COUNCILMEMBERS
Melissa Hernandez, Mayor
Dr. Sherry Hu, Vice Mayor
Jean Josey, Councilmember
Michael McCorriston, Councilmember
Kashef Qaadri, Councilmember

DUBLIN
CALIFORNIA

City Council Chamber
Dublin Civic Center
100 Civic Plaza
Dublin, CA 94568
www.dublin.ca.gov

Regular Meeting of the

DUBLIN CITY COUNCIL

Tuesday, May 7, 2024

Location: City Council Chamber
100 Civic Plaza
Dublin, CA 94568

CLOSED SESSION 6:00 PM
REGULAR MEETING 7:00 PM

Additional Meeting Procedures

This City Council meeting will be broadcast live on Comcast T.V. channel 28 beginning at 7:00 p.m. This meeting will also be livestreamed at www.tv30.org and on the City's website at: https://dublin.ca.gov/ccmeetings

For the convenience of the City and as a courtesy to the public, members of the public who wish to offer comments electronically have the option of giving public comment via Zoom, subject to the following procedures:

□ Fill out an online speaker slip available at www.dublin.ca.gov. The speaker slip will be made available at 10:00 a.m. on Tuesday, May 7, 2024. Upon submission, you will receive Zoom link information from the City Clerk. Speakers slips will be accepted until the staff presentation ends, or until the public comment period on non-agenda items is closed.

□ Once connected to the Zoom platform using the Zoom link information from the City Clerk, the public speaker will be added to the Zoom webinar as an attendee and muted. The speaker will be able to observe the meeting from the Zoom platform.

□ When the agenda item upon which the individual would like to comment is addressed, the City Clerk will announce the speaker in the meeting when it is their time to give public comment. The speaker will then be unmuted to give public comment via Zoom.

□ Technical difficulties may occur that make the option unavailable, and, in such event, the meeting will continue despite the inability to provide the option.

CLOSED SESSION 6:00 PM

I. PUBLIC EMPLOYEE PERFORMANCE EVALUATION
Title: City Attorney

II. CONFERENCE WITH LABOR NEGOTIATOR
Agency Designated Representatives: Mayor Hernandez and Councilmember Qaadri
Unrepresented Employee: City Attorney

III. CONFERENCE WITH LABOR NEGOTIATORS
Agency Designated Representatives: Councilmembers Josey and McCorriston
Unrepresented Employee: City Manager

IV. CONFERENCE WITH LEGAL COUNSEL—ANTICIPATED LITIGATION
Initiation of litigation pursuant to paragraph (4) of subdivision (d) of Section 54956.9: 1 case

REGULAR MEETING 7:00 PM

1. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

2. REPORT ON CLOSED SESSION

3. PRESENTATIONS AND PROCLAMATIONS

3.1 Affordable Housing Month Proclamation
The City Council will present the Affordable Housing Month Proclamation.
STAFF RECOMMENDATION:
Present the Proclamation.
Staff Report
Attachment 1 - Affordable Housing Month Proclamation

3.2 Introduction of Dublin Police Services Lieutenant Phillip Corvello
Dublin Police Services Lieutenant Phillip Corvello, who began working with Dublin Police Services on April 14, 2024, will be introduced to the City Council.
STAFF RECOMMENDATION:
Welcome Dublin Police Services Lieutenant Phillip Corvello.
Staff Report

4. PUBLIC COMMENT
At this time, the public is permitted to address the City Council on non-agendized items. Please step to the podium and clearly state your name for the record. COMMENTS SHOULD NOT EXCEED THREE (3) MINUTES. In accordance with State Law, no action or discussion may take place on any item not appearing on the posted agenda. The Council may respond to statements made or questions asked, or may request Staff to report back at a future meeting concerning the matter. Any member of the public may contact the City Clerk's Office related to the proper procedure to place an item on a future City Council agenda. The exceptions under which the City Council MAY discuss and/or take action on items not appearing on the agenda are contained in Government Code Section 54954.2(b)(1)(2)(3).

5. CONSENT CALENDAR

Consent Calendar items are typically non-controversial in nature and are considered for approval by the City Council with one single action. Members of the audience, Staff or the City Council who would like an item removed from the Consent Calendar for purposes of public input may request the Mayor to remove the item.

5.1 Approval of the April 16, 2024 Regular City Council Meeting Minutes

The City Council will consider approval of the minutes of the April 16, 2024 Regular City Council Meeting.

STAFF RECOMMENDATION:

Approve the minutes of the April 16, 2024 Regular City Council Meeting.

Staff Report

Attachment 1 - April 16, 2024 Regular City Council Meeting Minutes

5.2 Notice of City Engineer's Receipt of Final Maps for Review for Tracts 8449 and 8677, The DC (Dublin Centre)

The City Council will receive notification of the City Engineer's receipt of the Final Maps for review for Tracts 8449 and 8677, PA-North The DC (Dublin Centre) and PA-4 The DC (Dublin Centre), respectively.

STAFF RECOMMENDATION:

Receive the notification.

Staff Report

Attachment 1 - Draft Tract 8449 Final Map

Attachment 2 - Draft Tract 8677 Final Map

5.3 Update Designation of Positions Authorized to Approve Disbursements from the CalPERS California Employers' Retiree Benefit Trust

The City Council will consider approving an update to the designation of positions authorized to approve disbursements from the CalPERS California Employers' Retiree Benefit Trust.

STAFF RECOMMENDATION:

Adopt the **Resolution** Delegating the Positions Authorized to Request Disbursements from the California Public Employees Retirement System California Employers' Retiree Benefit Trust.

Staff Report

Attachment 1 - Resolution Delegating the Positions Authorized to Request Disbursements from the CalPERS California Employers' Retiree Benefit Trust

Attachment 2 - Exhibit A to Resolution Delegating the Positions Authorized to Request Disbursements from the CalPERS California Employers' Retiree Benefit Trust

5.4 Renewal of the License Subscription to Oomnitza, Inc. for Information Technology Asset Management Software.

The City Council will consider the license subscription to Oomnitza, Inc. for information technology asset management software, and authorize the City Manager to execute the annual renewals.

STAFF RECOMMENDATION:
Adopt the **Resolution** Approving the License Subscription to Oomnitza, Inc. for Information Technology Asset Management Software and Authorizing the City Manager to Execute Annual Renewals.
Staff Report
Attachment 1 - Resolution Approving the License Subscription to Oomnitza, Inc. for Information Technology Asset Management Software and Authorizing the City Manager to Execute Annual Renewals
Attachment 2 - Exhibit A to the Resolution - License Subscription to Oomnitza, Inc. IT Asset Management Software Agreement Renewal
Attachment 3 - Original License Subscription to Oomnitza, Inc. IT Asset Management Software Agreement

5.5 Two-Year Strategic Plan Quarterly Update
The City Council will receive a status update on the City's Two-Year Strategic Plan.
STAFF RECOMMENDATION:
Receive the report.
Staff Report
Attachment 1 - Strategic Plan Quarterly Update

5.6 Report on the Business Recovery Playbook and Approval of the Small Business Navigator Program and Outdoor Operations Grant Program
The City Council will receive a report on the Business Recovery Playbook, a post-pandemic strategic action plan to support Dublin businesses and Economic Development's transition from recovery efforts to resiliency efforts. Additionally, the City Council will consider approving guidelines for the Small Business Navigator Program and Outdoor Operations Grant Program that were introduced as part of the Playbook.
STAFF RECOMMENDATION:
Receive the report on the Business Recovery Playbook and adopt the **Resolution** Approving the Guidelines for the Small Business Navigator Program and Outdoor Operations Grant Program.
Staff Report
Attachment 1 - Resolution Approving the Guidelines for the Small Business Navigator Program and Outdoor Operations Grant Program
Attachment 2 - Exhibit A to the Resolution - Small Business Navigator Program Guidelines
Attachment 3 - Exhibit B to the Resolution - Outdoor Operations Grant Program Guidelines
Attachment 4 - Business Recovery Playbook

6. PUBLIC HEARING

6.1 Street Lighting Maintenance District 1983-1; Landscape and Lighting District 1983-2; Landscape and Lighting District 1986-1; Landscape and Lighting District 1997-1; Street Lighting District 1999-1
The City Council will consider approving the Engineer's Reports and the levy of special assessments in each of the five assessment districts for Fiscal Year 2024-25. A public hearing is required to set the annual levy.

STAFF RECOMMENDATION:
Conduct the public hearing, deliberate, and adopt the **Resolution** Approving the Engineer's Report, Confirming Diagram and Assessment, and Ordering Levy of Assessment for City of Dublin Street Lighting Maintenance District 1983-1, Landscape and Lighting District 1983-2, Landscape and Lighting District 1986-1, Landscape and Lighting District 1997-1, and Street Lighting District 1999-1.
Staff Report
Attachment 1 - Resolution Approving Engineer's Report, Confirming Diagram and Assessment, and Ordering Levy of Assessment for City of Dublin Street Lighting Maintenance Districts and Landscape and Lighting Districts
Attachment 2 - City Council Staff Report dated April 16, 2024 (without attachments)
Attachment 3 - Engineer's Report for Street Lighting Maintenance District 1983-1
Attachment 4 – Engineer's Report for Landscape and Lighting District 1983-2
Attachment 5 – Engineer's Report for Landscape and Lighting District 1986-1
Attachment 6 – Engineer's Report for Landscape and Lighting District 1997-1
Attachment 7 – Engineer's Report for Street Lighting Maintenance District 1999-1
Item 6.1 PowerPoint Presentation

7. UNFINISHED BUSINESS – None.

8. NEW BUSINESS

8.1 City of Dublin Fiscal Year 2024-25 Human Services Grant Program Funding Recommendations

The City Council will consider the funding recommendation for the Human Services Grant Program and approve a funding allocation for Fiscal Year 2024-25.

STAFF RECOMMENDATION:
Adopt the **Resolution** Approving Funding Recommendations for the Fiscal Year 2024-25 Human Services Grant Program.
Staff Report
Attachment 1 - Resolution Approving Funding Recommendations for the Fiscal Year 2024-25 Human Services Grant Program
Attachment 2 - Exhibit A to the Resolution - Fiscal Year 2024-25 Human Services Grant Program Funding Recommendations
Attachment 3 - Grant Summary Table
Attachment 4 - Dublin Mission and Vision Statements
Attachment 5 - Tri-Valley Needs Assessment - 14 Areas of Concern
Attachment 6 - Grant Rating Guide
Attachment 7 - Fiscal Year 2024-25 Human Services Grant Applications
Item 8.1 PowerPoint Presentation

8.2 Report on Bikeshare Programs

The City Council will receive a report on bikeshare programs, and consideration of factors impacting the feasibility of such a program in Dublin. This report provides a summary of various shared mobility models and of lessons learned and requirements for success based on other agencies that have implemented bikeshare.

STAFF RECOMMENDATION:
Receive the report.
Staff Report
Item 8.2 PowerPoint Presentation

8.3 Discussion of the Use of a Virtual Platform for Public Comment
The City Council will consider whether to continue offering a courtesy to the public to provide public comment virtually via Zoom. This was brought up under Item 9 at the April 16, 2024 Regular City Council Meeting.
STAFF RECOMMENDATION:
Provide direction to Staff on whether changes should be made to the City's current practice of allowing public comment via remote communication.
Staff Report
Item 8.3 PowerPoint Presentation

9. CITY MANAGER AND CITY COUNCIL REPORTS

Brief information only reports from City Council and/or Staff, including committee reports and reports by City Council related to meetings attended at City expense (AB1234).

10. ADJOURNMENT

This AGENDA is posted in accordance with Government Code Section 54954.2(a)
If requested, pursuant to Government Code Section 54953.2, this agenda shall be made available in appropriate alternative formats to persons with a disability, as required by Section 202 of the Americans with Disabilities Act of 1990 (42 U.S.C. Section 12132) (ADA), and the federal rules and regulations adopted in implementation thereof. To make a request for disability-related modification or accommodation, please contact the City Clerk's Office (925) 833-6650 at least 72 hours in advance of the meeting. Upon receiving a request, the City will swiftly resolve requests for reasonable accommodation for individuals with disabilities, consistent with the federal ADA, and resolve any doubt in favor of accessibility.

Agenda materials that become available within 72 hours in advance of the meeting, and after publishing of the agenda, will be available at Civic Center, 100 Civic Plaza, and will be posted on the City's website at www.dublin.ca.gov/ccmeetings.

Mission

The City of Dublin promotes and supports a high quality of life, ensures a safe, secure, and sustainable environment, fosters new opportunities, and champions a culture of equity, diversity and inclusion.

Agenda Item 3.1

DUBLIN
CALIFORNIA

STAFF REPORT

CITY COUNCIL

DATE: May 7, 2024

TO: Honorable Mayor and City Councilmembers

FROM: Linda Smith, City Manager

SUBJECT: Affordable Housing Month Proclamation
Prepared by: Marissa Clevenger, Administrative Technician

EXECUTIVE SUMMARY:

The City Council will present the Affordable Housing Month Proclamation.

STAFF RECOMMENDATION:

Present the Proclamation.

FINANCIAL IMPACT:

None.

DESCRIPTION:

Affordable Housing Month is an opportunity to come together with organizations such as East Bay Housing Organizations to build support for affordable housing and racial justice and educate our communities on how affordable housing benefits us all.

STRATEGIC PLAN INITIATIVE:

None.

NOTICING REQUIREMENTS/PUBLIC OUTREACH:

The City Council Agenda was posted.

ATTACHMENTS:

1) Affordable Housing Month Proclamation

A PROCLAMATION OF THE CITY COUNCIL
CITY OF DUBLIN, CALIFORNIA

"Affordable Housing Month"

WHEREAS, quality affordable homes are vital to healthy, safe, and racially just communities; and

WHEREAS, stable affordable homes are the solution to homelessness, and support seniors, families, youth, veterans, people with disabilities or special needs, and our whole community; and

WHEREAS, non-profit organizations, local jurisdictions, community organizations, and others come together in the nine Bay Area counties to create affordable housing and homelessness solutions; and

WHEREAS, East Bay Housing Organizations is a volunteer-led and membership-driven organization with over 450 community advocates and professionals coming together to help the people who need affordable housing; and

WHEREAS, this year East Bay Housing Organizations commemorates its 40th anniversary with the theme, "Powerful Legacy, Powerful Future," and champions affordable housing in the East Bay, fostering a racially and economically just community for all; and

WHEREAS, local housing organizations are continuing to recognize May as Bay Area Affordable Housing Month because regional action is a way to address a growing regional housing crisis and is an essential part of recovery from the pandemic and the work to ensure that everyone has an affordable and stable home.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Dublin does hereby proclaim May as Affordable Housing Month in the City of Dublin and works to support affordable and stable housing at the local, regional, state, and federal levels.

