

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)

Jefferson County is required to have a veteran's services officer. Data, described in more detail below, supports the notion that the needs of veterans in Jefferson County greatly outweigh the time and resources one veteran's services officer can give, and that a part time Outreach worker for veterans has great positive impact on the well-being of this population, meeting the goals of National Performance Indicator 6.2, Emergency Assistance, and National Performance Indicator 6.4, Family Supports (Seniors, Disabled and Caregivers).

Jefferson County had, up until June 30, a Veteran's Outreach Specialist working 20 hours per week to increase the number of veterans receiving federal benefits.

By increasing the number of veterans on federal veterans' benefits, this improves the quality of benefits received by the affected veteran clients, and decreases the impact of those individuals on state benefit programs. The original goal was to increase compensation and pension recipients by 5%. The actual results were much greater, based on data gathered. The cost of this position was paid for by a two-year special state pilot program that expired on June 30.

2. Describe the problem and provide data/factual evidence and list sources. (20 points)

State Military Affairs statistics showed 50,108 registered veterans in Jefferson County in 2008 (also verified by the V.A. database). Other anecdotal data indicates a possible additional 12,527 unregistered veterans in Jefferson County. With such a large pool, it was felt by targeting this group that a significant number of individuals' quality of life could be vastly improved, and many could be moved from state to federal benefits.

Additionally, the Colorado Department of Military and Veterans Affairs projected a possible increase of \$166,032,944 statewide of benefits to Colorado veterans if all Colorado counties were to increase their claims by 5%. During the Pilot Program, Jefferson County was successful in doubling the amount of claims filed.

3. How will your proposal specifically address this problem? (10 points)

As explained above, Jefferson County had benefited from the pilot program and hence has experience in addressing the problem identified. The outreach staff worker targets any veteran population that is accessible, for instance local veteran organizations, nursing homes, the Jeffco Action Center, Family Tree, other community-based organizations and the general population. Our outreach worker scheduled regular office hours at several community partner locations in Jefferson County.

The outreach worker's presence made it much easier to find individuals in need of benefits, and made it easier for the clients to find us. Additionally, the presence of the outreach worker in community settings serves to strengthen community ties between the work of Jeffco Human

Services and the work of community partners such as Jeffco Action Center, Family Tree, Senior Care Center, Clements Community Center, Edgewater Resource Fair, and Rocky Mountain Resource Center, meeting the goal of National Performance Indicator 4, Expanding Opportunities through Community-Wide Partnerships.

4. What are the outcomes that will indicate that you are addressing the problem? (10 points)

The outreach worker significantly increased the number of new claims. For example, a monthly average in 2008 was about 40.45 in-person contacts; in the first four months of 2010 average in-person contacts equated to 104.81 per month. In 2008, 5.63 claims per month were filed on average; in 2009, 13.08; and in 2010, 9.5 average claims were filed per month. With the addition of a ½ time FTE, the veteran's reach has shown to more than double contacts and claims. The state estimates an average \$1,558 per month per vet is paid out in granted benefits (Department of Veterans Affairs).

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)

Several years ago, the Jefferson County Veteran's Services Officer, through his networking, hooked up with a radio station that caters primarily to veterans. The radio station owner and announcer had had many contacts with primarily male, older veterans with multiple financial, social and mental health issues. Through this connection, an idea was born to collaborate on reaching further out to touch these individuals, in the plan of an outreach specialist who could "find" these men. Originally, some money was found in the social services budget but not to handle the program long term; then the state approached the county about becoming a pilot. Jeffco formalized its plan and began tracking data to support the theory that more veterans were in the community than Jeffco Human Services could currently touch. The data gathered through the efforts to date support the theory that there are more individuals out there than could be touched with the current structure and resources.

6. How many people will be assisted through your project/proposal and what is the cost per served party? (10 points)

Jefferson County tracked the actual number of veteran contacts (in-person) from the last 11 months of 2008, all of 2009, and four months of 2010. In-person contacts averaged 104.81 persons per month (in-person contacts are veterans coming to the office, meetings with individuals at Jeffco Action Center or other non-profit organizations, nursing homes, veteran organization meetings, and other outreach locations) as opposed to the 40.45 monthly average during 2008.

With an increased average of 64.36 in-person contacts per month, Jeffco spent \$25.90 per monthly contact over the 2008 average monthly contacts. $\$20,000/12 \text{ months}/64.36 \text{ contacts} = \25.90 ; the cost per party served.

7. How will you collect data and measure effectiveness? Provide an assessment plan. (10 points)

Data is compiled and reported using the "Colorado Veterans Affairs" form CVA-26 which tallies all county veteran service office activity summarizing activity per veteran contact. The CVA-26 is submitted monthly to the Colorado Department of Military and Veterans Affairs. All activity is accounted for, which provides for an opportunity for in-depth analysis of the types of activities undertaken and the most effective activities to increase targeted contacts, which result in claims, which result in benefits for the client.