three-year targeted area plan, it is hoped housing conditions in selected areas will improve. It is also hoped that blight will be eliminated and barriers to safe and suitable living conditions within neighborhoods will be identified allowing additional funds to be provided in following years. The graffiti abatement program will include GIS tracking and reports that will assist staff in determining if lighting, funding for Neighborhood Watch programs or additional gang prevention programs are required. Assistance to houses in these specified areas will help staff determine other public needs such as sidewalks or lighting needs.

The following describes the Objectives and activities to be undertaken as part of this Annual Plan.

#### ***Objective E: Improvement of the Quality and Quantity of Public Services***

**Graffiti Abatement:** CDBG Public Service funds are used to provide partial funding for the support of a graffiti abatement program within the designated target areas A, B and C. The graffiti abatement program will include GIS tracking and reports that will assist staff in determining if lighting, funding for Neighborhood Watch programs or additional gang prevention programs are required. Funding will be specific to graffiti abatement in target areas only.



**Fair Housing:** To improve the City's Fair Housing Services to adhere to HUD mandates and concerns, funding for Fair Housing was increased and other agencies given an opportunity to apply to provide those services. The Coalition for Affordable Housing was awarded the contract and will open an office in downtown Merced to provide Fair Housing Services to local residents. A new staff person will be hired to provide service to residents. The Coalition has served the City for several years as its Fair Housing Service Provider. Fair Housing Services must be provided by those cities receiving HUD entitlement funding.

**Financial Assistance:** An economic development financial assistance grant will allow the City to assist in the development of a grocery store in a CDBG target area. This grant will provide up to \$30,000 to assist with fees or other non-construction costs for a business locating a grocery store on Martin Luther King Jr. Drive or Childs Avenue.

#### ***Objective G: Economic Development***

The City's Economic Development staff is continually working with Industrial and Commercial users to locate in Merced to help provide more jobs within the area. They place a special emphasis on companies with a beginning pay scale higher than minimum wage. Such development would bring needed jobs to the community benefiting low and moderate-income households. Merced Community College has offered vocational training for industries moving into the area and through the Economic Development Department and Housing Division, outreach to low income residents would take place to provide training for incoming industry needs if successful recruitment produces new employment opportunities.

CDBG funding will be used to enhance the Economic Development program and provide some funding for businesses locating within target Section B.

#### **Antipoverty Strategy**

1. *Describe the actions that will take place during the next year to reduce the number of poverty level families.*

#### **Program Year 4 Action Plan Antipoverty Strategy response:**

The City works with the Housing Authority of the County of Merced, the Merced County Office of Education, and the Merced County Human Services Agency on the programs described below.

The Housing Authority of the County of Merced has approximately 130 families throughout the County enrolled in the Resident Opportunities Self Sufficiency (ROSS) Program. Under this program for *Housing Choice Voucher* (formally Section 8) participants develop goals and a plan to work towards financial independence. Upon fulfilling the Family Self-Sufficiency contract, the family earns an escrow account. Rent increases resulting from increased earned income are placed in an escrow account, which is given to the family when they have completed their Family Self Sufficiency Contract of becoming economically independent. The Housing Authority provides case



management and goal setting assistance to help families meet the goals of self sufficiency.

Merced County Office of Education provides Regional Occupation Programs and Adult Vocational Training which offers job skills to area residents. Merced County Human Services Agency provides the Welfare-to-Work Program and the Department of Workforce Investment provides employment and training services for people who are out of work, laid off, have a low income, or receive financial aid. The City of Merced assists local residents in connecting with these and other anti-poverty agencies.



## NON-HOMELESS SPECIAL NEEDS HOUSING

### Non-homeless Special Needs (91.220 (c) and (e))

*\*Please also refer to the Non-homeless Special Needs Table in the Needs.xls workbook.*

1. Describe the priorities and specific objectives the jurisdiction hopes to achieve for the period covered by the Action Plan.
2. Describe how Federal, State, and local public and private sector resources that are reasonably expected to be available will be used to address identified needs for the period covered by this Action Plan.

### Program Year 4 Action Plan Specific Objectives response:

#### CHDO

As defined in Policy B-5.b of the City's 2010 Consolidated Plan, the City will continue to work closely with the local CHDO to develop projects to serve groups/individuals with special needs. The City is planning to utilize funds from FY12-13 and FY 13-14 for a development in one of the City's project areas. The City received a CHDO application from the Central Valley Coalition for Affordable Housing to rehabilitate a previously foreclosed home. CDBG funds will be used to remove the asbestos and lead based paint house. CHDO funding will reconstruct one to four housing units which will be rented to families of low to very low income.

#### Disabled

For many years, the City has assisted disabled individuals through the Housing Rehabilitation and Reconstruction Program. These projects are not reported separately from other rehabilitation projects but the City has assisted more than 86 households through this Program since 1994. Improvements made to these homes include handicap-accessible kitchens and bathroom and ramps for wheelchair accessibility. Any of the rehabilitation or reconstruction projects undertaken in FY 2013 will be considered for handicap accessible improvements as needed.

The City's goal for FY 2013/14 is to assist at least one special needs household with CDBG funds. This will be accomplished either through a joint project with the Central Valley Coalition for Affordable Housing or through the rehabilitation/reconstruction program.

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### Housing Opportunities for People with AIDS

*\*Please also refer to the HOPWA Table in the Needs.xls workbook.*

1. Provide a Brief description of the organization, the area of service, the name of the program contacts, and a broad overview of the range/ type of housing activities to be done during the next year.
2. Report on the actions taken during the year that addressed the special needs of persons who are not homeless but require supportive housing, and assistance for persons who are homeless.
3. Evaluate the progress in meeting its specific objective of providing affordable housing, including a comparison of actual outputs and outcomes to proposed goals and progress made on the other planned



actions indicated in the strategic and action plans. The evaluation can address any related program adjustments or future plans.

4. Report on annual HOPWA output goals for the number of households assisted during the year in: (1) short-term rent, mortgage and utility payments to avoid homelessness; (2) rental assistance programs; and (3) in housing facilities, such as community residences and SRO dwellings, where funds are used to develop and/or operate these facilities. Include any assessment of client outcomes for achieving housing stability, reduced risks of homelessness and improved access to care.
5. Report on the use of committed leveraging from other public and private resources that helped to address needs identified in the plan.
6. Provide an analysis of the extent to which HOPWA funds were distributed among different categories of housing needs consistent with the geographic distribution plans identified in its approved Consolidated Plan.
7. Describe any barriers (including non-regulatory) encountered, actions in response to barriers, and recommendations for program improvement.
8. Please describe the expected trends facing the community in meeting the needs of persons living with HIV/AIDS and provide additional information regarding the administration of services to people with HIV/AIDS.
9. Please note any evaluations, studies or other assessments that will be conducted on the local HOPWA program during the next year.

#### **Program Year 4 Action Plan HOPWA response:**

Housing services for people with AIDS and related diseases are currently provided by the Merced County Community Action Agency. The Agency provides housing placement and eviction prevention for persons with HIV/AIDS. The Agency assists approximately 14 people per year equaling \$40,000 in assistance. The Agency receives HOPWA funds from HUD to provide these services. The City is committed to assisting the agency with obtaining continued funding for these services and encourages the development of housing for individuals with these special needs.

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#### **Specific HOPWA Objectives**

*Describe how Federal, State, and local public and private sector resources that are reasonably expected to be available will be used to address identified needs for the period covered by the Action Plan.*

#### **Program Year 4 Specific HOPWA Objectives response:**

The City does not receive HOPWA funds, but supports all efforts to obtain funding from other agencies.

#### **HUD 108 Loan**

The Designated Local Authority, formerly the Redevelopment Agency, has yet to receive complete approval from the State Department of Finance to fund the HUD 108 Loan. If final approval is not given, CDBG funds will be used to cover the more than \$250,000 loan. These funds will be taken from Housing Rehabilitation and Reconstruction.



## Public Service Grants

Two public meetings were held and several local agencies made one on one contact with staff to discuss potential CDBG grant applications. Application deadline was originally set for March 22. Agencies applying included the Valley Crisis Center, Merced Lao Family, Merced County Community Action Agency Board, Merced County Rescue Mission, Healthy House, Merced County Association of Governments, and several church organizations. Due to the length of time this year's allocation notification required, the application period was extended to allow other organizations to apply during the City's budget process.

Local non-profit organizations requested assistance in small projects ranging from training programs for recovering addicts and at-risk youth, to assisting with rental assistance. Nine applications for CDBG mini grants were received and presented to the City Council.

HUD allows up to 15% of CDBG and CDBG Program Income funds to be used for public service activities. This year's allocation totals \$157,632. Two activities, Graffiti Abatement and Fair Housing were funded through Public Services as both are Public Service allowable activities. Cost of these programs is:

- |                               |          |
|-------------------------------|----------|
| 1. Graffiti Abatement Program | \$74,000 |
| 3. Fair Housing Program       | \$40,000 |

Remaining funds of \$43,632 are available for non-profit Public Service Projects.

Details can be found above at: ***Objective E: Improvement of the Quality and Quantity of Public Services***

### Public Service Community Process & Application Screening:

*Three community members were selected to assist with screening of applications:*

1. Pastor Jerry Huey of Potter's Place, located in one of the target areas and former recipient of a CDBG Public Service grant
2. Gary Rucker, Businessman whose office is located in one of the target areas and member of the Continuum of Care
3. Shaun Zimmer, manager of a low income housing units in target areas

Scorecards were used to screen and ensure applications complied with HUD and CDBG requirements, and aligned with the City's Action and Con Plans (**Attachment 4**). A summary of the scoring and compliance was presented to the Council for use in selection of Public Service activities (**Attachment 5**). Selections were made during a public hearing held July 15, 2013.



**Non-Profit Public Service Projects approved for funding include:**

Domestic Violence Program

Valley Crisis Center provides a variety of services to victims of domestic violence. This \$10,000 grant will allow the program to expand services to low income eligible victims and their families. The program will assist up to 35 victims and their children. Funds will be used to provide security deposits, rental application fees, driver's licenses and/or birth certificates to assist the mother in applying for jobs, obtaining financial assistance, and ultimately obtaining a safe and stable home.

Source of funds:	CDBG Public Service
Expected level of funding:	<b>\$10,000</b>
Clients to be served:	35-70 (counting children)
General Objective Category	Decent Housing – DH-1, DH-2 Suitable Living – SL-1, SL-2, SL-3
General Outcome Category:	Access/Availability, Affordability Sustainability
*National Objective/IDIS Codes	05G-LMC

LMC=Low/Mod Clientele; 05G=Battered and Abused Spouses

Warming Center

Merced County Rescue Mission provides a warming (tent) center in downtown Merced that last year served 1,104 people. The tent and heater were funded with CDBG in FY 2012-12. This year an additional \$3,500 has been awarded to help pay for utilities, portable restrooms and supplies to keep the warming center open from April through March.

Source of funds:	CDBG Public Service
Expected level of funding:	<b>\$3,500</b>
Clients to be served:	1000+ LMI
General Objective Category	Suitable Living – SL-1, SL-2,
General Outcome Category:	Access/Availability, Affordability
*National Objective/IDIS Codes	03T-LMC

03T=Operating Costs of Homeless/AIDS Patients Programs

Rapid Re-housing

Merced County Community Action Agency will assist 15 households with rent, deposit, or eviction prevention assistance at a maximum of \$1,500 per applicant. This is the second year this program has been CDBG funded.

Source of funds:	CDBG Public Service
Expected level of funding:	<b>\$10,000</b>
Clients to be served:	15
General Objective Category	Suitable Living – SL-1, SL-2, Decent Housing – DH-1, DH-2
General Outcome Category:	Access/Availability, Affordability
*National Objective/IDIS Codes	9-LMC

LMC=Low/Mod Clientele; 9=Loss of Rental Income



Summer Youth Program

The Boys and Girls Club of Merced County will provide a summer program for 68 low/mod youth. Funding would provide training to 10 older youth to become peer leaders who will then help oversee the summer program.

Source of funds:	CDBG Public Service
Expected level of funding:	<b>\$10,000</b>
Clients to be served:	78
General Objective Category	Economic Opportunity – EO-3
General Outcome Category:	Sustainability
*National Objective/IDIS Codes	05H-LMC; 05D-LMC

LMC=Low/Mod Clientele; 05H=Employment Training; 05D=Youth Services

Ethnic Elders Transportation

Healthy House provides a program that pays for bus vouchers and translators for ethnic elders, prioritizing services to those with serious or chronic health issues. The program assists elders in learning to use the bus services to get to medical appointments.

Source of funds:	CDBG Public Service
Expected level of funding:	<b>\$3,000</b>
Clients to be served:	12
General Objective Category	Suitable Living SL-1, SL-3
General Outcome Category:	Access/Availability, Sustainability
*National Objective/IDIS Codes	05A-LMC

LMC=Low/Mod Clientele; 05A-Senior Services

Youth Cultural Activity

The Merced Lao Family Community Inc. provides after school activities to all qualified youth promoting anti-gang/delinquent activity through dance and music.

Source of funds:	CDBG Public Service
Expected level of funding:	<b>\$6,932</b>
Clients to be served:	60+
General Objective Category	Suitable Living SL-1, SL-2
General Outcome Category:	Access/Availability, Affordability
*National Objective/IDIS Codes	05D-LMC

LMC=Low/Mod Clientele; 05D=Youth Services



## **Attachments**

1. CDBG Public Notices
2. Public Meeting Notices and Advertisements
3. 2013-14 CDBG Activity Evaluation Form
4. Public Service Score Card
5. Public Service Application Summary
6. Strategic Goals and Policy Priorities for FY 2013/14
7. Central Valley Coalition for Affordable Housing - Fair Housing Application
8. Central Valley Coalition for Affordable Housing – CHDO Application
9. CDBG Suggestions from Public
10. Boys and Girls Club Application
11. Healthy House Application
12. Merced County Association of Governments – Continuum of Care Application
13. Merced County Community Action Agency – HPRP Application
14. Merced County Rescue Mission – Warming Shelter Application
15. Merced Lao Family – Youth Cultural Activity Program
16. Sierra Saving Grace – Homeless Project
17. Valley Crisis Center Application #1 – Reducing Barriers - Safe & Secure Housing
18. Valley Crisis Center Application #2 – Promoting Job Skills and Opportunities
19. Boys & Girls Club Application #2– Night Walks
20. CDBG Public Meeting Attendance Sheet
21. CDBG Resolution
22. Certifications
23. County of Merced 2013 Homeless Count and Survey
24. SF 424

# CDBG PUBLIC NOTICE

ATTACHMENT 1



# Declaration of Publication

(2015.5 C.C.P)

STATE OF CALIFORNIA     )  
  ) ss.  
County of Merced         )

I am a citizen of the United States and a resident of the County aforesaid; I am over the age of eighteen years, and not a party to or interested in the above entitled matter. I am the principal clerk of the printer of the Merced Sun-Star, a newspaper of general circulation, printed and published in the City of Merced, County of Merced, and which newspaper has been adjudged a newspaper of general circulation by the Superior Court of the County of Merced, State of California, under the date of July 14, 1964, Case Number 33224 that the notice, of which the annexed is a printed copy, has been published in each regular and entire issue of said newspaper and not in any supplement thereof on the following dates, to wit:

JULY    5,           2013

I certify (or declare) under penalty of perjury that the foregoing is true and correct.

*Marlyn Gonzalez*

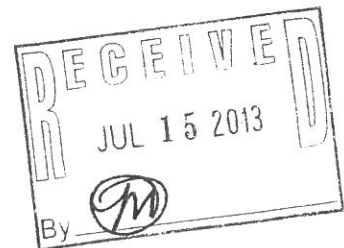
Signature

Date:       JULY    5,       2013

## PUBLIC NOTICE

Review Public Service Applications and adoption of a Revised 2013 HUD Annual Plan

A Public Hearing will be held before the Merced City Council at 7 p.m. on Monday, July 15, 2013, to adopt a revised budget for the City of Merced Housing and Urban Development (HUD) Annual Plan containing specific recommendations for expenditures for fiscal year 2013/2014. The Public Hearing is to review the Community Development Block Grant (CDBG) and HOME Investment Partnership Program funding allocations for period July 1, 2013 through June 30, 2014. No more than 15% of CDBG funds are eligible for expenditures in the category of Public Services that adhere to CDBG guidelines CFR #570.201e. Activities typically are undertaken by community organizations. In addition 15% of HOME funds must be budgeted for a Community Housing Development Organization (CHDO) which is to carry out activities according to CHDO guidelines CFR #90.301. For additional information please call 209-385-6863 (voice), 209-385-6816 (TDD), or send e-mail to: Hamiltonm@cityof-merced.org  
SS-150878 7/5



PUBLIC NOTICES  
AND  
ADVERTISEMENTS

ATTACHMENT 2



# PROOF OF PUBLICATION

(2015.5 C.C.P)

Proof of Publication of

STATE OF CALIFORNIA)

)ss.

)

COUNTY OF MERCED

I am a citizen of the United States and a resident of the county aforesaid; I am over the age of eighteen years, and not a party to or interested in the above-entitled matter. I am the printer foreman or principal clerk of The Merced County Times, a newspaper of general circulation, printed and published in the City of Merced, County of Merced, and which newspaper has been adjudged a newspaper of general circulation by the Superior Court of the County of Merced, State of California, under the date of December 14, 1999, Case Number 143600; that the notice, of which the annexed is a printed copy has been published in each regular and entire issue of said newspaper and not in any supplement thereof on the following dates, to-wit:

May 23, 2013

## PUBLIC NOTICE

I certify (or declare) under penalty of perjury that the foregoing is true and correct.

*Mike Inago*

Date: May 23, 2013

This space is for the County Clerk's  
Filing Stamp

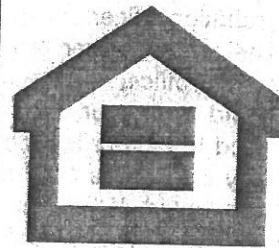
Copy of notice here

LEGAL # 7666

The City of Merced Housing Division is still accepting applications for non-profit public organizations interested in applying for Public Service CDBG Funding.

A public hearing will be held once the HUD allocation amount is official.

For information (209) 385-6863, 385-6816 (TDD).



equal housing opportunity





## **PUBLIC NOTICE**

Review Public Service Applications and adoption of a Revised 2013 HUD Annual Plan

A Public Hearing will be held before the Merced City Council at 7 p.m. on Monday, July 15, 2013, to adopt a revised budget for the City of Merced Housing and Urban Development (HUD) Annual Plan containing specific recommendations for expenditures for fiscal year 2013/2014. The Public Hearing is to review the Community Development Block Grant (CDBG) and HOME Investment Partnership Program funding allocations for period July 1, 2013 through June 30, 2014. No more than 15% of CDBG funds are eligible for expenditures in the category of Public Services that adhere to CDBG guidelines CFR #570.201e. Activities typically are undertaken by community organizations. In addition 15% of HOME funds must be budgeted for a Community Housing Development Organization (CHDO) which is to carry out activities according to CHDO guidelines CFR #90.301. For additional information please call 209-385-6863 (voice), 209-385-6816 (TDD), or send e-mail to: [Hamiltonm@cityofmerced.org](mailto:Hamiltonm@cityofmerced.org)

# PROOF OF PUBLICATION

(2015.5 C.C.P)

Proof of Publication of

STATE OF CALIFORNIA)

)ss.

)

COUNTY OF MERCED

I am a citizen of the United States and a resident of the county aforesaid; I am over the age of eighteen years, and not a party to or interested in the above-entitled matter. I am the printer foreman or principal clerk of The Merced County Times, a newspaper of general circulation, printed and published in the City of Merced, County of Merced, and which newspaper has been adjudged a newspaper of general circulation by the Superior Court of the County of Merced, State of California, under the date of December 14, 1999, Case Number 143600; that the notice, of which the annexed is a printed copy has been published in each regular and entire issue of said newspaper and not in any supplement thereof on the following dates, to-wit:

January 31, 2013

## PUBLIC NOTICE

I certify (or declare) under penalty of perjury that the foregoing is true and correct.

*Vicki Trago*

Date: January 31, 2013

This space is for the County Clerk's  
Filing Stamp

Copy of notice here

Legal # 7299

### PUBLIC NOTICE

CITY OF MERCED  
HOUSING PROGRAM  
COMMUNITY DEVELOP-  
MENT BLOCK GRANT  
(CDBG)

and HOME INVESTMENT  
PARTNERSHIP PRO-  
GRAM (HOME)  
FUNDING PROCESS  
FOR FISCAL YEAR  
2013/14

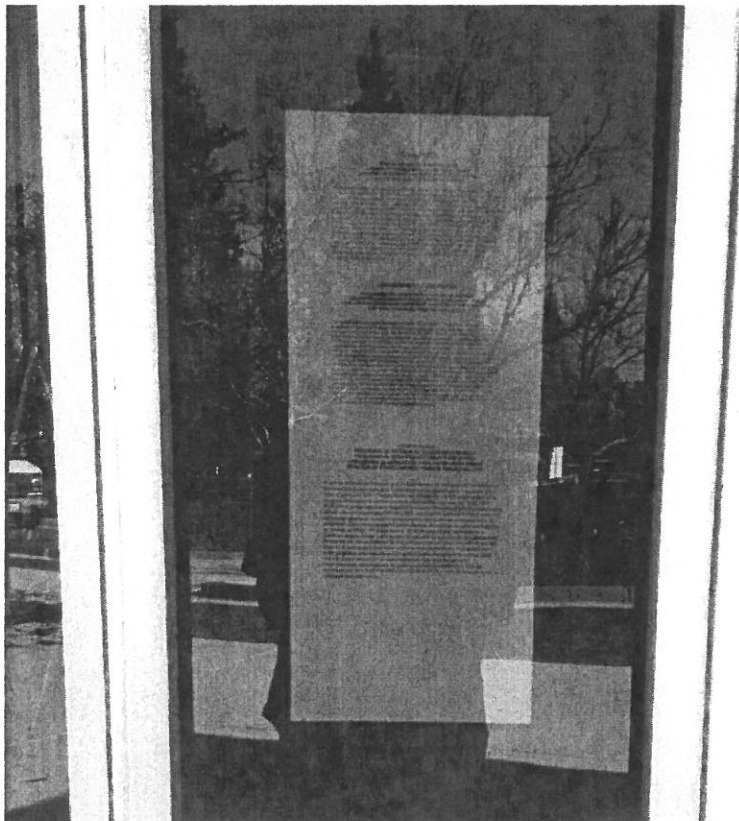
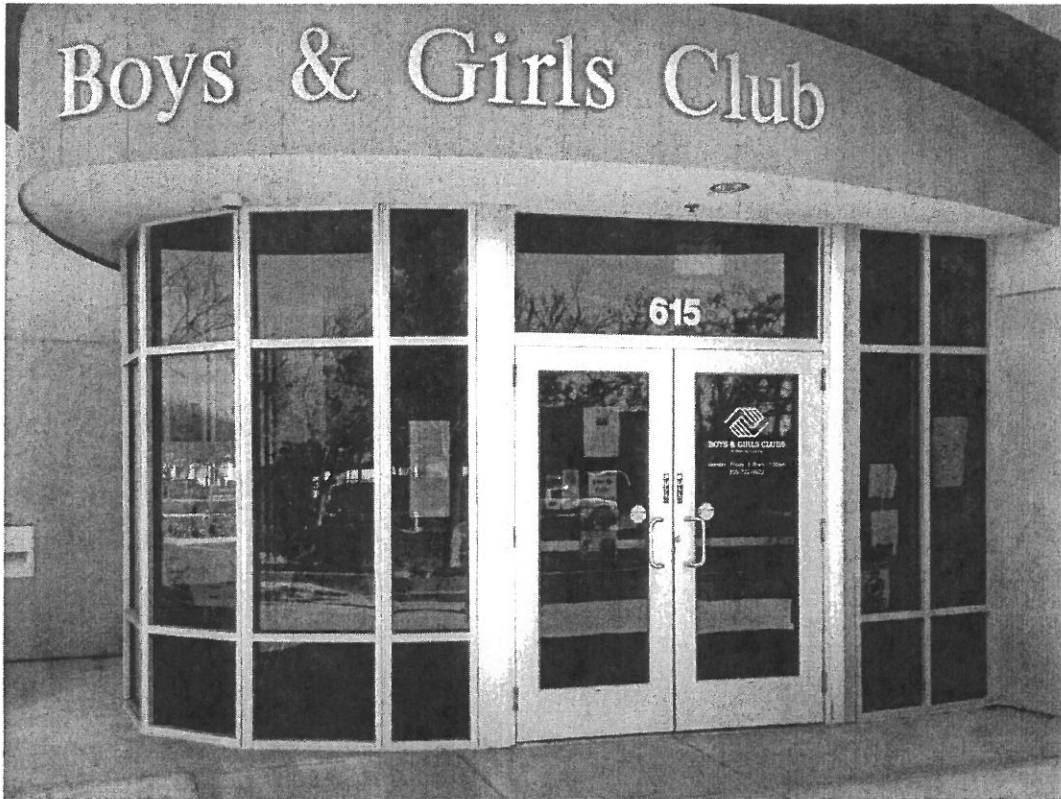
Community Development Block Grant (CDBG) and Home Investment Partnership Program Funds will be available to the City of Merced for the period July 1, 2013 through June 30, 2014. Of those funds, approximately 15% would be eligible in the category of Public Services (services must adhere to CDBG guidelines CFR #570.201.e) and Community Housing Development Organizations (CHDO) (services must adhere to CHDO guidelines CFR #90.301). According to CDBG and HOME regulations these are activities typically, although not exclusively, undertaken by community organizations.





Multi Language Public Notices Posting

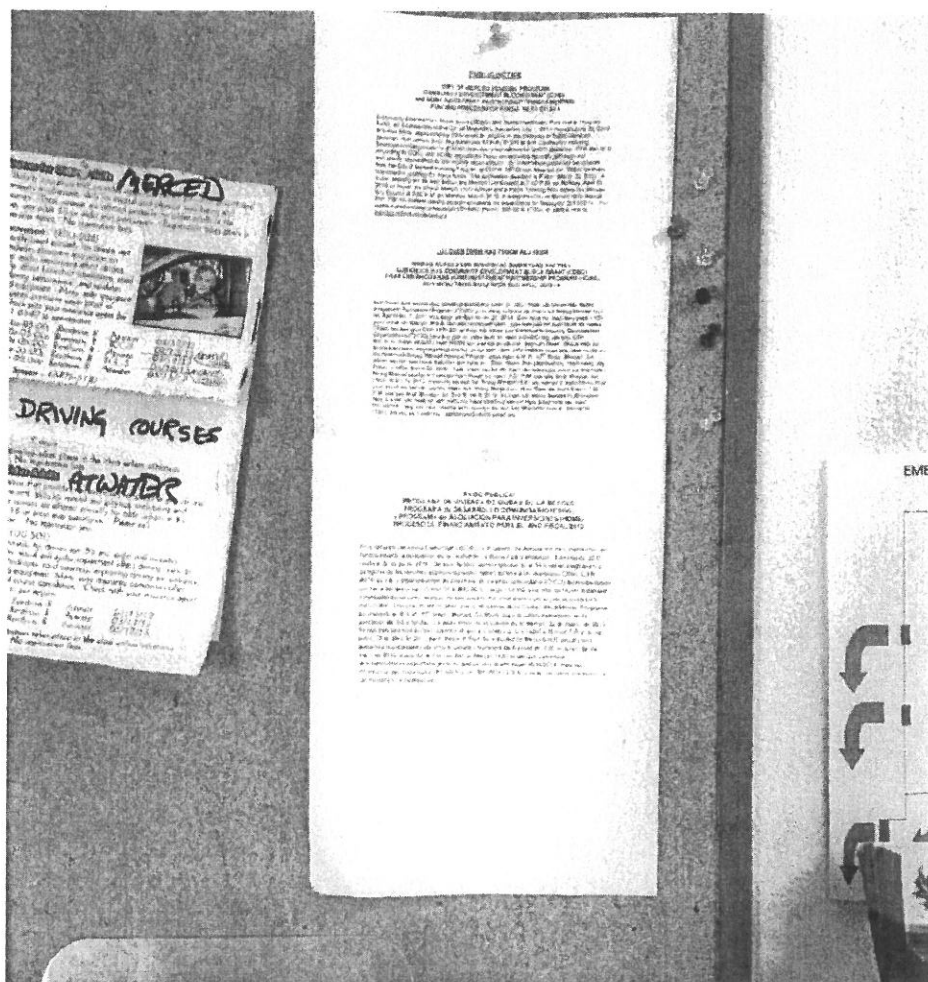
Location: Boys and Girls Club





# Multi Language Public Notice Posting

Location: Senior Center



# Fruits, veggies are a must-have

In the past few weeks it seems like everyone that I know is getting sick.

When an illness is going around, it is really important to eat healthy and get rest to strengthen your immune system.

I may sound like a broken record when I say, Don't forget to eat your fruits and vegetables," but it really is very important.



Lunden Souza

## LIFE LIKE LUNDEN

antioxidants and they give the milk such a good flavor.

pies are to be good, especially with organic agave on top. I keep them pre-made and in the freezer at all times.

• Instead of just adding bananas to your cereal (preferably a high-fiber, whole-grain variety) also add some fresh berries. Berries are really high in

your football gathering to start. As always, keep working hard and being healthy.

Lunden Souza, a Merced native, is a personal trainer, health and wellness coach and writer in Southern California. She can be reached at [lifelikelunden@gmail.com](mailto:lifelikelunden@gmail.com).

## ACCOLADES

### Livingston kids honored

Ten boys and girls from Livingston, ages 10 to 14, were named local champions of the Knights of Columbus Free Throw Championship and will compete at the district level. Those champions are Gursimmar Sidhu, Ruben Del Toro, Grace Chavez,

Christian Trejo, Daniela Del Toro, Mark Baggi, Raman Sodhi, Oscar Trejo, Gurpreet Sodhi and Balke Jantz.

### Le Grand graduate

Melissa Jackson has graduated from California State University, Stanislaus, with a bachelor

of science in nursing degree with cum laude honors. Jackson is the daughter of Tom and Jean Jackson of Le Grand.

If you have information about achievements — academic, professional or military — of local residents you would like considered for this column, send to [chadges@mercedsunstar.com](mailto:chadges@mercedsunstar.com).

# Plenty of foothill events and sales coming this month



Debbie Croft

## OVER THE BACK FENCE

Just because there's frost on the ground and a chill in the air doesn't mean there's nothing to do out and about the Central



planning.

This series will continue through March. For specific dates, go to [www.nps.gov/yose/parkmgmt/planning.htm](http://www.nps.gov/yose/parkmgmt/planning.htm) or call public relations at (209) 372-0529 or (209) 372-0248 for details.

turn the rough and tumble mining camp of Coulterville into a real town. Heritage roses have been cultivated and tended through the years. This exhibit honors the continual beauty and

The preview sale takes place 5 to 8 p.m. Feb. 8, and the cost of admission is \$15. The sale takes place 8:30 a.m. to 12:30 p.m. Feb. 9 and admission is free.

• An antique fair is

Can be reached at [composeds@tds.net](mailto:composeds@tds.net) for details about tickets, maps and locations.

Debbie Croft writes about life in the foothill communities. She can be reached at [composeds@tds.net](mailto:composeds@tds.net).

# HICAP

Health Insurance Counseling & Advocacy Program

We help people understand Medicare eligibility and rights, supplemental insurance, billing and claims, appeals and prescription medications.

Beneficiaries... Ask us about the Extra Help Program and Medicare Savings Program.

HICAP is a FREE and confidential service. We have trained volunteers & staff ready to help you!