DATED: May 7, 2024

Mayor Melissa Hernandez

Vice Mayor Sherry Hu

Councilmember Jean Josey

Councilmember Michael McCorriston

Councilmember Kashef Qaadri

Agenda Item 3.2

STAFF REPORT

CITY COUNCIL

DATE: May 7, 2024

TO: Honorable Mayor and City Councilmembers

FROM: Linda Smith, City Manager

SUBJECT: Introduction of Dublin Police Services Lieutenant Phillip Corvello
Prepared by: Nate Schmidt, Chief of Police

EXECUTIVE SUMMARY:

Dublin Police Services Lieutenant Phillip Corvello, who began working with Dublin Police Services on April 14, 2024, will be introduced to the City Council.

STAFF RECOMMENDATION:

Welcome Dublin Police Services Lieutenant Phillip Corvello.

FINANCIAL IMPACT:

None.

DESCRIPTION:

Lieutenant Phillip Corvello, who began working for Dublin Police Services on April 14, 2024, will be introduced to the City Council. Lieutenant Corvello has over 18 years of experience with the Alameda County Sheriff's Office, including over seven years with Dublin Police as a Patrol Officer and a Motor Officer.

STRATEGIC PLAN INITIATIVE:

None.

NOTICING REQUIREMENTS/PUBLIC OUTREACH:

The City Council Agenda was posted.

ATTACHMENTS:

None.

Agenda Item 5.1

STAFF REPORT

CITY COUNCIL

DATE: May 7, 2024

TO: Honorable Mayor and City Councilmembers

FROM: Linda Smith, City Manager

SUBJECT: Approval of April 16, 2024 Regular City Council Meeting Minutes
Prepared by: Marsha Moore, MMC, City Clerk

EXECUTIVE SUMMARY:

The City Council will consider approval of the minutes of the April 16, 2024 Regular City Council Meeting.

STAFF RECOMMENDATION:

Approve the minutes of the April 16, 2024 Regular City Council Meeting.

FINANCIAL IMPACT:

None.

DESCRIPTION:

The City Council will consider approval of the minutes of the April 16, 2024 Regular City Council Meeting.

STRATEGIC PLAN INITIATIVE:

None.

NOTICING REQUIREMENTS/PUBLIC OUTREACH:

The City Council Agenda was posted.

ATTACHMENTS:

1) April 16, 2024 Regular City Council Meeting Minutes

MINUTES OF THE CITY COUNCIL OF THE CITY OF DUBLIN

Regular Meeting: April 16, 2024

The following are minutes of the actions taken by the City of Dublin City Council. A full video recording of the meeting with the agenda items indexed and time stamped is available on the City's website at: https://dublin.ca.gov/ccmeetings

CLOSED SESSION 6:30 PM

I. CONFERENCE WITH LEGAL COUNSEL—EXISTING LITIGATION
(Paragraph (1) of subdivision (d) of Section 54956.9)
Name of case: City of Dublin v. Andrea Renzulli, et al., Alameda Superior Court Case No. 23CV039508

REGULAR MEETING 7:00 PM

A Regular Meeting of the Dublin City Council was held on Tuesday, April 16, 2024, in the City Council Chamber. The meeting was called to order at 7:00 PM, by Mayor Hernandez.

1) CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Attendee Name	Status
Melissa Hernandez, Mayor	Present
Dr. Sherry Hu, Vice Mayor	Present
Jean Josey, Councilmember	Present
Michael McCorriston, Councilmember	Present
Kashef Qaadri, Councilmember	Present

2) REPORT ON CLOSED SESSION

Mayor Hernandez reported there was no reportable action out of Closed Session.

3) PRESENTATIONS AND PROCLAMATIONS

3.1) Crime Victims' Rights Week Proclamation

The City Council presented the Crime Victims' Rights Week Proclamation.

DRAFT

3.2) Sexual Assault Awareness Month Proclamation

The City Council presented the Sexual Assault Awareness Month Proclamation.

3.3) Arts, Culture, and Creativity Month Proclamation

The City Council presented the Arts, Culture, and Creativity Month Proclamation.

3.4) Fair Housing Month Proclamation

The City Council presented the Fair Housing Month Proclamation.

4) PUBLIC COMMENT

Mike Grant provided public comment.

Hrudya Shah provided public comment.

5) CONSENT CALENDAR

5.1) Approved the April 2, 2024, Regular City Council Meeting Minutes.

5.4) Adopted Resolution No. 27-24 titled, "Approving the Cooperative Agreement with Alameda County Transportation Commission for the Construction Phase of the Green Stormwater Infrastructure Project."

5.5) Adopted Resolution No. 28-24 titled, "Approving the Plans and Specifications and Awarding a Contract to American Asphalt Repair & Resurfacing Co., Inc. for the Annual Street Resurfacing (2024 Slurry Seal) Project, CIP No. ST0117."

5.6) Received a report of payments issued from March 1, 2024 – March 31, 2024, totaling $9,636,172.43.

On a motion by Councilmember McCorriston, seconded by Vice Mayor Hu, and by unanimous vote, the City Council adopted the Consent Calendar, except for items 5.2 and 5.3.

RESULT:	ADOPTED [UNANIMOUS]
MOVED BY:	Michael McCorriston, Councilmember
SECOND:	Dr. Sherry Hu, Vice Mayor
AYES:	Hernandez, McCorriston, Josey, Hu, Qaadri

5.2) Adopted Resolution No. 25-24 titled, "Directing Preparation of Annual Engineer's Reports for Street Lighting Maintenance District 1983-1, Landscape and Lighting

District 1983-2, Landscape and Lighting District 1986-1, Landscape and Lighting District 1997-1, and Street Lighting Maintenance District 1999-1;" and Resolution No. 26-24 titled, "Approving the Preliminary Engineer's Reports and Appointing a Time and Place for Hearing Protests for Street Lighting Maintenance District 1983-1, Landscape and Lighting District 1983-2, Landscape and Lighting District 1986-1, Landscape and Lighting District 1997-1, and Street Lighting Maintenance District 1999-1."

This item was pulled from the Consent Calendar by Councilmember Josey for further discussion.

On a motion by Councilmember Josey and seconded by Vice Mayor Hu, and by unanimous vote, the City Council adopted Consent Calendar item 5.2 with direction for staff to separate this item into two separate meetings in the future.

RESULT:	ADOPTED [UNANIMOUS]
MOVED BY:	Jean Josey, Councilmember
SECOND:	Dr. Sherry Hu, Vice Mayor
AYES:	Hernandez, McCorriston, Josey, Hu, Qaadri

5.3) Confirmed Forest Park as the name of the new neighborhood square located on Central Parkway in the Jordan Ranch Development.

This item was pulled from the consent calendar by Councilmember Josey for further discussion.

Councilmember Josey made a motion to send the item back to the Parks and Community Services Commission for another round of public comment. The motion failed due to lack of second.

On a motion by Mayor Hernandez and seconded by Vice Mayor Hu, and by a 3-to-2 vote, the City Council removed 'Central' from the recommendation and confirmed Forest Park as the name of the new park located on Central Parkway in the Jordan Ranch Development.

RESULT:	ADOPTED [THREE-TO-TWO]
MOVED BY:	Melissa Hernandez, Mayor
SECOND:	Dr. Sherry Hu, Vice Mayor
AYES:	Hernandez, McCorriston, Hu
NOES:	Josey, Qaadri

6) PUBLIC HEARING – None.

7) UNFINISHED BUSINESS – None.

8) NEW BUSINESS

8.1) Preliminary Budget for Fiscal Years 2024-25 and 2025-26

The City Council received a presentation on the preliminary two-year General Fund budget, as well as an update to the City's 10-year Financial Forecast.

Mayor Hernandez opened the public comment period.

Mike Grant provided public comment.

Mayor Hernandez closed the public comment period.

8.2) Draft Proposed Five-Year Capital Improvement Program 2024-2029

The City Council received a presentation on the Draft Proposed Five-Year Capital Improvement Program 2024-2029 and provided direction to Staff regarding the Proposed Capital Improvement Program 2024-2029.

Mayor Hernandez opened the public comment period. Upon receiving no public comment, Mayor Hernandez closed the public comment period.

9) CITY MANAGER AND CITY COUNCIL REPORTS

The City Council and Staff provided brief information-only reports, including committee reports and reports related to meetings attended at City expense (AB1234).

By consensus, the City Council directed staff to bring back a discussion regarding virtual public comment.

10) ADJOURNMENT

Mayor Hernandez adjourned the meeting at 10:15 PM.

_____
Mayor

ATTEST:

_____
City Clerk

Agenda Item 5.2

STAFF REPORT

CITY COUNCIL

DATE: May 7, 2024

TO: Honorable Mayor and City Councilmembers

FROM: Linda Smith, City Manager

SUBJECT: Notice of City Engineer's Receipt of Final Maps for Review for Tracts 8449 and 8677, The DC (Dublin Centre)
Prepared by: Gabrielle Abdon, Associate Civil Engineer

EXECUTIVE SUMMARY:

The City Council will receive notification of the City Engineer's receipt of the Final Maps for review for Tracts 8449 and 8677, PA-2 North The DC (Dublin Centre) and PA-4 The DC (Dublin Centre), respectively.

STAFF RECOMMENDATION:

Receive the notification.

FINANCIAL IMPACT:

There is no impact to the General Fund.

DESCRIPTION:

In accordance with Chapter 9.24.080 of the City of Dublin Municipal Code, this is notice of the City Engineer's receipt of the following Final Maps for review:

Tract	Location	Developer	Number of Units/Lots	Type
8449	PA-2 North The DC (Dublin Centre)	Landsea Homes, Inc.	224 Units	Condominium
8677	PA-4 The DC (Dublin Centre)	Landsea Homes, Inc.	15 Lots	Single Family

The DC (Dublin Centre) development (formerly the SCS Property) is bounded by Tassajara Road, Gleason Drive, Brannigan Street, and Dublin Boulevard. The development is divided into four planning areas (PA-1, PA-2, PA-3, and PA-4). PA-2 North (Tract 8449) is located between Dublin

Boulevard and Central Parkway. PA-4 (Tract 8677) is located north of Gleason Drive. The developer has submitted the final maps for PA-2 North (Tract 8449) and PA-4 (Tract 8677) for review by Staff.

STRATEGIC PLAN INITIATIVE:

None.

NOTICING REQUIREMENTS/PUBLIC OUTREACH:

The City Council Agenda was posted.

ATTACHMENTS:

1) Draft Tract 8449 Final Map
2) Draft Tract 8677 Final Map

OWNER'S STATEMENT

THE UNDERSIGNED DO HEREBY STATE THAT THEY ARE THE OWNERS OF ALL THE LANDS DELINEATED AND EMBRACED WITHIN THE TRACT BOUNDARY LINE OF THIS FINAL MAP ENTITLED "TRACT 8449, PA-2 NORTH – THE DC DUBLIN CENTRE, CITY OF DUBLIN, ALAMEDA COUNTY, CALIFORNIA", CONSISTING OF THIRTEEN (13) SHEETS, THIS STATEMENT BEING UPON SHEET ONE (1) THEREOF; THAT THEY CONSENT TO THE PREPARATION AND FILING OF SAID MAP; THAT SAID MAP PARTICULARLY SETS FORTH AND DESCRIBES ALL THE LOTS INTENDED FOR SALE BY THEIR NUMBER AND PRECISE WIDTH AND LENGTH; AND THAT SAID MAP PARTICULARLY SETS FORTH AND DESCRIBES THE PARCELS OF GROUND RESERVED FOR PUBLIC PURPOSES BY THEIR BOUNDARIES, COURSES, AND EXTENT.

THE REAL PROPERTY DESCRIBED BELOW IS DEDICATED IN FEE FOR PUBLIC PURPOSES: THOSE PORTIONS OF SAID LANDS DESIGNATED ON THIS MAP AS: DIABLO VIEW DRIVE, FINNIAN WAY, TASSAJARA ROAD, CENTRAL PARKWAY, BRANNIGAN STREET, AND DUBLIN BOULEVARD AS PUBLIC STREETS.

THE REAL PROPERTY DESCRIBED BELOW IS DEDICATED IN FEE FOR PUBLIC PURPOSES: PARCEL P AND PARCEL T AS SHOWN UPON THIS MAP AS PUBLIC PARK.

THE REAL PROPERTY DESCRIBED BELOW IS DEDICATED AS AN EASEMENT FOR PUBLIC PURPOSES: THE AREAS DESIGNATED AS EMERGENCY VEHICLE ACCESS EASEMENT (EVAE), AS DELINEATED AND EMBRACED WITHIN THE BOUNDARIES OF THE HEREIN EMBODIED MAP, FOR THE PURPOSE OF INGRESS AND EGRESS OF PUBLIC SAFETY VEHICLES AND EMERGENCY EQUIPMENT.

THE REAL PROPERTY DESCRIBED BELOW IS DEDICATED AS AN EASEMENT FOR PUBLIC PURPOSES: THE AREAS DESIGNATED AS PUBLIC ACCESS EASEMENT (PAE), AS DELINEATED AND EMBRACED WITHIN THE BOUNDARIES OF THE HEREIN EMBODIED MAP, FOR THE PURPOSE OF PUBLIC ACCESS.

THE REAL PROPERTY DESCRIBED BELOW IS DEDICATED AS AN EASEMENT FOR PUBLIC PURPOSES: THE AREAS DESIGNATED AS PUBLIC PEDESTRIAN ACCESS EASEMENT (PPAE), AS DELINEATED AND EMBRACED WITHIN THE BOUNDARIES OF THE HEREIN EMBODIED MAP, FOR THE PURPOSE OF PEDESTRIAN ACCESS.

