

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.

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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)*
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

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1. Provide a 250 word abstract describing your project or program. (30 points)

Interfaith Hospitality Network of Greater Denver (IHN) uses an innovative and cost effective model to address family homelessness: a partnership with the faith community to shelter homeless families in area churches. We train congregational volunteers to provide a supportive shelter experience including safe shelter, food, transportation and activities. Staff provides intensive case management, training, counseling, guidance and education for families at the day site which is staffed seven days a week.

About a thousand volunteers provide a wide variety of services each year. The congregational volunteers bring their own expertise and skills to the program providing enhanced value for families beyond what our small staff alone could provide. Shelter is provided in church facilities, but religious values are not imposed on the families. Our small staff focuses on the needs of the families - securing employment, housing, clothing and health services. Staff and trained volunteers provide education in skill development, counseling and case management to families every day at the day site or in the evening at the churches. We are actively recruiting additional congregations in Jefferson County to join our network. IHN requests CSBG funds for support of operating expenses in the Jefferson County Network in 2011 to manage volunteers and coordinate services for families. CSBG funds will go towards shelter management (including training and supervision of volunteers, logistical support and management for the host congregations); case management services, guest transportation (to and from the day site and host sites); shelter supplies; day site rent; telephone service and insurance.

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

There is a critical need for emergency shelter in Jefferson County. The most recent Point in Time Survey conducted by the Metropolitan Denver Homeless Initiative in 2009 documented the number of homeless in Jefferson County at 1,242. Over 70 percent were part of a family – 873. This was the first time being homeless for 64.3%. Over 50% were unable to pay rent or mortgage. Over 43% of persons seeking shelter cite loss of a job as the precipitating event for their family's homelessness.

Unemployment is becoming critical in the Metro area. In Jefferson County it is 7.9% (CO Department of Labor and Employment). Families in this situation also cannot adequately feed their children. The children have additional problems including poor school attendance and performance, as well as health and behavioral problems. More families are going to be impacted and will need shelter because of being unable to pay rent or mortgage. These families will benefit from our programs which are designed to guide and support families toward self-sufficiency

IHN receives many more requests for shelter than we can currently accommodate. In 2009 we received about 2,000 calls for shelter. IHN tracks calls using a chart at each staff desk. Each month the Program Manager produces a comprehensive spreadsheet noting case management and calls for service. We provided shelter for 83 families in 2009, about half in Jefferson County.

3. How will your proposal specifically address this problem?

The IHN model, collaboration with the faith community, is cost effective. We coordinate with other service providers which reduces duplication and helps to streamline services for clients.

IHN will provide safe, supportive shelter in Jefferson County through our partnership with churches. We will screen and place families in the program, identifying the challenges and strengths of each individual as we develop a service plan with the family. Each week the family will meet with the case manager and other staff to evaluate their accomplishments/barriers from the previous week. They will

document steps and activities toward obtaining housing and employment and note progress in other areas – training, social services, education, legal, etc. They will also document income and expenditures and daily activities leading toward goal achievement. These documents are turned in on Sundays and reviewed by staff. We assist with goal modification; provide referrals, advocacy, applications and hands-on assistance seven days a week. A computer lab at the day site provides adult clients with internet access and telephones. Continuously updated bulletin boards provide information on employment opportunities, housing, child care, health resources and general social services.

IHN trains the volunteers that provide shelter who in turn offer knowledge and guidance including employment opportunities and other helpful information for the families. IHN developed Life Skills classes that promote self-sufficiency and success: Budgeting, Job Readiness, Job Retention, Healthy Relationships, Tenant Rights and Responsibilities and Nutrition – all provided weekly for each adult. Love and Logic, our parenting class, is also provided weekly.

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

Homeless families in Jefferson County will be screened and admitted for emergency shelter and services, staying up to 90 days. Outcome: Families receive safe shelter, food and support.

All families will be assisted in developing a tailored service plan and will meet with the case manager at least weekly. Families will submit employment applications to improve or obtain employment. Families will apply for benefits to which they may be entitled. Outcome: Families will have an improved financial status upon exit from the IHN program.

Families will apply for housing to all appropriate providers and follow up with all opportunities at least weekly. Outcome: Family will obtain improved and more permanent housing.

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

IHN's target population is homeless families of all ethnicities, races and religions as stated in our non-discrimination materials. Unlike many shelters, IHN welcomes non-traditional families: single parents of either gender, married or unmarried couples, grandparents with custody of grandkids, same-sex couples or extended families – all families must have at least one child under the age of 18 with them every day. We intend to serve an unmet need in Jefferson County for homeless families.

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

IHN expects to serve about 130 people from 45 families in Jefferson County based on 2009 statistics and current experience. Each family will be provided shelter, assessment and service planning. We anticipate providing 3,600 days of care for Jefferson County families. The average length of stay for Jefferson County clients last year was 42.3 days. The cost per served person is about \$30/day overall.

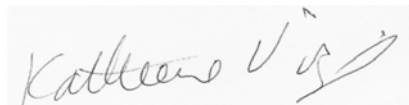
7. How will you collect data and measure effectiveness? Provide an assessment plan.

IHN tracks data on each family in several ways. We conduct a thorough intake and maintain case notes and weekly surveys and evaluations in the files. We conduct Pre/Post tests for the Life Skills classes. Each week we review client reports on accomplishments in each goal area and written surveys covering experiences in shelter and case management. The surveys capture concepts learned in parenting class and Life Skills classes. Our assessment plan includes compiling information on each client, reviewing weekly and at the end of the client's stay with us. Scores from the Pre/Post tests are recorded and carefully reviewed. Each client's weekly reports and surveys are analyzed and reported in the file. All materials are used to make programs better and more effective.



Signature: _____

Chief Executive Officer



Chair, Board of Directors