The Merced County Area Agency on Aging  
209.385.7550  
800.510.2020

## CITY OF MERCED HUD ANNUAL ACTION PLAN FOR FISCAL YEAR 2013-2014

The City of Merced Housing Division is in the process of preparing the 2013 HUD Annual Action Plan. The Annual Action Plan is a comprehensive planning document used to identify the overall needs for affordable housing and community development, and outlines a strategy to address those needs. The Annual Action Plan is required to address a number of housing and community development issues as set forth by the U.S. Department of Housing and Urban Development (HUD) including:

- **Citizen Participation** - A detailed citizen participation plan that strongly encourages the involvement of low, very low and extremely-low income residents to address where housing and community development funds could be spent.
- **Housing and Community Development Needs** - Statistical and analytical information that provides an overall picture of the City's housing and community development needs.
- **Housing and Community Development Strategy** - A strategic plan that brings needs and resources together in a coordinated housing and community development strategy. The strategy must be developed to provide decent housing, suitable living environments and expanded economic opportunities principally for low, very-low and extremely low income residents.
- **Action Plan: One Year Use of Funds** - A list of activities the City will undertake during the 2012-2013 program year to address priority needs and local objectives with anticipated program income and funds received under the HOME, CDBG, and other HUD programs for meeting housing and community development objectives.
- **Community Housing Development Organization (CHDO)**: Staff will provide information on the requirements to become a CHDO within our community. Any organization interested in become a CHDO must follow the process as outlined by HUD.

A CHDO (pronounced cho'do) is a private non-profit, community-based service organization whose primary purpose is to prove and develop decent, affordable housing for the community it serves. Certified CHDOs receive certification from a Participating Jurisdiction indicating that they meet certain HOME Program requirements therefore are eligible for HOME funding.

Prior to drafting the plan, the City of Merced is seeking input from citizens regarding what the needs and priorities should be for the expenditure of City Housing funds for the 2013/14 Fiscal Year. Two public meetings will be held on March 6 & 7, 2013. Furthermore, a public meeting will take place on April 15, 2013, at 7:00 p.m., before the City Council in the City Hall, Council Chambers to review the 2013 HUD Annual Action Plan.

The pre-plan neighborhood meetings are scheduled at locations shown below:

Date	Time	Location
Wednesday, March 6, 2013	6:00 p.m.	Stephen Leonard, 644 T Street
Thursday, March 7, 2013	6:00 p.m.	Sam Pipes Room, Merced City Hall, 678 West 18 <sup>th</sup> Street

For special accommodations and more information, please call the City's Housing Program at (209) 385-6863.



## CIUDAD DE MERCED HUD PLAN DE ACCIÓN ANUAL PARA EL AÑO FISCAL 2013-2014

La ciudad de división vivienda Merced está preparando el 2013 HUD Plan de acción anual. El Plan de acción anual es una planificación integral documento utilizado para identificar el conjunto necesita para vivienda asequible y desarrollo comunitario y esboza una estrategia para hacer frente a esas necesidades. El Plan de acción anual es necesario para hacer frente a un número de vivienda y asuntos de desarrollo la comunidad como conjunto establecidos por los Estados Unidos Departamento de vivienda y desarrollo urbano (HUD) incluyendo:

- ◆ **Participación de ciudadana** - Un plan de participación ciudadana detallada que alienta enérgicamente a la participación de los residentes de ingresos bajos, muy bajo y muy bajo a Dirección donde podrían invertirse fondos de desarrollo de vivienda y comunidad.
- ◆ **La cubierta y las necesidades de desarrollo de la comunidad** - Información estadística y analítica que proporciona una visión global de las necesidades de desarrollo de vivienda y comunidad de la ciudad.
- ◆ **La cubierta y la estrategia de desarrollo de comunidad** - Un plan estratégico que reúne a las necesidades y recursos en una estrategia coordinada de desarrollo de vivienda y comunidad. La estrategia se debe desarrollar para proporcionar alojamiento decente, ambientes vivos convenientes y oportunidades económicas ampliadas principalmente para residentes de muy bajos ingresos y bajos, muy bajos.
- ◆ **Plan de acción: Un año uso de fondos** - Una lista de actividades la ciudad llevará a cabo durante el año 2012-2013 para atender las necesidades de prioridad y objetivos locales con el programa previsto ingresos y fondos recibidos en la HOME, CDBG y otros programas de HUD para cumplir objetivos de desarrollo de vivienda y comunidad.
- ◆ **Organización de desarrollo de vivienda comunitaria (un CHDO)** - Personal le proporcionará información sobre los requisitos para ser un CHDO dentro de nuestra comunidad. Cualquier organización interesada en convertirse en un CHDO debe seguir el proceso como se indica por HUD.

Un CHDO (pronunciado cho'do) es una organización privada sin fines de lucro, basada en la comunidad servicio cuyo propósito principal es probar y desarrollar vivienda decente y asequible para la comunidad que sirve. Certificado CHDOs recibir certificación de una jurisdicción participante que indica que cumplen con ciertos requisitos del programa HOME, por consiguiente, pueden beneficiarse de fondos del programa HOME.

Antes de redactar el plan, la Ciudad de La Merced está solicitando la contribución de los ciudadanos con respecto a lo que las necesidades y prioridades de los gastos de vivienda de la ciudad los fondos para el año fiscal 2012/13. Dos reuniones públicas se sostendrán a partir del 6 y 7 de marzo. Además, una reunión pública tendrá lugar el 15 de abril de 2013, a 19:00, ante el Consejo de la ciudad en el Ayuntamiento, Concejo para revisar el 2013 HUD Plan de acción anual.

Las reuniones vecinas del preplan se programan en posiciones mostradas abajo:

Fecha	Tiempo	Lugar
miércoles, El 6 de marzo de 2013	6:00 p.m.	Stephen Leonard , 644 T Street
jueves, El 6 de marzo 2013	6:00 p.m.	Sam Pipes Room, Merced City Hall, 678 West 18 <sup>th</sup> Street

Para más información y adaptaciones especiales, por favor llame al Programa de Vivienda de la ciudad en (209) 385-6863.

## LUB NROOG MERCED HUD IB XYOO PUAG NCIG TXOJ Y KEV NPAJ UA RAU XYOO 2013-2014

Nyob rau Merced lub Khoos Kas saib xyuas Vaj Tsev yuav npaj HUD txoj hauv kev ua mus rau xyoo 2013 no. Txoj ncauj ke yog yuav npaj cov ntau ntawv coj los siv qhia tias yuav kom muaj vajtsev thiab kom zej zos ntuav dav mus, thiab muab txoj kev xav tau tseg coj los tham cov uas yuav tsum muaj. Txoj ncauj ke yuav npaj yuav ua mus no yuav tsum tham txog vajtsev thiab kev tsim kho zej zos kom loj hlob mus raws li U.S Department of Housing thiab Urban Development (HUD) muaj raws li:

- ◆ **Pej xeeb tuaj koom** – Tsoom pej xeeb yeej muaj feem tuaj mus koom nyob hauv thiab thov caw cov tau nyiaj tsawg tuaj koom, tau nyiaj tsawg tsawg thiab tau nyiaj tsawg kawg nkaus nyob rau thaj tsam uas tej zaum housing thiab community development yuav muab cov nyiaj siv rau.
- ◆ **Housing thiab Community Development Xav Tau** – Kev suav saib muaj ntaus npaum li cas thiab kev nrhia tawm los ntawm cov kev paub uas feem coob pom tias ua cas thiaj zoo rau hauv City's housing thiab community development txoj kev xav tau.
- ◆ **Housing thiab Community Development Txoj kev xav tseg saib yuav ua li cas thiaj yuav zoo** – Txog kev npaj yuav coj yam sawv daws xav tau los thiab cov kev muaj pab coj los koom ua ke nrog rau housing thiab community development txoj kev xav tseg saib yuav ua li cas thiaj zoo. Txoj kev xav tseg no yuav tsum ua kom tej vajtsev loj hlob mus rau yam zoo, kom nyob kaj siab thiab kom muaj kev pab rau cov tau nyiaj tsawg, cov tau nyiaj tsawg tsawg thiab cov tau nyiaj tsawg kawg nkaus.
- ◆ **Npaj ua mus: Ib xyoo uas siv cov nyiaj** – Muab tej yam hauv lub Nroog uas yuav ua rau xyoo 2012-2013 no los tham, yam tseem ceeb uas yuav tsum tau muaj thiab sawv daws txoj ncauj ke koom nrog rau lub program tej nyiaj txiag uas tau thiab cov nyiaj tau los hauv Home, CDBG, thiab HUD lwm lub programs uas coj los sib tham rau hauv housing thiab community development txoj ncauj ke.
- ◆ **Community Housing Development Organization (CHDO):** Cov Tub Ua Dej Num yuav muab cov xov (information) uas yuav los ua ib tug CHDO nyob rau hauv peb lub community. Lub koom hauv twg (organization) yog lawv xav los ua ib tug CHDO yuav tau ua raws txoj ke qhia los ntawm HUD.

Lub CHDO (pronounced cho'do) no yog ib lub koom haum private non-profit, community-based service organization uas lawv lub hom phiaj yog tsim kho thiab ntuav ua kom zoo, kom muaj vajtsev rau zej zos tau siv. Lawv lub CHDOs tau txais ntawv pov thawj los ntawm lub Participating Jurisdiction los qhia tias lawv yeej ua tau rau li HOME Program txoj kev teev tseg yog li ntawm lawv thiaj tsim nyog tau txais HOME tej nyiaj txiag.

Thaum tau cov kev sau dua no lawm, Lub Nroog Merced yuav txais tos tsoom pej xeeb txhua tus saib lawv xav kom muaj dabtsi thiab qhov tseem ceeb yuav siv City Housing tej nyiaj mus li cas rau xyoo 2012/13 tom ntej no. Yuav muaj ob lub rooj sib tham rau tsoom pej xeeb nyob rau lub peb hli tim 6 & 7, 2013. Lwm lub rooj sib tham rau tsoom pej xeeb yuav muaj nyob rau lub Plaub hli tim 15, 2013 sij hawm 7:00 p.m., ua ntej ntawm cov City Council uas nyob rau hauv City Hall, Council Chambers yuav muab saib rau 2013 HUD txoj ncauj ke npaj.

Cov uas yuav npaj tham rau cov neeg nyob sib ze yog muab teem tseg raws li cov chaw qhia hauv qhia no:

Hnub	Sij hawm	Chaw nyob
Hnub Wednesday, lub peb hli tim 6, 2013	6:00 p.m.	Stephen Leonard , 644 T Street
Hnub Thursday, lub peb hli tim 7, 2013	6:00 p.m.	Sam Pipes Room, Merced City Hall, 678 West 18 <sup>th</sup> Street

Xav kom muaj tej yam tseem ceeb thiab xav paub ntau dua no, thov hu rau City's Housing Program ntawm tus xov tooj (209) 385-6863.



# 2013-14 CDBG ACTIVITY EVALUATION FORM

ATTACHMENT 3

## 2013-2014 City of Merced CDBG Evaluation Criteria

Name of Applicant \_\_\_\_\_

Amount Requested: \$ \_\_\_\_\_

Recommendation:

### **BREAKDOWN:**

Salaries \$ \_\_\_\_\_

Supplies/Service \$ \_\_\_\_\_

Capital Outlay \$ \_\_\_\_\_

Other Funds \$ \_\_\_\_\_

---

ABSOLUTE THRESHOLD (If the answer is no to any of these five criteria after staff follow up, then the proposal will **not** be recommended for CDBG funding.)

	<u>YES</u>	<u>NO</u>
1. Was the proposal complete?	_____	_____
2. Is the proposal an eligible activity according to CDBG regulations? <i>24 CFR 570.201*</i>	_____	_____
3. Does the proposal comply with the CDBG National Objectives of benefit to low and moderate income persons/households? <i>24 CFR 570.208(a)**</i>	_____	_____
4. Is the organization an eligible sub-recipient/ sub-grantee according to the CDBG regulations?	_____	_____
5. Do Merced residents benefit in (at least) the same percentage of CDBG contribution to the overall project and are at least 70 percent of those benefiting low/ moderate-income persons/households?	_____	_____



### **BENEFIT**

6. How many Merced persons/households will benefit? (How does this compare to the other proposals?)
7. What percentage of the beneficiaries are very-low, low/moderate-income Merced persons/households? (How does this compare to other proposals?)
8. What is the cost per beneficiary? (How does it compare to other proposals?)
9. Are the beneficiaries already receiving a larger or disproportionate share of public support?

### **NEED**

10. Is the need documented?
11. Does the proposal respond to a critical need as identified on the Critical Need List?
12. Does the proposal respond to one or more of the additional indicators as identified on the Critical Needs List?

### **PROGRAM DESIGN**

13. Is the proposed program adequately described?
14. Are the services/activities/projects described in quantifiable terms?
15. Is the Performance Schedule consistent with the Scope of Services?

### **BUDGET/FUND LEVERAGING**

16. Does the budget appear cost-effective and provide sufficient information?
17. Have funds from other sources been leveraged?
18. Have program services increased? Does it appear that the program is depending upon CDBG funds for continuation?

### **ORGANIZATIONAL CAPACITY**

19. Does it appear that the organization is capable of implementing the program?

20. Are the organization's accounting/administrative systems adequate to meet CDBG requirements, OMB circulars, etc?

### ADDITIONAL

21. Does the organization have proper record keeping in order?

22. Does the organization have effective financial management?

23. Is the program/activity/project consistent with the Consolidated Plan?

24. If an Agency, is it incorporated with the State and receive Federal non-profit status?

25. Has the organization received CDBG funds from the City in the past? (If so, how much and for how long?)

**Comments:**

This image shows a single sheet of white paper with horizontal blue or grey ruling lines. The lines are evenly spaced and run across the width of the page. There are approximately 20 lines visible. The paper appears to be a standard notebook page.



# SCORECARD

ATTACHMENT 4

## 2013-2014 City of Merced CDBG Score Card

**Section 1: ABSOLUTE THRESHOLD (If the answer is no to any of the criteria below the proposal will NOT be considered.)**

	<u>YES</u>	<u>NO</u>
1. Did applicant attend a mandatory community meeting?	___	___
2. Was the proposal complete?	___	___
3. Was all required documentation submitted with application?	___	___
4. Is the proposal an eligible activity according to CDBG regulations? 24 CFR 570.201*	___	___
5. Does the proposal comply with the CDBG National Objectives of benefit to low and moderate income persons/households? 24 CFR 570.208(a)**	___	___
6. Is the organization an eligible sub-recipient/ sub-grantee according to the CDBG regulations?	___	___
7. Do Merced residents benefit in (at least) the same percentage of CDBG contribution to the overall project and are at least 70 percent of those benefiting low/moderate-income persons/households?	___	___
8. Does amount exceed HUD maximum allowable amount?	___	___

**Section 2: The items below are assigned a value from 1 – 5 with 5 being the highest score. – Refer to Evaluation Criteria Sheet**

1. <u>BENEFIT</u>	SCORE _____
2. <u>NEED</u>	SCORE _____
3. <u>PROGRAM DESIGN</u>	SCORE _____
4. <u>BUDGET/FUND LEVERAGING</u>	SCORE _____
5. <u>ORGANIZATIONAL CAPACITY</u>	SCORE _____
6. <u>INCLUDES AT LEAST ONE (1) HUD ANNUAL ACTION PLAN GOAL</u>	SCORE _____
7. <u>WITHIN TARGET AREA</u>	SCORE _____
8. <u>MEASURABLE OUTCOMES</u>	SCORE _____

**TOTAL SECTION 2 SCORE:** \_\_\_\_\_



**Section 3: The following items are scored Yes or No, with Extra Points available or points reduced according to the response.**

<b>Rank the Following 1-5 with 5 being the highest score</b>	<b><u>YES</u></b>	<b><u>NO</u></b>	<b><u>POINTS</u></b>
1. Does the organization have proper record keeping in order?	_____	_____	_____
2. Does the organization have effective financial management?	_____	_____	_____
3. Is the program/activity/project consistent with the Consolidated Plan?	_____	_____	_____
4. Is Agency incorporated with the State and have Federal non-profit status?	_____	_____	_____
5. Is applicant program ready?	_____	_____	_____

**Deductions**

6. Did the organization meet the application deadline? <b>(If no deduct 5)</b>	_____	_____	_____
7. If the organization received CDBG funds from the City in the past but failed to successfully complete, initiate and/or adhere to HUD standards deduct 10 Points			_____

**TOTAL FROM SECTION 3:** \_\_\_\_\_

**TOTAL FROM SECTION 2:** \_\_\_\_\_

**TOTAL OVERALL SCORE:** \_\_\_\_\_

**Additional Comments:**

Date: \_\_\_\_\_

Signature: \_\_\_\_\_

# PUBLIC SERVICES APPLICATION SUMMARY

ATTACHMENT 5



## Non-Profit Organization Application Summary

<i>Name of Organization</i>	CDBG and HUD Threshold	City Threshold	Total Points	Ranking
Valley Crisis Center	Yes	Yes	171	1st
Program Overview: Domestic Violence Program	The Valley Crisis Center Program is a project to improve outcomes for low-income victims of domestic violence, and their families, obtain and maintain safe and stable housing.			
Budget Overview	Project Costs	\$12,350	95%	
	Admin	\$650	5%	
	Total Request	\$13,000	100%	
Project Cost Detail	Funds will be used to finance the following items on an as needed basis:			
	Rental/Utility Deposits			
	Rental Applications			
	Transportation to appointments			
	Housing Necessities			
	Birth Certificates			
	Drivers License/State ID Fees			
Comments	1. There are funds to approve all or a portion of the funding requested.			

<i>Name of Organization</i>	CDBG and HUD Threshold	City Threshold	Total Points	Ranking
Merced Co. Rescue Mission	Yes	Yes	159	2nd
Program Overview: Expansion of Warming Center	Funds will be used to operate the warming center located at the Merced County Rescue Mission.			
Budget Overview	Project Costs	\$3,700	100%	
	Admin	\$0	0%	
	Total Request	\$3,700	100%	
Project Cost Detail	Funds will be used to finance the following items:			
	Utilities for lights and heater			
	Portable Restrooms			
	Supplies			
	City Permitting			
Comments	1. The City Council approved \$3,500 in fiscal year 2012/13 for a tent and heater to create the warming center at the Merced County Rescue Mission.			
	2. The Center was opened December 1, 2012 through March 31, 2013 and served 1,104 people, 43 of which were repeat users.			
	3. There are funds to approve all or a portion of the funding requested.			

## 2013-14 City of Merced CDBG Public Service Score Card Summary

<i>Name of Organization</i>	CDBG and HUD Threshold	City Threshold	Total Points	Ranking
<b>Merced County Community Action Agency</b>	Yes	Yes	154	3rd
<b>Program Overview:</b> Rapid Rehousing	Funds will be used for emergency eviction prevention assistance.			
<b>Budget Overview</b>	<b>Project Costs</b>	\$32,000	92%	
	<b>Admin</b>	\$2,957	8%	
	<b>Total Request</b>	<b>\$39,925</b>	100%	
<b>Project Cost Detail</b>	<b>Funds will be used to finance the following items:</b>			
	\$1,500: Rent, deposit, or eviction prevention assistance. Maximum of \$1,500 per applicant as per HUD guidelines.			
	Anticipate assisting 15 households.			
<b>Comments</b>	1. The City Council approved \$19,980 in fiscal year 2012/13 for a Rapid Rehousing Program operated by the Community Action Agency.			
	2. As of May, 2013, 51 people were assisted with rental assistance. This includes 9 adults and 9 families/adults with children. Number of children ranged from 1 to 6.			
	3. There are only enough funds to finance part of this program.			
<i>Name of Organization</i>	CDBG and HUD Threshold	City Threshold	Total Points	Ranking
<b>Valley Crisis Center</b>	Yes	Yes	145	4th
<b>Program Overview:</b> Job Training for Victims of Domestic Violence	Funds will be used to train a victim of domestic violence to work at the Valley Crisis Center thereby expanding the Center's capacity to assist low-income victims of domestic violence and their families.			
<b>Budget Overview</b>	<b>Project Costs</b>	\$11,960	100%	
	<b>Admin</b>	\$0	0%	
	<b>Total Request</b>	<b>\$11,960</b>	100%	
<b>Project Cost Detail</b>	<b>Funds will be used to finance the following items:</b>			
	\$10,400: Salalary @ \$10 per hour. Balance used to cover costs of payroll taxes, workers compensation and short term disability insurance.			
<b>Comments</b>	1. There are funds to approve all or a portion of the funding requested.			



Name of Organization	CDBG and HUD Threshold	City Threshold	Total Points	Ranking
Sierra Saving Grace	Yes	No	145	4th
Program Overview: Utility and Transportation for Homeless; Hotel Vouchers for Women with Children; Uilities for Veterans with Vouchers	Sierra Saving Grace has requested funding for three programs to assist the homeless. Groups targeted include medical needy homeless, women with children, and veterans. Sierra would provide utility payments and bus tickets for medically homeless; hotel vouchers for women with children; utilies and rental deposits for veterans with vouchers (which only cover rent).			
Budget Overview	Project Costs	\$19,350	100%	
	Admin	\$0	0%	
	Total Request	\$19,350	100%	
Project Cost Detail	Funds will be used to finance the following items:			
	\$5,600: Service to 10 Households for Utilities = 68 Bus Passes			
	\$5000: 83 One Night Vouchers for 166-332 Individuals			
	\$8,700: 25 to 100 Utility Payments for Veterans with VASH Vouchers.			
Comments	1. The City Council approved \$2,800 in fiscal year 2012/13 for the utility and bus pass program. Sierra Saving Grace was unable to execute the contract due to failure to provide mandatory documentation.			
	2. Sierra Saving Grace has two contracts with HUD for a Housing First program, one approved in 2011, the second approved in 2012. Neither contract has been approved for funding as Sierra Saving Grace has yet to complete the technical portions of HUD requirements.			
	3. The City has the same technical requirements as HUD and cannot allow draw down of funds until all conditions are met. Conditions include personnel, office space, and audit.			
	4. Staff will need to work with Sierra Saving Grace to collect support documentation showing need and former usage of hotel vouchers for the mother/child proposal.			
	5. The Merced County Housing Authority, provider of Veteran Vouchers, only had 25 Veteran Vouchers. All are being used by veterans who are currently housed. Sierra will need to provide evidence of additional need.			
	6. CDBG subrecipients must show ability to facilitate a federally funded program. Part of proof to be provided includes a previous year audit. Sierra Saving Grace has yet to provide an audit from its last year of performance.			
	7. There are only enough funds to finance a portion of the funding requested.			

## 2013-14 City of Merced CDBG Public Service Score Card Summary

<i>Name of Organization</i>	CDBG and HUD Threshold	City Threshold	Total Points	Ranking
Boys and Girls Club of Merced County	Yes	Yes	133	5th
Program Overview: Summer Youth Program	This summer program would provide 10 youth a chance to become peer leaders to work with 68 other youth during an 8 week program. Peer leaders receive training prior to sessions beginning. Objectives are to help at-risk youth make good and healthy choices.			
Budget Overview	Project Costs	\$23,800	70%	
	Admin	\$7,140	30%	
	Total Request	\$30,940	100%	
Project Cost Detail	Funds will be used to finance the following :			
	\$2,500: 1 Site Coordinator			
	\$1,500: 1 Site Supervisor			
	\$7,500: 10 Junior Staff Stipends			
	\$5,160: Materials and Supplies			
	\$7,140: Administrative			
Comments	1. Measurable criteria will need to be clarified for this grant.			
	2. There are only enough funds to approve a portion of the funding requested.			
<i>Name of Organization</i>	CDBG and HUD Threshold	City Threshold	Total Points	Ranking
Healthy House	Yes	Yes	132	6th
Program Overview: Ethnic Elders Transportation Assistance Program	This program pays for bus vouchers for ethnic elders prioritizing those with serious or chronic health issues. Provides funds for a translator to assist clients on how to use the bus.			
Budget Overview	Project Costs	3,000	100%	
	Admin	\$0	0%	
	Total Request	\$3,000	100%	
Project Cost Detail	Funds will be used to finance the following:			
	\$1,200: 12 month supply bus vouchers			
	\$1,500: Language and Cultural Specialist Assistant			
	\$150: Printing			
	\$150: Communications/Facility/Indirect Costs			
Comments	1. The City Council approved \$3,000 in fiscal year 2012/13 for the Ethnic Elders Transportation Program.			
	2. Healthy House worked with Merced Lao Family for referrals and two Healthy House Hmong Language and Cultural Specialists were trained to implement the program.			
Comments cont. (Healthy House)	3. In May, 2013, Healthy House requested and was provided an additional \$1,000 for bus passes as all had been used by clientele.			



4. There are funds to approve all or a portion of the funding requested.				
<i>Name of Organization</i>	<b>CDBG and HUD Threshold</b>	<b>City Threshold</b>	<b>Total Points</b>	<b>Ranking</b>
<b>Merced Lao Family Community Inc.</b>	Yes	Yes	122	7th
<b>Program Overview:</b> Youth Cultural Activity Program (YCAP)	This program provides after-school activities to all qualified youth promoting anti-gang/delinquent activity through dance and music. While dance and music are cultural to the Southeast Asian society, any interested youth can participate.			
<b>Budget Overview</b>	<b>Project Costs</b>	\$11,100	100%	
	<b>Admin</b>	\$0	0%	
	<b>Total Request</b>	<b>\$11,100</b>	100%	
<b>Project Cost Detail</b>	<b>\$3,300:</b> Qeej Instructor			
	<b>\$2,100:</b> Dance Instructor			
	<b>\$500:</b> Transportation to Performance Events			
	<b>\$1,200:</b> Supplies			
	<b>\$4,00:</b> Promotional and Program Materials			
<b>Comments</b>	1. The City Council approved \$11,100 in fiscal year 2012/13 for the Youth Cultural Activity Program.			
	2. As of March 25, 2013, 69 students had enrolled and were participating in the two programs. Youth practice twice a week in both programs.			
	3. Program funding helped fund a video that was aired continuously on Comcast Channel 96/74-100 on HmongUSA TV Channel 4.5 in Fresno.			
	4. Youth performances included the Hmong New Year event and the Southeast Asian Mental Health Awareness Day event as well as other local events.			
	5. There are funds to approve all or a portion of the funding requested.			
<i>Name of Organization</i>	<b>CDBG and HUD Threshold</b>	<b>City Threshold</b>	<b>Total Points</b>	<b>Ranking</b>
<b>Boys and Girls Club of Merced County</b>	No	Yes	0	8th

<b>Program Overview:</b> Lifeline 4 Healing	This program is a Night Walks program mirroring the Boston Cease Fire program. It is designed to reduce criminal activity in high criminal activity neighborhoods.			
<b>Budget Overview</b>	<b>Project Costs</b>	\$6,000.00	100%	
	<b>Admin</b>	\$0.00	0%	
	<b>Total Request</b>	<b>\$6,000.00</b>	100%	
<b>Boys and Girls Club of Merced County - Lifeline 4 Healing (cont.)</b>				
<b>Project Cost Detail</b>	<b>\$500-\$1,500:</b> T-shirts for night walkers (every 4-7 mo.)			
	<b>\$300-\$375:</b> Monthly fuel stipend for lead clergy			
	<b>\$100-\$200:</b> Flashlights for volunteers (every 6 months)			
	<b>\$30-\$48:</b> Business cards for clergy in program (per clergy included in program)			
<b>Comments</b>	1. This program is not an eligible CDBG Activity per HUD and was not ranked due to ineligibility			
	2. CDBG funding cannot be used to pay for food. CDBG funding cannot be used to pay for personal items such as t-shirts, flashlights, business cards, nor fuel to and from an event that is not a CDBG training/activity event.			



2013-14 City of Merced CDBG Public Service Score Card Summary

Non-Profit	Program	Request Amount	CDBG and HUD Threshold - IF NO, Cannot be Funded	City Threshold	*C1	*C2	*C3	Deductions	Total
Community Action Agency	Rapid Rehousing	39,925	x	x	65	59	30	0	154
Healthy House	Transportation for Seniors with Language Barriers	\$3,000	x	x	49	55	28	0	132
Merced Lao Family Community	At-Risk Youth Activity	\$11,100	x	x	34	46	42	0	122
Sierra Saving Grace	Utilities & Transportation for homeless, medical needy; hotel vouchers for women with children; deposit and utility for veterans with	\$19,350	x	NO	65	55	35	10	145
Boys and Girls Club	Smart Moves Summer Program	\$23,800	x	x	50	53	30	0	133
Boys and Girls Club	Lifeline for Healing	\$6,000	NO	x	0	0	0	0	0
Valley Crisis Center	Job Training for victim of domestic violence	\$11,960	x	x	62	47	36	0	145
Merced County Rescue Mission	Warming Center Expansion	\$3,700	x	x	49	65	45	0	159
Valley Crisis Center	Domestic Violence Program Expansion	\$13,00	x	x	62	59	50	0	171

\* C1, C2, and C3 represent the three community representatives who assisted in evaluating applications. C1 = Pastor Huey; C2 = Gary Rucker; C3 = Shaun Zimmerman

# HUD'S STRATEGIC GOALS AND POLICY PRIORITIES FOR FY 2013/14

ATTACHMENT 6



**DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT**

**[Docket No. FR-5700-N-01]**

**Notice of HUD's Fiscal Year (FY) 2013 Notice of Funding Availability (NOFA)  
Policy Requirements and General Section to  
HUD's FY2013 NOFAs for Discretionary Programs**

**AGENCY:** Office of the Secretary, HUD.

**ACTION:** Notice of HUD's FY2013 General Section to HUD's FY2013 NOFAs for Discretionary Programs (Notice).

**SUMMARY:** This Notice provides prospective applicants for HUD's competitive funding with the opportunity to become familiar with the General Section to HUD's FY2013 Notices of Funding Availability (NOFAs) for Discretionary Funding (program NOFA), in advance of publication of any individual FY2013 program NOFAs. This General Section and the individual FY2013 program NOFA Sections comprise the entirety of the FY2013 NOFA instructions.

**A. HUD's Strategic Goals and Policy Priorities**

In FY2013, HUD is seeking competitive applications for individual FY2013 program NOFAs that will further the achievement of HUD's Strategic Plan Goals and Policy Priorities.

HUD's Strategic Plan for FY2010-2015, provides the direction and focus of HUD in achieving its mission: to create strong, sustainable, inclusive communities and quality, affordable homes for all. The Strategic Plan sets forth five core goals, to achieve HUD's mission:

1. Strengthen the Nation's Housing Market to Bolster the Economy and Protect Consumers
2. Meet the Need for Quality Affordable Rental Homes
3. Utilize Housing as a Platform for Improving Quality of Life
4. Build Inclusive and Sustainable Communities Free from Discrimination
5. Transform the Way HUD Does Business

HUD's grantees are important partners for achieving these Strategic Plan Goals and the Department will provide points or prioritize selection of applications for applicants that further the strategic goals of the Department. The full list of FY2013 Policy Priorities and their relationship to HUD's Strategic Goals is provided in Appendix A to this General Section,

Each individual program NOFA will identify the Policy Priorities that are applicable to that program and the rating points or how they are used in the selection process. Each program must specify at least two policy priorities and provide for at least two points in the rating of applications devoted to the policy priorities. Exceptions to this policy will be noted in the program NOFA. Appendix B provides a fuller description and examples on how to implement each of the policy priorities. The policy priorities are:

### **1. Job Creation**

Activities sustain economic development in low-income communities and job creation opportunities for low-income residents of HUD-assisted housing beyond the length of the program.

### **2. Sustainability**

Activities actively promote sustainability through energy-efficient, environmentally friendly, healthy design, including elements of visitability and universal design.

### **3. Affirmatively Furthering Fair Housing**

Activities affirmatively further fair housing, actively preventing discrimination because of race, color, national origin, sex, religion, disability, or familial status. Activities will reduce racial segregation and overcome impediments to fair housing choice, employing regional- or metropolitan-level strategies, when applicable.