THE REAL PROPERTY DESCRIBED BELOW IS DEDICATED AS AN EASEMENT FOR PUBLIC PURPOSES: THE AREAS IN, UNDER, ALONG, AND ACROSS ANY AREA OR STRIP OF LAND DESIGNATED AS PUBLIC SERVICE EASEMENTS (PSE), AS DELINEATED AND EMBRACED WITHIN THE BOUNDARIES OF THE HEREIN EMBODIED MAP, DEDICATED TO THE CITY OF DUBLIN FOREVER FOR THE "PURPOSES OF PUBLIC SERVICES" (AS HEREIN DEFINED). THE "PURPOSES OF PUBLIC SERVICES" SHALL INCLUDE THE CONSTRUCTION, RECONSTRUCTION, REMOVING, REPLACING, REPAIRING, MAINTAINING, OPERATING, AND USING "PUBLIC SERVICE FACILITIES" (AS DEFINED HEREIN), AND ACCESS THROUGH THE PUBLIC SERVICE EASEMENT FOR THESE PURPOSES. "PUBLIC SERVICE FACILITIES" SHALL INCLUDE PUBLIC UTILITIES, FIRE HYDRANTS, ELECTROLIERS, IRRIGATION SYSTEMS, SIGNS AND TRAFFIC SIGNALS, AND ALL NECESSARY APPURTENANCES THERETO SUCH AS BRACES, CONNECTIONS, FASTENINGS, APPLIANCES, AND FIXTURES FOR USE IN CONNECTION THEREWITH. ALL PUBLIC SERVICE EASEMENTS SHALL BE KEPT OPEN AND FREE FROM BUILDINGS OR STRUCTURES OF ANY KIND, WITH THE SOLE EXCEPTION OF PUBLIC SERVICE FACILITIES. ALL PUBLIC SERVICE EASEMENTS SHALL BE CONSIDERED PUBLIC "WAYS" AS THAT TERM IS USED IN CALIFORNIA PUBLIC UTILITIES CODE SECTION 6202, AND ALL PUBLIC UTILITIES HOLDING A VALID FRANCHISE FROM THE CITY SHALL HAVE THE RIGHT TO USE THE PUBLIC SERVICE EASEMENTS IN ACCORDANCE WITH THE TERMS OF THE FRANCHISE.

THE REAL PROPERTY DESCRIBED BELOW IS DEDICATED AS AN EASEMENT FOR PUBLIC PURPOSES: THE AREAS DESIGNATED AS PUBLIC UTILITY EASEMENT (PUE) FOR CONSTRUCTION AND MAINTENANCE OF APPLICABLE UTILITY STRUCTURES AND APPURTENANCES THERETO. SAID AREAS OR STRIPS OF LAND ARE TO BE KEPT OPEN AND FREE FROM BUILDINGS AND STRUCTURES OF ANY KIND, EXCEPT APPLICABLE UTILITY STRUCTURES AND APPURTENANCES.

THE REAL PROPERTY DESCRIBED BELOW IS DEDICATED AS AN EASEMENT FOR PUBLIC PURPOSES: THE AREAS DESIGNATED AS "DSRSD" ARE IRREVOCABLY OFFERED FOR DEDICATION TO DUBLIN SAN RAMON SERVICES DISTRICT (DSRSD), OR ITS DESIGNEE IN GROSS, AS A SUBSURFACE EASEMENT AND SURFACE EASEMENT FOR POTABLE WATER AND RECYCLED WATER AND SANITARY SEWER PURPOSES, INCLUDING ACCESS THERETO, FOR CONSTRUCTION, OPERATION, MAINTENANCE, REPAIR AND REPLACEMENT OF WORKS, IMPROVEMENTS, AND STRUCTURES, AND THE CLEARING OF OBSTRUCTIONS AND VEGETATION. NO BUILDING OR STRUCTURE MAY BE PLACED ON SAID EASEMENT, NOR SHALL ANYTHING BE DONE THEREIN, NOR ACCESS RESTRICTED THERETO WHICH MAY INTERFERE WITH DSRSD'S FULL ENJOYMENT OF SAID EASEMENT. SAID "DSRSD" SHALL BE ACCEPTED BY SEPARATE INSTRUMENT.

THE REAL PROPERTY DESCRIBED BELOW IS DEDICATED AS AN EASEMENT FOR PRIVATE PURPOSES: THE AREAS DESIGNATED AS PRIVATE PEDESTRIAN ACCESS EASEMENT (PRPAE) ARE DEDICATED TO THE FUTURE LOT OWNERS, RESIDENTS, AND VISITORS FOR PRIVATE PEDESTRIAN ACCESS. MAINTENANCE OF SAID AREA SHALL BE THE RESPONSIBILITY OF THE MASTER HOMEOWNERS ASSOCIATION GOVERNING TRACT 8449.

THE REAL PROPERTY DESCRIBED BELOW IS DEDICATED AS AN EASEMENT FOR PRIVATE PURPOSES: THE AREA LABELED PARCELS "A, B, C, D, E, F, G, H, I, J, K, L, M, N, O, Q, R, S, U, V, W, AND HH" (ALLEY K, ALLEY A, ALLEY B, ALLEY C, STREET A, STREET B, STREET C, STREET D, STREET E, STREET F, STREET G, STREET H, STREET I, AND STREET K) ARE DEDICATED TO THE FUTURE LOT OWNERS, RESIDENTS, AND VISITORS OF THIS SUBDIVISION FOR PRIVATE STREET PURPOSES.

THIS MAP SHOWS ALL EASEMENTS ON THE PREMISES AND/OR OF RECORD, WITHIN THE BOUNDARY LINES OF THE HEREIN EMBODIED MAP.

OWNER:

LANDSEA HOMES, INC., A CALIFORNIA CORPORATION

BY: _____ BY: _____

NAME: _____ NAME: _____

TITLE: _____ TITLE: _____

APN: 985-0051-006

OWNER'S ACKNOWLEDGEMENT

A NOTARY PUBLIC OR OTHER OFFICER COMPLETING THIS CERTIFICATE VERIFIES ONLY THE IDENTITY OF THE INDIVIDUAL WHO SIGNED THE DOCUMENT TO WHICH THIS CERTIFICATE IS ATTACHED, AND NOT THE TRUTHFULNESS, ACCURACY, OR VALIDITY OF THAT DOCUMENT.

STATE OF _____
COUNTY OF _____

ON _____, 20__, BEFORE ME,_____,
A NOTARY PUBLIC, PERSONALLY APPEARED _____ AND
_____, WHO PROVED TO ME ON THE BASIS OF SATISFACTORY EVIDENCE TO BE THE PERSON(S) WHOSE NAME(S) IS/ ARE SUBSCRIBED TO THE WITHIN INSTRUMENT AND ACKNOWLEDGED TO ME THAT HE/ SHE/ THEY EXECUTED THE SAME IN HIS/ HER/ THEIR AUTHORIZED CAPACITY(IES), AND THAT BY HIS /HER /THEIR SIGNATURE(S) ON THE INSTRUMENT THE PERSON(S), OR THE ENTITY ON BEHALF OF WHICH THE PERSON(S) ACTED, EXECUTED THE INSTRUMENT.

I CERTIFY UNDER PENALTY OF PERJURY UNDER THE LAWS OF THE STATE OF CALIFORNIA THAT THE FOREGOING PARAGRAPH IS TRUE AND CORRECT.

WITNESS MY HAND,

SIGNATURE: _____

PRINT NAME: _____
NOTARY PUBLIC IN AND FOR SAID COUNTY AND STATE

MY COMMISSION NUMBER: _____

MY COMMISSION EXPIRES: _____

PRINCIPAL COUNTY OF BUSINESS: _____

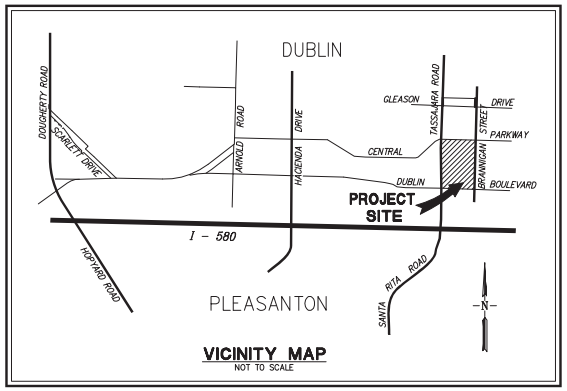
COUNTY RECORDER'S STATEMENT

FILED FOR RECORD THIS _____ DAY OF _____, 20__, AT _____M., IN BOOK _____ OF MAPS AT PAGES _____ AT THE REQUEST OF FIRST AMERICAN TITLE COMPANY IN THE OFFICE OF THE COUNTY RECORDER OF ALAMEDA, STATE OF CALIFORNIA.

FEE: $_____ DOCUMENT NO. _____

MELISSA WILK
COUNTY RECORDER IN AND FOR THE
COUNTY OF ALAMEDA, STATE OF CALIFORNIA

BY: _____
DEPUTY COUNTY RECORDER



VICINITY MAP
NOT TO SCALE

TRACT 8449
PA-2 NORTH
THE DC DUBLIN CENTRE

A 37 LOT AND 25 COMMON AREA PARCEL SUBDIVISION FOR 214 RESIDENTIAL CONDOMINIUM UNITS AND 10 COMMERCIAL/RETAIL CONDOMINIUM UNITS – CONSISTING OF 13 SHEETS
BEING A SUBDIVISION OF PARCEL 2 OF PARCEL MAP 9512
FILED IN BOOK 308 OF PARCEL MAPS AT PAGE 13
OFFICIAL RECORDS OF ALAMEDA COUNTY

CITY OF DUBLIN
ALAMEDA COUNTY, CALIFORNIA

RUGGERI-JENSEN-AZAR
CIVIL ENGINEERS, PLANNERS, SURVEYORS
PLEASANTON, CALIFORNIA
APRIL 2024

JOB NO. 171026PA2 SHEET 1 OF 13 SHEETS

Attachment 1

© V:\JOBS2017\171026\SURVEY\CAD FILES\FINAL MAP 171026PA2 NORTH\INDEX PLOTTING 4/3/2024 10:18:23 AM ALAN MALLEN

SURVEYOR'S STATEMENT

THIS MAP WAS PREPARED BY ME OR UNDER MY DIRECTION AND IS BASED UPON A FIELD SURVEY IN CONFORMANCE WITH THE REQUIREMENTS OF THE SUBDIVISION MAP ACT AND LOCAL ORDINANCE AT THE REQUEST OF LANDSEA HOMES, INC. IN JANUARY 2023. I HEREBY STATE THAT ALL THE MONUMENTS ARE OF THE CHARACTER AND OCCUPY THE POSITIONS INDICATED OR THAT THEY WILL BE SET IN THOSE POSITIONS BEFORE DECEMBER 2024, AND THAT THE MONUMENTS ARE, OR WILL BE, SUFFICIENT TO ENABLE THE SURVEY TO BE RETRACED, AND THAT THIS FINAL MAP SUBSTANTIALLY CONFORMS TO THE CONDITIONALLY APPROVED TENTATIVE MAP.

LICENSED LAND SURVEYOR
SCOTT A. SHORTLIDGE
No. 6441
STATE OF CALIFORNIA

_____
SCOTT A. SHORTLIDGE, L.S. 6441 DATE

CITY ENGINEER'S STATEMENT

I, LAURIE L. SUCGANG, CITY ENGINEER OF THE CITY OF DUBLIN, COUNTY OF ALAMEDA, STATE OF CALIFORNIA, DO HEREBY STATE THAT I HAVE EXAMINED THE HEREIN EMBODIED FINAL MAP ENTITLED "TRACT 8449, PA–2 NORTH – THE DC DUBLIN CENTRE, CITY OF DUBLIN, ALAMEDA COUNTY, CALIFORNIA", CONSISTING OF THIRTEEN (13) SHEETS, THIS STATEMENT BEING UPON SHEET TWO (2) THEREOF, AND THAT THE FINAL MAP WAS PRESENTED TO ME AS PROVIDED BY LOCAL ORDINANCE THIS _____ DAY OF _____, 20__, AND THAT THIS MAP CONFORMS WITH THE REQUIREMENTS OF THE SUBDIVISION MAP ACT AND LOCAL ORDINANCES APPLICABLE AT THE TIME OF APPROVAL OF THE VESTING TENTATIVE MAP AND THE SUBDIVISION AS SHOWN IS SUBSTANTIALLY THE SAME AS IT APPEARED ON THE VESTING TENTATIVE MAP AND ANY APPROVED ALTERATIONS THEREOF, AND THAT I APPROVE SAID MAP AND ACCEPT, SUBJECT TO IMPROVEMENT, ON BEHALF OF THE CITY OF DUBLIN, DIABLO VIEW DRIVE, FINNIAN WAY, TASSAJARA ROAD, CENTRAL PARKWAY, BRANNIGAN STREET, DUBLIN BOULEVARD, EMERGENCY VEHICLE ACCESS EASEMENT (EVAE), PUBLIC SERVICE EASEMENT (PSE), PUBLIC UTILITY EASEMENT (PUE), AND PUBLIC PEDESTRIAN ACCESS EASEMENT (PPAE), OFFERED FOR DEDICATION FOR PUBLIC USE IN CONFORMITY WITH THE TERMS OF THE OFFER OF DEDICATION, AND HEREBY REJECT THE DUBLIN SAN RAMON SERVICES DISTRICT EASEMENT (DSRSD) OFFER OF DEDICATION, AND REJECT ON BEHALF OF THE CITY OF DUBLIN THE OFFER OF DEDICATION OF THE LAND DESIGNATED AS PARCEL P (PUBLIC PARK) AND PARCEL T (PUBLIC PARK).

I FURTHER STATE, IN ACCORDANCE WITH GOVERNMENT CODE SECTIONS 66434(G) OF THE SUBDIVISION MAP ACT, THE ABANDONMENT OF THE EASEMENTS LISTED ON SHEET 3 OF THIS MAP.

I FURTHER STATE THAT ALL AGREEMENTS AND SURETY AS REQUIRED BY LAW TO ACCOMPANY THE WITHIN FINAL MAP ARE APPROVED AND ARE FILED WITH THE CITY.

REGISTERED PROFESSIONAL ENGINEER
LAURIE L. SUCGANG
No. 73022
CIVIL
STATE OF CALIFORNIA

_____
LAURIE L. SUCGANG, R.C.E. 73022 DATE
CITY ENGINEER
CITY OF DUBLIN, ALAMEDA COUNTY, CALIFORNIA

ACTING CITY SURVEYOR'S STATEMENT

I HEREBY STATE THAT I HAVE EXAMINED THIS FINAL MAP ENTITLED "TRACT 8449, PA–2 NORTH – THE DC DUBLIN CENTRE, CITY OF DUBLIN, ALAMEDA COUNTY, CALIFORNIA" AND I AM SATISFIED THAT THIS FINAL MAP IS TECHNICALLY CORRECT.

LICENSED LAND SURVEYOR
DEAN A. JURADO
No. 9032
STATE OF CALIFORNIA

_____
DEAN A. JURADO, L.S. NO. 9032 DATE
ACTING CITY SURVEYOR, CITY OF DUBLIN

CLERK OF THE BOARD OF SUPERVISORS STATEMENT

I, ANIKA CAMPBELL–BELTON, CLERK OF THE BOARD OF SUPERVISORS FOR THE COUNTY OF ALAMEDA, STATE OF CALIFORNIA, DO HEREBY STATE, AS CHECKED BELOW, THAT:

☐ AN APPROVED BOND HAS BEEN FILED WITH THE SUPERVISORS OF SAID COUNTY AND STATE IN THE AMOUNT OF $_____ CONDITIONED FOR THE PAYMENT OF ALL TAXES AND SPECIAL ASSESSMENTS COLLECTED AS TAXES, APPROVED BY SAID LOCAL BOARD IN SAID AMOUNT.

