

Jefferson County
2011 Letter of Interest
Community Services Block Grant (CSBG)
SECTION 1 (Fillable Form/No Points)

The goal of the Community Services Block Grant is to provide financial support for programs that have a measurable and potentially significant impact on the causes and effects of poverty. CSBG funds are limited to assisting individuals/families whose incomes do not exceed 125% of poverty level. The deadline for submission is 3:00 pm Friday, July 9, 2010. PLEASE PROVIDE 1 HARD COPY AND 1 CD OF ENTIRE SUBMITTAL.

1. Organization Name:

Address:

Contact Person for this Letter of Interest:

Phone:

E-Mail:

2. Mission Statement:

3. The applicant is a:

- | | |
|--|--|
| <input type="checkbox"/> 501(c)(3) | <input type="checkbox"/> Housing Authority |
| <input type="checkbox"/> Governmental Agency | <input type="checkbox"/> Quasi-Governmental Agency |

4. Amount of Funds Requested: \$

5. Which Jefferson County Goal does this project address?

- | | |
|---|--|
| <input type="checkbox"/> a. Fiscally Responsible Government | <input type="checkbox"/> b. Quality Customer Service |
| <input type="checkbox"/> c. Safe Communities | <input type="checkbox"/> d. Predictable Growth |
| <input type="checkbox"/> e. Mobility Options | |

6. The focus of 2011 CSBG funds is in meeting National Goal #6: Low-income people, especially vulnerable populations, achieve their potential by strengthening family and other supportive environments, specifically within National Indicator 6.2, Emergency Assistance (see National Indicators Summary, attached, for further detail). Please briefly describe how your program will provide emergency services and ultimately help move people toward self-sufficiency.

Jefferson County
2011 Letter of Interest
Community Services Block Grant (CSBG)
SECTION 2 (Point Section)

PLEASE LIMIT THIS SECTION TO 2 PAGES

(you may use separate sheets of paper for this section)

1. Provide a 250 word abstract describing your project or program. *(30 points)*
2. Describe the problem and provide data/factual evidence and list sources. *(20 points)*
3. How will your proposal specifically address this problem? *(10 points)*
4. What are the outcomes that will indicate that you are addressing the problem? *(10 points)*
5. Describe who and why you targeted the population identified in your proposal; include things such as age, gender, ethnicity, geographic area, etc. *(10 points)*
6. How many people will be assisted through your project/proposal and what is the cost per served party? *(10 points)*
7. How will you collect data and measure effectiveness? Provide an assessment plan. *(10 points)*

Signature:

Chief Executive Officer

Chairman, Board of Directors

CSBG NATIONAL PERFORMANCE INDICATORS

GOAL 1: LOW-INCOME PEOPLE BECOME MORE SELF-SUFFICIENT

National Performance Indicator 1.1

Employment

The number and percentage of low-income participants in Community Action employment initiatives who get a job or become self-employed, as measured by one or more of the following:

- A. Unemployed and obtained a job
- B. Employed and maintained a job for at least 90 days
- C. Employed and obtained an increase in employment income and/or benefits
- D. Achieved "living wage" employment and/or benefits

National Performance Indicator 1.2

Employment Supports

The number of low-income participants for whom barriers to initial or continuous employment are reduced or eliminated through assistance from Community Action, as measured by one or more of the following:

- A. Obtained skills/competencies required for employment
- B. Completed ABE/GED and received certificate or diploma
- C. Completed post-secondary education program and obtained certificate or diploma
- D. Enrolled children in before or after school programs
- E. Obtained care for child or other dependant
- F. Obtained access to reliable transportation and/or driver's license
- G. Obtained health care services for themselves or family member
- H. Obtained safe and affordable housing
- I. Obtained food assistance
- J. Obtained non-emergency LIHEAP energy assistance
- K. Obtained non-emergency WX energy assistance
- L. Obtained other non-emergency energy assistance (State/local/private energy programs. Do Not Include LIHEAP or WX)