### **4. Capacity Building and Knowledge Sharing**

Activities strengthen the capacity of state, local, tribal government and nonprofit partners to implement HUD programs, coordinate on cross-programmatic, place-based approaches, and encourage ongoing communication.

### **5. Using housing as a platform for improving other outcomes**

Programs thoroughly connect HUD assistance to other federal agency programs and benefits in efforts to improve outcomes such as the health, education, safety, environmental, and/or economic outcomes of target populations.

### **6. Expand cross-cutting policy knowledge**

Data tracking efforts integrate housing and community development data with data about outcomes such as health, education, safety, self-sufficiency, transportation, and sustainability. Beyond measuring program impacts, analysis of the activities will add to the existing body of policy knowledge through collaboration with other public agencies and/or universities.

## **B. Evidenced-Based Decision-Making**

In FY2013, HUD furthers efforts to utilize rigorous evidence in making funding decisions related to its competitive programs. In evaluating applications and designing its NOFAs, HUD will take into account the body of rigorous evidence available for each program found through program assessments, independent studies or evaluations related to the comparative effectiveness of different approaches or strategies, or other studies sponsored by HUD's Office of Policy Development and Research. HUD will give funding priority to those who demonstrate effective use of evidence in identifying or selecting the practices, strategies or programs proposed in the application, where practicable. In addition, to aid in building the body of evidence on HUD's programs, as a threshold requirement, all grantees must cooperate on HUD-funded research and evaluations.



### **C. NOFA Schedule**

In FY2013, HUD plans to publish individual program NOFAs as they are approved for publication. Some NOFAs may be published in advance of program appropriations so that prospective applicants can start preparing their applications.

Any amendment to this General Section or an individual program NOFA will be posted on [www.Grants.gov](http://www.Grants.gov) as a Technical Correction. Applicants are urged to sign up for the funding opportunity notification subscription service at [http://www.grants.gov/applicants/email\\_subscription.jsp](http://www.grants.gov/applicants/email_subscription.jsp) to receive notice of publication of program NOFAs as well as any changes to this General Section or to individual FY2013 program NOFAs.

### **D. NOFA Application Submission Requirements**

The General Section and individual program NOFAs comprise the full set of NOFA submission instructions; applicants are advised to become familiar with the full set of application submission requirements, and to provide copies of the General Section to all persons that will be working on the application. Key requirements of the General Section include: HUD requires that applicants submit applications electronically via Grants.gov, with the exception of the Continuum of Care competition, which is submitted through e-snaps.

All applicants must have a Dun and Bradstreet Universal Numbering System (DUNS) number.

All applicants must have an active registration in the Central Contractor Registration (CCR) system. In July 2012, the CCR will be converted to the System for Award Management (SAM) found at [www.SAM.gov](http://www.SAM.gov). The new SAM website incorporates requirements for Central Contractor Registration (CCR). See Section IV of the General Section for more information.

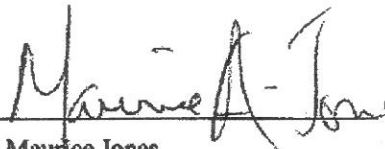
Appendix C contains detailed instructions on obtaining a DUNS number and registering with Central Contractor Registration (CCR)/SAM.

**FOR FURTHER INFORMATION CONTACT:** For further information on HUD's FY2013 Policy Requirements and General Section, contact the Office of Strategic Planning and Management, Grants Management Division, Department of Housing and Urban Development, 451 7th Street, SW, Room 3156, Washington, DC 20410-3000, telephone number 202-402-4802. This is not a toll-free number. Persons with hearing or speech impairments may access this number via TTY by calling the Federal Relay Service at 800-877-8339.

**SUPPLEMENTARY INFORMATION:** To help applicants with electronic application registration and submission, HUD advises applicants to use the help features on the Dun and Bradstreet (D&B), Central Contractor Registration (CCR)/ SAM.gov, and Grants.gov websites. These sites all have User Guides and Frequently Asked Questions (FAQ) which are updated on an ongoing basis.

HUD believes that early publication of this General Section is beneficial to prospective applicants by providing advance notice of the Department's Strategic Plan Goals, Policy Priorities, NOFA threshold requirements and other requirements that are applicable to individual FY2013 program NOFAs

Dated: 7/16/12

  
Maurice Jones  
Deputy Secretary

[FR-5700-N-01]



# CENTRAL VALLEY COALITION FOR AFFORDABLE HOUSING – FAIR HOUSING APPLICATION

ATTACHMENT 7



March 22, 2013

Mark Hamilton  
City of Merced Housing Program  
678 W 18<sup>th</sup> Street  
Merced, CA 95340

RE: CDBG Fair Housing Services  
2012 / 2013 Contract Year

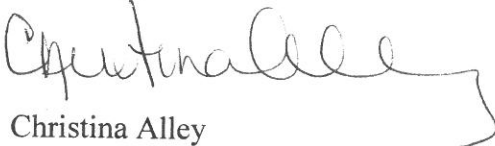
Dear Mr. Hamilton,

Central Valley Coalition for Affordable Housing welcomes the opportunity to re-apply to perform Fair Housing Services for the City of Merced. CVCAH has been contracted to perform Fair Housing services for the City of Merced since 2003. Our services are aimed at all renters, owner/landlords, and the agencies that serve them. Our belief is that awareness and education are essential to achieving peace and equanimity in our community.

In order to continue our mission of Fair Housing education, CVCAH proposes to provide the City of Merced the services outlined in the following attachment.

If further information is needed, please do not hesitate to contact me at (209) 388-0782, ext. 302. Thank you for your consideration, we look forward to continuing our successful relationship with the City of Merced.

Sincerely,

  
Christina Alley  
Chief Executive Officer

Enclosure

3351 "M" Street Suite 100 Merced California 95348  
(209) 388-0782 Office • (209) 385-3770 Fax • TTY: 1-800-735-2929





## **FAIR HOUSING SERVICES SUMMARY**

In its Fair Housing program, Central Valley Coalition for Affordable Housing (CVCAH) will provide Fair Housing education and outreach services to the residents of the City of Merced. CVCAH will continue updating its education materials and seminars as changes in Fair Housing laws and current issues arise. Each year CVCAH will provide a minimum of four (4) education workshops to private sector, non-profit agencies, government agencies, and all other appropriate audiences as directed by the City. CVCAH has developed a well-publicized system to receive Fair Housing complaints, the Fair Housing Hotline 1-888-MERCED8. This hotline is a dedicated, toll-free number that residents can call if they suspect they may be experiencing discrimination. All calls to the Fair Housing hotline will be recorded on a tracking log, and a contact sheet recording the caller's information, complaint, and resolution will be completed for each call. This will enable CVCAH to provide the City of Merced complete statistical records on all complaints and resolutions. CVCAH will contract with another local non-profit, Valley Initiative for Affordable Housing (VIAH), to answer and return calls to the hotline. VIAH staff will determine if the call is from a resident of a CVCAH or non-CVCAH related property. If the caller is not a resident of a CVCAH related property the call will be forwarded to CVCAH for assistance. If the caller is determined to be a resident of a CVCAH related property VIAH staff will forward the call to local attorney Tom Lewis for assistance. CVCAH will outreach to the community of Merced by publishing its toll free hotline number, 1-800-MERCED8 in local newspapers and by mailing quarterly flyers to service agencies, property managements companies, and real

estate offices. CVCAH will also establish a dedicated Fair Housing Program website in order to promote Fair Housing awareness and advertise the hotline and available workshops. CVCAH will also develop and conduct Fair Housing trainings for the City of Merced and VIAH staff and provide technical assistance to the City of Merced on all Fair Housing related topics. CVCAH and VIAH staff will attend ongoing trainings in Fair Housing Issues, including Fair Housing testing and Enforcement. CVCAH will annually conduct and/or participate in a regional Housing Fair in order to educate the public on Fair Housing issues and laws. CVCAH will also actively participate with the local Fair Housing Resource Board (FHRB). CVCAH will create and conduct a Fair Housing Poster Contest during April, the National Fair Housing Month. CVCAH will work with the City of Merced, the local Fair Housing Resource Board (FHRB) and other appropriate local agencies to address the findings and activities identified in the Analysis to Impediments to Fair Housing Choice: an insufficient supply of affordable rental housing, the lack of a HUD certified mortgage and foreclosure counseling program, and an inadequate Fair Housing enforcement program. CVCAH will develop and conduct a Fair Housing Testing program, which will include quarterly testing of a minimum 10 testing sites (paired test format), as well as additional tests and testing sites as needed based on complaints received. CVCAH will contract with VIAH to conduct testings at CVCAH related sites. CVCAH will provide quarterly performance reports to the City of Merced as required by the Request for Proposals Guideline for Fair Housing Services. CVCAH will counsel, advise, provide mediation services, or refer at least 50 individuals/families with Fair Housing related issues annually. Fair Housing complaints will be referred to attorney Robert Haden, who has assisted CVCAH in its Fair Housing program since



2003. Mr. Haden has over 20 years experience in housing law and is on the Board of Central California Legal Services.

## **PERFORMANCE MEASUREMENTS AND TIMELINE**

CVCAH has developed an education workshop on Fair Housing laws and issues. The objective of developing an education workshop is to inform tenants, landlords, homebuyers, and prospective homebuyers of the protections and remedies available to them under the Fair Housing Act. This activity is in place and ongoing, as materials must be adapted in response to changes in Fair Housing laws.

CVCAH has developed Fair Housing distribution materials, and regularly searches for available materials on the HUD and California Department of Fair Employment and Housing websites. These materials are distributed to residents of the City of Merced on an ongoing basis as part of our Fair Housing Outreach efforts. This activity is in place and ongoing.

CVCAH will create and conduct a Fair Housing Poster Contest during the month of April, which is Nation Fair Housing Month. The objective of this activity is to generate interest in Fair Housing and to advertise the services available to residents of the city. Contest rules will be discussed and agreed upon between CVCAH and City of Merced Staff. In March the contest entry information will be distributed to all local service agencies, real estate offices, property management companies, and apartment complexes, and will also be available at the CVCAH and City of Merced offices. A panel of CVCAH and City of Merced staff will review all entries and choose winners based on agreed upon criteria. Winning posters will be published in the Merced Sun-Star and will



be featured in Fair Housing education and outreach materials for the remainder of the year. This activity will be implemented upon acceptance of this proposal and will be ongoing.

CVCAH will develop and conduct Fair Housing testing in the City of Merced. The objective of this activity is to identify areas of concern and to remedy any findings of violations. CVCAH staff will attend trainings and seek input from established Fair Housing testing programs such as the Fair Housing Council of Central California. This activity will be implemented upon acceptance of this proposal and will be ongoing.

CVCAH will continue to distribute flyers advertising the Fair Housing hotline 1-888-MERCED8 to local service agencies, real estate companies, property management companies, and apartment complexes in Merced. The objective of this activity is to inform the public that assistance with Fair Housing issues and complaints is available locally. This activity is in place and ongoing.

CVCAH will track its efforts in the above activities as part of its quarterly reporting requirement, and will evaluate their efforts on an ongoing basis in order to improve all aspects of its Fair Housing program. All records of these activities will be maintained by Fair Housing program staff and will be stored at the CVCAH office.

## **ORGANIZATIONAL CAPACITY**

Central Valley Coalition has been providing Fair Housing services to the City of Merced since 2003. In that time CVCAH staff has attended regular Fair Housing trainings and has kept abreast of changes in Fair Housing laws by regularly monitoring the HUD and California Department of Fair Employment and Housing websites. As part of the Fair Housing services provided since 2003 CVCAH staff has conducted Fair Housing workshops for The Housing Authority of the County of Merced, the Merced County Human Services Agency, the Merced County Office of Education, the Merced Lao Family Community, and the Merced County Association of Realtors. Since 2003 the staff of CVCAH has worked together to develop Fair Housing outreach materials, newsletters, and workshop materials, and staff has participated in local community fairs to distribute Fair Housing information to attendees. Project Service Manager Miriam Giebeler will be responsible for the daily management of the Fair Housing Program, with Chief Executive Officer Christina Alley and Chief Operations Officer Jennifer Bertuccio providing management oversight of the program. Bookkeeper Renee Downum will be responsible for tracking program expenses and submitting reimbursement requests by the due dates listed in the Request for Proposals Guideline for Fair Housing Services. CVCAH office staff will continue to provide program support in preparing and distributing Fair Housing materials as needed. CVCAH utilizes Quickbooks software to track its financials on an accrual basis, and the CVCAH financials are audited annually by an independent accounting firm. The software utilized by CVCAH allows for CDBG funds to be tracked separately from other funding sources. CVCAH has sufficient funds to sustain the Fair Housing program for a minimum of three months until reimbursement



of expenditures is received, as evidenced by the CVCAH bank statements included with this proposal. CVCAH does have a personnel policy manual with an Affirmative Action plan and a grievance procedure. A list of the CVCAH Board of Directors and resumes for key staff members is included in this proposal. CVCAH is currently the owner and manager of 96 low/moderate income multi-family and 10 low/moderate income single-family rental units in the City of Merced. CVCAH does have liability insurance coverage in the amount of \$2,000,000 through the Nonprofits' Insurance Alliance of California. CVCAH also has Crime & Fidelity bond coverage in the amount of \$500,000 through Great American Insurance. CVCAH pays all payroll taxes and workers' compensation as required by State and Federal law.

## PROJECT BUDGET

### **Personnel:**

a. Salaries and Wages	\$8,000
b. Legal Fees	\$2,800

<b>Total Personnel:</b>	<b>\$10,800</b>
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### **Non-Personnel:**

c. Telephone (dedicated line 1-888-Merced8)	\$390
d. Office Supplies	\$1,500
e. Printing/Duplication	\$3,000
f. Travel/Conferences	\$500
g. Training of Staff	\$3,000
h. Local Media Campaign/Advertising	\$1,500
i. City of Merced as Additionally Insured	\$250

<b>Total Non-Personnel:</b>	<b>\$10,140</b>
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<b><u>Total Project Budget:</u></b>	<b><u>\$20,940.00</u></b>
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## **BUDGET SUMMARY**

- a. **Salaries and Wages** – the amount required to pay for CVCAH staff time and fair housing testers needed for the operation of the Fair Housing program. This amount was determined by multiplying the anticipated staff hours utilized for fair housing services in a one year cycle (based on our prior experience) and multiplying by staff's hourly wages.
- b. **Legal Fees** – the amount required to pay for the time of attorney Robert Haden spent in attending Fair housing seminars and answering questions/resolving issues that come up in workshops and via the hotline. This amount was determined by multiplying the anticipated hours (based on our prior experience) by Mr. Haden's hourly fee.
- c. **Telephone** – the cost of continued operation of the toll-free hotline 1-888-MERCED8. This amount was determined by examining the last 12 months' telephone bills for this dedicated line.
- d. **Office Supplies** – the cost office supplies purchased for Fair Housing program purposes. This amount was determined by reviewing prior years' program expense receipts.
- e. **Printing/Duplication** – the cost of printing and copying of all Fair Housing education, outreach, testing, enforcement, and referral



materials. This amount was determined by analyzing prior years' copier usage fees and anticipating a 50% increase in usage due to the added components of enforcement and minimum testing as required in the Request for Proposals Guideline for Fair Housing Services.

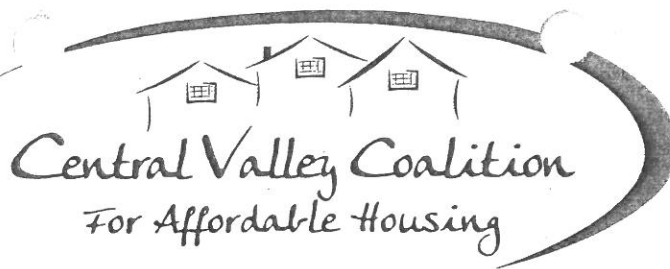
- f. **Travel/Conferences** – the cost of CVCAH staff attending HUD and other conferences in the area of Fair Housing, including travel expenses, mileage, and conference and hotel fees. This amount was determined by analyzing prior years' travel expenses.
- g. **Training of Staff** – The cost to train and certify staff in Fair Housing enforcement. This amount was determined by reviewing the National Fair Housing Training Academy's 2013 Online Course Schedule.
- h. **Local Media Campaign/Advertising** – the cost of placing advertisements in the Merced Sun-Star, Entre Amigos (Spanish Language Newspaper), and other local publications as needed to promote Fair Housing workshops, the Fair Housing Hotline, and the April Fair Housing Poster Contest. This amount was determined by reviewing prior years' advertising expenses.
- i. **City of Merced as Additionally Insured** – the cost of obtaining an Additionally Insured certificate for the City of Merced as required by

the request for Proposal Guideline for Fair Housing Services. This amount was determined by reviewing prior years' expenses.

# **CENTRAL VALLEY COALITION FOR AFFORDABLE HOUSING – CHDO APPLICATION**

**ATTACHMENT 8**





March 22, 2013

Mr. Mark Hamilton  
Housing Program Specialist II  
City of Merced  
678 W. 18<sup>th</sup> Street  
Merced, CA 95340

Re: CHDO proposal

Dear Mr. Hamilton:

Thank you for this opportunity to submit a proposal to you for your CHDO funds programs for a rental new construction project located in 2668 N. Highway 59, Merced, CA.

Please find attached our proposal and a disk with our organizational documents.

Please feel free to contact me if you have any questions at (209)388-0782 ext. #302.

Sincerely,  
Central Valley Coalition  
for Affordable Housing

  
Christina Alley  
Chief Executive Officer

Attachment  
CD



### **PROJECT DESCRIPTION**

Central Valley Coalition for Affordable Housing is proposing to purchase a blight home located at 2668 Highway 59, Merced. Once the property is purchased we will demolish the house and properly abandon the septic system so that the duplex may connect to the City sewer system. We will replace this blighted house with a duplex consisting of two one bedroom units to assist kids coming out of the foster care system approximately two eight hundred square foot units which will be rented to a families who's income and rent will not exceed 60% of area medium income as outlined in the HOME regulations. The families will be income qualified by the HOME regulations at initial move in and annually thereafter, which the City will have access to the files for verification. The property will be regulated by a Regulatory Agreement that will be recorded against the property for a 30 year term.

### **PROJECT BUDGET AND INFORMATION**

Please find attached the budget for the site which includes administrative costs of \$2,000 to cover the cost of an audit for this activity. Please note there is additional cost to the project because of the septic tank which also includes putting in infrastructure to connect to the City sewer line and the fees that will be due to CalTrans. We have contact the City of Merced building and planning departments to get the cost associated with the fees and permits as well as the additional funds needed for CalTrans. We kindly request that the City of Merced fund the full construction cost with the agreement that we would pay down the construction with a perm loan from a local bank. One thing the City of Merced planning department pointed out is there maybe delays with CalTrans which will be out of everyone's control.

### **COMPETITIVE QUESTIONS AND SUMMARY**

I believe that the project will assist the City to help complete a neighborhood revitalization effort they have begun in the area. This house is a blighted boarded up old home that once demolished and rebuilt will add to new revitalized neighborhood. We will work with the City of Merced with this project from day one to meet the HOME program and the City of Merced goals and objectives. We believe with the assistance of the CHDO funds this project is financially feasible for the life of the CHDO funds of 30 years. If this project does not receive CHDO funds I believe it will be unable to move forward due to the difficulties today in the lending market and that that we want to work with kids coming out of the foster care system which without there being soft funds and city support they could not underwrite.

### **GENERAL INFORMATION**

This project would be a cooperation of Central Valley Coalition for Affordable Housing and the City of Merced to develop a duplex consisting of two one bedroom units to assist children coming out of the foster care system. So we also would be dealing with several organizations to make this project successful including Merced Junior College.

The activity we will be undertaking is rental new construction under the home program and it is located in revitalization area to clean up a blight structure..

### **NATIONAL OBJECTIVE**

This development will meet the National Objective by meeting the "Direct" Benefit for housing projects. The two units will be income restricted to families who income does not exceed 60% of area medium income as defined by HUD for Merced County as well as rent restricted at 60%. At initial move in each family will income qualify as outlined by the HOME program and annually thereafter. The information will be kept by Central Valley Coalition for Affordable Housing at all times so that at the request of the City of Merced and/or HUD they may review the files for accuracy. The development will be regulated by a HOME Regulatory Agreement that will be recorded against the site for 30 years. This development will demolish a blight home and replace it with safe, decent and sanitary housing as it will be all new building codes and all HUD housing quality standards.

### **THERSHOLD REQUIREMENT**

The activity that Central Valley Coalition for Affordable Housing is proposing to undertake is rental new construction of a duplex in Merced, California.

This development is consist with the community development strategy as Central Valley Coalition for Affordable Housing is proposing to demo a blight boarded up home that is in demolished and replaced with a duplex that will assist two individuals that will be coming out the foster care system and working with them to obtain the skills to be self sufficient. This new development also helps add to the already neighborhood revelation that has been taking place in this neighbor which has been acknowledged by the City of Merced through the NSP program.



## DEVELOPMENT BUDGET

2668 N. HIGHWAY 59, Merced  
DUPLEX

Land Cost	36,833.26	
Demo Cost-septic tank	17,500.00	
Construction cost	162,000.00	
Arch & Eng.	5,000.00	
Closing Cost	2,000.00	
Insurance	2,500.00	
Permits & Fees/encroachment	<u>18,000.00</u>	*CalTrans fees added per Jess Oswald
Total Development Cost	243,833.26	
Admin - audit	2,000.00	
	-	
TOTAL CHDO FUNDS	205,833.26	
Loan from local bank	40,000.00	

# CDBG SUGGESTIONS FROM PUBLIC

ATTACHMENT 9

## **Overview of 2013 HUD Annual Plan Community Public Meetings and Funding Requests**

Merced City Housing Department staff members are to hold public meetings annually to help prepare for writing the City's Housing and Urban Development (HUD) Annual Plan. This plan is a requirement of the Federal HUD grant program.

In March, two public meetings were held to get input regarding use of 2013-14 Community Development Block Grant (CDBG) funding. These meetings were also held to inform the public that a small amount of CDBG funds would be made available to eligible local projects and provide information regarding deadlines for applications.

As an Entitlement Community, Merced receives an annual HUD allocation for use with its Community Development Block Grant (CDBG) and HOME programs. A maximum priority is to benefit low-moderate income persons; prevent or eliminate slum or blight; and some funds can be used for community developmental needs that have an urgency because existing conditions pose a serious or immediate threat to health or welfare of the community.

### **Eligible Activities include, but are not limited to:**

- Acquisition of real property;
- Relocation and demolition;
- Rehabilitation of residential and non-residential structures;
- Construction of public facilities and improvements, such as water and sewer facilities, streets, neighborhood centers, and the conversion of school buildings for eligible purposes;
- Public services, within certain limits;
- Activities relating to energy conservation and renewable energy resources; and
- Provision of assistance to profit-motivated businesses to carry out economic development and job creation/retention activities.

### **Public Input:**

Each of the meetings held had a sign-in sheet and notes were taken of comments made. In addition, qualifying local non-profits received notification inviting them to attend the meetings, to provide input and to apply for CDBG funding. Following is an overview of comments and applications received.



**Comments:**

Many public members voiced concern for families and single adults who are considered to be part of the Low to Moderate income and/or part of the homeless population:

1. Homeless Day Center
  - a. Supportive Services
  - b. Remove Blight
  - c. Showers
2. More Opportunities for Kids
  - a. Teen Center
  - b. Van used to pick up kids which would take them to the Boys and Girls Club
  - c. Various Programs including Music, Art, Sports, Tutoring, etc.
3. Family Emergency Shelters
  - a. Homeless
  - b. Families
  - c. Kids
4. Paying for Utilities
  - a. Veteran's with Vouchers
  - b. Paying rental deposits (1<sup>st</sup> and last)

**List of Servers Housing should partner with:**

1. United Way – Building Healthy Communities
2. Human Services Agency
3. Getting Ahead
4. Central Alliance

The Housing Department is anticipating an 8% to 12% reduction in the amount available from the previous year to fund non-profit organizational requests. Requests funded must meet the National Objectives. Below is a summary of applications received.

**Summary of Applications Received:**

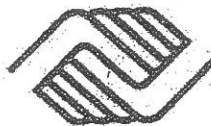
<b>Organization</b>	<b>Activity</b>	<b>Requested Amount</b>
Boys and Girls Club	Smart Moves Summer Program	\$23,800
Sierra Saving Grace	SSG Homeless Project	\$19,300
Healthy House	Ethnic Elders Transportation Assistance Program	\$3,000
Merced Lao Family	Youth Cultural Activity Program	\$11,100
Merced Community Action Agency	Homeless Prevention/Rapid Re-housing	\$39,925
Merced County Association of Governments	Continuum of Care	\$38,000
Valley Crisis Center	Reducing Barriers to Save and Secure Housing	\$20,000
Valley Crisis Center	Promoting Job Skills	\$23,920
Merced County Rescue Center	Warming Center	\$3,700
	<b>Total:</b>	<b>\$182,745</b>

# BOYS AND GIRLS CLUB APPLICATION

ATTACHMENT 10



Boys & Girls Clubs of America



Great Futures Start Here!

**DATE:** March 22, 2013

**TO:** Mr. Mark Hamilton  
Housing Program Specialist II  
678 West 18<sup>th</sup> Street  
Merced, CA 95340

**FROM:** Mr. Tony Slaton *T.S.*  
Boys & Girls Clubs of Merced County

**RE:** APPLICATION COMMUNITY DEVELOPMENT BLOCK  
GRANT

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Mr. Hamilton,

Attached is the application from the Boys & Girls Clubs of Merced County for the CDBG. Please feel free to contact me should you have any questions. We look forward to working with you.



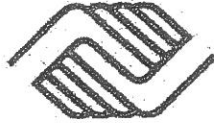
Great Futures Start Here!

### **The Program:**

The Boys & Girls Clubs of Merced County would like to make the following request for funding for its Smart Moves Summer program. Young people today face a new world of challenges and opportunities. The Smart Moves program is designed to engage preteens and teens in meeting the challenges they face. The curriculum is designed to provide youth with critical skills needed to face these challenges. The 10 youth who serve as "peer Leaders" will work with 68 other youth to implement a curriculum which consist of no less than 12 sessions. These sessions provide boys and girls with accurate information, resistance training and other critical skills necessary for gang resistance, avoiding violence, alcohol, tobacco and other drugs. This nationally acclaimed program is unique in that it provides both Leaders and Participants with continuous opportunities to duplicate the process. The data collected becomes part of the curriculum and both Leaders and Participants are active in the design and implementation of the process. It is for youth, by youth, and allows for discussions which provide options for real world problems; problems which may negatively impact them now.

Peer Leaders participate in training prior to the first session of the project. This training prepares them to lead classes that are fun, and informative. The training process helps the Leaders recognize and debunk "urban myths" related to alcohol and tobacco use. Accurate information about the physical and emotional changes associated with puberty and a training in the "social determinants of health... Youth Edition" which assist our youth in understanding those factors that influence poverty and how and why youth should become their own best advocates in these areas. Those youth who are Leaders are given enough time to market, recruit, and implement their 8 week program. While in the program, they can identify the next set of youth who may become peer Leaders. With the help of Adult facilitators, these youth learn by doing, by participating in small group discussions, games, role plays and rehearsal of skills rather than listening to lectures. They learn to make good choices and they duplicate this model in others by creating a positive peer group where they reinforce each other to make healthier choices.

Not only do the participants and Leaders leave the program with critical skills, they leave the program with other skills that make them more marketable in the job market. They are better able to create and implement their educational goals, and with greater leadership and character development skills. The program is unique and has an excellent record for success by the nature of its design. It tackles the difficult, real world issues that the youth are experiencing now, but it keeps it fun. Youth **ARE** safe, so they are more willing to share.



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The program is necessary especially in those areas identified by Attachment 1 as:  
Area B 13.02 Bear Creek to Highway 99 G street to M Street  
Area D 16.01 Highway 99 to Childs Avenue M Street to G Street  
Area C 15.03 Highway 99 to Childs Avenue West Avenue to M Street

These areas have the greatest level of poverty, highest illiteracy, and greater percentage of youth involved in risky behaviors. The program, however, has in its design collaborations with different organizations and individuals working together to create healthy environments that encourage youth to make healthy choices. The success of this program can be directly attributed to the fact that the youth directed, youth supported and youth motivated program builds strong, trusting adult partnerships; relationships which carry on into the future.

Each 12 week component has a three week training period for the stipend Peer Leaders and an 8 week program for participants. The additional week at the end of the program is used to collate our data, write our evaluations, and prepare our "Hand offs" for the next cohort.

The Project begins in May of 2013, but of course has a great deal of work by BGC staff prior to the selection of the Peer Leaders. Peer Leaders are identified in April of 2013. They are processed and begin their training May 1, 2013. During this time the balance of the 68 youth will be identified as Participants and begin their 8 week cohort May, 29<sup>th</sup> 2013. Again, one week of program evaluation at the end of the 8 week period.

**General Information:**

Participating Municipalities: Merced

Area B 13.02 Bear Creek to Highway 99 G street to M Street

Area D 16.01 Highway 99 to Childs Avenue M Street to G Street

Area C 15.03 Highway 99 to Childs Avenue West Avenue to M Street

**Name Of Project:** SMART Moves (Skills Mastery and Resistance Training)

**Eligible Activity Description:** (See "The Program" description at the beginning of this document.





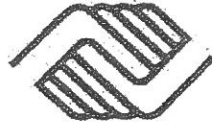
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**National Objective information including beneficiaries:**

The SMART Moves program benefits low and moderate income persons and it addresses an **URGENT** and **CRITICAL** community need. SMART Moves recognizes that young people become involved in risky behaviors like drug use, early sexual behavior and violence for a number of different reasons. One of those reasons is the perception, by youth that a "good" education is unattainable and impractical in Merced. 71 % of our youth graduated from 8<sup>th</sup> grade in 2011. Only 68% graduated from high school in 2011 and only 46% graduated from College. The numbers decrease for those seeking and associates degree from the Jr. Colleges. Something other than an poor education is happening here. While the numbers in education decreased, employment decreased and violent crimes increased. The numbers for youth being victims of a violent crime, being unemployed and dropping out of school also increased. Surveys taken by the Boys & Girls Clubs, and other entities such as Ohio State University in its 2011 survey, noticed, that the number of opportunities for youth to be engaged in safe, effective, fun programming is limited. The resources are not here. This has been identified by both BGC and Ohio State (among others) as one of the most urgent and critical needs in the Merced Community. More support and funding must be identified for youth engagement programs that currently exist and more emphasis needs to be placed on developing pipelines for youth to enter the job market.

SMART Moves addresses these crucial concerns. Peer Leaders are provided with stipends which provide them with some income during their training, program implementation and program evaluation phases. The adult partners utilized in the program have the opportunity to see "trained" youth in action and as potential employees. These youth become community youth leaders and they identify and train other youth to become active participants as well. Although, not a salary, the stipends add immediate support to the youth and their families and is an incentive for other youth to participate in the training hours that it takes to become Peer Leaders. The areas of concern that the youth address, interestingly enough, are the same areas that adult community members are concerned about as well. Education, poverty, and crime, but with a sensitivity to the challenges and opportunities faced by youth as they look at their environment. The positive experienced that youth have in the SMART Moves programs help youth to make better choices now. These choices improve self esteem, add hope to our circumstances and provide tangible skills designed to improve the quality of life for youth while some financial support to address the needs now.

The data collected will support the fact that the Peer Leaders and Participants come from the identified areas supported by this grant and that they are low income. Our



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information sheet also ask that the Participants and Leaders self report their involvement in other areas of critical need. A post assessment should show a decrease in these areas. In either case, the data needed to support the Grant is available.