☐ ALL TAXES AND SPECIAL ASSESSMENTS COLLECTED AS TAXES HAVE BEEN PAID AS CERTIFIED BY THE TREASURER–TAX COLLECTOR OF THE COUNTY OF ALAMEDA.

IN WITNESS WHEREOF, I HAVE HEREUNTO SET MY HAND THIS _____ DAY OF _____, 20__.

ANIKA CAMPBELL–BELTON
CLERK OF THE BOARD OF SUPERVISORS
COUNTY OF ALAMEDA
STATE OF CALIFORNIA

BY: _____
DEPUTY CLERK

SOIL REPORT

A GEOTECHNICAL INVESTIGATION AND REPORT ENTITLED "PRELIMINARY GEOTECHNICAL ASSESSMENT ON THE DUBLIN CENTER AT TASSAJARA ROAD, DUBLIN, CALIFORNIA", DATED MARCH 6, 2024, PROJECT NO. K020.G, WAS PREPARED BY QUANTUM GEOTECHNICAL, INC., AND FILED WITH THE CITY OF DUBLIN, CALIFORNIA.

TRACT 8449
PA–2 NORTH
THE DC DUBLIN CENTRE

A 37 LOT AND 25 COMMON AREA PARCEL SUBDIVISION FOR 214 RESIDENTIAL CONDOMINIUM UNITS AND 10 COMMERCIAL/RETAIL CONDOMINIUM UNITS – CONSISTING OF 13 SHEETS
BEING A SUBDIVISION OF PARCEL 2 OF PARCEL MAP 9512
FILED IN BOOK 308 OF PARCEL MAPS AT PAGE 13
OFFICIAL RECORDS OF ALAMEDA COUNTY

CITY OF DUBLIN
ALAMEDA COUNTY, CALIFORNIA

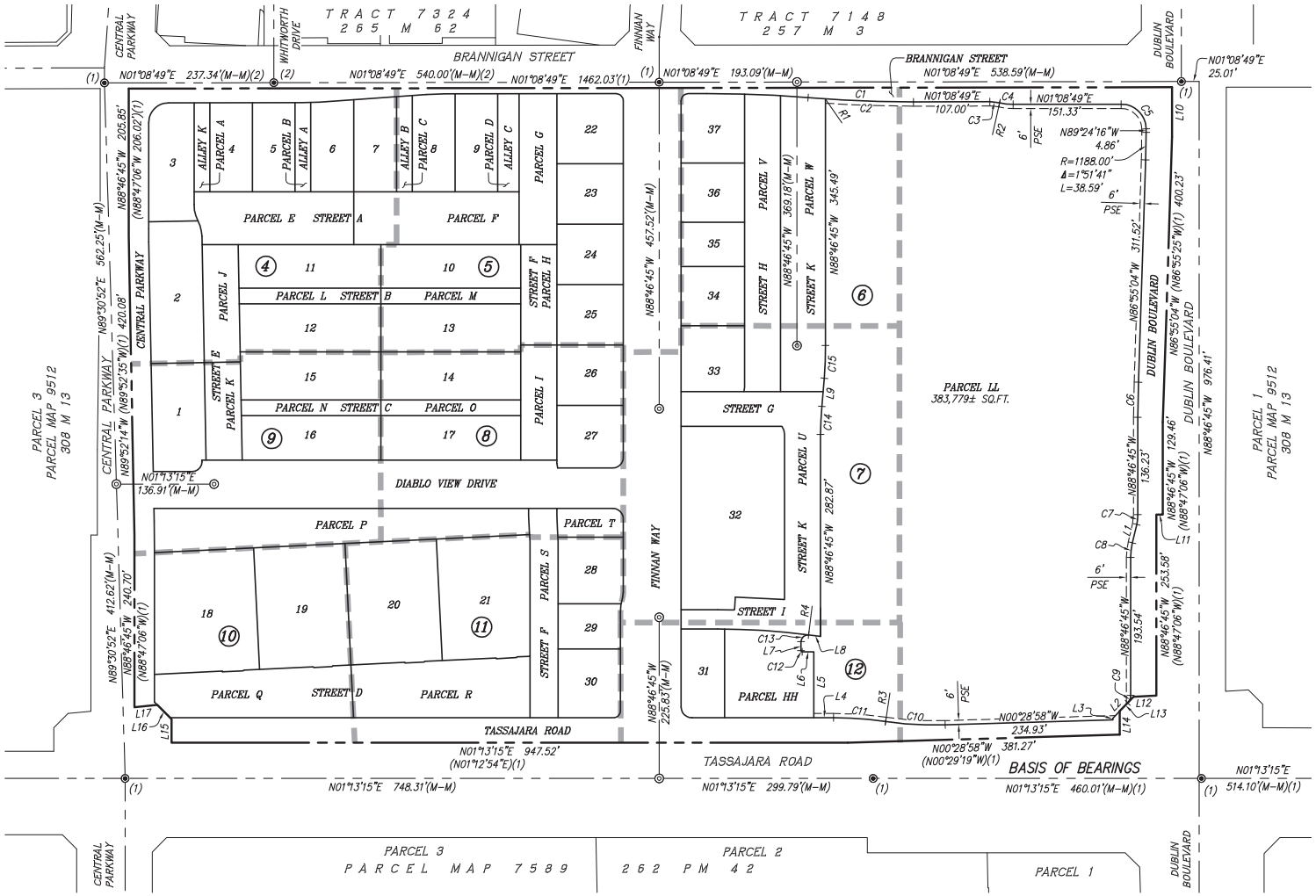
RUGGERI–JENSEN–AZAR
CIVIL ENGINEERS, PLANNERS, SURVEYORS
PLEASANTON, CALIFORNIA
APRIL 2024

JOB NO. 171026PA2 SHEET 2 OF 13 SHEETS

G:\JOBS017\171026\SURVEY\CAD FILES\FINAL MAP 171026PA2 NORTH\PA2S2 PAGING.DWG 4/3/2024 10:19:34 AM ALAN WALLEN

BOUNDARY MAP

AREA WITHIN TRACT MAP
BOUNDARY LINE = 30.26±ACRES



ABANDONMENT NOTE:

PURSUANT TO GOVERNMENT CODE SECTIONS 66434(g) OF THE SUBDIVISION MAP ACT, THE EASEMENTS LISTED BELOW, AS THEY AFFECT THE PARCELS BEING SUBDIVIDED HEREON, WILL BE ABANDONED WITH THE FILING OF THIS MAP AND ARE THEREFORE NOT SHOWN HEREON:

1. PUBLIC UTILITY EASEMENT PER RE 238, IM 939.
2. PUBLIC SERVICE/UTILITY EASEMENT PER 2004-050348
3. PEDESTRIAN/BICYCLE EASEMENT PER 2005-118809

NOTES:

1. ALL MONUMENT TIE LINES ARE AT RIGHT ANGLES TO THE MONUMENT LINE UNLESS OTHERWISE NOTED.

BASIS OF BEARINGS

THE BEARING "N01°13'15"E" BETWEEN FOUND MONUMENTS ON TASSAJARA ROAD AS SHOWN ON THE RECORD OF SURVEY NO. 1265, BOOK 61 OF RECORD OF SURVEYS PAGE 61, OFFICIAL RECORDS OF ALAMEDA COUNTY, IS TAKEN AS THE BASIS BEARINGS FOR THIS MAP.

REFERENCES:

(1) PARCEL MAP 9512 – 308 PM 13
(2) TRACT 7324 – 265 M 62

LEGEND

	TRACT BOUNDARY LINE
	LOT LINE
	MONUMENT LINE
	MONUMENT TIE LINE
	NEW EASEMENT LINE AS NOTED
	EXISTING EASEMENT LINE AS NOTED
	EXISTING LOT LINE
◎	SET CITY OF DUBLIN STANDARD MONUMENT STAMPED LS 6441
◉	FOUND STREET MONUMENT PER REFERENCE AS NOTED
EX.	EXISTING
EVAE	EMERGENCY VEHICLE ACCESS EASEMENT
PAE	PUBLIC ACCESS EASEMENT
PSE	PUBLIC SERVICE EASEMENT
PUE	PUBLIC UTILITY EASEMENT
DSRSD	DUBLIN SAN RAMON SERVICES DISTRICT
PPAE	PUBLIC PEDESTRIAN ACCESS EASEMENT
PRPAE	PRIVATE PEDESTRIAN ACCESS EASEMENT
(M-M)	MONUMENT TO MONUMENT
(R)	RADIAL
(T)	TOTAL
(DATA)(1)	RECORD DATA & REFERENCE
	SHEET LIMIT
(4)	SHEET NUMBER

TRACT 8449

PA-2 NORTH

THE DC DUBLIN CENTRE

A 37 LOT AND 25 COMMON AREA PARCEL SUBDIVISION FOR 214 RESIDENTIAL CONDOMINIUM UNITS AND 10 COMMERCIAL/RETAIL CONDOMINIUM UNITS – CONSISTING OF 13 SHEETS
BEING A SUBDIVISION OF PARCEL 2 OF PARCEL MAP 9512
FILED IN BOOK 308 OF PARCEL MAPS AT PAGE 13
OFFICIAL RECORDS OF ALAMEDA COUNTY

CITY OF DUBLIN
ALAMEDA COUNTY, CALIFORNIA

RUGGERI-JENSEN-AZAR
CIVIL ENGINEERS, PLANNERS, SURVEYORS
PLEASANTON, CALIFORNIA
APRIL 2024

JOB NO. 171026PA2 SHEET 3 OF 13 SHEETS

0 100 200 300
1 inch = 100 ft.

Line Table		
L1	N75°35'03"W	26.46'
L2	N44°37'52"E	30.18'
L3	N89°31'02"E	2.14'
L4	N01°13'15"E	27.42'
L5	N88°46'45"W	92.50'
L6	N01°13'15"E	16.50'
L7	N88°46'45"W	12.68'
L8	N08°14'42"E	16.80'
L9	N83°53'48"W	39.61'

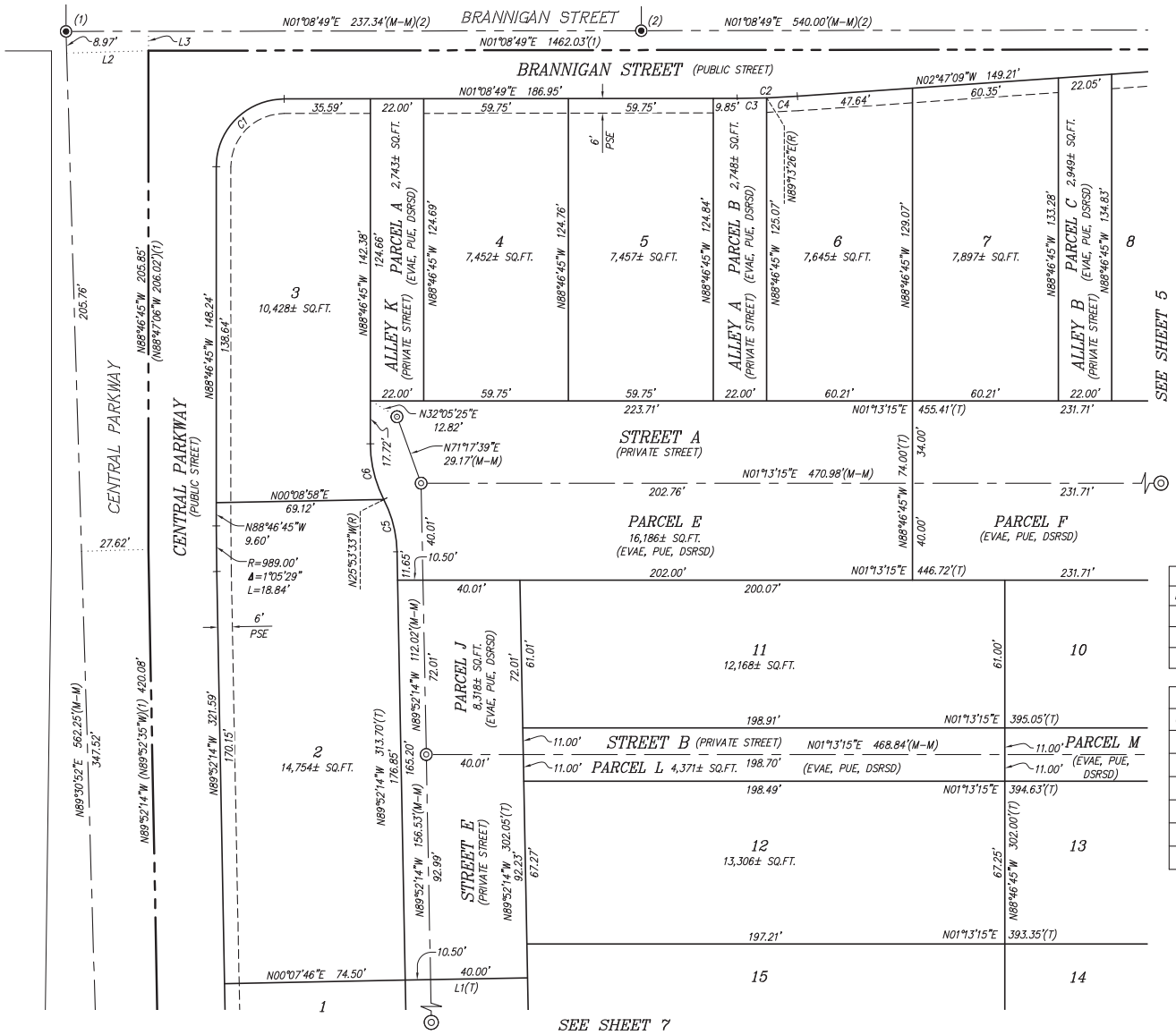
Line Table		
L10	N88°46'45"W (N88°47'06"W)(1)	69.05' (69.06')(1)
L11	N01°13'15"E (N01°12'54"E)(1)	9.00'
L12	N02°12'46"W (N02°13'07"W)(1)	32.06'
L13	N44°37'52"W (N44°38'13"W)(1)	27.86'
L14	N88°46'45"W (N88°47'06"W)(1)	33.01'
L15	N88°46'43"W (N88°47'06"W)(1)	33.00'
L16	N46°13'15"E (N46°12'54"E)(1)	28.28'
L17	N04°15'46"W (N04°16'07"W)(1)	32.15'

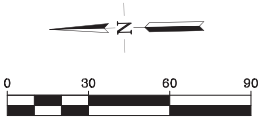
Curve Table			
Curve	Radius	Delta	Length
C1	1782.00'	4°44'45"	147.61'
C2	1782.00'	3°57'32"	123.13'
C3	63.00'	12°34'55"	13.83'
C4	87.00'	12°34'55"	19.10'
C5	35.00'	89°26'55"	54.64'
C6	1514.00'	1°51'41"	49.19'
C7	61.00'	13°11'42"	14.05'
C8	89.00'	13°11'42"	20.50'

Curve Table			
Curve	Radius	Delta	Length
C9	15.00'	44°08'53"	11.56'
C10	485.00'	9°52'20"	83.57'
C11	515.00'	8°10'07"	73.42'
C12	1.50'	90°00'00"	2.36'
C13	9.50'	97°01'26"	16.09'
C14	463.00'	4°52'56"	39.45'
C15	537.00'	4°52'56"	45.76'

Radial Bearing Table	
No.	Bearing
R1	N84°53'39"W
R2	N76°16'16"W
R3	N80°36'38"W
R4	N81°23'40"W

© V:\2020\171026\SURVEY\CAD FILES\FINAL MAP 171026PA2 NORTH\NB02 PAINLINE 4/3/2024 10:21:58 AM ALAN MALLEN





NOTES:

1. ALL MONUMENT TIE LINES ARE AT RIGHT ANGLES TO THE MONUMENT LINE UNLESS OTHERWISE NOTED.

BASIS OF BEARINGS

THE BEARING "N01°13'15"E" BETWEEN FOUND MONUMENTS ON TASSAJARA ROAD AS SHOWN ON THE RECORD OF SURVEY NO. 1265, BOOK 61 OF RECORD OF SURVEYS PAGE 61, OFFICIAL RECORDS OF ALAMEDA COUNTY, IS TAKEN AS THE BASIS BEARINGS FOR THIS MAP.

