

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:
 501(c)(3) Housing Authority
 Governmental Agency Quasi-Governmental Agency

4. Amount of Funds Requested: \$

5. Which Jefferson County Goal does this project address?
 a. Fiscally Responsible Government b. Quality Customer Service
 c. Safe Communities d. Predictable Growth
 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.

The Family Tree Housing and Family Services Emergency Supportive Services Assistance Fund directly aligns with National Indicator 6.2 and the CSBG National Goal #6 by providing low-income individuals and families in Jefferson County with supportive services to help them to stabilize subsidized and/or unsubsidized housing. Emergency rental assistance and housing vouchers prevent and even help end homelessness for individuals and families, however, families often request additional assistance in order to maintain their housing. The Emergency Supportive Services Assistance Fund will provide the support necessary for families to maintain long-term self-sufficiency. Support may include: car repair costs, food, work/interview clothing, transportation assistance (i.e. bus passes/tokens), car insurance assistance, GED/and other educational book/class expenses, credit repair services, medical expenses associated with prescriptions, household items, substance abuse and mental health assistance, legal expenses associated with evictions and assistance with employment searches and resume writing as well as other individualized needs determined by the client and their case manager.


We believe by helping our clients with a variety of emergency supportive services we can avoid costly, future episodes of homelessness, stabilize their housing and move them towards long-term self-sufficiency.

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2011 Letter of Interest
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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)*
Please see attached.
2. Describe the problem and provide data/factual evidence and list sources. *(20 points)*
Please see attached.
3. How will your proposal specifically address this problem? *(10 points)*
Please see attached.
4. What are the outcomes that will indicate that you are addressing the problem? *(10 points)*
Please see attached.
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)*
Please see attached.
6. How many people will be assisted through your project/proposal and what is the cost per served party? *(10 points)*
Please see attached.
7. How will you collect data and measure effectiveness? Provide an assessment plan. *(10 points)*
Please see attached.

Signature:



Chief Executive Officer



Chairman, Board of Directors

Provide a 250 word abstract describing your project or program.

The Family Tree Emergency Supportive Services Assistance Fund provides low-income individuals and families in Jefferson County with the financial assistance necessary for them to stabilize and maintain their housing. The fund will help individuals and families with non-housing related expenses such as assistance with transportation, child care and educational and employment support and other individualized needs as determined by the client and their case manager.

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

Low-income individuals and families in Jefferson County lack sufficient emergency supportive services assistance to help them stabilize their housing, therefore preventing them from achieving long-term self-sufficiency and making them vulnerable to future episodes of homelessness.

Family Tree Housing and Family Services provides several transitional/permanent housing programs to Jefferson County residents. Currently, we are serving approximately 160 Jefferson County residents per month through these programs (Homeless Prevention and Rapid Housing Program, Marshall Street North, HUD Rapid Re-housing Demonstration Program, Brookview, Routt Street and the Statewide Strategic Use Fund). Several of these programs provide rental and utility assistance, but do not cover additional financial expenses that may occur and can create instability in an individuals and/or families' housing situation.

According to the December 2008 U.S. Conference of Mayor's Hunger and Homelessness Survey there is one recurring theme that has recently emerged from their findings and that is for most people homelessness is a result of a short-term crisis rather than a way of life. The cities surveyed stated that in addition to finding housing, homeless families and individuals need more services such as emergency food assistance/access to food pantries, employment and transportation assistance to avoid future episodes of homelessness.

After twenty-one years of providing housing assistance to homeless individuals and families and those at-risk of becoming homeless, we have documented that approximately 95% of the clients seeking housing need additional, supportive services.

How will your proposal specifically address this problem?

Funding of \$50,000 from Jefferson County CSBG will help us to provide emergency supportive services assistance to low-income individuals and families in Jefferson County to help stabilize their housing and achieve long-term self-sufficiency.

Support for low-income individuals and families may include:

- car repair costs
- emergency food assistance
- work/interview clothing
- transportation assistance (i.e. bus passes/tokens)
- car insurance assistance
- credit repair services
- medical treatment costs for prescriptions
- mental health counseling services
- substance abuse treatment services
- GED/and other educational book/class expenses
- legal expenses associated with evictions
- assistance with employment searches and resume writing

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

Low-income individuals and families in Jefferson County will stabilize their housing by receiving emergency supportive services assistance for additional needed services so they can stabilize their housing, and move towards long-term self-sufficiency.

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

The Family Tree Housing and Family Services transitional housing program began in 1989 to assist domestic violence survivors leaving Women In Crisis who needed a safe place to live. We now have many scattered transitional housing sites around the Denver metro area including two in Arvada (Brookview) and one site in Lakewood (Routt Street). In addition, we have permanent housing programs providing rental assistance and case management to Jefferson County residents.

The demographics of the clients we serve are predominately single females with children. The average age of our client is 32. Eighty-one percent of the heads of household of our client families have a high school diploma. Many clients have one or more dependent children making daycare a challenge for their employment.

The majority of Family Tree Housing and Family Services clients are very low-income. Our clients' annual salaries range from \$4,032 to \$24,000 for a family of three; however, the National Low Income Housing Coalition reports that a Colorado family of three must earn \$33,294 annually to afford housing.

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

We are requesting \$50,000 which we anticipate will serve approximately 100 individuals/families. The cost per household served will be \$500. This amount will vary per individual/family depending upon need.

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

Our staff evaluates client data that is collected to ensure we are meeting project goals and objectives. Intake forms are completed by housing staff during the program intake process which is at the beginning of client service. Individual case records are documented by case managers on an ongoing basis. The program database is updated regularly and statistics are given monthly to the grants administrator for compilation with other Family Tree programs. Client exit forms are completed by clients when exiting the housing program and kept in the client file. Case manager exit forms are completed by case managers when their clients exit the housing program.

Progress in achieving stated outcomes is tracked in client files and a database that measures tangible results such as income and the level of educational increases and the attainment of safe, stable housing. Quality of life improvements such as practicing good nutrition and parenting, owning a stake in the community and feeling better about oneself are self-reported by participants at exit and are also tracked and provide a statistical analysis of the success of our programs.

The Homelessness Services team meets regularly to review participants' successes and challenges and evaluate what aspects of the program are meeting the client-driven needs and the overall program goals. Although we are not able to follow clients' progress once they leave Housing and Family Services, we do hear back from families who tell us that they are moving forward and finding stability for their children and themselves. The Managing Director of Family Tree Homelessness Services and the CEO review monthly statistics from the program and the Board Services committee reviews annually.