This program is consistent with other community development plans for the Merced area such as Building Healthy Communities, the California Endowment and Merced Ahead. However, this plan provides an opportunity to meet this critical need for low income youth that is already well known to Merced residents. BGC is part of the collaborative; the Strategic Plan to address these issues.

**Project Description:**

The Project has been described in the beginning of this document however, some additional information is as follows:

BGC staff will begin to identify the 10 Peer Leaders who will operate as staff, the adult Coordinator and Site supervisors for the program in March of 2013. During this time, BGC will determine the total number of satellite or small group locations needed, if any, to meet the needs of the 68 youth participants who reside in the "Areas" identified. The location for most activities will be the BGC location known as McCombs Youth Center. 615 W. 15<sup>th</sup> Street Merced, CA 95340. It may or may not be the only location utilized by the Program.

BGC programs have a proven record of success. The more youth we reach and the more often we reach them, better the outcomes for youth and for their families.

**Project Needs:**

The program is designed to reach youth ages 10-18 with the greatest concentration on those youth ages 10-14. These youth have the more difficult task of facing challenges while they are also learning to deal with the issues of puberty and preparing for high school. In high risk areas, such as Merced, these normal issues are further complicated by the fact that so many of our youth can fall victims to gang predators if they have no activities or safe places to during the summer months. We recognize, of course, that young people become involved in risky behaviors and become involved in gang behaviors for many different reasons, so the program does not operate in isolation. BGC works with many skilled community partners; organizations and individuals working together to create a healthy environment which continues to encourage youth and provide the tools necessary for youth to make healthy choices.

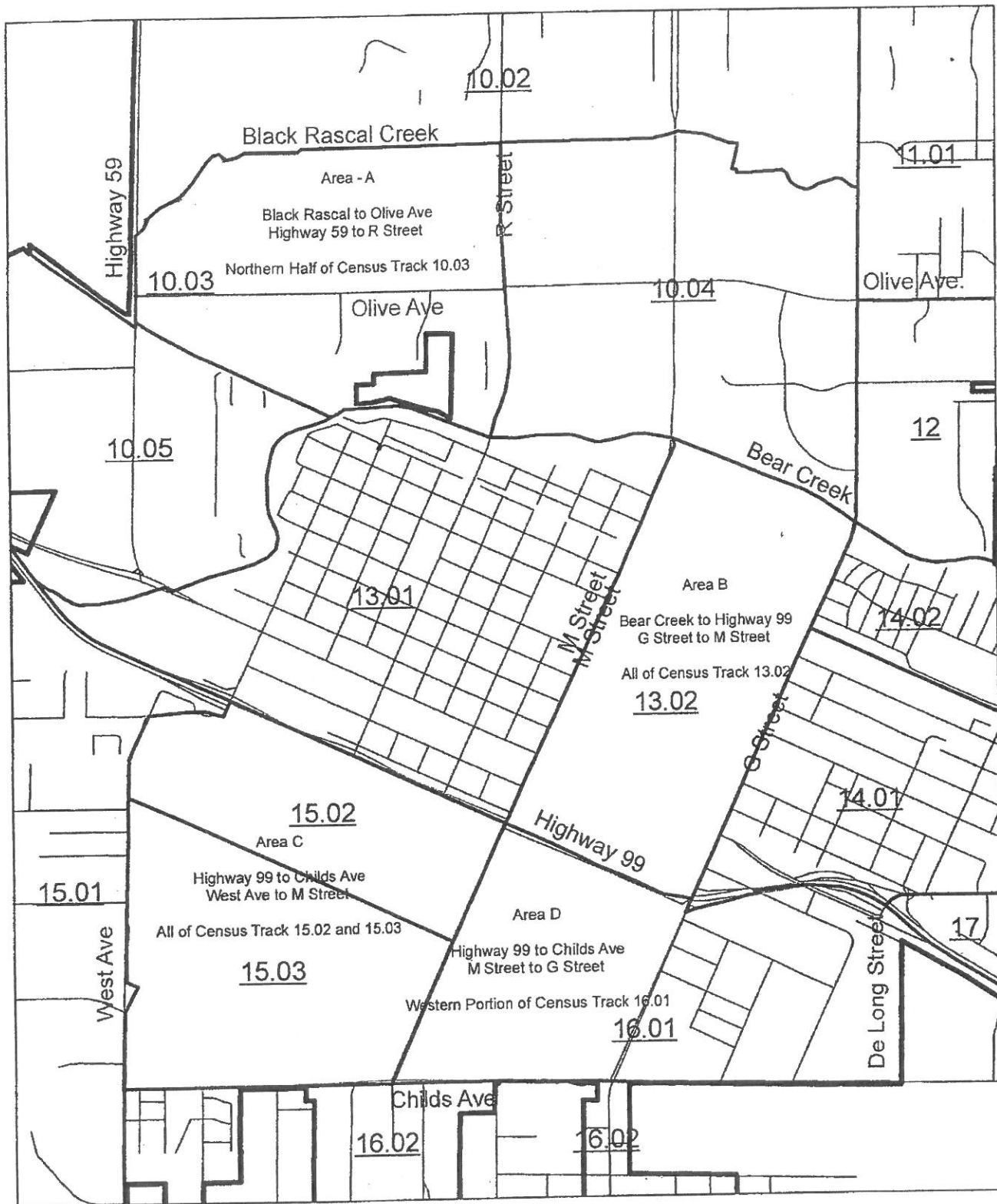


Great Futures Start Here!

**The Impact:**

The SMART Moves program has a proven history of success. It is a nationally acclaimed prevention program that incorporated the latest information and approaches for effective prevention. There are many "soft" and tangible benefits to the program which positively impact the community both in the short and long term. Individuals who participate in this program report that they become more sensitive to the needs of individuals and become more respectful of individual differences. They become more encouraged to support the rights of others and are able to speak out or on behalf of those who may not feel that they can speak out for themselves. Participants report a confidence that helps them become better decision makers while it improves their critical thinking skills. Both Peer Leaders and Participants acknowledge increased respect for cultural differences and that they developed leadership skills that have helped them create and implement their own academic plans. Each of these has a great impact on safety, via the reduction in crimes committed by youth, but also in the improved concern for community and its members. Youth become better community members and they recruit other youth to do the same. When youth are engaged in healthy, safe, fun activities, communities thrive.



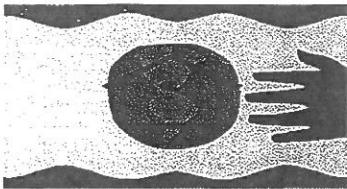


## ATTACHMENT 1

BLC 6 of 31

# HEALTHY HOUSE APPLICATION

ATTACHMENT 11



# HEALTHY HOUSE Within a MATCH Coalition

*"Building Understanding Between Cultures"*

301 W. 18<sup>th</sup> Street, Suite 101, Merced, CA 95340 | 209-724-0102 | Fax: 209-724-0153

www.healthyhousemerced.org

## BOARD OF DIRECTORS

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## ETHNIC ELDERS TRANSPORTATION ASSISTANCE PROGRAM

### 2013 CDBG BLOCK GRANT

#### Introduction:

We are fortunate to live in a community rich in cultural and language traditions. Healthy House Within a MATCH Coalition is a multicultural nonprofit agency that helps Merced County residents and organizations overcome challenges that arise from differences in language and culture. The health disparities that result are also complicated by the social determinants of health which result from the economic challenges existing in the multi-ethnic communities in the Central Valley. Transportation, one of the greatest obstacles to our economic growth, is also a significant obstacle for our multi-ethnic elders, (*low and moderate income population*), especially those with serious or chronic medical conditions.

#### Problem: Urgent or Critical Community Need

In fact, Merced ranks fourth in cities its size for the worst transportation choices for seniors in the nation (according to a Transportation of America Report released on June 14, 2011). Moreover, seniors with poor transportation options are more likely to be isolated and to miss critical healthcare appointments, contributing to the health disparities evidenced in our multi-ethnic community. Healthy House has run multi-ethnic Elder Projects for the past 7 years and has witnessed the transportation challenges these elders face. Using our extensive listing/caseload of elders, supplemented by continuing efforts to recruit and support elders through our HWISH (Hmong Way to Sweet Invisible Health) diabetes education project and our weekly Ethnic Elder support group, Healthy House proposes this Ethnic Elders Transportation Assistance Program to address this serious challenge to elder health.

#### I. Project Description

Healthy House (#77-0568168) is requesting CDBG monies to support bus vouchers for ethnic elders, prioritizing those who have serious or chronic health issues, *within the City of Merced, most of whom live in the low to moderate income areas*. Moreover, a small portion of the funding will go to educate these language-challenged Elders on how to use the bus, understand bus schedules, recognize signs, and even ride the bus (accompanied by HH staff) if necessary.

Half of the vouchers requested will be the \$45 per month vouchers for the standard BUS fare; the other half will be \$55 per month for the Dial-a-Ride vouchers for seniors with special health problems which require more specialized transportation options, including being picked up at their residences.



### **Our Vision and Goals:**

1. To further ethnic elders' understanding of transportation options;
2. To empower ethnic elders to use public transportation options (increasing their cultural literacy and practical skills in society, developing their self-worth, addressing their isolation, and increasing their access to healthcare);
3. To address transportation needs of ethnic elders with serious or chronic health conditions in order to ease health disparities in a multi-ethnic population.

### **Why Healthy House:**

Healthy House Within a MATCH Coalition, a California non-profit that was founded in 1997, has a proven record of providing services and training to build understanding and to eliminate health disparities between multi-ethnic groups. Healthy House is internationally known for its "Partners in Healing" project which brings Hmong Shamans and Western providers together to share cross-cultural education and to achieve optimum health outcomes for Hmong patients. It is also known nationally for expertise and 'cutting edge' development in the field of healthcare interpreter training and cultural competence. Ethnic elders have been a strong focus of our health-based programs for many years.

### **II. Budget**

<u>PERSONNEL</u>	<u>BUDGET</u>
12 month bus vouchers (12 @ \$45/month; 12 @ \$55/month)	\$1200.00
Language & Cultural Specialist Assistance	\$1500.00
 <u>OPERATING EXPENSES</u>	
Printing (fliers/educational materials/translations)	\$150.00
Communication/Facility/Indirect Cost	<u>\$150.00</u>
 <b>TOTAL PROGRAM EXPENSES</b>	 <b>\$3000.00</b>

(Note: Any reduction in grant award will reduce the funding in all categories proportionately.)

### **III. Summary:**

Healthy House is committed to easing the transportation obstacles faced by our ethnic elders in Merced, currently the city ranked fourth in its size for the worst transportation issues in the country. (See aforementioned citation.) Healthy House will offer a transportation voucher program for ethnic elders which will provide education on transportation options in our community as well as bus vouchers for ethnic elders, prioritizing those with serious or chronic medical conditions. In so doing, Healthy House will be assisting our city in providing critical transportation options to ethnic seniors. Such options alleviate the sense of isolation and lack of access to critical healthcare (through missed/unscheduled appointments, etc.) which contributes to health disparities (and resulting increased health costs) in a multi-ethnic population. Finally, the sense of cultural disconnect from mainstream society, so often experienced by seniors with limited English, will be lessened, and their overall well being within their families and the community will be enhanced.

Respectfully Submitted,

Candice Adam-Medefind, Executive Director

# 669 - CDBG PROJECT BUDGET

	Propose Budget
<b>Personnel</b>	
Language & Cultural Specialist	1,500
<b>Total Personnel</b>	<b>1,500</b>
<b>Non-Personnel</b>	
<b>Operating Costs</b>	
Printing	150
Communications	150
<b>Total Non-Personnel</b>	<b>300</b>
<b>Direct Costs</b>	<b>1,500</b>
<b>Indirect Costs</b>	<b>0</b>
<b>Total Direct and Indirect</b>	<b>1,800</b>
<b>Other Costs</b>	
<b>Bus Vouchers</b>	
12 @ \$45/month	540
12 @ \$55/month	660
<b>Total Other Costs</b>	<b>1,200</b>
<b>Grand Total</b>	<b>3,000</b>

\*\*\$125.00/8 hours a month

\*\*1 pass a month

\*\*1 pass a month (Dial A Ride)

MERCED COUNTY ASSOCIATION OF  
GOVERNMENTS –  
CONTINUUM OF CARE APPLICATION

ATTACHMENT 12



CDBG Project Proposal:

Merced County Association of Governments

## PROJECT DESCRIPTION

“Continuum of Care” is a Department of Housing and Urban Development (HUD) term referring to a continuum of services encouraging homeless persons to transition into permanent housing. As reported in the 2005 City of Merced Consolidated Plan, **62 percent of Merced County’s homeless families were Merced City residents before becoming homeless.** HUD offers Continuum of Care grant funds to communities that have undertaken an extensive planning process to identify the extent of homelessness, potential solutions, and leverage available resources.

The Merced County Association of Governments (MCAG) submitted the first Continuum of Care (CoC) Plan for the Merced County region in June 2003. To follow is a summary of CoC funding requests submitted to HUD each year, beginning in 2004:

2004 – Requested and was awarded \$84,000 to fund a data collection project known as the Homeless Management Information System (HMIS).

2005 – Requested and was awarded a three year grant totaling \$565,953 for a permanent supportive housing project, Project Home Start, serving four dual-diagnosed homeless adults. HMIS was also awarded two additional years of renewal funding.

2006 – Requested \$570,338 to expand Project Home Start, which would have provided permanent supportive housing to six additional individuals. HUD did not approve the funding request for this grant cycle.

2007 – Requested and was awarded funding to sustain HMIS for one year in the amount of \$81,165. Originally requested additional funding to expand HMIS, \$105,000 per year for three years; HUD denied the expansion request.

2008 – Only renewal applications were submitted for this funding cycle.

2009 – In addition to HMIS and Project Home Start renewals, two new applicants requested and were approved for HUD CoC funding. Turning Point, providing eight new beds of permanent supportive housing, was awarded \$248,763 and Community Social Model Advocates, providing transitional housing for homeless women recovering from substance abuse, was awarded \$115,534.

2010 – Alongside HMIS and Project Home Start renewals, two new applications were successfully funded. Project Hope Westside (County Mental Health Department) provides six beds of permanent supportive housing to chronically homeless mentally ill persons. This funding request of \$287,576 was for a two year grant cycle. Sierra Saving Grace, a local nonprofit, received \$75,481 to provide permanent housing to disabled homeless persons, also under a two year grant cycle.

2011 – Again, HMIS and Project Home Start were renewed, and two new applications were submitted and awarded. The Housing Authority of Merced County provide eight housing vouchers to chronically homeless mentally ill persons while County Mental Health provides supportive services. This funding request of \$283,680 was for a five year grant cycle. Sierra Saving Grace, a local nonprofit, applied for \$76,953 to provide permanent housing to disabled homeless persons, also under a one year grant cycle.

2012 – Renewal funding has been awarded in the amount of \$388,144 for five renewing grantees- Home Start \$131,913, HMIS \$82,709, Turning Point's bonus \$39,130 and Turning Point \$89,488 and CSMA Tranquility Village \$44,904. New project proposals totaling approximately \$400,000 were submitted in January 2013. Award announcements are expected late spring 2013.

Between 2004 and 2011, nearly \$3 million in HUD CoC funding has been garnered through the annual application process.

Continuum of Care is an eligible expense under the City's CDBG Program, in the Planning and Administration Services category. The project budget is detailed in the following section. The City of Merced is being asked to contribute \$38,000 in CDBG Planning funds, for the July 2013 through June 2014 Program Year.

**To follow is a summary of CoC Program duties:**

- Conduct an annual gaps analysis to determine needs vs. resources and prioritize accordingly
- Work with the state to prioritize Emergency Solution Grant proposals submitted from the Merced region
- Ensure the HMIS is operating according to HUD standards and requirements
- Coordinate the annual street count and related activities
- Compile survey data from providers of homeless services
- Conduct at least three meetings of the full membership; issue public invitation for new members annually
- Adopt and follow a written process to select a CoC board to act on behalf of the CoC. Review, update and approve the selection process at least once every five years. Board must be comprised of service providers and at least one homeless individual or previously homeless individual.
- Lead, develop, follow and update annually a governance charter that includes all procedures and policies needed to comply with HUD regulations
- Monitor recipient and sub-recipient performance, evaluate outcomes and take action against poor performers.
- Work with the CoC to establish performance targets appropriate for population and program type
- Work with the CoC to establish a coordinated assessment system
- With the CoC membership, establish and consistently follow written standards for providing CoC assistance
- Submittal of 3-4 reports annually to HUD related to street count data and data stored within the Homeless Management Information Systems under Community Action Agency
- Submittal of the annual plan to HUD (takes approximately 160 hours of staff time)
- Distribute matrix of current resources in Merced County for services to the homeless

- Work with local homeless service providers on potential projects to be included in the HUD CoC application
- Coordinate activities (22 recommended) for the 10 Year Plan to End Chronic Homelessness
- Respond to inquiries for referrals as needed?

## BUDGET

For the 2013-14 Program Year, MCAG's expenses to perform activities in preparation for the 2013 CoC application, fulfill CoC duties in accordance with HUD requirements, and coordinate activities under the 10 Year Plan to End Chronic Homelessness will cost approximately \$78,000. MCAG is requesting \$38,000 from the City of Merced and \$40,000 from Merced County.

Continuum of Care 2013-14 Program Year	City of Merced (CDBG)	Merced County	Total
Personnel hours	\$36,200	\$38,200	\$74,400
Travel for training/ Mileage/ Meeting refreshments	\$150	\$150	\$300
Supplies/ Copying	\$150	\$150	\$300
Professional Services	<u>\$1,500</u>	<u>\$1,500</u>	<u>\$3,000</u>
<b>Total</b>	<b>\$38,000</b>	<b>\$40,000</b>	<b>\$78,000</b>

CDBG Project Proposal:

Merced County Association of Governments

## SUMMARY

The known *extent of homelessness* in Merced is described in the attached executive summary. It should be noted here, however, that:

- The results of the 2012 Homeless Street Count captured 502 identifiable **homeless persons** throughout Merced County.
- It is estimated that 61% of the homeless population in Merced are chronically homeless struggling with physical and/or mental disabilities.
- At this time, 30 permanent supportive housing beds are available for the estimated 294 homeless persons in need of this type of housing in Merced on any given night.

Homelessness affects the quality of life in Merced in numerous ways. The Continuum of Care effort is a proactive effort to identify local solutions to bring homeless individuals to self-sufficiency.

For questions, please contact Lori Flanders at (209) 723-3153 x308 or [lori.flanders@mcagov.org](mailto:lori.flanders@mcagov.org).



MERCED COUNTY COMMUNITY ACTION  
AGENCY –

HPRP APPLICATION

ATTACHMENT 13



MERCED COUNTY  
COMMUNITY ACTION AGENCY

1235 W. Main St, Merced, CA • (209) 723.4565 • FAX (209) 724.9527

MAILING ADDRESS: P.O. Box 2085, Merced, CA 95344-0085

WEB SITE: [mercedcaa.org](http://mercedcaa.org)

Carole Roberds  
*Board Chairperson*

Brenda Callahan-  
Johnson  
*Executive Director*

March 22, 2013

Mr. Mark Hamilton  
City of Merced Housing Program  
678 W. 18<sup>th</sup> Street  
Merced, CA 95340

Enclosed, please find Merced County Community Action Agency's Request for Community Developmental Block Grant (CDBG) and Home Investment Partnership Program (HOME) Funds from the City of Merced.

Also enclosed, please find our current 501(c) (3) status letter.

Should we be selected to receive this funding, contact information on our program manager is listed below:

Ms. Susan "Su" Briggs  
Direct Phone Number: 209-381-5221  
E-mail: [sbriggs@mercedcaa.org](mailto:sbriggs@mercedcaa.org)

Sincerely,

Brenda Callahan-Johnson  
Executive Director

Enclosure

**REQUEST FOR Community Development Block Grant (CDBG) and Home Investment  
Partnership Program (HOME) Funds from the City of Merced**

**Applicant Description**

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Merced County Community Action Agency (MCCAA) is submitting this request for CDBG and HOME funds:

- |  |          |
|--|----------|
| 1. Emergency Eviction Prevention Assistance  | \$39,925 |
| Community Development Block Grant (CDBG) and Home Investment<br>Partnership Program (HOME) funds from the City of Merced |          |

MCCAA is a nonprofit 501c3 public benefit corporation which has served Merced County since 1965. Its mission is to combat poverty in Merced County. MCCAA delivers its programs via 140 full time employees and a current operating budget of \$28 million. MCCAA programs include:

- Homeless emergency and transitional shelters from 3 locations  
(D Street emergency shelter served 471 persons last year)
- Utilities Assistance serving 4,672 families annually  
(2,443 families were Merced City residents)
- Weatherization services to 687 homes annually  
(258 homes were Merced City residents)
- Women Infants & Children (WIC) nutritional program, serving 17,400 clients annually
- Child development and state preschool programs from 5 locations, serving 259 children yearly (90 of them from Merced)

Our programs are paid for through a variety of State and Federal grants. In particular, we have been the recipient of numerous State and Federal housing grants and accordingly, we have systems in place to accommodate the reporting requirements associated with these programs.

We are well positioned to meet the City of Merced's reporting requirements, should our project(s) be included in its 2013 Department of Housing and Urban Development Annual Action Plan.



## **HOMELESS PREVENTION/ RAPID RE-HOUSING: Project Description**

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MCCAA proposes to utilize \$39,925 of City of Merced CDBG and HOME funds to provide emergency Rapid Re-housing assistance up to 15 low income Merced households (see itemized budget on page 3).

It is well known that Merced families struggle with poverty and the costs of housing. As noted in the May 2011 Merced County 10 Year Plan to End Homelessness, "A Housing First approach...focuses on helping households at risk of becoming homeless maintain their housing whenever possible. Research has demonstrated that it is often more cost-effective and less labor intensive to help such households maintain their current housing compared to helping them after they lose their housing and start living on the streets and/or in shelters".

The proposed project will provide emergency Rapid Re-housing assistance up to 15 low income Merced households with the intent of preventing them from becoming homeless.

## **HOMELESS PREVENTION/ RAPID RE-HOUSING: Who Will Be Served?**

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Rapid Re-housing assistance will be provided up to 15 low income Merced households.

The assistance will take the form of rent, deposit or eviction prevention at a maximum of \$1,500 per household. The proposed project will utilize the same guidelines MCCAA implemented for the CDBG Rapid Re-Housing Program through the City of Merced in October 2012, described on the next page.

Priority will be given to applicants who:

- Are currently homeless and living in a shelter or on the street
- Have children under the age of 3, or are themselves elderly or physically disabled
- Are recently unemployed, or experienced some other recent life altering event
- Have no history of late payments or evictions before their stated life altering event
- Are currently living in unsafe or unsanitary conditions
- Have received a 14-day notice to pay rent or quit
- Are in rental housing with pending foreclosure

Applicants will not be eligible for this assistance if:

- Proposed rent exceeds 65% of their monthly income
- Applicant has no verifiable income
- Applicant has roommates who are not listed on the lease
- Proposed lease includes clauses that are deemed to include excessive fees or conditions
- Applicant has applied for housing that is unsafe, unsanitary, or will be overcrowded

## **HOMELESS PREVENTION/ RAPID RE-HOUSING: How the Project will be Conducted**

In October 2012, the City of Merced granted \$19,980 to MCCA under the Community Development Block Grant (CDBG) funding and administered by the U.S. Department of Housing and Community Development (HUD).

By January 31, 2013, MCCA had assisted 14 Merced households (41 persons) with these funds and completed the project. The project was successful, in part, because MCCA had the organizational capacity in place for intake and screening of these Rapid Re-housing applicants.

In addition to persons seeking to stay at the D Street emergency shelter, many persons who are at risk of homelessness come to MCCA for its emergency Utilities Assistance program. For many years, utilizing funding from the U.S. Department of Health and Human Services, MCCA has assisted low income families in danger of having their utilities shut off due to non-payment. In 2012, MCCA provided emergency utility payment for 3,600 Merced households.

The proposed project will use a flier and application form that was developed for the Merced 2009/2010 Rapid Re-housing program. MCCA staff will screen applicants for income eligibility that meets HUD guidelines. Applicants will also be screened for proof that they are City of Merced residents.

In the event that the applicant qualifies for Rapid Re-housing assistance, MCCA will pay directly to the landlord or property manager either:

1. A maximum of **three** months past due Eviction Assistance to prevent individuals or families from becoming homeless; or
2. **Three** months Rental Assistance to rapidly re-house and stabilize individuals or families

## **HOMELESS PREVENTION/ RAPID RE-HOUSING: Budget**

Rent, deposit, or eviction prevention assistance, maximum \$1,500 per applicant (estimated at 15 households)	\$32,000
	\$4,968
Staff costs to counsel applicants and verify eligibility (based on 8 weeks)	
<b>Subtotal</b>	<b>\$36,968</b>
8% administrative costs for clerical & accounting support (cut checks, provide financial reports to City, etc.)	\$2,957
<b>TOTAL</b>	<b>\$39,925</b>

## **HOMELESS PREVENTION/ RAPID RE-HOUSING: Conclusion**

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MCCAA has had the opportunity twice before to partner with the City of Merced to assist the citizens of Merced from becoming homeless by providing eviction and rental assistance.

As you know, our homeless population continues to grow as the economy remains at a low in Merced County. Many people have lost their jobs and therefore are having trouble choosing between feeding their family and providing a home for their family. We hope that this three-month stop gap will help families by paying their housing rent until they are able to find another place of employment

Attached, please find the monitor review letter received from the City of Merced regarding the CDBG grant monies for rapid re-housing which ran from October 2012 through January 2013. If you have any questions, feel free to contact MCCAA and we will gladly answer them.

We appreciate the City of Merced's consideration of MCCAA's proposal to rapidly re-house 15 low income Merced households.



**MERCED COUNTY RESCUE MISSION –  
WARMING SHELTER APPLICATION**

**ATTACHMENT 14**

**I. Project Description**

CDBG funding is requested to operate a "warming center" in the City of Merced where people, who have no place to go, can find shelter from inclement weather at night during the months of December 2013 through March 2014 when emergency shelters are at or near capacity. This project is a critical community need for extremely low income persons.

The community has 80 emergency shelter beds available, 15 of which are dedicated to men only. During a homeless street count conducted in January of 2013, 112 homeless were identified on the streets of Merced. There are not enough beds to accommodate the community's homeless population during inclement weather.

We propose operating the "warming center" only when shelters are at or near capacity. Operating hours will be from 7pm – 7am. The Merced County Rescue Mission in coordination with local churches will provide staffing (two men and two women) each night. The "warming center" will be coed to ensure no homeless person is left in the cold/rain.

Accommodations will be provided at the Rescue Mission within a pavilion that was purchased last year with CDBG funds. The space would accommodate approximately 60 individuals on any given night. The Continuum of Care, a collaborative partnership among non-profit, faith-based, and government agencies, will conduct extensive outreach to the homeless population during the fall months to ensure they are aware of the additional warming space available during the winter months.

**II. Budget**

It is anticipated that ongoing operations of the warming center will cost \$3,700. Staff time will be donated by the Merced County Rescue Mission. However, funding is needed for increased utility costs to ensure heat within the pavilion, porta-potties with supplies and monthly service, and an annual permit fee to the fire department for the pavilion.

Utilities	\$1,000
Porta potties, supplies and service	\$2,600
Permit	\$100

**III. Summary**

For several years now there have been times when men and women are turned away from our local emergency shelters due to lack of space during the winter months. Having a contingency plan, to operate a warming center during the coldest time of year, will provide a proactive approach to ensure everyone in the community has a warm place to sleep. Historically, the community has waited until the eleventh hour (in December) to begin planning for a "warming center" which has created contentious situations at Continuum of Care and City Council meetings. The 2012 warming center was able to provide, on average, 14 individuals a warm place to sleep. Our hope is that we can continue to operate the center with the help of CDBG funding for the essential items.

For questions, please contact, Bruce Metcalf at (209) 722-9269 or [brucemetcalf48@gmail.com](mailto:brucemetcalf48@gmail.com).

MERCED LAO FAMILY – YOUTH CULTURAL  
ACTIVITY PROGRAM

ATTACHMENT 15



## CDBG Application 2013-2014

**AGENCY: MERCED LAO FAMILY COMMUNITY, INC.**

**PROJECT: YOUTH CULTURAL ACTIVITY PROGRAM (YCAP)**

### **I. Project Description**

#### **PROJECT NEED**

Merced Lao Family Community, Inc.'s (MLFC) **Youth Cultural Activity Program (YCAP)** is designed to address the needs of at-risk Southeast Asian (SEA) youth by engaging them in positive and healthy after-school activities to prevent them from participating in negative outlets. The program is in response to countering gang/delinquent activity among these at-risk youth. Additionally, the program seeks to build self-esteem, improve academic performance, and provide ambition and inspiration to SEA youth in the City of Merced. The majority of current youth participants in the YCAP Program reside in South and Central Merced, corresponding with census tracts **0016.02, 0016.01, and 0015.03.**

The targeted Southeast Asian youth are at-risk, low-income, youth ages ten (10) to eighteen (18). The following is our organization's definition of "at-risk":

Low income families	School dropouts
Gang affiliations	Teen (marriage/pregnancy/parents)
Family Conflict	Under probation restrictions
Poor Academic Performance	School Truancy

The youth falling into the above categories require activities to direct them away from negative delinquent activities and toward a successful and productive future. Because a successful program requires the interest of the participants, we have definitely succeeded in providing a program that has attracted and appealed to the at-risk youth so that our organization can continue to serve those that are requiring the most assistance.

#### **COMMUNITY INVOLVEMENT AND SUPPORT**

This youth program will be administered by Merced Lao Family Community, Inc. (MLFC), a non-profit, community based organization. MLFC was established in 1982 primarily to determine and to service the special needs of the local community, so as to lead the populace into becoming well-informed, productive, and contributing members of the community at large.

MLFC's mission is to encourage self-respect and self-sufficiency for all Merced County community members; to maintain pride in cultural histories and to offer positive support and hope for the future. MLFC has continued to grow over the last thirty years to include all ethnic community members in Merced County. Since its inception, MLFC has been providing a broad range of critically needed services in the Merced County area, including, but not limited to, youth development services, social adjustment services, employment services, early childhood

education services, family violence prevention services, senior services, health education and advocacy, mental health care, and consumer education.

MLFC's programs and services have always had the support of its community leaders, Board of Directors, and Advisory Board members who act as guides for SEA families in Merced. The support of this program is due to the fact that the cultural activities of this program are essential element of the SEA culture, particularly for the older generation. SEA community leaders have continued to support this program whether it was through financial donations or just promoting the program.

This youth cultural arts program is highly effective in helping SEA youth understand the meaning of their traditional customs, language, songs, dance, musical instruments, and the stories and legacy of their history and culture. This program will help youth learn and embrace their cultural identity and traditions. Additionally, this program will help close the gap between the older SEA generation and the younger generation, since SEA elders and adults work hard to encourage their children to discover and maintain the importance of their history and culture. The services offered through this program support prevention and early intervention for at-risk youth. The program is also designed to teach youth and parents to build good relationships, respect the richness of their culture and practice leadership skills that will carry them into adulthood.

The attraction to the program is the Hmong *Qeej* instrument instruction and the traditional SEA cultural dance classes. With the activities of these types of cultural arts classes, we have enhanced relationship development among SEA youth members, leadership skills, promotion of self-esteem, and other important skills to encourage youth on the road to a more positive and productive future.

## **PROJECT FEASIBILITY**

### **Instruction:**

Southeast Asian elders have continued to teach the youth in this program. We are able to operate this program because these instructors are dedicated to providing quality skills building in these youth. These instructors who are familiar with the *Qeej* will instruct the class, and supervise the musical instruction. A minimum of two (2) *Qeej* instructors will be provided through a stipend arrangement. **The expected number of youth participants in the *Qeej* class is a minimum of forty (40) male and female youth**, ranging from ages ten (10) to eighteen (18) years old. The *Qeej* class will be offered after school, two sessions per week, for approximately two (2) hours. Participants will have a minimum of two (2) opportunities to experience using this instruction for festivals at various locations, community events, and the annual Hmong New Year celebrations throughout the Central Valley.