REFERENCES:

(1) PARCEL MAP 9512 – 308 PM 13
(2) TRACT 7324 – 265 M 62

LEGEND

- TRACT BOUNDARY LINE
- LOT LINE
- MONUMENT LINE
- MONUMENT TIE LINE
- NEW EASEMENT LINE AS NOTED
- EXISTING EASEMENT LINE AS NOTED
- EXISTING LOT LINE
- ◎ SET CITY OF DUBLIN STANDARD MONUMENT STAMPED LS 6441
- ◉ FOUND STREET MONUMENT PER REFERENCE AS NOTED

EX.	EXISTING
EVAE	EMERGENCY VEHICLE ACCESS EASEMENT
PAE	PUBLIC ACCESS EASEMENT
PSE	PUBLIC SERVICE EASEMENT
PUE	PUBLIC UTILITY EASEMENT
DSRSD	DUBLIN SAN RAMON SERVICES DISTRICT
PPAE	PUBLIC PEDESTRIAN ACCESS EASEMENT
PRPAE	PRIVATE PEDESTRIAN ACCESS EASEMENT
(M–M)	MONUMENT TO MONUMENT
(R)	RADIAL
(T)	TOTAL
(DATA)(1)	RECORD DATA & REFERENCE

LINE TABLE

LINE	BEARING	LENGTH
L1	N00°07'46"E	50.50'
L2	N00°29'08"W	33.75'
L3	N88°51'11"W	8.00'

CURVE TABLE

CURVE	RADIUS	DELTA	LENGTH
C1	28.00'	89°55'34"	43.95'
C2	362.00'	3°55'58"	24.85'
C3	362.00'	1°55'23"	12.15'
C4	362.00'	2°00'35"	12.70'
C5	49.50'	26°01'19"	22.48'
C6	50.50'	27°06'48"	23.90'

TRACT 8449

PA–2 NORTH

THE DC DUBLIN CENTRE

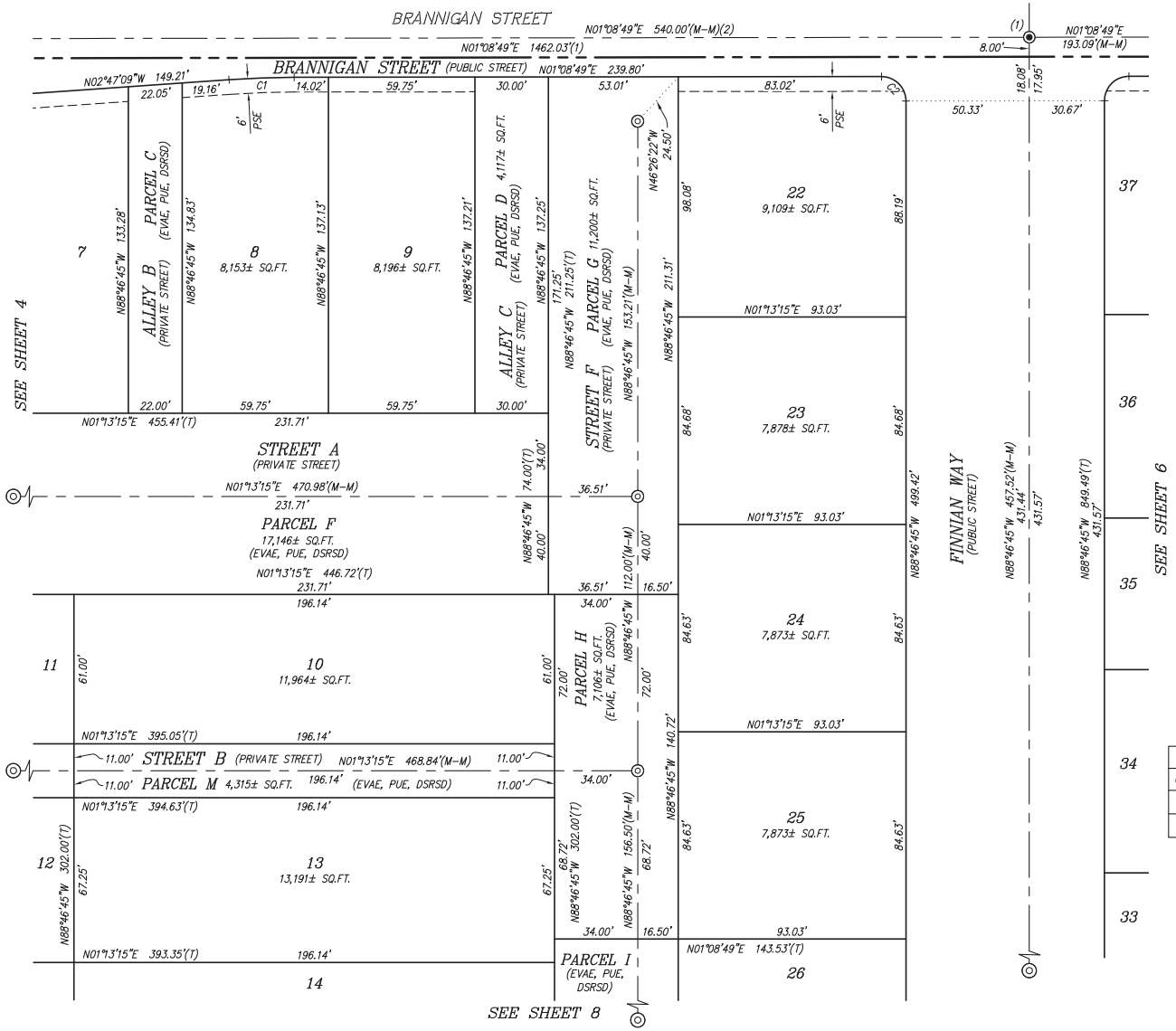
A 37 LOT AND 25 COMMON AREA PARCEL SUBDIVISION FOR 214 RESIDENTIAL CONDOMINIUM UNITS AND 10 COMMERCIAL/RETAIL CONDOMINIUM UNITS – CONSISTING OF 13 SHEETS
BEING A SUBDIVISION OF PARCEL 2 OF PARCEL MAP 9512
FILED IN BOOK 308 OF PARCEL MAPS AT PAGE 13
OFFICIAL RECORDS OF ALAMEDA COUNTY

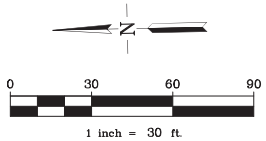
CITY OF DUBLIN
ALAMEDA COUNTY, CALIFORNIA

RUGGERI–JENSEN–AZAR
CIVIL ENGINEERS, PLANNERS, SURVEYORS
PLEASANTON, CALIFORNIA
APRIL 2024

JOB NO. 171026PA2 SHEET 4 OF 13 SHEETS

© V:\2020\171026\SURVEY\CAD FILES\FINAL MAP 171026PA2 NORTH\NORTH PAGINLONG 4/3/2024 10:27:47 AM ALAN WALLEN





NOTES:

1. ALL MONUMENT TIE LINES ARE AT RIGHT ANGLES TO THE MONUMENT LINE UNLESS OTHERWISE NOTED.

BASIS OF BEARINGS

THE BEARING "N01°13'15"E" BETWEEN FOUND MONUMENTS ON TASSAJARA ROAD AS SHOWN ON THE RECORD OF SURVEY NO. 1265, BOOK 61 OF RECORD OF SURVEYS PAGE 61, OFFICIAL RECORDS OF ALAMEDA COUNTY, IS TAKEN AS THE BASIS BEARINGS FOR THIS MAP.

REFERENCES:

(1) PARCEL MAP 9512 – 308 PM 13
(2) TRACT 7324 – 265 M 62

LEGEND

TRACT BOUNDARY LINE
LOT LINE
MONUMENT LINE
MONUMENT TIE LINE
NEW EASEMENT LINE AS NOTED
EXISTING EASEMENT LINE AS NOTED
EXISTING LOT LINE

◎ SET CITY OF DUBLIN STANDARD MONUMENT STAMPED LS 6441
◉ FOUND STREET MONUMENT PER REFERENCE AS NOTED

EX.	EXISTING
EVAE	EMERGENCY VEHICLE ACCESS EASEMENT
PAE	PUBLIC ACCESS EASEMENT
PSE	PUBLIC SERVICE EASEMENT
PUE	PUBLIC UTILITY EASEMENT
DSRSD	DUBLIN SAN RAMON SERVICES DISTRICT
PPAE	PUBLIC PEDESTRIAN ACCESS EASEMENT
PRPAE	PRIVATE PEDESTRIAN ACCESS EASEMENT
(M–M)	MONUMENT TO MONUMENT
(R)	RADIAL
(T)	TOTAL
(DATA)(1)	RECORD DATA & REFERENCE

CURVE TABLE

CURVE	RADIUS	DELTA	LENGTH
C1	388.00'	3°55'58"	26.63'
C2	10.00'	90°04'26"	15.72'

TRACT 8449
PA–2 NORTH
THE DC DUBLIN CENTRE

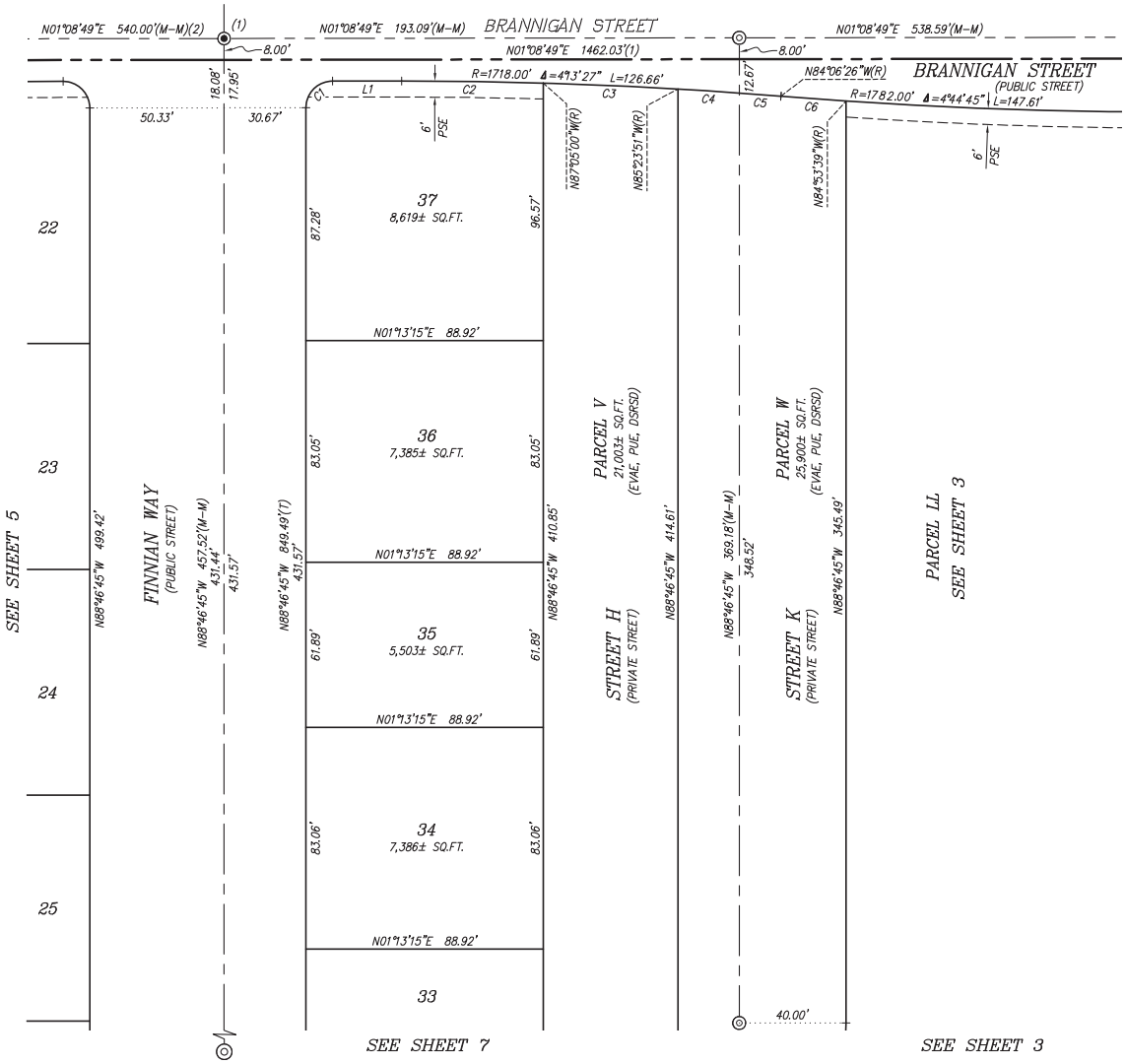
A 37 LOT AND 25 COMMON AREA PARCEL SUBDIVISION FOR 214 RESIDENTIAL CONDOMINIUM UNITS AND 10 COMMERCIAL/RETAIL CONDOMINIUM UNITS – CONSISTING OF 13 SHEETS
BEING A SUBDIVISION OF PARCEL 2 OF PARCEL MAP 9512 FILED IN BOOK 308 OF PARCEL MAPS AT PAGE 13 OFFICIAL RECORDS OF ALAMEDA COUNTY

CITY OF DUBLIN
ALAMEDA COUNTY, CALIFORNIA

RUGGERI–JENSEN–AZAR
CIVIL ENGINEERS, PLANNERS, SURVEYORS
PLEASANTON, CALIFORNIA
APRIL 2024

JOB NO. 171026PA2 SHEET 5 OF 13 SHEETS

© V:\2021\171026\SURVEY\CAD FILES\FINAL MAP 171026PA2 NORTH\NORTH PLOTTING 4/3/2024 10:28:03 AM ALAN WALLEN



LINE TABLE		
LINE	BEARING	LENGTH
L1	N01°08'49"E	25.88'

CURVE TABLE			
CURVE	RADIUS	DELTA	LENGTH
C1	10.00'	89°55'34"	15.70'
C2	1718.00'	1°46'11"	53.06'
C3	1718.00'	1°41'09"	50.55'
C4	1718.00'	0°46'07"	23.05'
C5	1718.00'	0°31'18"	15.64'
C6	1782.00'	0°47'13"	24.47'

N

0 30 60 90

1 inch = 30 ft.