National Performance Indicator 1.3

Economic Asset ENHANCEMENT and Utilization

The number and percentage of low-income households that achieve an increase in financial assets and/or financial skills as a result of Community Action assistance, and the aggregated amount of those assets and resources for all participants achieving the outcome, as measured by one or more of the following:

- A.1. Number and percent of participants in tax preparation programs who qualified for any type of Federal or State tax credit and the expected aggregated dollar amount of credits
- A.2. Number and percent of participants who obtained court-ordered child support payments and the expected annual aggregated dollar amount of payments
- A.3. Number and percent of participants who were enrolled in telephone lifeline and/or energy discounts with the assistance of the agency and the expected aggregated dollar amount of savings

Economic Asset Enhancement and UTILIZATION

- B.1. Number and percent of participants demonstrating ability to complete and maintain a budget for over 90 days
- B.2. Number and percent of participants opening an Individual Development Account (IDA) or other savings account
- B.3. Number and percent of participants who increased their savings through IDA or other savings accounts and the aggregated amount of savings
- B.4. Of participants in a Community Action assets development program (IDA and others):
 - a) Number and percent of participants capitalizing a small business with accumulated savings
 - b) Number and percent of participants pursuing post-secondary education with accumulated savings
 - c) Number and percent of participants purchasing a home with accumulated savings
 - d) Number and percent of participants purchasing other assets with accumulated savings

CSBG NATIONAL PERFORMANCE INDICATORS

GOAL 2: THE CONDITIONS IN WHICH LOW-INCOME PEOPLE LIVE ARE IMPROVED

National Performance Indicator 2.1

Community Improvement and Revitalization

Increase in, or safeguarding of, threatened opportunities and community resources or services for low-income people in the community as a result of Community Action projects/initiatives or advocacy with other public and private agencies, as measured by one or more of the following:

- A. Jobs created, or saved, from reduction or elimination in the community
- B. Accessible "living wage" jobs created, or saved, from reduction or elimination in the community
- C. Safe and affordable housing units created in the community
- D. Safe and affordable housing units in the community preserved or improved through construction, weatherization or rehabilitation achieved by Community Action activity or advocacy
- E. Accessible safe and affordable health care services/facilities for low-income people created, or saved from reduction or elimination
- F. Accessible safe and affordable child care or child development placement opportunities for low-income families created, or saved from reduction or elimination
- G. Accessible before-school and after-school program placement opportunities for low-income families created, or saved from reduction or elimination
- H. Accessible new or expanded transportation resources, or those that are saved from reduction or elimination, that are available to low-income people, including public or private transportation
- I. Accessible or increased educational and training placement opportunities, or those that are saved from reduction or elimination, that are available for low-income people in the community, including vocational, literacy, and life skill training, ABE/GED, and post secondary education

National Performance Indicator 2.2

Community Quality of Life and Assets

The quality of life and assets in low-income neighborhoods are improved by Community Action initiative or advocacy, as measured by one or more of the following:

- A. Increases in community assets as a result of a change in law, regulation or policy, which results in improvements in quality of life and assets
- B. Increase in the availability or preservation of community facilities
- C. Increase in the availability or preservation of community services to improve public health and safety
- D. Increase in the availability or preservation of commercial services within low-income neighborhoods
- E. Increase in or preservation of neighborhood quality-of-life resources

National Performance Indicator 2.3

Community Engagement

The number of community members working with Community Action to improve conditions in the community.

- A. Number of community members mobilized by Community Action that participate in community revitalization and anti-poverty initiatives
- B. Number of volunteer hours donated to the agency (This will be ALL volunteer hours)

National Performance Indicator 2.4

Employment Growth from ARRA Funds

The total number of jobs created or saved, at least in part by ARRA funds, in the community.

- A. Jobs created at least in part by ARRA funds
- B. Jobs saved at least in part by ARRA funds

CSBG NATIONAL PERFORMANCE INDICATORS

GOAL 3: LOW-INCOME PEOPLE OWN A STAKE IN THEIR COMMUNITY

National Performance Indicator 3.1

Community Enhancement through Maximum Feasible Participation

The number of volunteer hours donated to Community Action.