The second component of the program is the Southeast Asian Dance class. It is designed to teach traditional dances from Southeast Asia to youth ages ten (10) to eighteen (18). **A minimum of twenty (20) male and female youth will participate in the dance activity.** The Southeast Asian Dance class will be offered twice per week after school, for approximately two (2) hours. We will provide a minimum of two (2) elder, experienced dance instructors through a

paid stipend. These dance instructors will supervise the dance class participants. The participants will be trained in traditional dance styles and will be offered a minimum of two (2) opportunities to perform at public festivals at various locations and community events throughout the Central Valley.

#### **Location:**

Merced Lao Family Community, Inc.'s facility is centrally located in an area that is easily accessible to the targeted at-risk youth. Our facility will be used for both program components. It is the organization's intention to make certain of the safety of the participants, the premises, and to have adequate supervision during the activities being planned. MLFC staff will be available to the youth participants and their parents.

#### **Advocacy /Program Promotion**

In an effort to better advocate for the continuation and sustainability of this youth program, MLFC will allocate some funds to focus on advertisement and advocacy efforts of the program. MLFC will develop promotional brochures and flyers to be distributed throughout the City of Merced to bring awareness of the program and its impact on youth in the City. Additionally, the youth group will participate in local performance and tabling events that will promote the program and hopefully generate donations from the public. MLFC recently updated its website to be more user-friendly. We will also use our website to promote the program about its services and activities, along with other online formats such as youtube and facebook. These online social media networks are especially important because we are targeting the youth who use these networks frequently.

MLFC operates a biweekly Southeast Asian T.V. program that is aired by Comcast. MLFC will use this outlet to further promote the program. Additionally, MLFC will advertise on other Southeast Asian media outlets, such as the Hmong T.V. program in Fresno which is widely popular and viewed throughout the country. Other costs related to the work of program promotion and advertisement will include set up costs at events, hand out items, and travel expenses.

In addition, MLFC will put together a year-end recognition event for youth participants. This event will allow us to recognize those youth who have completed the program as a way of promoting continued participation in the program. It is our intention to invite officials, community leaders, parents, youth, and community members to the event to showcase the accomplishments of the program each year.

#### **Project Evaluation**

MLFC administers an average of ten (10) to fifteen (15) programs annually. We have extensive experience in program evaluation, and will evaluate the results of this proposed program in-house using the following proven successful formula.

We will provide participants with a pre and post survey to determine successful outcomes of the program using a blind coding system so that surveys remain anonymous. Survey questions will look at academic performance/improvement of each participant, how the program has affected



family and peer relationships, participant's self-esteem and confidence, their knowledge of Hmong culture, and their experience in the program.

The survey will allow MLFC to determine the continued value of this program and assess the youth participants' progress. It will give us the information needed to provide the programs that will assist these at-risk youth in the City of Merced. These evaluation surveys will be valuable tools for future programs.

### **Reporting**

Individual case management files for both the *Qeej* and Dance component will be prepared with registration forms, parent permission documentation, and personal information. The registration forms will include the following categories for each youth participant:

Name	Telephone
Address	Name of parents/guardians
Age	Emergency Contact
Gender	Family Income
School Grade	

MLFC will submit to the City of Merced timely reports as deemed necessary, whether monthly, quarterly, semi-annually, or annually. MLFC will track the number of students enrolled, number of attendance for the month, and the number of public performances by each youth group on a monthly basis. All this information will be included in the report to the City along with information regarding participant's household income and locality by census tracts.

### **PROJECT IMPACT**

The *Qeej* and Dance classes provide a link to traditional heritage that is now in jeopardy of being lost in the Southeast Asian community. By providing elder dance and music instructors and activities supported by their parents, Southeast Asian youth are able to bridge the ever increasing intergenerational gap and create an understanding of the importance of this tradition for their parents, other family elders as well as themselves. These types of activities will teach the youth respect for their heritage, their elders, and build their own self-esteem and sense of self.

The *Qeej* is a crucial element of Southeast Asian culture, where it is utilized in funeral rituals, marriage ceremonies, and the New Year ceremony. The *Qeej* class is designed to address the cultural needs of Southeast Asian youth by teaching them the traditional use of the Hmong *Qeej* instrument.

MLFC's continued objective is to reverse the influence of joining gangs and participating in gang activity for both male and female SEA youth. We also anticipate that with the discipline being taught through these activities the participants will not be tempted to use drugs and/or alcohol but will keep their physical and mental character free of harmful substance abuse. This program is provided to keep at-risk youth "off the streets" after school with engaging activities as healthier outlets.

## II. Budget

The following is the budget narrative for our proposed CDBG program. Please see attached for a budget detailing all of the funding for the organization specifically highlighting the use of CDBG funds.

### COMPONENT BUDGET NARRATIVE FY 2013-2014

<b>1. Southeast Asian <i>Qeej</i> Instructor</b>		
Stipend for <i>Qeej</i> Instructors @ \$275 per month X 12 months		\$3,300
<b>2. Dance Instructor</b>		
Stipend for Dance Instructors @ \$175 per month X 12 months		\$2,100
<b>3. Travel</b>		
Program demonstration trips @ \$125 per trip X 4 trips =		\$ 500
<b>4. Supplies</b>		
Training supplies, class supplies, decorations for costumes & instruments, etc. @ \$100 per month X 12 months		\$ 1,200
<b>5. Program Promotion/Advocacy/Advertisement</b>		
Brochures/Flyers	\$ 300	
Mailing/Postage	\$ 400	
Promotional shows/events/tabling	\$ 700	
Media promotion/advertisement	\$ 800	
Other expenses (Event set up costs, hand out items, travel, misc)	\$ 800	
Year-End Youth Recognition Event (awards, certificates, refreshment, etc.)	\$1,000	
		\$ 4,000
<b>TOTAL PROJECT COST</b>		<b>\$11,100</b>

### III. Summary

Southeast Asian youth in Merced are deeply impacted by their family's low economic status and remain highly underserved in Merced. Coming from low-income families, local enrichment activities targeted towards youth are not an option for the majority of these youth due to fees they are unable to pay. In response to this, MLFC provides a youth after school program focused on traditional arts for Southeast Asian youth in Merced, and has been supporting Southeast Asian traditional arts for youth for more than ten (10) years. This program is designed to help these youth understand the meaning of their traditional clothing, language, songs, dance, and the stories and legacy of their history and culture. Because this program engages acculturated SEA youth in their parent's cultural traditions, it has greatly decreased the generational gap in this community. This program has given hope to Southeast Asian parents as they see that the traditions of their heritage will carry on in their children.

This program also gives Southeast Asian youth a safe space to remain active during out of school hours and off the streets to steer them clear of negative influences, such as gang activity and drugs. The program also provides Southeast Asian youth the opportunity to participate in public performances, boosting their self-esteem and self-confidence. This program has created leaders out of these youth as they gain a greater sense of who they are, and can feel proud about their heritage.

This proposed program will facilitate a positive identity formation by promoting cultural awareness with the at-risk Southeast Asian youth through the *Qeej* class and the Southeast Asian Dance class to promote better relationships between youth and their parents by involving them in the program. At the same time, the program will also provide youth with positive peer and adult support. Without the cultural activities proposed, the Southeast Asian youth will lose linkages to their traditional heritage.

With gang related activities a constant influence on the youth in Merced, particularly in the south section of the City of Merced, our organization strongly believes that we can direct these at-risk youth to a more productive and successful future. The Youth Cultural Activity Program has been a positive influence on reversing violent incident trends within the City of Merced. With the influence of gangs and other harmful activities, more and more youth will follow a negative path into their future. MLFC's program will keep youth off the streets by giving them something positive to participate in.



# SIERRA SAVING GRACE – HOMELESS PROJECT

ATTACHMENT 16



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Kathy Smith, Executive Director  
P. O. Box 1301  
Merced, CA 95341

## Community Development Block Grant and Home Investment Partnership Program

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### *Grant Application*

March 22, 2013

## Table of Contents

Introduction.....	1
Problem Statement.....	1
Sierra Saving Grace Project Description.....	1
Mission Statement .....	1
Program Elements .....	2
Past Experience.....	2
Program Goals.....	3
General Budget .....	3
Proposed Budget Request – Part 1 .....	4
Proposed Budget Request – Part 2.....	4
Proposed Budget Request – Part 3.....	4
Summary.....	5
Conclusion.....	6



**Sierra Saving Grace Homeless Project (SSGHP/SSG)**  
Non-profit No. 17053094322001

**Introduction**

Sierra Saving Grace Homeless Project is a 501(c) 3 non-profit, community based "Housing First" program providing supportive housing in Merced County, for chronically homeless individuals, prioritizing the medically needy homeless and those individuals and families who are not served by other programs. Through intensive case management and the support of SSGHP we advocate providing our clients with hope and direction to gain a foothold to reenter mainstream society and out of the cycle of homelessness.

SSGHP seeks a grant from Community Development Block (CDBG) and Home Investment Partnership Program (HOME) funds from the City of Merced in order to provide crucial elements to the program needed by participants to achieve the goals of their individualized plans that result in medical stability and enable the transition to permanent, independent housing.

**Problem Statement**

- The Merced County Homeless Count in 2013, considered to be a low estimate, showed a shocking number of homeless individuals, more than 280 are not sheltered but living "on the street".
- The homeless shelters in our community provide a night time only temporary haven for less than 200 adults on any given night.
- Homelessness has a major impact on neighborhoods and business districts, a significant law enforcement challenge, and an environmental hazard in areas where the homeless congregate (e.g. parks, rivers and store fronts / alleys); it strains our public health, social services, and criminal justice systems. When considering the estimated costs (hospital, ambulance, ER, firefighter, Police Court, etc.) of keeping people on the streets the SSGHP is a providing housing services and case management that greatly reduces these costs for Merced.
- SSGHP's current HUD grant provides funding for housing and some supportive service expenditures but additional funds are needed to support the essential elements (listed in the budget portion of this document) to accomplish sustainability and transition participants to permanent housing and independent living.

**Sierra Saving Grace Project Description**

**Mission Statement**

The mission of Sierra Saving Grace Homeless Project is to provide an inter-faith and community-based "safety net" for chronically homeless individuals and families who are either underserved or not served by existing programs and services. Sierra Saving Grace promotes a "housing first"

approach to solving homelessness through the provision of intensive case management, advocacy, and services in recognition of the inherent worth and dignity of all persons.

#### Program Elements

The Sierra Saving Grace Homeless Project is a transitional housing project addressing a population of chronically homeless with disabling medical conditions that reduces their chances of survival on the street. Moreover, our project prioritizes disabled veterans and its commitment to housing them.

SSGHP is governed by a Board of Directors including representatives from local churches, leaders from community organizations, concerned citizens, and the Executive Director. In addition, we have collaborative efforts with a great deal of volunteers from churches, other non-profit organizations and homeless advocates.

SSGHP provides supportive housing assistance to chronically homeless households over a time frame of one year but not longer than 24 months. We surround participants with intensive case management developed to support the transition to permanent housing and independent living. SSGHP is primarily built around HUD grant funding awarded to SSGHP to supply housing through leases with landlords who have indicated their willingness to work with this population. The goal is for the participant to obtain a stream of income that allows them to take over the lease once they are ready to graduate to independent living.

The participant intake process will be performed in collaboration with the D Street Homeless Shelter, the Merced Rescue Mission, Community Social Model Advocates (CSMA) and other programs in the community who work with the homeless population. While being housed in leased units, clients will receive intensive case management to ensure they have access to job search, ongoing healthcare, social services, transportation, food, and clothing. This in home case management support is crucial to the success of the program. Individualized participant plans are developed with strategic goals to rapidly move each chronically homeless person to medical stability and independent living.

Each client is also assigned a volunteer Needs Navigator team from our network of volunteers, drawn from one of many churches and other community groups to help with the day to day tasks necessary to ensure the success of the SSGHP mission.

#### Past Experience

SSGHP is a reorganization of a previous faith-based organization that operated under the umbrella of Sierra Presbyterian Church. Members of our board of directors and many of our volunteers were founders and active supporters of homeless advocacy over the last nine years. We served as a cold weather shelter for Merced and served some disabled homeless individuals' around the clock during inclement weather. In a previous HUD funded project we successfully housed 49 individuals; graduating 45 (92%) of them to independent living, that currently remain stably housed. The previous program was over a two year period with HUD funding of approximately \$100,000 and a CHW grant of \$17,000. These are monumental results when compared to similar programs in this area.

The newly organized SSGHP utilizes the same proven tools/methods, case manager and executive director and will continue to show the same outstanding results as the previous program. The ten year plan developed to end homelessness for Merced focuses on "housing first". The SSG program is the most successful and "truly" housing first program implemented in the city. With our already developed and tested program we will not face a learning curve. We will hit the ground running and achieve rapid start up to get homeless individuals off the streets, housed and stabilized quickly. SSGHP is meeting HUD standards we have received two awards totaling \$152,425.

### Program Goals

- Provide assistance to participants to obtain and remain in permanent housing upon completion of the SSG Program.
  - 70% of those families entering the program will receive income, benefits or housing vouchers that will allow them to stay housed upon leaving the SSG Program.
- Develop Individual Service Plans to assist participants to increase skills and income that will enable them to live independently upon graduation of the SSGHP.
  - Stabilize Income for 80% of the participants who enter the program within six months. (Income examples: employment (when medically feasible), VA benefits, unemployment, SSI, pension/retirement, etc.)
- Achieve greater self- determination and improved health through intensive case management focused on individual goals developed by the participant.
  - 90% of clients will meet at least one goal on their Individual Service Plan.

Each goal is assessed on a bi-annual basis with results reported to SSGHP Board and any requesting funding agencies.

### General Budget

#### HUD Supportive Housing Project Budget (2 year funding project)

Budget Item	Funding Source	Budget Amount
Real Property Leasing	HUD Grant	\$108,852
Supportive Services	HUD Grant	\$ 29,032
Match Funds	Sierra Saving Grace	\$ 9,564
Administration	HUD Grant	\$ 7,257
Operations	HUD Grant	\$ 7,284
Total Budget		\$161,989

#### Note:

- The leasing budget provides 10 units (up to 16 beds) over a 2 year period. As participants secure income and medical stability they may graduate and the unit or money will be available to house an additional individual/family. The minimum outcome for this budget is 10 households, up to 16 individuals but could be more as individual goals are met for any given household.



## CDBG/HOME Grant Application

- Approximately 72% of the project budget is for housing and utilities, based on Fair Market Rents established by HUD for approximately four households and up to eight individuals.
- The remaining 28% of the budget is allocated to case management and administrative functions required to manage the HUD Funds and APR's.
- We have a large pool of volunteers from many churches in the area and a working board of directors to help fulfill the needs of the program that may not have budgeted funding. Our capacity to accomplish the goals of the program are strengthened by collaborative leveraging valued at more than \$320,000, including: administrative functions; medically trained professionals, cooking; literacy; spiritual guidance, budgeting; childcare; maintenance; transportation; household set up; moving support; storage for donated clothing; furniture and household items; legal aid; technology assistance; personal grooming; office space; pet grooming; meals including fresh grown garden items etc.

### Proposed Budget Request – Part 1

Proposed CDBG and HOME Grant request \$5,600

The following details the proposed BDBG and HOME grant funding request of \$5,000 for the 2013 funding opportunity. These are the crucial elements needed by participants to achieve the goals of their individualized plans that result in medical stability and enable the transition to permanent, independent housing.

Budget Item	Quantity	Total Budget
Utility Deposits and/or other misc. utility needs	10 households @\$250	2,500
Transportation (bus passes and/tokens)	68 bus passes or individual bus tokens (max. 16 individuals)	3,100
<b>Total Budget</b>		<b>\$5,600</b>

Note: Proposed budget items are proposed items and budget amounts are approximate.

### Proposed Budget Request – Part 2

Proposed CDBG and HOME Grant request \$5,000

SSGHP is requesting funds as a second priority for an underserved group of homeless which are women with children and/or families who live on the street or in vehicles. Merced has very few resources allocated to this homeless population. We propose to provide hotel vouchers for these families until other arrangements can be made for more appropriate housing. A voucher can be provided for approximately \$48 (single) to \$55 (double) per night. The proposed request of \$5,000 provides a minimum of 83 nights of appropriate housing for women and children or families who are homeless and sleeping on the street. The outcome for this request results in providing warm beds for approximately 166 to 332 homeless individuals.

### Proposed Budget Request – Part 3

Proposed CDBG and HOME Grant Request \$8,750

SSGHP is requesting funds as a third priority for homeless veterans receiving HUD VASH Vouchers. One of the priorities of our program is assisting veterans. We put this as our third priority in this funding request because there are other programs assisting homeless veterans and we prioritize

this population for housing under our HUD grant housing program. Our request is based on the need to assist veterans so they can take advantage of the HUD VASH Voucher program. Merced County has 25 vouchers allocated for homeless Veterans. This program pays rent but does not have funds allocated for rental deposits or utilities. SSGHP would not be paying the rent for these individuals; the funds would supply support so they can receive assistance from the HUD VASH Program. The funds would be used as follows:

- \$350 allocated for a total of 25 veterans for rental deposits or utility deposits/or monthly utility expenses. Each veteran would be eligible for one time help for one of the items listed above.

### Summary

Our funding requests are listed in three parts in order of priority for the SSGHP mission allowing approval on each individual request as a whole or the ability to eliminate part of the request if all three cannot be approved. Each request focuses on our mission of eliminating homelessness and meets the CDBG criteria of assisting low to moderate income individuals. Our focus is on the medically needy, chronically homeless populations, who, in most cases have no income when they enter our program.

The total request for the combined three parts is \$19,350 and would benefit up to 516 homeless individuals in Merced County. The proposed details are estimated in the table below.

The funds requested in Part 1 of our proposal go hand and hand with our HUD grant funding. Parts 2 and 3 address a void that exists in our community. There is a great need for programs/funds to address the needs of these homeless individuals. We receive numerous requests for assistance for these individuals and they go unmet due to the lack of funds/programs in Merced County.

Target Population	Min/Max Individuals Assisted	Outcome per Individual	Total Funds
Part 1- Chronically Homeless, medically needy individuals Housed with HUD funds	10 households up to 16 individuals/beds	\$350 Per Individual	\$5,600
Part 2 – Homeless woman with children or families living on the street or in a vehicle	83 one night vouchers-assisting 166 to 332 individuals/beds	\$30 to \$15 Per Individual	\$5,000
Homeless Veterans qualified for HUD VASH Vouchers	25 Homeless Veterans assisting 25 to 100 individuals/beds	\$348 to \$43 Per Individual	\$8,700
<b>Total Outcomes/Funds</b>	<b>201 to 448 Individuals</b>		<b>\$19,350</b>

## **Conclusion**

SSGHP offers an essential program to begin solving the devastating circumstances that the homeless face in our community. We have a proven track record with outstanding results showing our success in reducing homelessness in Merced.

SSGHP addresses a more appropriate, beneficial, and long-term solution to homelessness by providing a comprehensive support program to help homeless individuals transition into permanent housing. We are striving diligently to eliminate the inhumane circumstances that our homeless neighbors are experiencing every day.

Awarding SSGHP with \$ of CDBG and/or HOME funds will substantially affect the outcome and success of the SSGHP by expanding the scope of services and essential needs that can be offered but are not budgeted in the HUD Grant awarded to SSGHP for the upcoming year. The award of this funding request to SSGHP fosters local innovation by creating opportunities for homeless individuals to achieve medical stability and move toward independent living and improve the homelessness situation in our community.

Thank you in advance for your consideration of the enclosed funding proposal.



VALLEY CRISIS CENTER APPLICATION #1 –  
REDUCING BARRIERS – SAFE & SECURE  
HOUSING  
(REVISED)

ATTACHMENT 17

**City of Merced  
Community Development Block Grant  
2013 Application**

**General Information**

**Organization:** Mountain Crisis Services, Inc. (FEIN: 77-0272319)

**Program:** Valley Crisis Center Program

**Location:** 1960 P. Street, Merced, California

**Participating Municipalities:** City of Merced (all Census Tracts)

**Project Name:** *Reducing Barriers to Safe and Stable Housing* – a project to improve outcomes for low-income victims of domestic violence and their families to obtain and maintain safe and stable housing.

**Eligible Activity Description**

☐ **National Objective information including beneficiaries:** the current project meets the National Objectives of benefiting low to moderate income persons. We will serve the entire Census Tract area that has been identified by the City of Merced in its planning process. Additionally, our beneficiaries are victims of domestic violence and their children.

☐ **Threshold Requirements:**

This project meets the threshold of Limited Clientele Benefit -“battered spouses” and “homeless persons”- group presumed by HUD to be low or moderate income. The project will comply with the appropriate documentation requirements for determining income.

☐ **Targeted Activities and Areas:**

The current Project will focus on the City of Merced’s targeted areas A, B, C, and D. The Project is consistent with the Community Development Strategy – Objective E under CDBG Funding – Improvement of Public Services.

☐ **Required Organization Information:**

Bylaws (attached)

State and Federal Tax Exemption Determination Letter (attached)

Annual Financial Statement and previous fiscal year’s audit (attached)

List of Board Members with Contact Information (attached)

Organizational Chart (attached)

Copy of Insurance Certificated (attached)

**Additional Project Thresholds (project specific)**

**Project Description:** VCC is currently requesting \$13,000 to expand our capacity to assist low-income victims of domestic violence and their families to successfully secure and maintain affordable housing. Each of our 150 shelter residents (that we serve annually) experience

homelessness for some period of time. In addition, a large number of our community clients (1050 annually) also experiences homelessness or is at risk of homelessness. The average number of children each of our community clients has is 2; therefore our impact is greater reaching than the total number of adult victims we serve. Although a small number of victims and their families can safely stay in or return to their homes, the vast majority must find the financial means to support living expenses for themselves and their children and must find safe, secure and affordable housing. In fact, less than 20% of our shelter residents are able to secure safe and permanent housing upon leaving our shelter. There are numerous barriers which prevent our clients from securing housing. In addition to having an advocate to help navigate the process, clients often face barriers including a lack of transportation to seek housing (bus vouchers, rides, etc.) and lack of funds in order to: a) submit rental applications, b) access a Driver's License/State ID/Birth Certificates needed to secure financial assistance or housing, c) open a checking account, d) put down first and last month's rent or security deposits, and e) put down deposits for utilities.

We are currently requesting funds through the City of Merced's CDBG Program to break down barriers that prevent victims escaping from domestic violence from accessing safe and secure housing. These funds will allow us to provide the following services:

- Financial Assistance the following items:
  - Driver's License/State ID Fees
  - Birth Certificates
  - Rental Applications
  - Deposits for Utilities
  - First and Last Month's Rent or Rental Deposits
  - Housing Establishment items (furniture, pots, pans, etc.)
  - Transportation to appointments associated with securing financial assistance or housing (bus vouchers, rides from agency, etc.)

With these funds, we intend to serve approximately 35 victims of domestic violence (and their families, which average about 2 children per household) who receive services through VCC. All clients served will be low-income (as defined under CDBG guidelines) and be from the City of Merced's target areas. This Project is scalable, so that with fewer funds we could serve fewer victims.

**Project Location Information:** Although Valley Crisis Center serves all of Merced County, this current project will limit its focus to clients from the Target Census Tracts identified by the City of Merced.

**Project Start and End Dates:** July 1, 2013-June 30, 2014

**Project Budget Information:** We are currently requesting \$13,000 for the current project. Of this \$650 (5%) will go towards administration efforts (bookkeeping, reporting, data collection, oversight), and the balance of \$12,350 will be spent directly on the project costs listed above. See attached budget.

## **Competitive Questions**

**Project Need:** National statistics demonstrate that 1 in 4 women will experience violence within their relationships in their lifetime. Research demonstrates that domestic violence is a crime that is grossly underreported. In the City of Merced alone in 2010, Merced Police Department responded to 559 domestic violence cases; of those 480 involved a weapon of some kind, speaking to the severity of the crimes. Valley Crisis Center served approximately 1200 victims in 2012. We estimate that a *minimum* of 25% (based on the information we are able to collect) of these individuals we serve come from the City of Merced's Census Tracts, identified in the request for proposals.

Although a small number of victims and their families can safely stay in or return to their homes, the vast majority must find the financial means to support living expenses for themselves and their children and must find safe, secure and affordable housing. Unfortunately, given the short window of opportunity VCC has to work with these clients, the lack of staff time we have to dedicate to each individual, and multiple barriers faced by those trying to access housing, we find that victims often lose hope and either end up in an insecure or unsafe living situation. In fact, less than 20% of our shelter residents are able to secure safe and permanent housing upon leaving our shelter.

There are numerous barriers which prevent our clients from securing housing. A large one is someone to navigate the process of finding and securing housing with our clients, which VCC staff does provide. Equally important are some tangible things needed to secure housing or sign up for financial assistance programs, including: transportation to seek housing (bus vouchers, rides, etc.), funds to submit rental applications, funds to access a Driver's License, State ID, or Birth Certificate needed to secure financial assistance or housing, funds to open a checking account, funds to put down first and last month's rent, funds to put down deposits for utilities, etc. VCC currently has no funding sources to assist clients with these types of supports. When we are unable to access these supports through the assistance of our community partners, the clients we serve find themselves facing too many barriers to push forward. A good number of these clients will return to the abuse which they left. A larger percentage end up moving into other homeless situations -- to other shelters, in unstable friend and family situations, in cars and on the streets. By reducing barriers, we can help these clients get a strong start in their quest to obtain and maintain safe and secure housing.

**Community Involvement and Support:** Valley Crisis Center is part of a strong collaborative network of community service providers. We work closely with these providers to ensure that residents in Merced County have access to the best services possible. We are members of the local Continuum of Care and other coordinating bodies. We enjoy the support of the Human Services Department of Merced County and are currently negotiating contracts with the County to help us assist victims more comprehensively. We strive to avoid duplication of efforts and therefore make all attempts to work with our community partners to best coordinate services.

**Project Feasibility:** The proposed Project, Reducing Barriers, is a highly feasible project. We already employ case managers who work closely with clients to assist them in their search for housing. Additionally, even once clients leave our shelter, we continue to provide counseling and



case management services to ensure their ongoing success and self-sufficiency. We have a dedicated and very capable team who can utilize the proposed resources both efficiently and effectively, ensuring we meet CDBG program requirements, avoiding duplication of services, and achieving successful client outcomes.

**Project Impact:** As previously mentioned, we plan to serve approximately 35 victims and their children with the proposed funding request. Due to the fact that the average victim we serve has 2 children, we will impact 70 low-income individuals. For many of these families, our assistance will allow them to move into a safe and secure living situation; based on the direct assistance we provide (security deposits, rental application fees, etc.). For others, a need will be met, such as obtaining their Driver's License or Birth Certificate, which will allow them to apply for jobs or obtain financial assistance – ultimately assisting them in their goal of obtaining safe and stable housing.

**City of Merced  
CDBG Funding Request 2013**

**Valley Crisis Center**  
A Program of Mountain Crisis Services, Inc.

**Project Name: Reducing Barriers to Safe and Secure Housing**

Valley Crisis Center (VCC), a program of Mountain Crisis Services, Inc. is currently requesting Community Development Block Grant funding through the City of Merced under the eligible activity of Community Development: Public Services.

VCC serves victims of domestic and sexual violence. The program was founded in 2008 after a sister agency had to close its doors in Merced County. Mountain Crisis Services, which has a 23 year history of operating domestic violence shelters in Mariposa County, opened its VCC program to serve the needs of Merced City and County residents. Since that time, VCC has served approximately 1200 victims of domestic and sexual violence and their families annually. Approximately 25% of these clients come from one of the targeted areas to be served with CDBG funds in the City of Merced.<sup>1</sup>

**I. Project Description:**

VCC is currently requesting \$13,000 to expand our capacity to assist low-income victims of domestic violence and their families to successfully secure and maintain affordable housing. Each of our 150 shelter residents (that we serve annually) experience homelessness for some period of time. In addition, a large number of our community clients (1050 annually) also experiences homelessness or is at risk of homelessness. The average number of children each of our community clients has is 2; therefore our impact is greater reaching than the total number of adult victims we serve. Although a small number of victims and their families can safely stay in or return to their homes, the vast majority must find the financial means to support living expenses for themselves and their children and must find safe, secure and affordable housing. Unfortunately, given the short window of opportunity we have to work with these clients, lack of staff time we have to dedicate to each individual, and multiple barriers faced by those trying to access housing, we find that victims often lose hope and either end up in an unsecure or unsafe living situation. In fact, less than 20% of our shelter residents are able to secure safe and permanent housing upon leaving our shelter. There are numerous barriers which prevent our clients from securing housing. A large one is someone to navigate the process of finding and securing housing with our clients, which VCC staff does provide.

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<sup>1</sup> Not all clients report their home address and many are homeless or staying with a friend/relative. We suspect this 25% estimation is low and a greater number of individuals accessing services live within the City of Merced's identified Census Tracts.

Equally important are some tangible things needed to secure housing or sign up for financial assistance programs, including: transportation to seek housing (bus vouchers, rides, etc.), funds to submit rental applications, funds to access a Driver's License, State ID, or Birth Certificate needed to secure financial assistance or housing, funds to open a checking account, funds to put down first and last month's rent, funds to put down deposits for utilities, etc.

We are currently requesting funds through the City of Merced's CDBG Program to break down barriers that prevent low-income families, within the City of Merced's targeted areas, who are escaping from domestic violence from accessing safe and secure housing. These funds will allow us to provide the following services:

- Financial Assistance the following items:
  - Driver's License/State ID Fees
  - Birth Certificates
  - Rental Applications
  - Deposits for Utilities
  - First and Last Month's Rent or Rental Deposits
  - Housing Establishment items (furniture, pots, pans, etc.)
  - Transportation to appointments associated with securing financial assistance or housing (bus vouchers, rides from agency, etc.)

With these funds, we intend to serve approximately 35 victims of domestic violence (and their families, which average about 2 children per household) who receive services through VCC. All clients served will be low-income (as defined under CDBG guidelines) and be from the City of Merced's target areas. This Project is scalable, so that with fewer funds we could serve fewer victims.

## II. Budget (ATTACHED)

## III. Summary

Most community residents who experience homelessness or poverty for some period of time find themselves in crisis and often unable to navigate and manage the steps necessary to find and secure safe and stable housing. The impact of the trauma associated with domestic violence confounds this crisis, leading victims to make choices that put themselves and their children at risk for further violence. Supportive and guided case management, using trauma informed care strategies, will lead to more successful outcomes for the family in crisis. When community services, such as VCC, lack the funding necessary to provide this comprehensive approach to case management, clients often fall through the cracks and end up without the skills, tools or resources necessary to break the cycle of poverty and violence within which they

have been living. This comprehensive approach assists families in developing the skills they need, not only to secure safe and stable housing, but to maintain it over time and become self-sufficient.

Having the staff time to do this work through other State and Federal Funding sources has been an essential part of our services at VCC. We currently lack the financial ability, however, to support our clients with the funds and fees needed to secure safe and affordable housing. VCC fully collaborates with our partners (Human Services, Mental Health, Churches, Goodwill, Salvation Army, Catholic Charities, etc.) to access support as their funding allows, however, there still remain unmet needs that prevent our clients from accessing services.

If VCC did not receive funds through CDBG, we would still continue the important work we do under our funding guidelines, however, we would be unable to break down some of the barriers our clients face to leading truly safe and secure lives.