NOTES:

1. ALL MONUMENT TIE LINES ARE AT RIGHT ANGLES TO THE MONUMENT LINE UNLESS OTHERWISE NOTED.

BASIS OF BEARINGS

THE BEARING "N01°13'15"E" BETWEEN FOUND MONUMENTS ON TASSAJARA ROAD AS SHOWN ON THE RECORD OF SURVEY NO. 1265, BOOK 61 OF RECORD OF SURVEYS PAGE 61, OFFICIAL RECORDS OF ALAMEDA COUNTY, IS TAKEN AS THE BASIS BEARINGS FOR THIS MAP.

REFERENCES:

(1) PARCEL MAP 9512 – 308 PM 13
(2) TRACT 7324 – 265 M 62

LEGEND

- TRACT BOUNDARY LINE
- LOT LINE
- MONUMENT LINE
- MONUMENT TIE LINE
- NEW EASEMENT LINE AS NOTED
- EXISTING EASEMENT LINE AS NOTED
- EXISTING LOT LINE
- ◎ SET CITY OF DUBLIN STANDARD MONUMENT STAMPED LS 6441
- ◉ FOUND STREET MONUMENT PER REFERENCE AS NOTED

EX.	EXISTING
EVAE	EMERGENCY VEHICLE ACCESS EASEMENT
PAE	PUBLIC ACCESS EASEMENT
PSE	PUBLIC SERVICE EASEMENT
PUE	PUBLIC UTILITY EASEMENT
DSRSD	DUBLIN SAN RAMON SERVICES DISTRICT
PPAE	PUBLIC PEDESTRIAN ACCESS EASEMENT
PRPAE	PRIVATE PEDESTRIAN ACCESS EASEMENT
(M–M)	MONUMENT TO MONUMENT
(R)	RADIAL
(T)	TOTAL
(DATA)(1)	RECORD DATA & REFERENCE

TRACT 8449

PA–2 NORTH

THE DC DUBLIN CENTRE

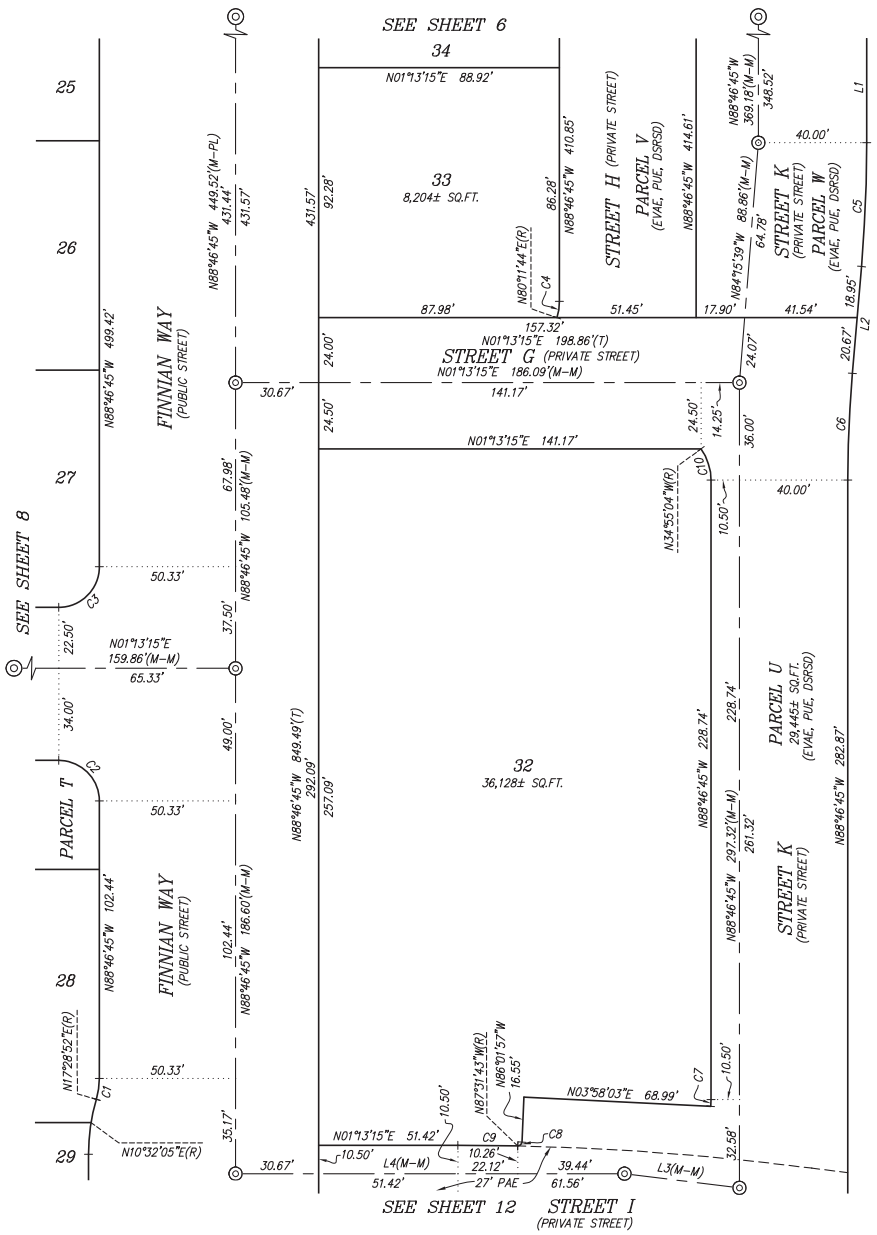
A 37 LOT AND 25 COMMON AREA PARCEL SUBDIVISION FOR 214 RESIDENTIAL CONDOMINIUM UNITS AND 10 COMMERCIAL/RETAIL CONDOMINIUM UNITS – CONSISTING OF 13 SHEETS
BEING A SUBDIVISION OF PARCEL 2 OF PARCEL MAP 9512
FILED IN BOOK 308 OF PARCEL MAPS AT PAGE 13
OFFICIAL RECORDS OF ALAMEDA COUNTY

CITY OF DUBLIN
ALAMEDA COUNTY, CALIFORNIA

RUGGERI–JENSEN–AZAR
CIVIL ENGINEERS, PLANNERS, SURVEYORS
PLEASANTON, CALIFORNIA
APRIL 2024

JOB NO. 171026PA2 SHEET 6 OF 13 SHEETS

© V:\2021\171026\SURVEY\CAD FILES\FINAL MAP 171026PA2 NORTH\NORTH PLANNING 4/3/2024 10:28:30 AM ALAN WALLEN



LINE TABLE		
LINE	BEARING	LENGTH
L1	N88°46'45"W	345.49'
L2	N83°53'48"W	39.61'
L3	N08°14'42"E	42.77'
L4	N01°13'15"E	143.64'

CURVE TABLE			
CURVE	RADIUS	DELTA	LENGTH
C1	27.50'	16°15'37"	7.80'
C2	15.00'	90°00'00"	23.56'
C3	15.00'	90°00'00"	23.56'
C4	19.50'	17°55'13"	6.10'
C5	537.00'	4°52'56"	45.76'
C6	463.00'	4°52'56"	39.45'
C7	19.50'	7°09'24"	2.44'
C8	1.50'	88°30'14"	2.32'
C9	1013.50'	1°15'02"	22.12'
C10	19.50'	36°08'20"	12.30'

0 30 60 90

1 inch = 30 ft.

NOTES:

1. ALL MONUMENT TIE LINES ARE AT RIGHT ANGLES TO THE MONUMENT LINE UNLESS OTHERWISE NOTED.

BASIS OF BEARINGS

THE BEARING "N01°13'15"E" BETWEEN FOUND MONUMENTS ON TASSAJARA ROAD AS SHOWN ON THE RECORD OF SURVEY NO. 1265, BOOK 61 OF RECORD OF SURVEYS PAGE 61, OFFICIAL RECORDS OF ALAMEDA COUNTY, IS TAKEN AS THE BASIS BEARINGS FOR THIS MAP.

REFERENCES:

(1) PARCEL MAP 9512 – 308 PM 13
(2) TRACT 7324 – 265 M 62

LEGEND

TRACT BOUNDARY LINE
LOT LINE
MONUMENT LINE
MONUMENT TIE LINE
NEW EASEMENT LINE AS NOTED
EXISTING EASEMENT LINE AS NOTED
EXISTING LOT LINE

◎ SET CITY OF DUBLIN STANDARD MONUMENT STAMPED LS 6441

◉ FOUND STREET MONUMENT PER REFERENCE AS NOTED

EX.	EXISTING
EVAE	EMERGENCY VEHICLE ACCESS EASEMENT
PAE	PUBLIC ACCESS EASEMENT
PSE	PUBLIC SERVICE EASEMENT
PUE	PUBLIC UTILITY EASEMENT
DSRSD	DUBLIN SAN RAMON SERVICES DISTRICT
PPAE	PUBLIC PEDESTRIAN ACCESS EASEMENT
PRPAE	PRIVATE PEDESTRIAN ACCESS EASEMENT
(M–M)	MONUMENT TO MONUMENT
(R)	RADIAL
(T)	TOTAL
(DATA)(1)	RECORD DATA & REFERENCE

TRACT 8449

PA–2 NORTH

THE DC DUBLIN CENTRE

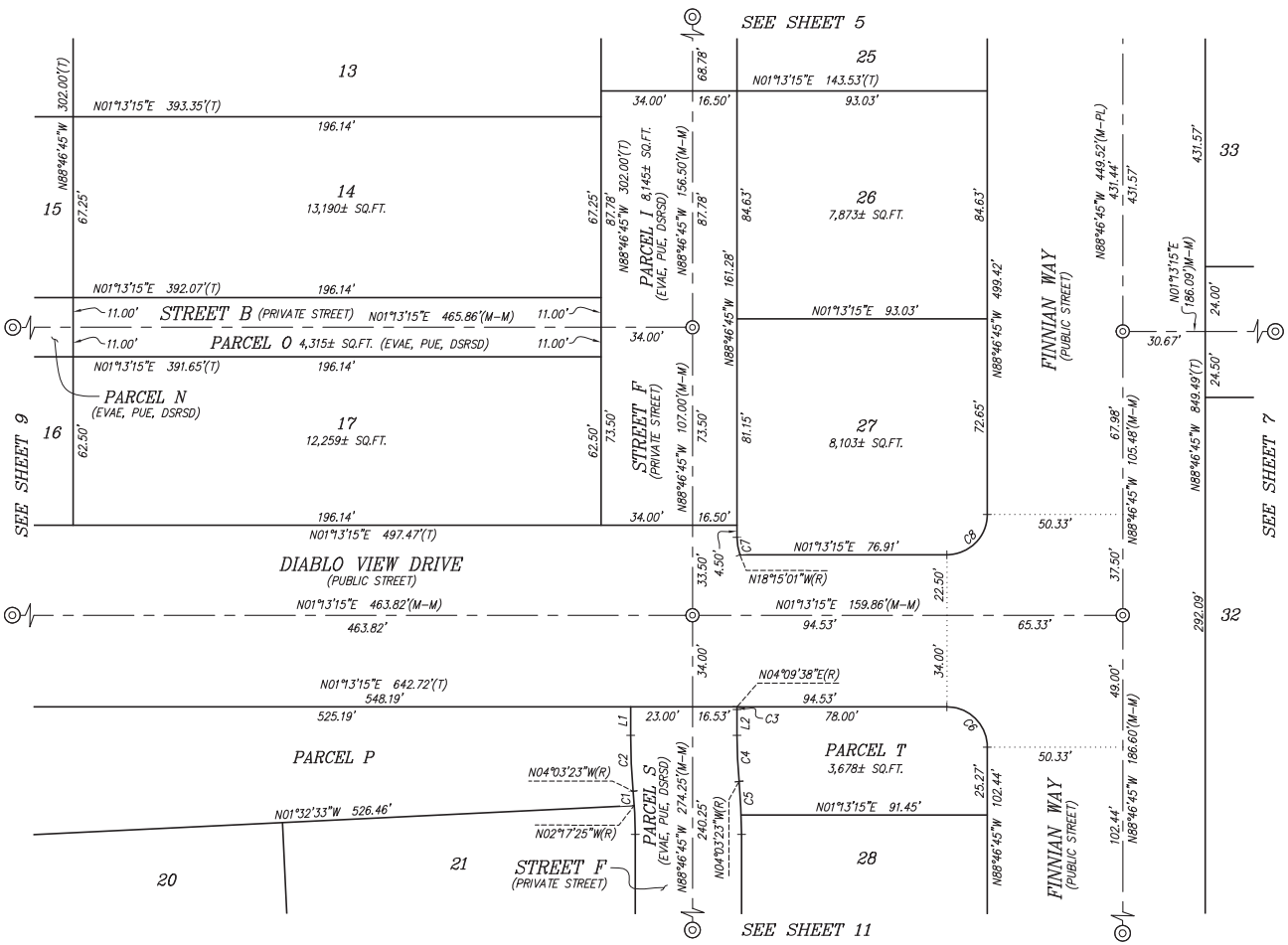
A 37 LOT AND 25 COMMON AREA PARCEL SUBDIVISION FOR 214 RESIDENTIAL CONDOMINIUM UNITS AND 10 COMMERCIAL/RETAIL CONDOMINIUM UNITS – CONSISTING OF 13 SHEETS
BEING A SUBDIVISION OF PARCEL 2 OF PARCEL MAP 9512
FILED IN BOOK 308 OF PARCEL MAPS AT PAGE 13
OFFICIAL RECORDS OF ALAMEDA COUNTY

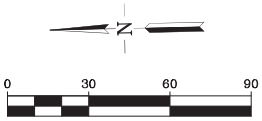
CITY OF DUBLIN
ALAMEDA COUNTY, CALIFORNIA

RUGGERI–JENSEN–AZAR
CIVIL ENGINEERS, PLANNERS, SURVEYORS
PLEASANTON, CALIFORNIA
APRIL 2024

JOB NO. 171026PA2 SHEET 7 OF 13 SHEETS

© V:\2023\171026\SURVEY\CAD FILES\FINAL MAP 171026PA2 NORTH\M2007 PLOTLINE 4/3/2024 10:28:07 AM ALAN WALLEN





1 inch = 30 ft.