Total number of volunteer hours donated by low-income individuals to Community Action (This is ONLY the number of volunteer hours from individuals who are low-income.)

National Performance Indicator 3.2

Community Empowerment through Maximum Feasible Participation

The number low-income people mobilized as a direct result of Community Action initiative to engage in activities that support and promote their own well-being and that of their community, as measured by one or more of the following:

- A. Number of low-income people participating in formal community organizations, government, boards or councils that provide input to decision-making and policy-setting through Community Action efforts
- B. Number of low-income people acquiring businesses in their community as a result of Community Action assistance
- C. Number of low-income people purchasing their own home in their community as a result of Community Action assistance
- D. Number of low-income people engaged in non-governance community activities or groups created or supported by Community Action

GOAL 4: PARTNERSHIPS AMONG SUPPORTERS AND PROVIDERS OF SERVICES TO LOW-INCOME PEOPLE ARE ACHIEVED

National Performance Indicator 4.1

Expanding Opportunities through Community-Wide Partnerships

The number of organizations, both public and private, that Community Action actively works with to expand resources and opportunities in order to achieve family and community outcomes.

- A. Non-Profit
- B. Faith Based
- C. Local Government
- D. State Government
- E. Federal Government
- F. For-Profit Business or Corporation
- G. Consortiums/Collaboration
- H. Housing Consortiums/Collaboration
- I. School Districts
- J. Institutions of post secondary education/training
- K. Financial/Banking Institutions
- L. Health Service Institutions
- M. State wide associations or collaborations

GOAL 5: AGENCIES INCREASE THEIR CAPACITY TO ACHIEVE RESULTS

National Performance Indicator 5.1

Agency Development

The number of human capital resources available to Community Action that increase agency capacity to achieve family and community outcomes, as measured by one or more of the following:

- A. Number of C-CAPs
- B. Number of ROMA Trainers

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- C. Number of Family Development Trainers
- D. Number of Child Development Trainers
- E. Number of staff attending trainings
- F. Number of board members attending trainings
- G. Hours of staff in trainings
- H. Hours of board members in trainings

GOAL 6: LOW-INCOME PEOPLE, ESPECIALLY VULNERABLE POPULATIONS, ACHIEVE THEIR POTENTIAL BY STRENGTHENING FAMILY AND OTHER SUPPORTIVE ENVIRONMENTS

National Performance Indicator 6.1

Independent Living

The number of vulnerable individuals receiving services from Community Action who maintain an independent living situation as a result of those services:

- A. Senior Citizens (seniors can be reported twice, once under Senior Citizens and again if they are disabled under Individuals with Disabilities, ages 55-over)
- B. Individuals with Disabilities
 - Ages:
 - 0-17
 - 18-54
 - 55-over

National Performance Indicator 6.2

Emergency Assistance

The number of low-income individuals served by Community Action who sought emergency assistance and the number of those individuals for whom assistance was provided, including such services as:

- A. Emergency Food
- B. Emergency fuel or utility payments funded by LIHEAP or other public and private funding sources
- C. Emergency Rent or Mortgage Assistance
- D. Emergency Car or Home Repair (i.e. structural, appliance, heating system, etc.)
- E. Emergency Temporary Shelter
- F. Emergency Medical Care
- G. Emergency Protection from Violence
- H. Emergency Legal Assistance
- I. Emergency Transportation
- J. Emergency Disaster Relief
- K. Emergency Clothing

National Performance Indicator 6.3

Child and Family Development

The number and percentage of all infants, children, youth, parents, and other adults participating in developmental or enrichment programs who achieve program goals, as measured by one or more of the following:

- A.1. Infants and children obtain age-appropriate immunizations, medical, and dental care
- A.2. Infant and child health and physical development are improved as a result of adequate nutrition
- A.3. Children participate in pre-school activities to develop school readiness skills
- A.4. Children who participate in pre-school activities are developmentally ready to enter Kindergarten or 1st Grade