**Mountain Crisis Services, Inc.**  
**Valley Crisis Center Budget**  
**2013-14 Projection**  
**(CDBG- Reducing Barriers)**

		VCC Total Income
<b>INCOME</b>		
California Emergency Mangement Agency- Rape Crisis Program		\$200,000
California Emergency Mangement Agency- Domestic Violence Assistance Program		\$384,819
California Emergency Mangement Agency- Domestic Violence Response Team		\$125,000
Merced County Human Services Dept.		\$61,000
Federal Emergency Management Agency Emergency Food and Shelter Program (Estimate)		\$20,000
Merced County Presley Marriage License Fees		\$58,006
United Way of Merced County (Estimate)		\$20,000
City of Merced Community Development Block Grant (Request)		\$13,000
Office of Violence Against Women Campus Grant		\$40,000
California Department of Public Health - Rape Prevention Education		\$45,000
Blue Shield Foundation of California		\$17,500
Donations/Fundraising		\$23,840
<b>TOTAL INCOME</b>		<b>\$1,008,165</b>
<b>EXPENSES</b>		
<b>PERSONNEL COSTS</b>	<b>Justification</b>	<b>VCC Total Budget</b>
Executive Director	\$5000 per month x 12 months x 53%	\$31,800
Administrative Director	\$4216.16 per month x 12 months x 53%	\$26,815
Bookkeeper	\$16 per hour x 24 hours x 52 weeks x 53%	\$10,583
Administrative Assistant	\$12 per hour x 20 hours x 52 weeks x 53%	\$6,614
Program Director	\$4097.60 per month x 12 months	\$49,171
Services Coordinator	\$2834.34 per month x 12 months	\$34,012
Program Coordinator	\$2976 per month x 12 months	\$35,712
Shelter Coordinator	\$2834.34 per month x 12 months	\$34,012
Legal Advocate - DVRT/SART Advocate	\$15.94 per hour x 40 hrs per week x 52 weeks	\$33,155
Legal Advocate	\$14.46 per hour x 40 hours per week x 52 weeks	\$30,077
Legal Advocate	\$13.77 per x 32 hours x 52 weeks	\$22,913
Counselor	\$12.79 x 40 hours per week x 52 weeks	\$26,603
Counselor	\$15.55 per hour x 40 hrs per week x 52 weeks	\$32,344
Administrative Aide	\$12 per hour x 23 hours per week x 52 weeks	\$14,352
UC Advocate	\$14.46 per hour x 40 hours per week x 52 weeks	\$30,077
Prevention Specialist	\$13.77 per hour x 30 hours per week x 52 weeks	\$21,481
DV/SA Advocate	\$12 per hour x 40 hours per week x 52 weeks	\$24,960

**Mountain Crisis Services, Inc.**  
**Valley Crisis Center Budget**  
**2013-14 Projection**  
**(CDBG- Reducing Barriers)**

DV/SA Advocate	\$12 per hour x 40 hours per week x 52 weeks	\$24,960
DV/SA Advocate	\$12 per hour x 40 hours per week x 52 weeks	\$19,968
DV/SA Advocate	\$12 per hour x 32 hours per week x 52 weeks	\$14,352
DV/SA Advocate	\$12 per hour x 16 hours per week x 52 weeks	\$9,984
Receptionist	\$12 per hour x 40 hours per week x 52 weeks	\$24,960
Community Resource Specialist	\$15.18 per hour x 52 weeks x 40 hours per week	\$31,574
Shelter Case Manager	\$13.77 per hour x 40 hours per week x 52	\$28,642
Family Violence Advocate	\$15.94 per hour x 40 hours per week x 52 weeks	\$33,155
<b>Personnel Sub-Total</b>		<b>\$652,277</b>
Benefits	22% of total personnel (FICA, WC, SDI, Medical, Dental, Vision, Life, 401K, Etc.)	<b>\$143,501</b>
Merced After Hours Crisis Response Standby	52 weeks x .7 per hour x 123 hours per week	\$4,477
Merced Overtime		\$5,000
<b>PERSONNEL TOTAL</b>		<b>\$805,255</b>
<b>OPERATING COSTS</b>		
<b>General Agency Expenses</b>		
Accounting	\$500 per month x 12 months x 53%	\$3,180
Audit/Taxes	53% of Audit Costs of \$7000	\$3,710
Memberships	CPEDV and CalCASA Memberships	\$1,000
Insurance	\$25,000 annually x 53%	\$13,250
Advertising		\$3,000
License and Fees	Background Checks for Volunteers/Staff	\$150
Tech/IT (Maintenance Contract)	\$10,000 annually x 53%	\$5,300
Volunteer/Staff Appreciation	All Staff Meetings, Recognition Gifts, Etc.	\$1,000
<b>Merced Office</b>		
Office Rent	\$2000 per month x 12 months	\$24,000
Communications	\$1500 per month x 12 months	\$18,000
Office Equipment/maintenance	\$200 per month x 12 months	\$2,400
Office supplies	\$500 per month x 12 months	\$6,000
Office Utilities	\$1000 per month x 12 months	\$12,000
Postage	\$100 per month x 12 months	\$1,200
Printing/Copying	\$500 per month x 12 months	\$6,000
Educational Materials	\$250 per month x 12 months	\$3,000
Training - VCC specific	\$250 per month x 12 months	\$3,000
Travel/Client Transport	\$800 per month x 12 months	\$9,600
Equipment/Furniture	new shelter furniture- beds, desks, etc.	\$500
Vehicle Maintenance	\$125 per month x 12 months	\$1,620
<b>Merced Shelter</b>		
Shelter Rent	\$1200 per month x 12 months	\$14,400

**Mountain Crisis Services, Inc.**  
**Valley Crisis Center Budget**  
**2013-14 Projection**  
**(CDBG- Reducing Barriers)**

Shelter Supplies/Food	\$700 per month x 12 months	\$8,400
Shelter Utilities/Communications	\$700 per month x 12 months	\$8,400
Maintenance/Repair- shelter	\$150 per month x 12 months	\$1,800
<b>Special Project Costs</b>		
Rape Prevention Education	educational materials and supplies	\$2,000
Tools and Materials for DVRT	educational materials and supplies	\$2,000
Contract with Merced PD	For .25 FTE DV/SA Detective	\$35,000
City of Merced - CDBG Reducing Barriers	Funds for fees, transportation, housing assistance, etc.	\$13,000
<b>TOTAL OPERATING COSTS</b>		<b>\$202,910</b>
<b>GRAND TOTAL</b>		<b>\$1,008,165</b>

VALLEY CRISIS CENTER APPLICATION #2 –  
PROMOTING JOB SKILLS AND  
OPPORTUNITIES  
(REVISED)

ATTACHMENT 18



**City of Merced  
Community Development Block Grant  
2013 Application**

**General Information**

**Organization:** Mountain Crisis Services, Inc. (FEIN: 77-0272319)

**Program:** Valley Crisis Center (VCC) Program

**Location:** 1960 P. Street, Merced, California

**Participating Municipalities:** City of Merced (all Census Tracts)

**Project Name:** *Promoting Job Skills and Opportunities* – a project to provide training and support to low-income individuals while expanding VCC’s capacity to assist low-income victims of domestic violence and their families

**Eligible Activity Description**

☐ **National Objective information including beneficiaries:** the current project meets the National Objectives of benefiting low to moderate income persons. We will recruit our Program Aide Trainee from the City of Merced Census Tract area that has been identified by the City of Merced in its planning process. Additionally, our Trainee will be low-income. In addition to this benefit, the clients we serve fall under the Limited Clientele Benefit of “Battered Spouses” and “Homeless Persons”.

☐ **Threshold Requirements:**

This project meets the threshold of Limited Clientele Benefit. We will outreach to and hire the Program Aide Trainee from the Low-Income population. The project will comply with the appropriate documentation requirements for determining income.

☐ **Targeted Activities and Areas:**

The current Project will focus on the City of Merced’s targeted areas A, B, C, and D. The Project is consistent with the Community Development Strategy – Objective E under CDBG Funding – Improvement of Public Services.

☐ **Required Organization Information:**

Bylaws (attached)

State and Federal Tax Exemption Determination Letter (attached)

Annual Financial Statement and previous fiscal year’s audit (attached)

List of Board Members with Contact Information (attached)

Organizational Chart (attached)

Copy of Insurance Certificated (attached)

### **Additional Project Thresholds (project specific)**

#### **Project Description:**

VCC is currently requesting \$11,960 to expand our capacity to assist low-income victims of domestic violence and their families through the assistance of a Program Aide Trainee. If funded, we intend to hire one half-time low-income individual from the City of Merced Target Census Tract. This trainee will receive comprehensive job training and supervision to develop the necessary skill sets to provide office assistance to VCC and case management assistance to the victims served by VCC. Based on the confidential and crisis oriented work we do, this trainee will also participate in our 40-hour domestic violence counselor certification training, which will leave them with a certificate that can be taken to other domestic violence shelters statewide for increased access to jobs.

Some of these tasks that this trainee will engage in include: answering phones, filing, copying, delivering legal documents to the court, transporting clients and their families to appointments or to secure jobs/housing, assisting with outreach events/health fairs, etc. Not only will this position increase our overall capacity to perform the tasks listed above, but will increase the amount of time our Advocates and Counselors have to assist clients directly with legal support, crisis intervention and counseling. Furthermore, our interns or individuals who have been placed with us through various programs over the years (and who have demonstrated the ability to provide quality services) often secure full-time employment with our agency as positions turnover. Because of the nature of the work we do and our family friendly organizational culture, these individuals generally find they are supported and can be successful in their work with us.

**Project Location Information:** Although Valley Crisis Center serves all of Merced County, this current project will limit its hiring areas to individuals from the Target Census Tracts identified by the City of Merced.

**Project Start and End Dates:** July 1, 2013-June 30, 2014

**Project Budget Information:** We are currently requesting \$11,960 for the current project. Of this, \$10,400 will be used for salary (at \$10 per hour) and the balance will be used for payrolls taxes, workers compensation and short term disability insurance. See attached budget.

### **Competitive Questions**

**Project Need:** There are many barriers which prevent individuals and families from moving from poverty to self-sufficiency. One of the major barriers is a lack of job training and employment experience. Survivors of domestic violence face disproportionate challenges to returning to the workplace. By providing these individuals with a nurturing and supportive work environment, our agency has experienced the rewards of helping many individuals over the years move from unemployment to maintaining and thriving within the workplace. Many individuals who have worked with us are also survivors, who go on to heal and break the cycle of abuse,

both because of the nurturing environment our agency has to offer, as well as their internal rewards associated with “giving back”. By offering a solid on the job training and supervision to a person experiencing poverty, we feel we can help to move them into the workplace in a more permanent way. In fact, as funding opportunities have increased over time, our agency has been able to hire on some of the interns and trainees that we have brought on over time.

In addition to benefitting the Program Aide Trainee, having another full-time individual (or two part time individuals) on staff will allow VCC to expand our overall service capacity. National statistics demonstrate that 1 in 4 women will experience violence within their relationships in their lifetime. Research demonstrates that domestic violence is a crime that is grossly underreported. In the City of Merced alone in 2010, Merced Police Department responded to 559 domestic violence cases; of those 480 involved a weapon of some kind, speaking to the severity of the crimes. Valley Crisis Center served approximately 1200 victims in 2012. Although we rarely have to turn anyone away completely, we often find ourselves triaging those who need the most immediate attention. At times we find we cannot provide the level of services needed to be optimally effective in helping clients to reach successful outcomes. An extra staff position may not increase our overall numbers in the first year, but would promote us to have better outcomes with the clients we serve (more clients accessing safe and secure housing, more clients able to secure financial assistance/jobs/etc., reduced wait time for counseling or legal advocacy appointments, etc.)

**Community Involvement and Support:** Valley Crisis Center is part of a strong collaborative network of community service providers. We work closely with these providers to ensure that residents in Merced County have access to the best services possible. We are members of the local Continuum of Care and other coordinating bodies. We enjoy the support of the Human Services Department of Merced County and are currently negotiating contracts with the County to help us assist victims more comprehensively.

**Project Feasibility:** The proposed Project, *Promoting Job Skills and Opportunities*, is a highly feasible project. VCC has demonstrated a history of effective management and job training. We have a 40 hour domestic violence counselor certification training offered for our new hires. In addition, VCC manages 20 staff and 10 volunteers at this time and has the capacity to manage more. We have taken on interns from universities, as well as job placements from Cal Works and American Association of Retired Persons. Several of these individuals have subsequently been hired by our agency when funding has increased or openings occur.

**Project Impact:** In addition to increasing the overall job skills and readiness for our Program Aide Trainee, we will increase the capacity of VCC to provide a higher level of services to the individuals we serve. We strongly believe that by preparing individuals, especially those who have been impacted by domestic violence, we are helping them on their journey to self-reliance and to becoming productive and active members of our community.

**City of Merced**  
**CDBG Funding Request 2013**

**Valley Crisis Center**  
A Program of Mountain Crisis Services, Inc.

**Project Name: Promoting Job Skills and Opportunities**

Valley Crisis Center (VCC), a program of Mountain Crisis Services, Inc. is currently requesting Community Development Block Grant funding through the City of Merced under the eligible activity of Community Development: Public Services.

VCC serves victims of domestic and sexual violence. The program was founded in 2008 after a sister agency had to close its doors in Merced County. Mountain Crisis Services, which has a 23 year history of operating domestic violence shelters in Mariposa County, opened its VCC program to serve the needs of Merced City and County residents. Since that time, VCC has served approximately 1200 victims of domestic and sexual violence and their families annually. Approximately 25% of these clients come from one of the targeted areas to be served with CDBG funds in the City of Merced.<sup>1</sup>

**I. Project Description:**

VCC is currently requesting \$11,960 to expand our capacity to assist low-income victims of domestic violence and their families through the assistance of a Program Aide Trainee. If funded, we intend to hire one half-time low-income individual from the City of Merced Target Census Tract. This trainee will receive comprehensive job training and supervision to develop the necessary skill sets to provide office assistance to VCC and case management assistance to the victims served by VCC. Based on the confidential and crisis oriented work we do, this trainee will also participate in our 40-hour domestic violence counselor certification training, which will leave them with a certificate that can be taken to other domestic violence shelters statewide for increased access to jobs.

Some of these tasks that this trainee will engage in include: answering phones, filing, copying, delivering legal documents to the court, transporting clients and their families to appointments or to secure jobs/housing, assisting with outreach events/health fairs, etc. Not only will this position increase our overall capacity to perform the tasks listed above, but will increase the amount of time our Advocates and Counselors have to assist clients directly with legal support, crisis intervention and counseling. Furthermore, our interns or individuals who have been

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<sup>1</sup> Not all clients report their home address and many are homeless or staying with a friend/relative. We suspect this 25% estimation is low and a greater number of individuals accessing services live within the City of Merced's identified Census Tracts.



placed with us through various programs over the years (and who have demonstrated the ability to provide quality services) often secure full-time employment with our agency as positions turnover. Because of the nature of the work we do and our family friendly organizational culture, these individuals generally find they are supported and can be successful in their work with us.

II. Budget (ATTACHED)

III. Summary

The current proposal has two primary benefits to the community. First, it gives low-income individuals a pathway out of poverty by providing important job training and solid supervision to be successful in the workplace and maintain employment over time. This investment ends up saving thousands of dollars in the long run as families become less dependent on social services and welfare. Additionally, many survivors of violence are drawn to the work we do at VC and have been able to heal and prevent re-entering a cycle of abuse in their own lives through the work of giving back to others. For low-income families, breaking that cycle of abuse saves years of pain and prevents ongoing social problems for victims and their children. It further saves hundreds of thousands of dollars in legal intervention and services over time.

Second, having an extra staff member at VCC to support the work we do, will increase our overall capacity to serve clients. Although we will drop everything to respond to client crises, we often lack the time necessary to fully support our clients and provide a sufficient amount of case management to move them to self-sufficiency. An extra person to assist with office, outreach, and case management related tasks would allow us to expand and enhance our capacity to serve victims and their families. Currently we serve approximately 1200 victims annually, of which approximately 25% come from the City of Merced Target area. An extra staff position may not increase our overall numbers in the first year, but would promote us to have better outcomes with the clients we serve (more clients accessing safe and secure housing, more clients able to secure financial assistance/jobs/etc., reduced wait time for counseling or legal advocacy appointments, etc.)

Less than a half-time job training employee would not be feasible for Valley Crisis Center at this time due to the level of training and investment needed to prepare someone for a role within our agency. If funded less than the requested amount, we would need to seek out other sources of funding to ensure the success of this Project.

**Mountain Crisis Services, Inc.**  
**Valley Crisis Center Budget**  
**2013-14 Projection**  
**(CDBG- Job Training)**

		VCC Total Income
<b>INCOME</b>		
California Emergency Mangement Agency- Rape Crisis Program		\$200,000
California Emergency Mangement Agency- Domestic Violence Assistance Program		\$384,819
California Emergency Mangement Agency- Domestic Violence Response Team		\$125,000
Merced County Human Services Dept.		\$61,000
Federal Emergency Management Agency Emergency Food and Shelter Program (Estimate)		\$20,000
Merced County Presley Marriage License Fees		\$58,005
United Way of Merced County (Estimate)		\$20,000
City of Merced Community Development Block Grant (Request)		\$11,960
Office of Violence Against Women Campus Grant		\$40,000
California Department of Public Health - Rape Prevention Education		\$45,000
Blue Shield Foundation of California		\$17,500
Donations/Fundraising		\$58,840
<b>TOTAL INCOME</b>		<b>\$1,042,124</b>
<b>EXPENSES</b>		
<b>PERSONNEL COSTS</b>	<b>Justification</b>	<b>VCC Total Budget</b>
Executive Director	\$5000 per month x 12 months x 53%	\$31,800
Administrative Director	\$4216.16 per month x 12 months x 53%	\$26,815
Bookkeeper	\$16 per hour x 24 hours x 52 weeks x 53%	\$10,583
Administrative Assistant	\$12 per hour x 20 hours x 52 weeks x 53%	\$6,614
Program Director	\$4097.60 per month x 12 months	\$49,171
Services Coordinator	\$2834.34 per month x 12 months	\$34,012
Program Coordinator	\$2976 per month x 12 months	\$35,712
Shelter Coordinator	\$2834.34 per month x 12 months	\$34,012
Legal Advocate - DVRT/SART Advocate	\$15.94 per hour x 40 hrs per week x 52 weeks	\$33,155
Legal Advocate	\$14.46 per hour x 40 hours per week x 52 weeks	\$30,077
Legal Advocate	\$13.77 per x 32 hours x 52 weeks	\$22,913
Counselor	\$12.79 x 40 hours per week x 52 weeks	\$26,603
Counselor	\$15.55 per hour x 40 hrs per week x 52 weeks	\$32,344
Administrative Aide	\$12 per hour x 23 hours per week x 52 weeks	\$14,352
Program Aide Trainee (City of Merced CDBG Program Funded)	\$10 per hour x 20 hours per week x 52 weeks	\$10,400
UC Advocate	\$14.46 per hour x 40 hours per week x 52 weeks	\$30,077

**Mountain Crisis Services, Inc.**  
**Valley Crisis Center Budget**  
**2013-14 Projection**  
**(CDBG- Job Training)**

Prevention Specialist	\$13.77 per hour x 30 hours per week x 52 weeks	\$21,481
DV/SA Advocate	\$12 per hour x 40 hours per week x 52 weeks	\$24,960
DV/SA Advocate	\$12 per hour x 40 hours per week x 52 weeks	\$24,960
DV/SA Advocate	\$12 per hour x 40 hours per week x 52 weeks	\$19,968
DV/SA Advocate	\$12 per hour x 32 hours per week x 52 weeks	\$14,352
DV/SA Advocate	\$12 per hour x 16 hours per week x 52 weeks	\$9,984
Receptionist	\$12 per hour x 40 hours per week x 52 weeks	\$24,960
Community Resource Specialist	\$15.18 per hour x 52 weeks x 40 hours per week	\$31,574
Shelter Case Manager	\$13.77 per hour x 40 hours per week x 52	\$28,642
Family Violence Advocate	\$15.94 per hour x 40 hours per week x 52 weeks	\$33,155
<b>Personnel Sub-Total</b>		<b>\$662,677</b>
Benefits	22% of total personnel (FICA, WC, SDI, Medical, Dental, Vision, Life, 401K, Etc.)	<b>\$143,500</b>
Program Aide Trainee - Benefits	Payroll Taxes/SDI/Workers Comp at 15% of Salary	<b>\$1,560</b>
Merced After Hours Crisis Response Standby	52 weeks x .7 per hour x 123 hours per week	\$4,477
Merced Overtime		\$5,000
<b>PERSONNEL TOTAL</b>		<b>\$817,214</b>
<b>OPERATING COSTS</b>		
<b>General Agency Expenses</b>		
Accounting	\$500 per month x 12 months x 53%	\$3,180
Audit/Taxes	53% of Audit Costs of \$7000	\$3,710
Memberships	CPEDV and CalCASA Memberships	\$1,000
Insurance	\$25,000 annually x 53%	\$13,250
Advertising		\$3,000
License and Fees	Background Checks for Volunteers/Staff	\$150
Tech/IT (Maintenance Contract)	\$10,000 annually x 53%	\$5,300
Volunteer/Staff Appreciation	All Staff Meetings, Recognition Gifts, Etc.	\$1,000
<b>Merced Office</b>		
Office Rent	\$2000 per month x 12 months	\$24,000
Communications	\$1500 per month x 12 months	\$18,000
Office Equipment/maintenance	\$200 per month x 12 months	\$2,400
Office supplies	\$500 per month x 12 months	\$6,000
Office Utilities	\$1000 per month x 12 months	\$12,000
Postage	\$100 per month x 12 months	\$1,200
Printing/Copying	\$500 per month x 12 months	\$6,000

**Mountain Crisis Services, Inc.**  
**Valley Crisis Center Budget**  
**2013-14 Projection**  
**(CDBG- Job Training)**

Educational Materials	\$250 per month x 12 months	\$3,000
Training - VCC specific	\$250 per month x 12 months	\$3,000
Travel/Client Transport	\$800 per month x 12 months	\$9,600
Equipment/Furniture	new shelter furniture- beds, desks, etc.	\$500
Vehicle Maintenance	\$125 per month x 12 months	\$1,620
<b><u>Merced Shelter</u></b>		
Shelter Rent	\$1200 per month x 12 months	\$14,400
Shelter Supplies/Food	\$700 per month x 12 months	\$8,400
Shelter Utilities/Communications	\$700 per month x 12 months	\$8,400
Maintenance/Repair- shelter	\$150 per month x 12 months	\$1,800
<b><u>Special Project Costs</u></b>		
Rape Prevention Education	educational materials and supplies	\$2,000
Tools and Materials for DVRT	educational materials and supplies	\$2,000
Contract with Merced Police Dept.	For .5 FTE DV/SA Detective	\$70,000
<b>TOTAL OPERATING COSTS</b>		<b>\$224,910</b>



BOYS AND GIRLS CLUB APPLICATION #2  
(PREVIOUSLY SUBMITTED AS  
LIFELINE 4 HEALING)

June 12, 2013

Mark Hamilton  
City of Merced  
Housing Department  
678 W. 18<sup>th</sup> Street  
Merced, CA 95340



**BOYS & GIRLS CLUBS**  
OF MERCED COUNTY

615 W. 15th Street  
Merced, CA 95340  
Tel: (209) 722-9922  
Fax: (209) 722-1041

Dear Mark,

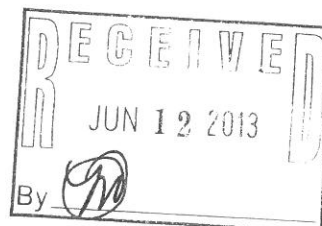
The Boys & Girls Clubs of Merced County was approached by Pastor Don Ramsey of Lifeline for Healing because the organization needed to be associated with a 501(c) 3 nonprofit to be eligible to apply for Community Development Block Grant funds. The Boys & Girls Clubs of Merced County has agreed to function as the fiscal agent for Lifeline for Healing. Pastor Ramsey is in the process of acquiring nonprofit status and insurance for Lifeline for healing. His goal is to have insurance in place within the next two weeks.

Thank you for your work with Pastor Ramsey and please do not hesitate to call me if you have additional questions or require additional information.

Thank you,



Tony Slaton  
Executive Director



## CDBG-1

### Application

- **General Information**

- Participating Municipalities

- The entire city of Merced will be participating in this project. Merced Boys & Girls Club is the local 501 3c agency that the Lifeline 4 Healing project is being conducted by through the lead clergy person Rev D. Ramsey.

- Name of Project

- Lifeline 4 healing - Night Walks duplicated after Boston Cease Fire program

- Eligible Activity Description

- The eligibility of this activity is based upon the city of Merced authorizing the efforts of these night walks as an integral part of the Merced Cease Fire program tactics to the decreasing/eradicating the continued activities of the youth/gang criminal activities within its city boundaries.

- **Projected Outcomes**

- By using this evidence based health approach to reduce shootings and killings through community mobilization [night walks] it is anticipated to aide as many as 50 to 75 households to realize safer neighborhoods, less crime activities in their neighborhoods in addition to less disorder on their neighboring streets.

- **National Objective Information including beneficiaries**

- To disrupt the following in city of Merced:

- Availability and use of drugs in the neighborhood

- Availability of firearms

- Feeling unsafe in the neighborhood

High-crime neighborhood  
Neighborhood physical disorder  
Neighborhood youth in trouble

- **Threshold Activities and Areas**  
Areas A, B, and C will be affected by the night walks.

#### Consistency with Community Development Strategy

Safety being one of it not the highest criteria within the city of Merced the desired outcomes are centered on the element of safety for the citizenry of Merced.

- **Required Organizational Information (see attached letter)**

#### Project Location Information

This project will be conducted within the city limits of Merced.

#### Project Start & End Dates

This is a non ending project. Once it starts it does not stop. This project began 8 to 10 weeks ago, [April 4, 2013] in the AMTRAK area [Area B] and Loughborough and South Merced will also be included in the not so distant future.

- **Project Budget Information**

List of detailed costs associated with project

- Food costs per monthly training sessions \$30 – \$300 – (to be funded by other funding sources)
- T-shirts for night walkers (every 4 to 7 months) \$500 - \$1500
- Monthly fuel stipend for lead clergy \$300 - \$375
- Flash lights for volunteers \$100 - \$200 [every 6 months]
- Business Cards for clergy in program \$30 - \$48 (per clergy included within Night Walks program)

- **Competitive Questions (4)**

#### Project Need

The most pressing need for this project to be a success is committed people (clergy at the top of list) that will remain dedicated to the overall effort. It is the people that will drive the need to continue the night walks, which is a critical part of the overall Merced Cease Fire program.



### Community Involvement & Support

The community is the driver to the success of this program.

### Project Feasibility

The project is very feasible. Since we began [4/4/2013] we've had over 75 people signed up to be a part of the night walks and half of those have already participated in at least one of our night walks thus far.

### Project Impact

This project has had quite an impact on the city of Merced and we've only been at it since April 4<sup>th</sup>. We are continuously receiving interest from the citizenry of Merced and it's still early. People in Merced are looking for the cure/fix to the youth/gang criminal element and Cease Fire has a proven track record since the early 1980's it's just a matter of people buying in to this proven process.

# CDBG PUBLIC MEETING ATTENDANCE SHEET

ATTACHMENT 20

**PUBLIC MEETING**  
**March 6, 2013**

**STEPHEN LEONARD HALL**  
(644 T Street, Merced)

[illegible]

# HUD ANNUAL ACTION PLAN 2013-2014

## PUBLIC MEETING

March 7, 2013

SAM PIPES ROOM, MERCED CIVIC CENTER

(678 W. 18<sup>TH</sup> Street, Merced)

ORGANIZATION

CONTACT NAME

ADDRESS

PHONE

Valley Crisis Center Genevieve Bardini P.O. Box 3168 Merced 725-7900

Merced CAA Su Bragg 381-5221

myself u.c. ego

Raul Simbret

Genevieve Danaher

[REDACTED]  
[REDACTED]  
[REDACTED]

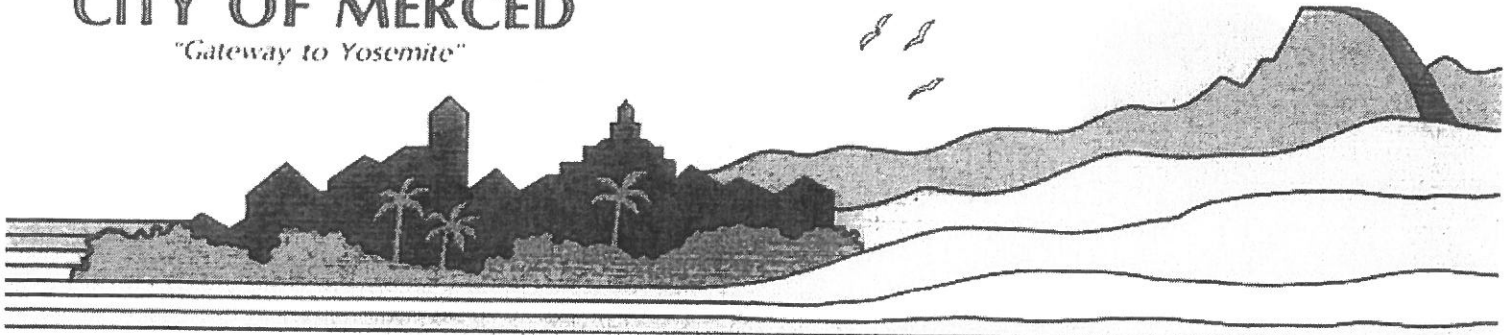


# CDBG RESOLUTION

ATTACHMENT 21

# CITY OF MERCED

"Gateway to Yosemite"



## CITY CLERK'S CERTIFICATE

I, JOHN M. BRAMBLE, City Clerk of the City of Merced, California, do hereby certify that the attached document, entitled:

### RESOLUTION 2013-37

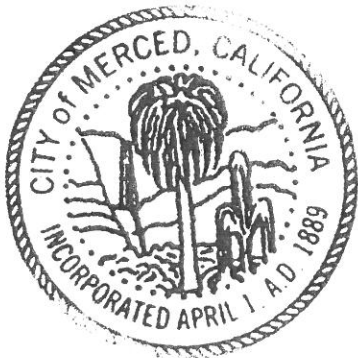
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MERCED, CALIFORNIA, APPROVING THE 2013-2014 FOURTH-YEAR ACTION PLAN, CERTIFYING COMPLIANCE WITH THE REQUIREMENTS OF THE COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PROGRAM AND HOME INVESTMENT PARTNERSHIP (HOME) PROGRAM, AND AUTHORIZING STAFF TO SUBMIT ALL APPROVED DOCUMENTS TO THE DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT

is a true and correct copy of the original on file in the Office of the Merced City Clerk, Merced, California.