NOTES:

1. ALL MONUMENT TIE LINES ARE AT RIGHT ANGLES TO THE MONUMENT LINE UNLESS OTHERWISE NOTED.

BASIS OF BEARINGS

THE BEARING "N01°13'15"E" BETWEEN FOUND MONUMENTS ON TASSAJARA ROAD AS SHOWN ON THE RECORD OF SURVEY NO. 1265, BOOK 61 OF RECORD OF SURVEYS PAGE 61, OFFICIAL RECORDS OF ALAMEDA COUNTY, IS TAKEN AS THE BASIS BEARINGS FOR THIS MAP.

REFERENCES:

(1) PARCEL MAP 9512 – 308 PM 13
(2) TRACT 7324 – 265 M 62

LEGEND

	TRACT BOUNDARY LINE
	LOT LINE
	MONUMENT LINE
	MONUMENT TIE LINE
	NEW EASEMENT LINE AS NOTED
	EXISTING EASEMENT LINE AS NOTED
	EXISTING LOT LINE
◎	SET CITY OF DUBLIN STANDARD MONUMENT STAMPED LS 6441
◉	FOUND STREET MONUMENT PER REFERENCE AS NOTED
EX.	EXISTING
EVAE	EMERGENCY VEHICLE ACCESS EASEMENT
PAE	PUBLIC ACCESS EASEMENT
PSE	PUBLIC SERVICE EASEMENT
PUE	PUBLIC UTILITY EASEMENT
DSRSD	DUBLIN SAN RAMON SERVICES DISTRICT
PPAE	PUBLIC PEDESTRIAN ACCESS EASEMENT
PRPAE	PRIVATE PEDESTRIAN ACCESS EASEMENT
(M–M)	MONUMENT TO MONUMENT
(R)	RADIAL
(T)	TOTAL
(DATA)(1)	RECORD DATA & REFERENCE

LINE TABLE

LINE	BEARING	LENGTH
L1	N88°46'45"W	10.59'
L2	N88°46'45"W	9.59'

CURVE TABLE

CURVE	RADIUS	DELTA	LENGTH
C1	174.00'	1°45'57"	5.36'
C2	226.00'	5°16'38"	20.82'
C3	19.50'	2°56'22"	1.00'
C4	186.50'	5°16'38"	17.18'
C5	213.50'	3°22'06"	12.55'
C6	15.00'	90°00'00"	23.56'
C7	19.50'	19°28'16"	6.63'
C8	15.00'	90°00'00"	23.56'

TRACT 8449

PA–2 NORTH

THE DC DUBLIN CENTRE

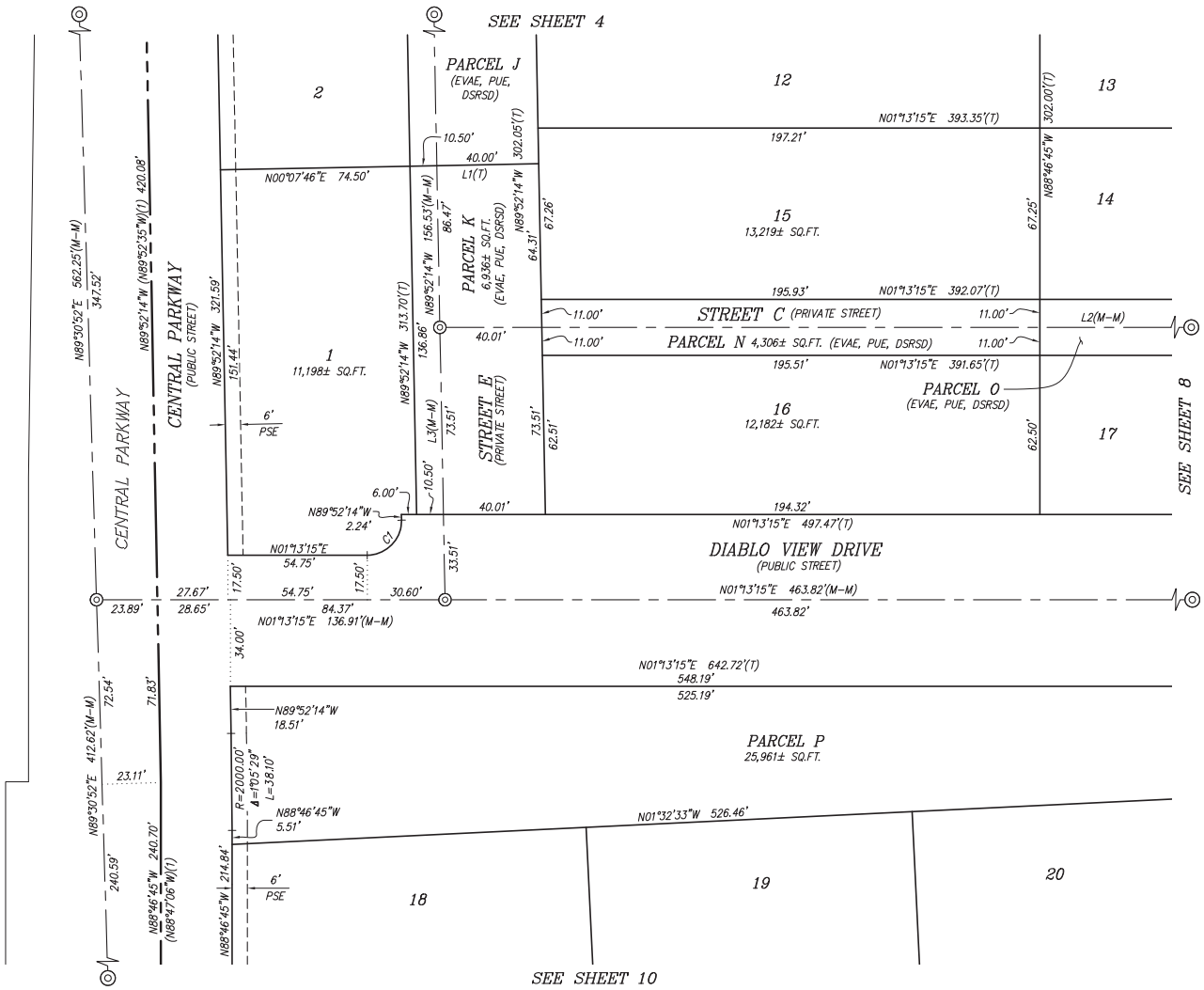
A 37 LOT AND 25 COMMON AREA PARCEL SUBDIVISION FOR 214 RESIDENTIAL CONDOMINIUM UNITS AND 10 COMMERCIAL/RETAIL CONDOMINIUM UNITS – CONSISTING OF 13 SHEETS
BEING A SUBDIVISION OF PARCEL 2 OF PARCEL MAP 9512
FILED IN BOOK 308 OF PARCEL MAPS AT PAGE 13
OFFICIAL RECORDS OF ALAMEDA COUNTY

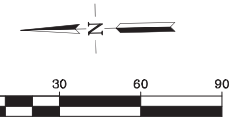
CITY OF DUBLIN
ALAMEDA COUNTY, CALIFORNIA

RUGGERI–JENSEN–AZAR
CIVIL ENGINEERS, PLANNERS, SURVEYORS
PLEASANTON, CALIFORNIA
APRIL 2024

JOB NO. 171026PA2 SHEET 8 OF 13 SHEETS

© \\JRA2017\171026\SURVEY\CAD FILES\FINAL MAP 171026PA2 NORTH\NORTH PAONLINE 4/3/2024 10:31:03 AM ALAN MALLEN





NOTES:

1. ALL MONUMENT TIE LINES ARE AT RIGHT ANGLES TO THE MONUMENT LINE UNLESS OTHERWISE NOTED.

BASIS OF BEARINGS

THE BEARING "N01°13'15"E" BETWEEN FOUND MONUMENTS ON TASSAJARA ROAD AS SHOWN ON THE RECORD OF SURVEY NO. 1265, BOOK 61 OF RECORD OF SURVEYS PAGE 61, OFFICIAL RECORDS OF ALAMEDA COUNTY, IS TAKEN AS THE BASIS BEARINGS FOR THIS MAP.

REFERENCES:

(1) PARCEL MAP 9512 – 308 PM 13
(2) TRACT 7324 – 265 M 62

LEGEND

	TRACT BOUNDARY LINE
	LOT LINE
	MONUMENT LINE
	MONUMENT TIE LINE
	NEW EASEMENT LINE AS NOTED
	EXISTING EASEMENT LINE AS NOTED
	EXISTING LOT LINE
◎	SET CITY OF DUBLIN STANDARD MONUMENT STAMPED LS 6441
◉	FOUND STREET MONUMENT PER REFERENCE AS NOTED
EX.	EXISTING
EVAE	EMERGENCY VEHICLE ACCESS EASEMENT
PAE	PUBLIC ACCESS EASEMENT
PSE	PUBLIC SERVICE EASEMENT
PUE	PUBLIC UTILITY EASEMENT
DSRSD	DUBLIN SAN RAMON SERVICES DISTRICT
PPAE	PUBLIC PEDESTRIAN ACCESS EASEMENT
PRPAE	PRIVATE PEDESTRIAN ACCESS EASEMENT
(M–M)	MONUMENT TO MONUMENT
(R)	RADIAL
(T)	TOTAL
(DATA)(1)	RECORD DATA & REFERENCE

LINE TABLE		
LINE	BEARING	LENGTH
L1	N00°07'46"E	50.50'
L2	S01°13'15"W	465.86'
L3	N89°52'14"W	107.02'

CURVE TABLE			
CURVE	RADIUS	DELTA	LENGTH
C1	13.50'	91°05'28"	21.46'

TRACT 8449

PA–2 NORTH

THE DC DUBLIN CENTRE

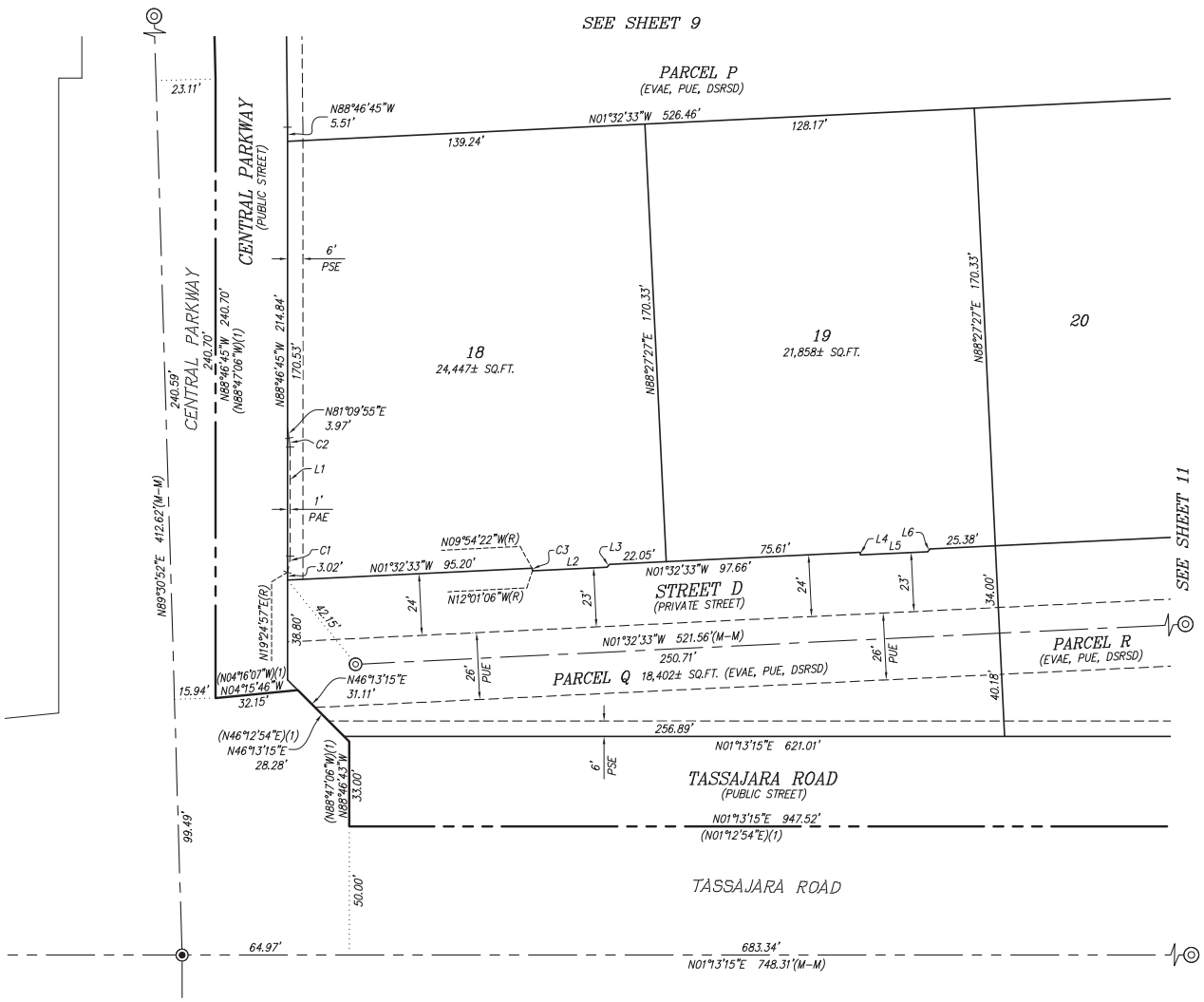
A 37 LOT AND 25 COMMON AREA PARCEL SUBDIVISION FOR 214 RESIDENTIAL CONDOMINIUM UNITS AND 10 COMMERCIAL/RETAIL CONDOMINIUM UNITS – CONSISTING OF 13 SHEETS
BEING A SUBDIVISION OF PARCEL 2 OF PARCEL MAP 9512
FILED IN BOOK 308 OF PARCEL MAPS AT PAGE 13
OFFICIAL RECORDS OF ALAMEDA COUNTY

CITY OF DUBLIN
ALAMEDA COUNTY, CALIFORNIA

RUGGERI–JENSEN–AZAR
CIVIL ENGINEERS, PLANNERS, SURVEYORS
PLEASANTON, CALIFORNIA
APRIL 2024

JOB NO. 171026PA2 SHEET 9 OF 13 SHEETS

© V:\JOBS2017\171026\SURVEY\CAD FILES\FINAL MAP 171026PA2 NORTH\FINDSR PAINLINE 4/3/2024 10:31:41 AM ALAN MULLEN



LINE TABLE		
LINE	BEARING	LENGTH
L1	N88°46'45"W	42.45'
L2	N01°32'33"W	29.05'
L3	N46°32'33"W	1.41'
L4	N88°27'27"E	1.00'
L5	N01°32'33"W	26.18'
L6	N46°32'33"W	1.41'

CURVE TABLE			
CURVE	RADIUS	DELTA	LENGTH
C1	20.00'	18°11'42"	6.35'
C2	20.00'	10°03'20"	3.51'
C3	27.50'	2°06'43"	1.01'

0 30 60 90

1 inch = 30 ft.