- B.1. Youth improve health and physical development
- B.2. Youth improve social/emotional development
- B.3. Youth avoid risk-taking behavior for a defined period of time
- B.4. Youth have reduced involvement with criminal justice system
- B.5. Youth increase academic, athletic, or social skills for school success

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- C.1. Parents and other adults learn and exhibit improved parenting skills
- C.2. Parents and other adults learn and exhibit improved family functioning skills

National Performance Indicator 6.4

Family Supports (Seniors, Disabled and Caregivers)

Low-income people who are unable to work, especially seniors, adults with disabilities, and caregivers, for whom barriers to family stability are reduced or eliminated, as measured by one or more of the following:

- A. Enrolled children in before or after school programs
- B. Obtained care for child or other dependant
- C. Obtained access to reliable transportation and/or driver's license
- D. Obtained health care services for themselves or family member
- E. Obtained safe and affordable housing
- F. Obtained food assistance
- G. Obtained non-emergency LIHEAP energy assistance
- H. Obtained non-emergency WX energy assistance
- I. Obtained other non-emergency energy assistance (State/local/private energy programs. Do Not Include LIHEAP or WX)

National Performance Indicator 6.5

Service Counts

The number of services provided to low-income individuals and/or families, as measured by one or more of the following:

- A. Food Boxes
- B. Pounds of Food
- C. Units of Clothing
- D. Rides Provided
- E. Information and Referral Calls

1. Provide a 250 word abstract describing your project or program.

Colorado Homeless Families is requesting \$60,000 from the CSBG to provide emergency housing with support services and life skills training, along with food, clothing, furniture, and emergency transportation funds (for gas and/or bus fare) for homeless families in our community. CHF has 42 transitional properties and serves approximately 50-65 families (260-340 individuals) throughout the year. In addition to providing for each families basic needs through our housing and food program, CHF offers intensive support services to help families get on a path to self-sufficiency. Support services include case management, counseling, food bank services, youth programs, educational seminars on life skills, support groups, and ESL classes. Funding is even more critical this year, as CHF is in the process of building 7 new housing properties to increase our residential capacity and allow us to serve the rising number of homeless families in our community. These homes are scheduled to be completed in October 2010.

2. Describe the problem and provide data/factual evidence and list sources.

In recent years the Metro Denver area had been experiencing a rise in the homeless population due to unemployment, escalating housing costs, and foreclosures. The Metropolitan Denver Homeless Initiative conducts an annual Homeless Point-In-Time Study. The most recent Homeless Point-In-Time Study, conducted on January 27, 2009 showed:

- 46.5% of the homeless are persons living in families
- 27% of all homeless are children ages 0-17.
- 44.5% of the homeless are considered new homeless (up from 32% in 2007) •
20% of all homeless families are living without shelter
- Top three reasons for homeless families (1) Inability to pay mortgage or rent (37.7%), (2) Loss of a job (32.5%), and (3) Relationship difficulties (22.1%).

In a typical year CHF would receive 5-20 calls a day from families looking for transitional housing. However, with the recent economic crisis and soaring unemployment facing our county the past two years there are days when we receive 10-30 calls from families looking for transitional housing. Each family that calls is interviewed over the phone by CHF staff at the office to determine the cause of homelessness. Through these interviews, CHF staff learns first hand what is causing people in our community to become homeless. What we are hearing first hand is verified by the results of the MDHI Point-In-Time Study this past year. These numbers are also reflective of the data from the US Census Bureau which showed that in 2008 over 15.1% of children and 11.2% of families in Colorado were living below the poverty line.

3. How will your proposal specifically address this problem?

The core of Colorado Homeless Families' program is providing housing, food and clothing to homeless children and families in our community. In addition to meeting these emergency, basic needs for each family, CHF provides support services to get each family on a path towards self-sufficiency. Case Managers work with each family on a weekly basis. CHF uses intensive case management to assist individuals as they develop employment strategies and obtain marketable employment skills. Case Managers help residents assess their education requirements for their desired employment goals and aid them as they select and enroll in the appropriate trade school, college or university. The

Case Manager also encourages residents as they hold them accountable to their established goals.