DATED: July 17, 2013

JOHN M. BRAMBLE, CITY CLERK

BY:   
JAMIE FANCONI  
Deputy City Clerk



**RESOLUTION NO. 2013- 37**

**A RESOLUTION OF THE CITY COUNCIL OF  
THE CITY OF MERCED, CALIFORNIA,  
APPROVING THE 2013-2014 FOURTH-YEAR  
ACTION PLAN, CERTIFYING COMPLIANCE  
WITH THE REQUIREMENTS OF THE  
COMMUNITY DEVELOPMENT BLOCK GRANT  
(CDBG) PROGRAM AND HOME INVESTMENT  
PARTNERSHIP (HOME) PROGRAM, AND  
AUTHORIZING STAFF TO SUBMIT ALL  
APPROVED DOCUMENTS TO THE  
DEPARTMENT OF HOUSING AND URBAN  
DEVELOPMENT**

WHEREAS, The Department of Housing and Urban Development (HUD) has determined that the City of Merced is estimated to receive \$1,295,331 under the Community Development Block Grant (CDBG) program year 2013-2014 of the Housing and Community Development Act of 1974, as amended; and,

WHEREAS, The City of Merced held three community meetings on March 6, and 7, 2013, a public meeting on April 15, 2013, and public hearing on July 15, 2013; to consider public comments and proposals regarding the 2013-2014 Fourth-Year Action Plan; and,

WHEREAS, During said meetings information was provided about HUD's National Goals and Objectives, the City of Merced's 5-Year Consolidated Plan, and discussion held about eligible uses of CDBG and Home Investment Partnership (HOME) funds in the City of Merced; and,

WHEREAS, The City of Merced has provided citizens with an opportunity to review and comment on concerns involving the amount of funds available for proposed housing and community development, the range of activities and program requirements, and provided citizens with adequate opportunity to participate in development of the 2013-2014 Fourth-Year Action Plan, including any submissions, revisions, changes or amendments thereto for a 30-day period commencing on January 31, 2013 and ending on July 15, 2013.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF MERCED  
DOES HEREBY RESOLVE, DETERMINE, FIND, AND ORDER AS  
FOLLOWS:

SECTION 1. The City Council of the City of Merced hereby approves the  
2013-2014 Fourth-Year Action Plan. The City Manager is hereby authorized to  
execute all documents related thereto, and staff is authorized to submit all  
documents to the United States Department of Housing and Urban Development.

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PASSED AND ADOPTED by the City Council of the City of Merced at a regular meeting held on the 15<sup>th</sup> day of July 2013, by the following vote:

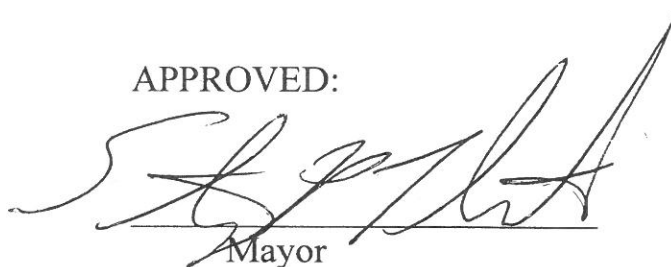
AYES: Council Members: BLAKE, DOSSETTI, MURPHY, RAWLING, PEDROZO, THURSTON

NOES: Council Members: NONE

ABSENT: Council Members: LOR

ABSTAIN: Council Members: NONE

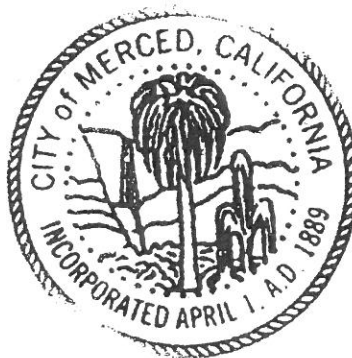
APPROVED:

  
Mayor

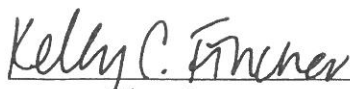
ATTEST:  
JOHN M. BRAMBLE, CITY CLERK

BY:   
Deputy City Clerk

(SEAL)



APPROVED AS TO FORM:

 6/25/13  
City Attorney Date

# **NON-STATE GOVERNMENT CERTIFICATIONS**

**ATTACHMENT 22**

- ☐ This certification does not apply.  
☒ This certification is applicable.

### NON-STATE GOVERNMENT CERTIFICATIONS

In accordance with the applicable statutes and the regulations governing the consolidated plan regulations, the jurisdiction certifies that:

**Affirmatively Further Fair Housing** -- The jurisdiction will affirmatively further fair housing, which means it will conduct an analysis of impediments to fair housing choice within the jurisdiction, take appropriate actions to overcome the effects of any impediments identified through that analysis, and maintain records reflecting that analysis and actions in this regard.

**Anti-displacement and Relocation Plan** -- It will comply with the acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, and implementing regulations at 49 CFR 24; and it has in effect and is following a residential antidisplacement and relocation assistance plan required under section 104(d) of the Housing and Community Development Act of 1974, as amended, in connection with any activity assisted with funding under the CDBG or HOME programs.

**Drug Free Workplace** -- It will or will continue to provide a drug-free workplace by:

1. Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the grantee's workplace and specifying the actions that will be taken against employees for violation of such prohibition;
2. Establishing an ongoing drug-free awareness program to inform employees about --
  - a. The dangers of drug abuse in the workplace;
  - b. The grantee's policy of maintaining a drug-free workplace;
  - c. Any available drug counseling, rehabilitation, and employee assistance programs; and
  - d. The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;
3. Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph 1;
4. Notifying the employee in the statement required by paragraph 1 that, as a condition of employment under the grant, the employee will --
  - a. Abide by the terms of the statement; and
  - b. Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;
5. Notifying the agency in writing, within ten calendar days after receiving notice under subparagraph 4(b) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to every grant officer or other designee on whose grant activity the convicted employee was working, unless the Federal agency has designated a central point for the receipt of such notices. Notice shall include the identification number(s) of each affected grant;
6. Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph 4(b), with respect to any employee who is so convicted --
  - a. Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or
  - b. Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency;
7. Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs 1, 2, 3, 4, 5 and 6.

**Anti-Lobbying** -- To the best of the jurisdiction's knowledge and belief:

8. No Federal appropriated funds have been paid or will be paid, by or on behalf of it, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement;

City of Merced  
Annual Action Plan  
FY 2013 - 2014

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9. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, it will complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions; and
10. It will require that the language of paragraph 1 and 2 of this anti-lobbying certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

**Authority of Jurisdiction** -- The consolidated plan is authorized under State and local law (as applicable) and the jurisdiction possesses the legal authority to carry out the programs for which it is seeking funding, in accordance with applicable HUD regulations.

**Consistency with plan** -- The housing activities to be undertaken with CDBG, HOME, ESG, and HOPWA funds are consistent with the strategic plan.

**Section 3** -- It will comply with section 3 of the Housing and Urban Development Act of 1968, and implementing regulations at 24 CFR Part 135.



Signature/Authorized Official

07/15/2013

Date

John M. Bramble

Name

City Manager

Title

678 W. 18<sup>th</sup> Street

Address

Merced, CA 95340

City/State/Zip

(209) 385-6863

Telephone Number



- ☐ This certification does not apply.  
☒ This certification is applicable.

### Specific CDBG Certifications

The Entitlement Community certifies that:

**Citizen Participation --** It is in full compliance and following a detailed citizen participation plan that satisfies the requirements of 24 CFR 91.105.

**Community Development Plan --** Its consolidated housing and community development plan identifies community development and housing needs and specifies both short-term and long-term community development objectives that provide decent housing, expand economic opportunities primarily for persons of low and moderate income. (See CFR 24 570.2 and CFR 24 part 570)

**Following a Plan --** It is following a current consolidated plan (or Comprehensive Housing Affordability Strategy) that has been approved by HUD.

**Use of Funds --** It has complied with the following criteria:

11. Maximum Feasible Priority - With respect to activities expected to be assisted with CDBG funds, it certifies that it has developed its Action Plan so as to give maximum feasible priority to activities which benefit low and moderate income families or aid in the prevention or elimination of slums or blight. The Action Plan may also include activities which the grantee certifies are designed to meet other community development needs having a particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community, and other financial resources are not available);
12. Overall Benefit - The aggregate use of CDBG funds including section 108 guaranteed loans during program year(s) 2011, 2012, 2013 (a period specified by the grantee consisting of one, two, or three specific consecutive program years), shall principally benefit persons of low and moderate income in a manner that ensures that at least 70 percent of the amount is expended for activities that benefit such persons during the designated period;
13. Special Assessments - It will not attempt to recover any capital costs of public improvements assisted with CDBG funds including Section 108 loan guaranteed funds by assessing any amount against properties owned and occupied by persons of low and moderate income, including any fee charged or assessment made as a condition of obtaining access to such public improvements.

However, if CDBG funds are used to pay the proportion of a fee or assessment that relates to the capital costs of public improvements (assisted in part with CDBG funds) financed from other revenue sources, an assessment or charge may be made against the property with respect to the public improvements financed by a source other than CDBG funds.

The jurisdiction will not attempt to recover any capital costs of public improvements assisted with CDBG funds, including Section 108, unless CDBG funds are used to pay the proportion of fee or assessment attributable to the capital costs of public improvements financed from other revenue sources. In this case, an assessment or charge may be made against the property with respect to the public improvements financed by a source other than CDBG funds. Also, in the case of properties owned and occupied by moderate-income (not low-income) families, an assessment or charge may be made against the property for public improvements financed by a source other than CDBG funds if the jurisdiction certifies that it lacks CDBG funds to cover the assessment.

**Excessive Force --** It has adopted and is enforcing:

14. A policy prohibiting the use of excessive force by law enforcement agencies within its jurisdiction against any individuals engaged in non-violent civil rights demonstrations; and
15. A policy of enforcing applicable State and local laws against physically barring entrance to or exit from a facility or location which is the subject of such non-violent civil rights demonstrations within its jurisdiction;

City of Merced  
Annual Action Plan  
FY 2013 - 2014

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**Compliance With Anti-discrimination laws** -- The grant will be conducted and administered in conformity with title VI of the Civil Rights Act of 1964 (42 USC 2000d), the Fair Housing Act (42 USC 3601-3619), and implementing regulations.

**Lead-Based Paint** -- Its activities concerning lead-based paint will comply with the requirements of part 35, subparts A, B, J, K and R, of title 24;

**Compliance with Laws** -- It will comply with applicable laws.



Signature/Authorized Official

07/15/2013

Date

John M. Bramble

Name

City Manager

Title

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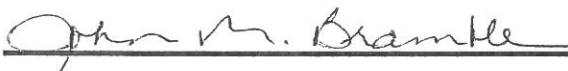
Telephone Number

☐ This certification does not apply.  
☒ This certification is applicable.

**OPTIONAL CERTIFICATION  
CDBG**

Submit the following certification only when one or more of the activities in the action plan are designed to meet other community development needs having a particular urgency as specified in 24 CFR 570.208(c):

The grantee hereby certifies that the Annual Plan includes one or more specifically identified CDBG-assisted activities, which are designed to meet other community development needs having a particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community and other financial resources are not available to meet such needs.



Signature/Authorized Official

07/15/2013

Date

John M. Bramble

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Telephone Number

☐ This certification does not apply.  
☒ This certification is applicable.

### Specific HOME Certifications

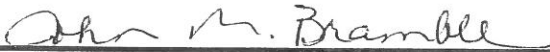
The HOME participating jurisdiction certifies that:

**Tenant Based Rental Assistance** -- If the participating jurisdiction intends to provide tenant-based rental assistance:

The use of HOME funds for tenant-based rental assistance is an essential element of the participating jurisdiction's consolidated plan for expanding the supply, affordability, and availability of decent, safe, sanitary, and affordable housing.

**Eligible Activities and Costs** -- it is using and will use HOME funds for eligible activities and costs, as described in 24 CFR § 92.205 through 92.209 and that it is not using and will not use HOME funds for prohibited activities, as described in § 92.214.

**Appropriate Financial Assistance** -- before committing any funds to a project, it will evaluate the project in accordance with the guidelines that it adopts for this purpose and will not invest any more HOME funds in combination with other Federal assistance than is necessary to provide affordable housing;



Signature/Authorized Official

07/15/2013

Date

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- ☐ This certification does not apply.  
☒ This certification is applicable.

## APPENDIX TO CERTIFICATIONS

### Instructions Concerning Lobbying and Drug-Free Workplace Requirements

#### Lobbying Certification

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

#### Drug-Free Workplace Certification

1. By signing and/or submitting this application or grant agreement, the grantee is providing the certification.
2. The certification is a material representation of fact upon which reliance is placed when the agency awards the grant. If it is later determined that the grantee knowingly rendered a false certification, or otherwise violates the requirements of the Drug-Free Workplace Act, HUD, in addition to any other remedies available to the Federal Government, may take action authorized under the Drug-Free Workplace Act.
3. Workplaces under grants, for grantees other than individuals, need not be identified on the certification. If known, they may be identified in the grant application. If the grantee does not identify the workplaces at the time of application, or upon award, if there is no application, the grantee must keep the identity of the workplace(s) on file in its office and make the information available for Federal inspection. Failure to identify all known workplaces constitutes a violation of the grantee's drug-free workplace requirements.
4. Workplace identifications must include the actual address of buildings (or parts of buildings) or other sites where work under the grant takes place. Categorical descriptions may be used (e.g., all vehicles of a mass transit authority or State highway department while in operation, State employees in each local unemployment office, performers in concert halls or radio stations).
5. If the workplace identified to the agency changes during the performance of the grant, the grantee shall inform the agency of the change(s), if it previously identified the workplaces in question (see paragraph three).
6. The grantee may insert in the space provided below the site(s) for the performance of work done in connection with the specific grant: Place of Performance (Street address, city, county, state, zip code) Check if there are workplaces on file that are not identified here. The certification with regard to the drug-free workplace is required by 24 CFR part 21.

Place Name	Street	City	County	State	Zip

7. Definitions of terms in the Nonprocurement Suspension and Debarment common rule and Drug-Free Workplace common rule apply to this certification. Grantees' attention is called, in particular, to the following definitions from these rules: "Controlled substance" means a controlled substance in Schedules I through V of the Controlled

Substances Act (21 U.S.C. 812) and as further defined by regulation (21 CFR 1308.11 through 1308.15); "Conviction" means a finding of guilt (including a plea of *nolo contendere*) or imposition of sentence, or both, by any judicial body charged with the responsibility to determine violations of the Federal or State criminal drug statutes; "Criminal drug statute" means a Federal or non-Federal criminal statute involving the manufacture, distribution, dispensing, use, or possession of any

City of Merced  
Annual Action Plan  
FY 2013 - 2014

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controlled substance; "Employee" means the employee of a grantee directly engaged in the performance of work under a grant, including:

- a. All "direct charge" employees;
- b. all "indirect charge" employees unless their impact or involvement is insignificant to the performance of the grant; and
- c. temporary personnel and consultants who are directly engaged in the performance of work under the grant and who are on the grantee's payroll. This definition does not include workers not on the payroll of the grantee (e.g., volunteers, even if used to meet a matching requirement; consultants or independent contractors not on the grantee's payroll; or employees of subrecipients or subcontractors in covered workplaces).

Note that by signing these certifications, certain documents must be completed, in use, and on file for verification. These documents include:

1. Analysis of Impediments to Fair Housing
2. Citizen Participation Plan
3. Anti-displacement and Relocation Plan



Signature/Authorized Official

07/15/2013

Date

John M. Bramble

Name

City Manager

Title

678 W. 18<sup>th</sup> Street

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Merced, CA 95340

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(209) 385-6863

Telephone Number

COUNTY OF MERCED  
2013 HOMELESS COUNT AND SURVEY

ATTACHMENT 23

# MERCED COUNTY

## 2013 Homeless Count and Survey

**2013 Merced County Homeless Subpopulation Survey**

Today's Date \_\_\_\_\_ Interviewer \_\_\_\_\_  
Name of Program or Street Location \_\_\_\_\_

Please record the following information about the person you are about to survey

**2013 Merced County Homeless Subpopulation Survey**

Today's Date \_\_\_\_\_ Interviewer \_\_\_\_\_  
Name of Program or Street Location \_\_\_\_\_

Please record the following information about the person you are about to survey

Gender ☐ Female ☐ Male  
Ethnicity ☐ American Indian or Alaskan Native ☐ Asian/Pacific Islander  
☐ Black or African-American ☐ Hispanic or Latino ☐ White ☐ Other  
Age ☐ Under age 18 ☐ 18-24 ☐ 25-29 ☐ 30-39 ☐ 40-49 ☐ 50-54 ☐ 55-59  
☐ 60-64 ☐ 65-69 ☐ 70+

\*If under age 18 ask: Are you a runaway youth? yes no don't know refused

Household Status: Is the person a ☐ single individual or ☐ adult member of a family (check one)

**Begin asking the following questions**

1) Have you been living in an emergency shelter and/or on the streets (including bus stations, underpasses, encampments, abandoned buildings, etc.) for the past year or more? yes no

2) How many different times have you had to stay in a shelter or lived on the streets in the past three years? less than four episodes or at least four episodes (check one)

3) Do you have a physical disability? yes no don't know refused

4) Do you have a developmental disability? yes no don't know refused

5) Do you have a chronic health condition such as diabetes, heart trouble, high blood pressure, seizures, hepatitis, respiratory problems, epilepsy, tuberculosis or arthritis? yes no don't know refused

6) Have you been diagnosed with AIDS or have you tested positive for HIV? yes no don't know refused

7) Do you feel you have a mental health condition? yes no don't know refused

8) Do you expect your mental health condition to be of long continued and indefinite duration and to substantially impair your ability to live independently? yes no don't know refused

9) Do you have a drug or alcohol problem? yes no don't know refused

10) Do you expect your drug or alcohol problem to be of long continued and indefinite duration and to substantially impair your ability to live independently? yes no don't know refused

11) Have you served on active duty in the U.S. Armed Forces or ever called into active duty as a member of the National Guard or as a Reservist? yes no don't know refused

12) Have you ever been a victim of domestic or intimate partner violence? yes no don't know refused

13) During the last 12 months, were you released from a correctional institution such as a prison or jail after serving a court order sentence? yes no don't know refused

14) If yes, did the correctional institution provide you with information before you were released about the following: Shelter/housing opportunities social services transportation other \_\_\_\_\_

May 2013



## **Table of Contents**

	<b>Page</b>
Executive Summary	1
Background Information Concerning the Homeless Count	3
Background Information Concerning the Homeless Survey	5
Findings Concerning the Homeless Survey	7
Next Steps	34
Appendix A: Copy of Survey	35

## I. Executive Summary

One of the main purposes of the final report is to answer the following primary question "**How Many Homeless People Are There In The County of Merced On Any Given Day?**" The answer is 372 adults and children of whom 352 persons were adults and 20 were children. Of these persons, 255 (251 adults and four children) or 69% were counted on the streets and/or were unsheltered and 117 persons or 31% were counted in shelters and transitional housing programs, including 16 children.

The following table breaks down the unsheltered population by jurisdiction:

Table 1. Number of Unsheltered Persons by Jurisdiction

Jurisdiction	Unsheltered Homeless Persons	
	#	%
Merced	112	44
Livingston Area	12	5
Los Banos	79	31
Atwater	18	7
Dos Palos	18	7
Unincorporated	16	6
Total:	255	100

Another main purpose for this final report is to provide a breakdown of the homeless population as required by the U. S. Department of Housing and Urban Development (HUD) as part of the annual Continuum of Care Homeless Assistance Program application. HUD requires information about the following homeless subpopulations:

- Chronically Homeless Persons;
- Families;
- Persons with HIV/AIDS;
- Persons with Mental Illness;
- Single Individuals;
- Substance Abusers;
- Unaccompanied Youth Under Age 18;
- Veterans; and
- Victims of Domestic Violence.

The following breakdown for each of these subpopulations is based on a homeless survey that was conducted on Friday, January 25 2013 and administered to 218 homeless adults. The 218 homeless adults who were surveyed represent a 62% sample of the 352 homeless adults who were counted. The survey was administered at the same locations where homeless persons were counted. Following HUD guidelines, the information gathered through the sample was used to estimate numbers of adults that fall within each subpopulation category as noted in the table below. For example, 71 or 27% of the 218 adults surveyed had mental illness. Thus, 95 or 27% of the 352 adults counted was estimated to have mental illness.

Table 2: Estimates of Subpopulations Based on the 2013 Homeless Count and 2013 Homeless Survey

<b>Subpopulation:</b>	<b>#</b>	<b>%</b>
Chronically Homeless Persons	169	48
Men	264	75
Persons with Chronic Health Condition	148	42
Persons with Developmental Disabilities	77	22
Persons with HIV/AIDS	2	0.5
Persons with Mental Illness	95	27
Persons with Physical Disabilities	109	31
Substance Abusers	148	42
Unaccompanied Youth Under Age 18	4	1
Veterans	26	7
Victims of Domestic Violence	111	32
Women	88	25
Youth Age 18 to 24	31	9

## **II. Background Information Concerning the Homeless Count**

The Department of Housing and Urban Development, as part of its requirements for local jurisdictions to continue to receive continuum of care funding for homeless persons, asks local jurisdictional applicants to conduct a “one night point-in-time” homeless count every other year during the last 10 days of January.

### **• When Was the Count Conducted?**

The homeless count was conducted on the streets during the hours of 6:30am-9:30am on Wednesday, January 23, 2013. The count was also conducted on the same day in shelters and

transitional housing programs that do not participate in the Homeless Management Information System (HMIS).

- **Who was Counted?**

A person was considered homeless, and thus counted, only when he/she fell within the following HUD-based definition by residing in one of the places described below:

- a. in places not meant for human habitation, such as cars, parks, sidewalks, and abandoned buildings;
- b. in an emergency shelter;
- c. in transitional or supportive housing for homeless persons who originally came from the streets or emergency shelter.

HUD does not consider the following persons to be homeless—persons who are “doubled up,” or persons who are “near homelessness—but considers them to be at-risk of homelessness. Such persons were not included in the county’s homeless count.

The County of Merced, like many other counties, has a substantial number of households that are at-risk of becoming homeless. Twenty-three percent (23%) of Merced County residents were living below the poverty level according to the 2012 American Community Survey, which is the most current data available from the U.S. Census Bureau. This means that approximately 60,000 County residents representing nearly 19,000 households are at risk of becoming homeless on a day like today. One type of household that is notably at risk of becoming homeless is single-female headed households because 36% of all such households with children live below the poverty level. Another is households with children under age 5 because 34% live below the poverty level. The data also noted that 20% of all families and 11% of persons age 65 and over live below the poverty level.

Households living below the poverty level are at risk of becoming homeless. Because of their limited income they frequently have to choose between paying their rent or mortgage and other daily living costs such as child care, clothing, food, health care, and transportation. The generally accepted standard for housing affordability is that households should not spend more than 30% of their incomes on rent and utilities.

Many households can become homeless because of social structural issues such as increases in rent, loss of job, and rising health care costs. In addition, personal experiences such as domestic violence, physical disabilities, mental illness, and substance abuse can cause members of a low income household or an entire household to become homeless as well. Often, one or more of these experiences factor into a household’s homeless experience.



- **Who Conducted the Count?**

Approximately 25 volunteers carried out the street count on January 23 between the hours of 6:30am-9:30am. They consisted of a wide-range of local representatives from various public and private organizations which included:

- Businesses;
- Faith-based organizations;
- Homeless and Formerly Homeless individuals;
- Local government;
- Non-profit agencies.

In addition, staff from shelters and transitional housing programs counted residents in their respective programs.

- **How Was the Count Conducted?**

The 2013 homeless count was a county-wide effort. Prior to the count, volunteers attended two planning meetings and an orientation. During the planning meetings, key locations and mapping were discussed to ensure that concentrated areas were identified and efforts were made to minimize duplication.

- **Where Was the Count Conducted?**

Areas identified included 7 regions in the City of Merced, target areas in Los Banos and Livingston, and numerous unincorporated locations including Beachwood, Hilmar, Santa Nella, Delhi, Winton, and Dos Palos.

### **III. Background Information Concerning the Homeless Survey**

The U. S. Department of Housing and Urban Development (HUD) as part of the annual Continuum of Care Homeless Assistance Program application requires information about the following homeless subpopulations:

- Chronically Homeless Persons;
- Persons with HIV/AIDS;
- Persons with Mental Illness;
- Substance Abusers;

- Unaccompanied Youth Under Age 18;
- Veterans; and
- Victims of Domestic Violence.

Thus, a survey was compiled that asked questions in order to ensure that accurate data would be collected for each subpopulation.

In addition to the subpopulations noted above, additional questions were asked to collect data for the following subpopulations:

- Men;
  - Persons with Chronic Illness;
  - Persons with Developmental Disabilities;
  - Persons with Physical Disabilities;
  - Women
  - Youth Ages 18 to 24.
- **When Was the Survey Conducted?**

The survey was administered on Friday, January 27 which was two (2) days after the homeless count.

- **Who Was Surveyed?**

The homeless survey was administered to 218 homeless adults. The percent of adults surveyed in relationship to the homeless count is approximately two of every three adults (62%).

Of the 218 homeless adults surveyed

- 75% were men and 25% were women;
  - 39% were Hispanic/Latino; 31% were White; 17% were African American/Black; 7% were American Indian/Alaskan Native; 3% were Other; and 2% were Asian/Pacific Islander.
- **Who Conducted the Survey?**

Approximately 30 volunteers carried out the survey on January 27 between the hours of 6:30am-9:30am. They consisted of a wide-range of local representatives from various public and private organizations which included:

- Businesses;
- Faith-based organizations;
- Homeless and Formerly Homeless individuals;
- Local government;
- Non-profit agencies.

In addition, staff from shelters and transitional housing programs administered the survey to residents in their respective programs.

- **How Was the Survey Conducted?**

The process involved administering a one-on-one interview survey with a representative sample of homeless adults living in the County of Merced. There were three (3) primary methods of contact with homeless persons who participated in the survey. They were: 1) interviews with homeless persons who were contacted on the streets; 2) interviews with homeless persons who were contacted while living in shelters and transitional housing; and 3) interviews with homeless persons who were contacted while using non-residential homeless services.

- **Where Was the Survey Conducted?**

The survey was conducted on the streets and at various residential and non-residential social service sites that participated in the homeless count.

#### **IV. Findings Concerning the Homeless Survey**

This section provides information based upon surveys that were administered to 218 unsheltered adults concerning the following 13 homeless subpopulations:

1. Chronically Homeless Persons;
2. Men;
3. Persons with Chronic Health Conditions;
4. Persons with Developmental Disabilities;
5. Persons with Physical Disabilities;
6. Persons with HIV/AIDS;
7. Persons with Mental Illness;
8. Substance Abusers;
9. Unaccompanied Youth Under Age 18;
10. Veterans;

11. Victims of Domestic Violence;
12. Women; and
13. Youth Ages 18 – 24.

See Appendix A for a copy of the homeless survey.



## **1. Chronically Homeless Persons**

48% of survey respondents were chronically homeless

According to HUD, the term 'chronically homeless' means, with respect to an individual or family, that the individual or family—

- (i) is homeless and lives or resides in a place not meant for human habitation, a safe haven, or in an emergency shelter;
- (ii) has been homeless and living or residing in a place not meant for human habitation, a safe haven, or in an emergency shelter continuously for at least 1 year or on at least 4 separate occasions in the last 3 years; and
- (iii) has an adult head of household (or a minor head of household if no adult is present in the household) with a diagnosable substance use disorder, serious mental illness, developmental disability (as defined in section 102 of the Developmental Disabilities Assistance and Bill of Rights Act of 2000 (42 U.S.C. 15002)), post traumatic stress disorder, cognitive impairments resulting from a brain injury, or chronic physical illness or disability, including the co-occurrence of 2 or more of those conditions.

- **Gender**

75% of survey respondents were men and 25% were women;

- **Ethnicity**

21% were African American or Black; 10% were American Indian or Alaskan Native; 2% were Asian/Pacific Islander; 34% were Hispanic or Latino; 31% were White; 2% were Other; and 0% did not have a recorded answer;

- **Age**

0% were under the age of 18; 4% were between the ages of 18 through 24; 92% were between the ages of 25 and 61; and 4% were age 62+;

- **Homeless One Year or More**

85% were homeless one year or more;

- **Homeless at Least Four Times in Last Three Years**

48% were homeless at least four times in the last three years;

- **Physical Disability**

62% had a physical disability;

- **Developmental Disability**

39% had a developmental disability;

- **Chronic Health Condition**

61% had a chronic health condition such as diabetes, heart trouble, high blood pressure, seizures, hepatitis, respiratory problems, epilepsy, tuberculosis, or arthritis;

- **HIV/AIDS**

2% had been diagnosed with AIDS or had tested positive for HIV.

- **Mental Illness**

47% felt that they had a mental health condition, were taking medications for mental health issues, and/or had been hospitalized for mental health issues;

- **Substance Abuse**

44% had a drug or alcohol problem and/or were using one or more of the following drugs: Cocaine, crack, heroin, pcplsd, uppers/speed, and downers/tranquilizers;

- **Veteran Status**

11% were a veteran;

- **Domestic Violence**

34% had been a victim of domestic or intimate partner violence;

- **Released from Prison**

26% were released from prison during the past 12 months after serving a court-mandated sentence.

## **2. Men**

75% of survey respondents were men

- **Ethnicity**

17% were African American or Black; 7% were American Indian or Alaskan Native; 2% were Asian/Pacific Islander; 39% were Hispanic or Latino; 31% were White; 4% were Other; and 0% did not have a recorded answer;

- **Age**

0% were under the age of 18; 8% were between the ages of 18 through 24; 88% were between the ages of 25 through 62; and 4% were age 62+;

- **Homeless One Year or More**

57% were homeless one year or more;

- **Homeless at Least Four Times in Last Three Years**

38% were homeless at least four times in the last three years;

- **Physical Disability**

31% had a physical disability;

- **Developmental Disability**

22% had a developmental disability;

- **Chronic Health Condition**

42% had a chronic health condition such as diabetes, heart trouble, high blood pressure, seizures, hepatitis, respiratory problems, epilepsy, tuberculosis, or arthritis;

- **HIV/AIDS**

1% had been diagnosed with AIDS or had tested positive for HIV.

- **Mental Illness**

33% felt that they had a mental health problem, were taking medications for mental health issues, and/or had been hospitalized for mental health issues;

- **Substance Abuse**

45% had a drug or alcohol problem and/or were using one or more of the following drugs: Cocaine, crack, heroin, pcplsd, uppers/speed, and downers/tranquilizers;

- **Veteran Status**

8% were a veteran;

- **Domestic Violence**

34% had been a victim of domestic or intimate partner violence;

- **Released from Prison**

26% were released from prison during the past 12 months after serving a court-mandated sentence.



### **3. Persons with Chronic Health Conditions**

42% of survey respondents had a chronic health condition

Persons with chronic health conditions were those that had diabetes, heart trouble, high blood pressure, seizures, hepatitis, respiratory problems, epilepsy, tuberculosis, or arthritis.

- **Gender**

69% of survey respondents were men and 31% were women;

- **Ethnicity**

21% were African American or Black; 10% were American Indian or Alaskan Native; 1% were Asian/Pacific Islander; 33% were Hispanic or Latino; 32% were White; 2% were Other; and 1% did not have a recorded answer;

- **Age**

0% were under the age of 18; 2% were between the ages of 18 through 24; 91% were between the ages of 25 through 62; and 7% were age 62+;

- **Homeless One Year or More**

64% were homeless one year or more;

- **Homeless at Least Four Times in Last Three Years**

48% were homeless at least four times in the last three years;

- **Physical Disability**

42% had a physical disability;

- **Developmental Disability**

31% had a developmental disability;

- **HIV/AIDS**

1% had been diagnosed with AIDS or had tested positive for HIV.

- **Mental Illness**

47% felt that they had a mental health problem, were taking medications for mental health issues, and/or had been hospitalized for mental health issues;

- **Substance Abuse**

44% had a drug or alcohol problem and/or were using one or more of the following drugs: Cocaine, crack, heroin, pcplsd, uppers/speed, and downers/tranquilizers;

- **Veteran Status**

10% were a veteran;

- **Domestic Violence**

35% had been a victim of domestic or intimate partner violence;

- **Released from Prison**

30% were released from prison during the past 12 months after serving a court-mandated sentence.

#### **4. Persons with Developmental Disabilities**

22% of survey respondents had a developmental disability

The following information provides a profile of persons with developmental disabilities based on the responses of 30 or 17% of survey respondents.