In addition to the Case Managers, the Counselor also works with each family on a weekly basis. The stresses of homelessness, poverty, financial devastation, and personal tragedies are crippling to these families and impact their personal and interpersonal relationships both at home and on the job. The Counselor helps the families deal with the issues that contributed to their homelessness and remove these obstacles so that they can achieve their goal of self-sufficiency.

The Educational Seminars and Support Group Meetings address such issues as credibility and integrity; parenting skills; successful marriage relationships and the importance of family role models; how to obtain good credit, budgeting skills, and home ownership.

For residents who are not proficient in English, CHF requires these residents to take ESL (English as a Second Language) classes. CHF offers three, ESL Classes, beginning, intermediate, and conversational English. Each class meets twice a week at CHF's Family Educational and Family Resource Center. Improving communication is paramount to acquiring employment, improving job performance and maintaining job retention.

The Summer Youth Program is a program for children ages 8 to 16 years old. Two times a week the children gather for fun activities such as swimming, bowling, putt-putt golf, playing games, and hiking. Since the children's parents work or in school and this program provides them with a safe, fun and engaging place to interact with caring adults.

4. What are the outcomes that will indicate that you are addressing the problem?

Expected Results for 2010/2011:

- House 50-60 families for the year in the CHF transitional housing program
- 75%-85% of families will be in school and/or working with 3 months of entering the program
- 75%-85% of families graduate from CHF program to become self-sufficient.
- Upon graduating from CHF 7-10 families will be able to purchase their own homes.
- 5-15 individuals will graduate from trade schools, colleges or universities.

5. Describe who and why you targeted the population identified in your proposal; including such things as age, gender, ethnicity, geographic area, etc.

CHF serves "New Poor" and "Working Poor" families. "New poor" families are families experiencing homelessness for the first time in their lives due to crises in their lives such as layoffs, illness, family or personal tragedies. While "Working Poor" families earn low wages and cannot keep up with the raising cost of living, including housing. They lacked the financial resources and community support service network such as family and friends to help them obtain and retain affordable housing. In 2009, the homeless families residing in the CHF transitional housing program were:

- 61% single parent families
- 74% of the families were homeless before entering the program.
- 66% of the residents were children (57 families were served— 86 adults and 131 children)

- 41% Caucasian, 15% Asian, 12% African (from Africa), 12% American Indian, 10% Russian, 10% Hispanic.

6. How many people will be assisted through your project/proposal and what is the cost per served party?

CHF serves between 43 and 65 families per year. On a daily basis, 42 families live at CHF in transitional housing, and 42 of these families are living in Jefferson County. This number will increase to 43 families daily in the Fall when CHF completes the 7 new houses that we are currently in the process of building in Jefferson County. On a daily basis, each family receives housing, food, clothing and a range of support services to promote self-sufficiency. Based on serving 60 families per year, with the average family consisting of 4 members, the cost to serve each person per month is \$248. This means that for \$8 per day each homeless individual is provided housing, food, clothing and support services.

7. How will you collect data and measure effectiveness? Provide an assessment plan.

All data about residents are collected and tabulated through case manager/resident meetings, staff meetings and exit interviews. Results are review by Connie Zimmerman, Executive Director, and shared with the Board of Directors. The information is regularly disseminated in Annual Reports, Grant Requests and Grant Reports.

The CHF program assessment plan includes the following:

Short Term Measurements - 3-6 months

Stabilize family with basic necessities: housing, food, clothing, furniture, and other emergency needs.

Establish Family Success Plan.

Intermediate Term Measurements - 6-18 months

Employed and/or attending trade school, college or university.

Long Term Measurements - 18-24 months

Graduated from trade school, college or university.

Achieved economic self-sufficiency, not dependent on government subsidies.

Obtained affordable housing either; purchased a home or leased a rental home.

Signature: _____
Executive Director

Chairman, Board of Directors