- **Gender**

72% of survey respondents were men and 28% were women;

- **Ethnicity**

23% were African American or Black; 9% were American Indian or Alaskan Native; 2% were Asian/Pacific Islander; 21% were Hispanic or Latino; 38% were White; 6% were Other; and 1% did not have a recorded answer;

- **Age**

2% were under the age of 18; 7% were between the ages of 18 through 24; 87% were between the ages of 25 through 62; and 4% were age 62+;

- **Homeless One Year or More**

81% were homeless one year or more;

- **Homeless at Least Four Times in Last Three Years**

45% were homeless at least four times in the last three years;

- **Physical Disability**

55% had a physical disability;

- **Chronic Health Condition**

60% had a chronic health condition such as diabetes, heart trouble, high blood pressure, seizures, hepatitis, respiratory problems, epilepsy, tuberculosis, or arthritis;

- **HIV/AIDS**

2% had been diagnosed with AIDS or had tested positive for HIV.

- **Mental Illness**

43% felt that they had a mental health problem, were taking medications for mental health issues, and/or had been hospitalized for mental health issues;

- **Substance Abuse**

55% had a drug or alcohol problem and/or were using one or more of the following drugs: Cocaine, crack, heroin, pcplsd, uppers/speed, and downers/tranquilizers;

- **Veteran Status**

9% were a veteran;

- **Domestic Violence**

40% had been a victim of domestic or intimate partner violence;

- **Released from Prison**

36% were released from prison during the past 12 months after serving a court-mandated sentence.



## **5. Persons with Physical Disabilities**

31% of survey respondents had a physical disability

- **Gender**

80% of survey respondents were men and 22% were women;

- **Ethnicity**

16% were African American or Black; 4% were American Indian or Alaskan Native; 3% were Asian/Pacific Islander; 44% were Hispanic or Latino; 29% were White; 4% were Other; and 0% did not have a recorded answer;

- **Age**

0% were under the age of 18; 4% were between the ages of 18 through 24; 89% were between the ages of 25 through 62; and 7% were age 62+;

- **Homeless One Year or More**

71% were homeless one year or more;

- **Homeless at Least Four Times in Last Three Years**

41% were homeless at least four times in the last three years;

- **Developmental Disability**

38% had a developmental disability;

- **Chronic Health Condition**

56% had a chronic health condition such as diabetes, heart trouble, high blood pressure, seizures, hepatitis, respiratory problems, epilepsy, tuberculosis, or arthritis;

- **HIV/AIDS**

2% had been diagnosed with AIDS or had tested positive for HIV.

- **Mental Illness**

49% felt that they had a mental health problem, were taking medications for mental health issues, and/or had been hospitalized for mental health issues;

- **Substance Abuse**

38% had a drug or alcohol problem and/or were using one or more of the following drugs: Cocaine, crack, heroin, pcp/lsd, uppers/speed, and downers/tranquilizers;

- **Veteran Status**

12% were a veteran;

- **Domestic Violence**

29% had been a victim of domestic or intimate partner violence;

- **Released from Prison**

27% were released from prison during the past 12 months after serving a court-mandated sentence.

## **6. Persons with HIV/AIDS or who Tested Positive for HIV**

0.5% or two survey respondents had HIV/AIDS or tested positive for HIV;

- **Gender**

100% or the two survey respondents were men;

- **Ethnicity**

0% were African American or Black; 50% were American Indian or Alaskan Native; 0% were Asian/Pacific Islander; 0% were Hispanic or Latino; 50% were White; 0% were Other; and 0% did not have a recorded answer;

- **Age**

0% were under the age of 18; 0% were between the ages of 18 through 24; 100% were between the ages of 25 through 62; and 0% were age 62+;

- **Homeless One Year or More**

100% or one person were homeless one year or more;

- **Homeless at Least Four Times in Last Three Years**

50% were homeless at least four times in the last three years;

- **Physical Disability**

50% had a physical disability;

- **Developmental Disability**

50% had a developmental disability;

- **Chronic Health Condition**

50% or all three persons had a chronic health condition such as diabetes, heart trouble, high blood pressure, seizures, hepatitis, respiratory problems, epilepsy, tuberculosis, or arthritis;

- **Mental Illness**

50% felt that they had a mental health problem, were taking medications for mental health issues, and/or had been hospitalized for mental health issues;

- **Substance Abuse**

33% or one person had a drug or alcohol problem and/or were using one or more of the following drugs: Cocaine, crack, heroin, pcplsd, uppers/speed, and downers/tranquilizers;

- **Veteran Status**

0% were a veteran;

- **Domestic Violence**

50% or two persons had been a victim of domestic or intimate partner violence;

- **Released from Prison**

50% were released from prison during the past 12 months after serving a court-mandated sentence.



## 7. Persons with Mental Illness

27% of survey respondents had mental illness

- **Gender**

69% of survey respondents were men and 31% were women;

- **Ethnicity**

16% were African American or Black; 10% were American Indian or Alaskan Native; 3% were Asian/Pacific Islander; 25% were Hispanic or Latino; 41% were White; 4% were Other; and 1% did not have a recorded answer;

- **Age**

0% were under the age of 18; 6% were between the ages of 18 through 24; 90% were between the ages of 25 through 62; and 4% were age 62+;

- **Homeless One Year or More**

62% were homeless one year or more;

- **Homeless at Least Four Times in Last Three Years**

45% were homeless at least four times in the last three years;

- **Physical Disability**

46% had a physical disability;

- **Developmental Disability**

44% had a developmental disability;

- **Chronic Health Condition**

61% had a chronic health condition such as diabetes, heart trouble, high blood pressure, seizures, hepatitis, respiratory problems, epilepsy, tuberculosis, or arthritis;

- **HIV/AIDS**

1% had been diagnosed with AIDS or had tested positive for HIV.

- **Substance Abuse**

55% had a drug or alcohol problem and/or were using one or more of the following drugs: Cocaine, crack, heroin, pcp/lsd, uppers/speed, and downers/tranquilizers;

- **Veteran Status**

7% were a veteran;

- **Domestic Violence**

45% had been a victim of domestic or intimate partner violence;

- **Released from Prison**

37% were released from prison during the past 12 months after serving a court-mandated sentence.

## 8. Substance Abusers

42% of survey respondents were substance abusers;

- **Gender**

66% of survey respondents were men and 34% were women;

- **Ethnicity**

17% were African American or Black; 7% were American Indian or Alaskan Native; 1% were Asian/Pacific Islander; 30% were Hispanic or Latino; 40% were White; 4% were Other; and 1% did not have a recorded answer;

- **Age**

0% were under the age of 18; 9% were between the ages of 18 through 24; 90% were between the ages of 25 through 62; and 1% were age 62+;

- **Homeless One Year or More**

58% were homeless one year or more;

- **Homeless at Least Four Times in Last Three Years**

46% were homeless at least four times in the last three years;

- **Physical Disability**

26% had a physical disability;

- **Developmental Disability**

26% had a developmental disability;

- **Chronic Health Condition**

40% had a chronic health condition such as diabetes, heart trouble, high blood pressure, seizures, hepatitis, respiratory problems, epilepsy, tuberculosis, or arthritis;

- **HIV/AIDS**

2% had been diagnosed with AIDS or had tested positive for HIV.

- **Mental Illness**

39% felt that they had a mental health problem, were taking medications for mental health issues, and/or had been hospitalized for mental health issues;

- **Veteran Status**

9% were a veteran;

- **Domestic Violence**

48% had been a victim of domestic or intimate partner violence;

- **Released from Prison**

32% were released from prison during the past 12 months after serving a court-mandated sentence.



## **9. Unaccompanied Youth Under Age 18**

1% of survey respondents were unaccompanied youth under age 18;

Data was not collected for unaccompanied Youth

## 10. Veterans

7% of survey respondents were veterans;

- **Gender**

83% of survey respondents were men and 17% were women;

- **Ethnicity**

22% were African American or Black; 6% were American Indian or Alaskan Native; 6% were Asian/Pacific Islander; 33% were Hispanic or Latino; 33% were White; 0% were Other; and 0% did not have a recorded answer;

- **Age**

0% were under the age of 18; 0% were between the ages of 18 through 24; 89% were between the ages of 25 through 62; and 11% were age 62+;

- **Homeless One Year or More**

56% were homeless one year or more;

- **Homeless at Least Four Times in Last Three Years**

33% were homeless at least four times in the last three years;

- **Physical Disability**

44% had a physical disability;

- **Developmental Disability**

22% had a developmental disability;

- **Chronic Health Condition**

50% had a chronic health condition such as diabetes, heart trouble, high blood pressure, seizures, hepatitis, respiratory problems, epilepsy, tuberculosis, or arthritis;

- **HIV/AIDS**

0% had been diagnosed with AIDS or had tested positive for HIV.

- **Mental Illness**

28% felt that they had a mental health problem, were taking medications for mental health issues, and/or had been hospitalized for mental health issues;

- **Substance Abuse**

50% had a drug or alcohol problem and/or were using one or more of the following drugs: Cocaine, crack, heroin, pcplsd, uppers/speed, and downers/tranquilizers;

- **Domestic Violence**

22% had been a victim of domestic or intimate partner violence;

- **Released from Prison**

28% were released from prison during the past 12 months after serving a court-mandated sentence.

## 11. Women

25% of survey respondents were women;

- **Ethnicity**

14% were African American or Black; 3% were American Indian or Alaskan Native; 5% were Asian/Pacific Islander; 39% were Hispanic or Latino; 35% were White; 4% were Other; and 0% did not have a recorded answer;

- **Age**

0% were under the age of 18; 19% were between the ages of 18 through 24; 88% were between the ages of 25 through 62; and 0% were age 62+;

- **Homeless One Year or More**

43% were homeless one year or more;

- **Homeless at Least Four Times in Last Three Years**

28% were homeless at least four times in the last three years;

- **Physical Disability**

20% had a physical disability;

- **Developmental Disability**

20% had a developmental disability;

- **Chronic Health Condition**

43% had a chronic health condition such as diabetes, heart trouble, high blood pressure, seizures, hepatitis, respiratory problems, epilepsy, tuberculosis, or arthritis;

- **HIV/AIDS**

0% had been diagnosed with AIDS or had tested positive for HIV.

- **Mental Illness**



34% felt that they had a mental health problem, were taking medications for mental health issues, and/or had been hospitalized for mental health issues;

- **Substance Abuse**

52% had a drug or alcohol problem and/or were using one or more of the following drugs: Cocaine, crack, heroin, pcp/lsd, uppers/speed, and downers/tranquilizers;

- **Veteran Status**

5% or one person was a veteran;

- **Domestic Violence**

69% had been a victim of domestic or intimate partner violence;

- **Released from Prison**

17% were released from prison during the past 12 months after serving a court-mandated sentence.

## **12. Victims of Domestic Violence**

32% of survey respondents were victims of domestic violence;

- **Gender**

40% of survey respondents were men and 60% were women;

- **Ethnicity**

11% were African American or Black; 9% were American Indian or Alaskan Native; 4% were Asian/Pacific Islander; 31% were Hispanic or Latino; 39% were White; 4% were Other; and 1% did not have a recorded answer;

- **Age**

0% were under the age of 18; 11% were between the ages of 18 through 24; 89% were between the ages of 25 through 62; and 0% were age 62+;

- **Homeless One Year or More**

59% were homeless one year or more;

- **Homeless at Least Four Times in Last Three Years**

41% were homeless at least four times in the last three years;

- **Physical Disability**

27% had a physical disability;

- **Developmental Disability**

25% had a developmental disability;

- **Chronic Health Condition**

43% had a chronic health condition such as diabetes, heart trouble, high blood pressure, seizures, hepatitis, respiratory problems, epilepsy, tuberculosis, or arthritis;

- **HIV/AIDS**

1% had been diagnosed with AIDS or had tested positive for HIV.

- **Mental Illness**

43% felt that they had a mental health problem, were taking medications for mental health issues, and/or had been hospitalized for mental health issues;

- **Substance Abuse**

63% had a drug or alcohol problem and/or were using one or more of the following drugs: Cocaine, crack, heroin, pcplsd, uppers/speed, and downers/tranquilizers;

- **Veteran Status**

5% were a veteran;

- **Released from Prison**

31% were released from prison during the past 12 months after serving a court-mandated sentence.

### **13.Youth Ages 18 - 24**

9% of survey respondents were youth ages 18 - 24;

- **Gender**

30% of survey respondents were men and 70% were women;

- **Ethnicity**

6% were African American or Black; 0% were American Indian or Alaskan Native; 6% were Asian/Pacific Islander; 41% were Hispanic or Latino; 41% were White; 5% were Other; and 1% did not have a recorded answer;

- **Homeless One Year or More**

24% were homeless one year or more;

- **Homeless at Least Four Times in Last Three Years**

12% were homeless at least four times in the last three years;

- **Physical Disability**

18% had a physical disability;

- **Developmental Disability**

18% had a developmental disability;

- **Chronic Health Condition**

12% had a chronic health condition such as diabetes, heart trouble, high blood pressure, seizures, hepatitis, respiratory problems, epilepsy, tuberculosis, or arthritis;

- **HIV/AIDS**

0% had been diagnosed with AIDS or had tested positive for HIV.

- **Mental Illness**

6% felt that they had a mental health problem, were taking medications for mental health issues, and/or had been hospitalized for mental health issues;

- **Substance Abuse**

53% had a drug or alcohol problem and/or were using one or more of the following drugs: Cocaine, crack, heroin, pcplsd, uppers/speed, and downers/tranquilizers;

- **Veteran Status**

0% were a veteran;

- **Domestic Violence**

47% had been a victim of domestic or intimate partner violence;

- **Released from Prison**

29% were released from prison during the past 12 months after serving a court-mandated sentence.



## **V. Next Steps**

The findings in this report will be included in the Merced County 10 Year Plan to End Homelessness in order to help prioritize the residential and non-residential services that are needed to end homelessness in the lives of local residents. The plan was completed in May, 2011 and was adopted by the Merced County Association of Governments' Governing Board and immediately implemented by a wide-range of public and private agencies who have strived to end homelessness in Merced County.

The findings in this report will also be used to complete various sections of the U. S. Department of Housing and Urban Development's (HUD) annual Continuum of Care Homeless Assistance Program application. In particular, HUD requires this information in order to determine if the total number of homeless persons is increasing or decreasing and to determine if each homeless subpopulation is increasing or decreasing. Funding is contingent upon a jurisdiction's ability to end homelessness within its boundaries.

## Appendix A: Survey

### 2013 Merced County Homeless Subpopulation Survey

Today's Date: \_\_\_\_\_ Interviewer: \_\_\_\_\_

Name of Program or Street Location: \_\_\_\_\_

**Please record the following information about the person you are about to survey:**

**Gender:** ☐ Female ☐ Male

**Ethnicity:** ☐ American Indian or Alaskan Native ☐ Asian/Pacific Islander

☐ Black or African-American ☐ Hispanic or Latino ☐ White ☐ Other

**Age:** ☐ Under age 18\* ☐ 18 – 24 ☐ 25 – 29 ☐ 30 – 39 ☐ 40 – 49 ☐ 50 – 54 ☐ 55 – 59

☐ 60 – 61 ☐ 62 – 64 ☐ 65 – 69 ☐ 70+

**\*if under age 18 ask:** Are you a runaway youth? ☐ yes ☐ no ☐ don't know ☐ refused

**Household Status:** Is the person a ☐ single individual or ☐ adult member of a family (check one)

**Begin asking the following questions:**

- 1) Have you been living in an emergency shelter and/or on the streets (including bus stations, underpasses, encampments, abandoned buildings, etc.) for the past year or more? ☐ yes ☐ no
- 2) How many different times have you had to stay in a shelter or lived on the streets in the past three years? ☐ less than four episodes or ☐ at least four episodes (check one)
- 3) Do you have a physical disability? ☐ yes ☐ no ☐ don't know ☐ refused
- 4) Do you have a developmental disability? ☐ yes ☐ no ☐ don't know ☐ refused
- 5) Do you have a chronic health condition such as diabetes, heart trouble, high blood pressure, seizures, hepatitis, respiratory problems, epilepsy, tuberculosis, or arthritis?  
☐ yes ☐ no ☐ don't know ☐ refused
- 6) Have you been diagnosed with AIDS or have you tested positive for HIV?  
☐ yes ☐ no ☐ don't know ☐ refused
- 7) Do you feel you have a mental health condition?  
☐ yes ☐ no ☐ don't know ☐ refused
- 8) Do you expect your mental health condition to be of long continued and indefinite duration and to substantially impair your ability to live independently  
☐ yes ☐ no ☐ don't know ☐ refused
- 9) Do you have a drug or alcohol problem? ☐ yes ☐ no ☐ don't know ☐ refused
- 10) Do you expect your drug or alcohol problem to be of long continued and indefinite duration and to substantially impair your ability to live independently  
☐ yes ☐ no ☐ don't know ☐ refused
- 11) Have you served on active duty in the U.S. Armed Forces or ever called into active duty as a member of the National Guard or as a Reservist?  
☐ yes ☐ no ☐ don't know ☐ refused
- 12) Have you ever been a victim of domestic or intimate partner violence?  
☐ yes ☐ no ☐ don't know ☐ refused
- 13) During the last 12 months, were you released from a correctional institution such as a prison or jail after serving a court-order sentence? ☐ yes ☐ no ☐ don't know ☐ refused
- 14) If yes, did the correctional institution provide you with information before your release about the following: ☐ Shelter/housing ☐ opportunities ☐ social services  
☐ transportation ☐ other: \_\_\_\_\_

SF 424

ATTACHMENT 24

# Application for Federal Assistance SF-424

Version 02

*1. Type of Submission <input type="checkbox"/> Preapplication <input checked="" type="checkbox"/> Application <input type="checkbox"/> Changed/Corrected Application		*2. Type of Application <input type="checkbox"/> New <input type="checkbox"/> Continuation <input checked="" type="checkbox"/> Revision		*If Revision, select appropriate letter(s): E. Other - HUD Annual Action Plan revised with corrected Fund Allocations for FY 2013/14. * Other (Specify) E. Other - HUD Annual Action Plan revised with corrected Fund Allocations for FY 2013/14.	
*3. Date Received:		4. Application Identifier:			
5a. Federal Entity Identifier:			*5b. Federal Award Identifier: CA62250 Merced		
<b>State Use Only:</b>					
6. Date Received by State:			7. State Application Identifier:		
<b>8. APPLICANT INFORMATION:</b>					
* a. Legal Name: City of Merced					
* b. Employer/Taxpayer Identification Number (EIN/TIN): 94-6000371			*c. Organizational DUNS: 169-211-0554		
d. Address:					
*Street1: 678 W. 18th Street Street 2: *City: Merced County: *State: Ca Province: Country: *Zip/ Postal Code: 95340					
e. Organizational Unit:					
Department Name: Department of Economic Development			Division Name: Housing Division		
f. Name and contact information of person to be contacted on matters involving this application:					
Prefix: Mr. First Name: Mark Middle Name: E. *Last Name: Hamilton Suffix:					
Title: Housing Program Specialist					
Organizational Affiliation: Employee					
*Telephone Number: (209) 385-6863			Fax Number: (209) 388-8987		
*Email: hamiltonm@cityofmerced.ca					

# Application for Federal Assistance SF-424

Version 02

9. Type of Applicant 1: Select Applicant Type: C. City or Township Government

Type of Applicant 2: Select Applicant Type:

- Select One -

Type of Applicant 3: Select Applicant Type:

- Select One -

\*Other (specify):

\*10. Name of Federal Agency:

11. Catalog of Federal Domestic Assistance Number:

14.218

CFDA Title:

Community Development Block Grants/Entitlement Grants

\*12. Funding Opportunity Number:

\*Title: To develop viable urban communities by providing decent housing, a suitable living environment, expanding economic opportunities, and principally for persons of low and moderate income.

13. Competition Identification Number:

Title:

14. Areas Affected by Project (Cities, Counties, States, etc.):

City of Merced, CA

\*15. Descriptive Title of Applicant's Project:

Attach supporting documents as specified in agency instructions.



# Application for Federal Assistance SF-424

Version 02

16. Congressional Districts Of:

\*a. Applicant 18

\*b. Program/Project: 18

Attach an additional list of Program/Project Congressional Districts if needed.

17. Proposed Project:

\*a. Start Date: July 1, 2013

\*b. End Date: 6/30/2014

## 18. Estimated Funding (\$):

*a. Federal	\$1,295,331.00
*b. Applicant	\$695,034.00
*c. State	
*d. Local	
*e. Other	\$815,915.00
*f. Program Income	\$210,000.00
*g. TOTAL	\$3,016,280.00

## \*19. Is Application Subject to Review By State Under Executive Order 12372 Process?

- ☐ a. This application was made available to the State under the Executive Order 12372 Process for review on
- ☐ b. Program is subject to E.O. 12372 but has not been selected by the State for review.
- ☒ c. Program is not covered by E.O. 12372

\*20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes", provide explanation.)

☐ Yes ☒ No

21. \*By signing this application, I certify (1) to the statements contained in the list of certifications\*\* and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances\*\* and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001)

☒ \*\*I AGREE

\*\* The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

## Authorized Representative:

Prefix: Mr.

\*First Name: John

Middle Name: M.

\*Last Name: Bramble

Suffix:

\*Title: City Manager

\*Telephone Number: (209) 385-6863

Fax Number: (209) 388-7607

\*Email: [bramblej@cityofmerced.org](mailto:bramblej@cityofmerced.org)

\*Signature of Authorized Representative: *John M. Bramble* Date Signed: 7/16/2013

## Application for Federal Assistance SF-424

Version 02

### \*Applicant Federal Debt Delinquency Explanation

The following field should contain an explanation if the Applicant organization is delinquent on any Federal Debt. Maximum number of characters that can be entered is 4,000. Try and avoid extra spaces and carriage returns to maximize the availability of space.

# INSTRUCTIONS FOR THE SF-424

Public reporting burden for this collection of information is estimated to average 60 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0043), Washington, DC 20503.

**PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET. SEND IT TO THE ADDRESS PROVIDED BY THE SPONSORING AGENCY.**

This is a standard form (including the continuation sheet) required for use as a cover sheet for submission of preapplications and applications and related information under discretionary programs. Some of the items are required and some are optional at the discretion of the applicant or the Federal agency (agency). Required items are identified with an asterisk on the form and are specified in the instructions below. In addition to the instructions provided below, applicants must consult agency instructions to determine specific requirements.

Item	Entry:	Item	Entry:
1.	<b>Type of Submission:</b> (Required): Select one type of submission in accordance with agency instructions. <ul style="list-style-type: none"> <li>• Preapplication</li> <li>• Application</li> <li>• Changed/Corrected Application – If requested by the agency, check if this submission is to change or correct a previously submitted application. Unless requested by the agency, applicants may not use this to submit changes after the closing date.</li> </ul>	10.	<b>Name Of Federal Agency:</b> (Required) Enter the name of the Federal agency from which assistance is being requested with this application.
2.	<b>Type of Application:</b> (Required) Select one type of application in accordance with agency instructions. <ul style="list-style-type: none"> <li>• New – An application that is being submitted to an agency for the first time.</li> <li>• Continuation - An extension for an additional funding/budget period for a project with a projected completion date. This can include renewals.</li> <li>• Revision - Any change in the Federal Government's financial obligation or contingent liability from an existing obligation. If a revision, enter the appropriate letter(s). More than one may be selected. If "Other" is selected, please specify in text box provided. <ul style="list-style-type: none"> <li>A. Increase Award      B. Decrease Award</li> <li>C. Increase Duration      D. Decrease Duration</li> <li>E. Other (specify)</li> </ul> </li> </ul>	11.	<b>Catalog Of Federal Domestic Assistance Number/Title:</b> Enter the Catalog of Federal Domestic Assistance number and title of the program under which assistance is requested, as found in the program announcement, if applicable.
3.	<b>Date Received:</b> Leave this field blank. This date will be assigned by the Federal agency.	12.	<b>Funding Opportunity Number/Title:</b> (Required) Enter the Funding Opportunity Number and title of the opportunity under which assistance is requested, as found in the program announcement.
4.	<b>Applicant Identifier:</b> Enter the entity identifier assigned by the Federal agency, if any, or applicant's control number, if applicable.	13.	<b>Competition Identification Number/Title:</b> Enter the Competition Identification Number and title of the competition under which assistance is requested, if applicable.
5a.	<b>Federal Entity Identifier:</b> Enter the number assigned to your organization by the Federal Agency, if any.	14.	<b>Areas Affected By Project:</b> List the areas or entities using the categories (e.g., cities, counties, states, etc.) specified in agency instructions. Use the continuation sheet to enter additional areas, if needed.
5b.	<b>Federal Award Identifier:</b> For new applications leave blank. For a continuation or revision to an existing award, enter the previously assigned Federal award identifier number. If a changed/corrected application, enter the Federal Identifier in accordance with agency instructions.	15.	<b>Descriptive Title of Applicant's Project:</b> (Required) Enter a brief descriptive title of the project. If appropriate, attach a map showing project location (e.g., construction or real property projects). For preapplications, attach a summary description of the project.
6.	<b>Date Received by State:</b> Leave this field blank. This date will be assigned by the State, if applicable.	16.	<b>Congressional Districts Of:</b> (Required) 16a. Enter the applicant's Congressional District, and 16b. Enter all District(s) affected by the program or project. Enter in the format: 2 characters State Abbreviation – 3 characters District Number, e.g., CA-005 for California 5 <sup>th</sup> district, CA-012 for California 12 <sup>th</sup> district, NC-103 for North Carolina's 103 <sup>rd</sup> district. <ul style="list-style-type: none"> <li>• If all congressional districts in a state are affected, enter "all" for the district number, e.g., MD-all for all congressional districts in Maryland.</li> <li>• If nationwide, i.e. all districts within all states are affected, enter US-all.</li> <li>• If the program/project is outside the US, enter 00-000.</li> </ul>
7.	<b>State Application Identifier:</b> Leave this field blank. This identifier will be assigned by the State, if applicable.	17.	<b>Proposed Project Start and End Dates:</b> (Required) Enter the proposed start date and end date of the project.
8.	<b>Applicant Information:</b> Enter the following in accordance with agency instructions: <ul style="list-style-type: none"> <li>a. <b>Legal Name:</b> (Required): Enter the legal name of applicant that will undertake the assistance activity. This is the name that the organization has registered with the Central Contractor Registry. Information on registering with CCR may be obtained by visiting the Grants.gov website.</li> <li>b. <b>Employer/Taxpayer Number (EIN/TIN):</b> (Required): Enter the Employer or Taxpayer Identification Number (EIN or TIN) as assigned by the Internal Revenue Service. If your organization is not in the US, enter 44-4444444.</li> <li>c. <b>Organizational DUNS:</b> (Required) Enter the organization's DUNS or DUNS+4 number received from Dun and Bradstreet. Information on obtaining a DUNS number may be obtained by visiting the Grants.gov website.</li> <li>d. <b>Address:</b> Enter the complete address as follows: Street address (Line 1 required), City (Required), County, State (Required, if country is US), Province, Country (Required), Zip/Postal Code (Required, if country is US).</li> <li>e. <b>Organizational Unit:</b> Enter the name of the primary organizational unit (and department or division, if applicable) that will undertake the</li> </ul>	18.	<b>Estimated Funding:</b> (Required) Enter the amount requested or to be contributed during the first funding/budget period by each contributor. Value of in-kind contributions should be included on appropriate lines, as applicable. If the action will result in a dollar change to an existing award, indicate only the amount of the change. For decreases, enclose the amounts in parentheses.
		19.	<b>Is Application Subject to Review by State Under Executive Order 12372 Process?</b> Applicants should contact the State Single Point of Contact (SPOC) for Federal Executive Order 12372 to determine whether the application is subject to the

	assistance activity, if applicable. <b>f. Name and contact information of person to be contacted on matters involving this application:</b> Enter the name (First and last name required), organizational affiliation (if affiliated with an organization other than the applicant organization), telephone number (Required), fax number, and email address (Required) of the person to contact on matters related to this application.		State intergovernmental review process. Select the appropriate box. If "a." is selected, enter the date the application was submitted to the State		
20.			<b>Is the Applicant Delinquent on any Federal Debt?</b> (Required) Select the appropriate box. This question applies to the applicant organization, not the person who signs as the authorized representative. Categories of debt include delinquent audit disallowances, loans and taxes.  If yes, include an explanation on the continuation sheet.		
9.	<b>Type of Applicant: (Required)</b> Select up to three applicant type(s) in accordance with agency instructions. <table border="0" data-bbox="162 441 860 1022"> <tr> <td data-bbox="162 441 503 1022">           A. State Government            B. County Government            C. City or Township Government            D. Special District Government            E. Regional Organization            F. U.S. Territory or Possession            G. Independent School District            H. Public/State Controlled Institution of Higher Education            I. Indian/Native American Tribal Government (Federally Recognized)            J. Indian/Native American Tribal Government (Other than Federally Recognized)            K. Indian/Native American Tribally Designated Organization            L. Public/Indian Housing Authority         </td> <td data-bbox="503 441 860 1022">           M. Nonprofit with 501C3 IRS Status (Other than Institution of Higher Education)            N. Nonprofit without 501C3 IRS Status (Other than Institution of Higher Education)            O. Private Institution of Higher Education            P. Individual            Q. For-Profit Organization (Other than Small Business)            R. Small Business            S. Hispanic-serving Institution            T. Historically Black Colleges and Universities (HBCUs)            U. Tribally Controlled Colleges and Universities (TCCUs)            V. Alaska Native and Native Hawaiian Serving Institutions            W. Non-domestic (non-US) Entity            X. Other (specify)         </td> </tr> </table>		A. State Government B. County Government C. City or Township Government D. Special District Government E. Regional Organization F. U.S. Territory or Possession G. Independent School District H. Public/State Controlled Institution of Higher Education I. Indian/Native American Tribal Government (Federally Recognized) J. Indian/Native American Tribal Government (Other than Federally Recognized) K. Indian/Native American Tribally Designated Organization L. Public/Indian Housing Authority	M. Nonprofit with 501C3 IRS Status (Other than Institution of Higher Education) N. Nonprofit without 501C3 IRS Status (Other than Institution of Higher Education) O. Private Institution of Higher Education P. Individual Q. For-Profit Organization (Other than Small Business) R. Small Business S. Hispanic-serving Institution T. Historically Black Colleges and Universities (HBCUs) U. Tribally Controlled Colleges and Universities (TCCUs) V. Alaska Native and Native Hawaiian Serving Institutions W. Non-domestic (non-US) Entity X. Other (specify)	21. <b>Authorized Representative: (Required)</b> To be signed and dated by the authorized representative of the applicant organization. Enter the name (First and last name required) title (Required), telephone number (Required), fax number, and email address (Required) of the person authorized to sign for the applicant.  A copy of the governing body's authorization for you to sign this application as the official representative must be on file in the applicant's office. (Certain Federal agencies may require that this authorization be submitted as part of the application.)
A. State Government B. County Government C. City or Township Government D. Special District Government E. Regional Organization F. U.S. Territory or Possession G. Independent School District H. Public/State Controlled Institution of Higher Education I. Indian/Native American Tribal Government (Federally Recognized) J. Indian/Native American Tribal Government (Other than Federally Recognized) K. Indian/Native American Tribally Designated Organization L. Public/Indian Housing Authority	M. Nonprofit with 501C3 IRS Status (Other than Institution of Higher Education) N. Nonprofit without 501C3 IRS Status (Other than Institution of Higher Education) O. Private Institution of Higher Education P. Individual Q. For-Profit Organization (Other than Small Business) R. Small Business S. Hispanic-serving Institution T. Historically Black Colleges and Universities (HBCUs) U. Tribally Controlled Colleges and Universities (TCCUs) V. Alaska Native and Native Hawaiian Serving Institutions W. Non-domestic (non-US) Entity X. Other (specify)				