NOTES:

1. ALL MONUMENT TIE LINES ARE AT RIGHT ANGLES TO THE MONUMENT LINE UNLESS OTHERWISE NOTED.

BASIS OF BEARINGS

THE BEARING "N01°13'15"E" BETWEEN FOUND MONUMENTS ON TASSAJARA ROAD AS SHOWN ON THE RECORD OF SURVEY NO. 1265, BOOK 61 OF RECORD OF SURVEYS PAGE 61, OFFICIAL RECORDS OF ALAMEDA COUNTY, IS TAKEN AS THE BASIS BEARINGS FOR THIS MAP.

REFERENCES:

(1) PARCEL MAP 9512 – 308 PM 13
(2) TRACT 7324 – 265 M 62

LEGEND

TRACT BOUNDARY LINE
LOT LINE
MONUMENT LINE
MONUMENT TIE LINE
NEW EASEMENT LINE AS NOTED
EXISTING EASEMENT LINE AS NOTED
EXISTING LOT LINE

◎ SET CITY OF DUBLIN STANDARD MONUMENT STAMPED LS 6441

◉ FOUND STREET MONUMENT PER REFERENCE AS NOTED

EX.	EXISTING
EVAE	EMERGENCY VEHICLE ACCESS EASEMENT
PAE	PUBLIC ACCESS EASEMENT
PSE	PUBLIC SERVICE EASEMENT
PUE	PUBLIC UTILITY EASEMENT
DSRSD	DUBLIN SAN RAMON SERVICES DISTRICT
PPAE	PUBLIC PEDESTRIAN ACCESS EASEMENT
PRPAE	PRIVATE PEDESTRIAN ACCESS EASEMENT
(M–M)	MONUMENT TO MONUMENT
(R)	RADIAL
(T)	TOTAL
(DATA)(1)	RECORD DATA & REFERENCE

TRACT 8449

PA–2 NORTH
THE DC DUBLIN CENTRE

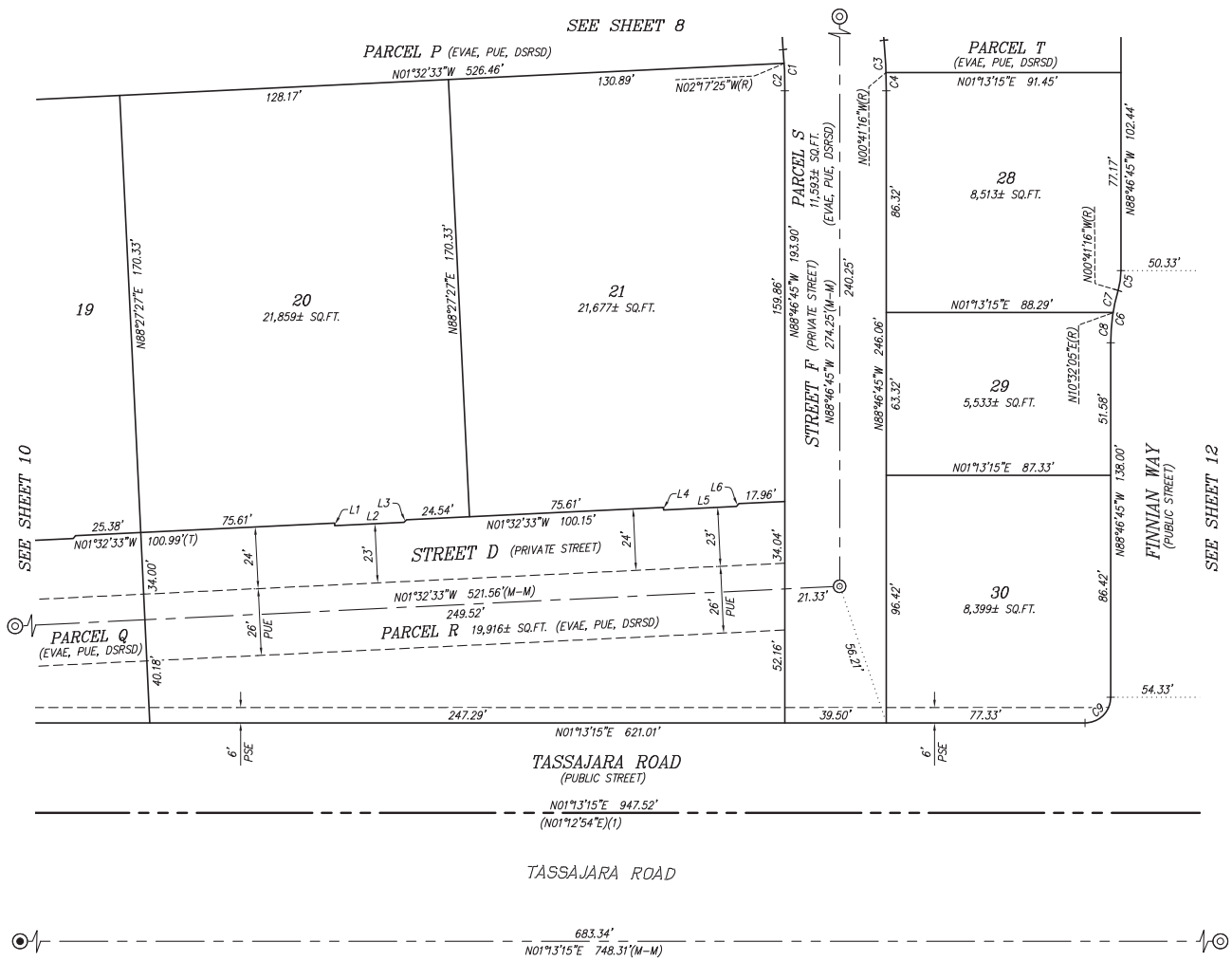
A 37 LOT AND 25 COMMON AREA PARCEL SUBDIVISION FOR 214 RESIDENTIAL CONDOMINIUM UNITS AND 10 COMMERCIAL/RETAIL CONDOMINIUM UNITS – CONSISTING OF 13 SHEETS
BEING A SUBDIVISION OF PARCEL 2 OF PARCEL MAP 9512
FILED IN BOOK 308 OF PARCEL MAPS AT PAGE 13
OFFICIAL RECORDS OF ALAMEDA COUNTY

CITY OF DUBLIN
ALAMEDA COUNTY, CALIFORNIA

RUGGERI–JENSEN–AZAR
CIVIL ENGINEERS, PLANNERS, SURVEYORS
PLEASANTON, CALIFORNIA
APRIL 2024

JOB NO. 171026PA2 SHEET 10 OF 13 SHEETS

© V:\2020\171026\SURVEY\CAD FILES\FINAL MAP 171026PA2 NORTH\PATIO PAVILIONS 4/3/2024 10:32:03 AM ALAN MALLEN



LINE TABLE		
LINE	BEARING	LENGTH
L1	N88°27'27"E	1.00'
L2	N01°32'33"W	27.01'
L3	N46°32'33"W	1.41'
L4	N88°27'27"E	1.00'
L5	N01°32'33"W	28.41'
L6	N46°32'33"W	1.41'

CURVE TABLE			
CURVE	RADIUS	DELTA	LENGTH
C1	174.00'	5°16'38"	16.03'
C2	174.00'	3°30'41"	10.66'
C3	213.50'	5°16'38"	19.66'
C4	213.50'	1°54'32"	7.11'
C5	27.50'	16°15'37"	7.80'
C6	72.50'	16°15'37"	20.58'
C7	72.50'	6°56'48"	8.79'
C8	72.50'	9°18'49"	11.79'
C9	10.00'	90°00'00"	15.71'

N

0 30 60 90

1 inch = 30 ft.

NOTES:

1. ALL MONUMENT TIE LINES ARE AT RIGHT ANGLES TO THE MONUMENT LINE UNLESS OTHERWISE NOTED.

BASIS OF BEARINGS

THE BEARING "N01°13'15"E" BETWEEN FOUND MONUMENTS ON TASSAJARA ROAD AS SHOWN ON THE RECORD OF SURVEY NO. 1265, BOOK 61 OF RECORD OF SURVEYS PAGE 61, OFFICIAL RECORDS OF ALAMEDA COUNTY, IS TAKEN AS THE BASIS BEARINGS FOR THIS MAP.

REFERENCES:

(1) PARCEL MAP 9512 – 308 PM 13
(2) TRACT 7324 – 265 M 62

LEGEND

- TRACT BOUNDARY LINE
- LOT LINE
- MONUMENT LINE
- MONUMENT TIE LINE
- NEW EASEMENT LINE AS NOTED
- EXISTING EASEMENT LINE AS NOTED
- EXISTING LOT LINE
- ◎ SET CITY OF DUBLIN STANDARD MONUMENT STAMPED LS 6441
- ◉ FOUND STREET MONUMENT PER REFERENCE AS NOTED

EX.	EXISTING
EVAE	EMERGENCY VEHICLE ACCESS EASEMENT
PAE	PUBLIC ACCESS EASEMENT
PSE	PUBLIC SERVICE EASEMENT
PUE	PUBLIC UTILITY EASEMENT
DSRSD	DUBLIN SAN RAMON SERVICES DISTRICT
PPAE	PUBLIC PEDESTRIAN ACCESS EASEMENT
PRPAE	PRIVATE PEDESTRIAN ACCESS EASEMENT
(M–M)	MONUMENT TO MONUMENT
(R)	RADIAL
(T)	TOTAL
(DATA)(1)	RECORD DATA & REFERENCE

TRACT 8449

PA–2 NORTH

THE DC DUBLIN CENTRE

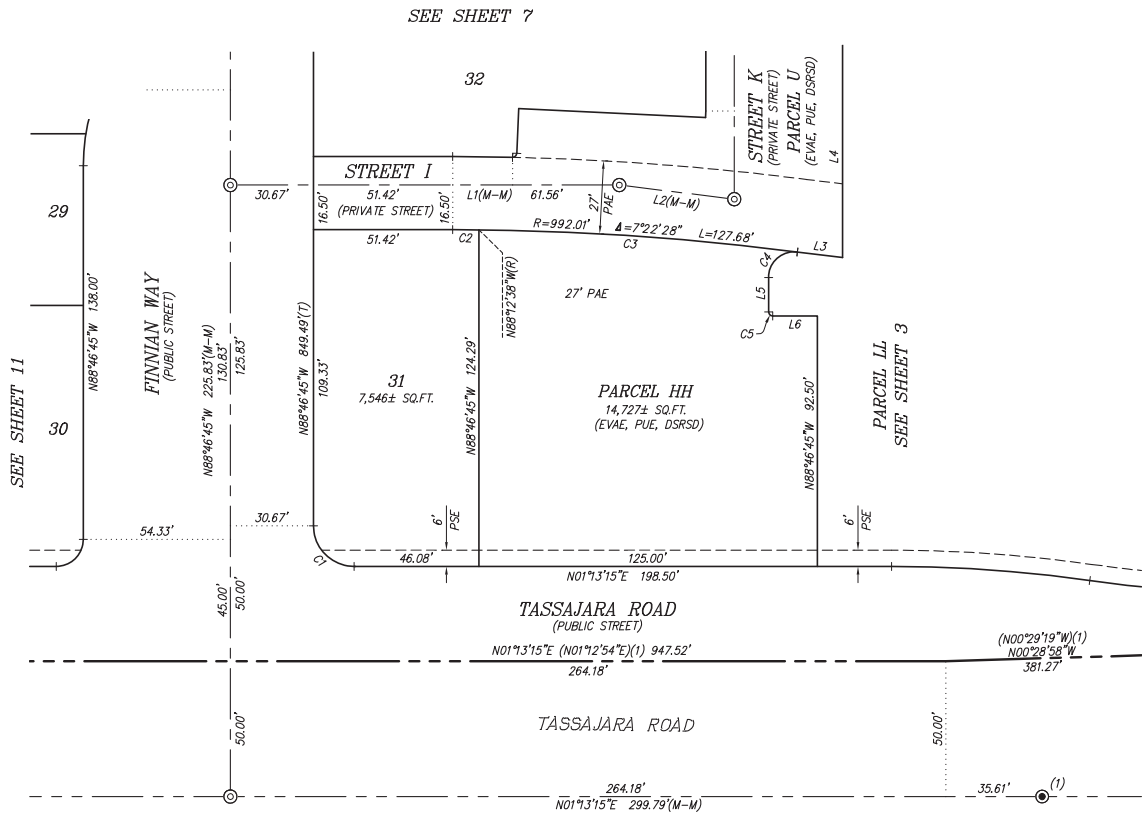
A 37 LOT AND 25 COMMON AREA PARCEL SUBDIVISION FOR 214 RESIDENTIAL CONDOMINIUM UNITS AND 10 COMMERCIAL/RETAIL CONDOMINIUM UNITS – CONSISTING OF 13 SHEETS
BEING A SUBDIVISION OF PARCEL 2 OF PARCEL MAP 9512
FILED IN BOOK 308 OF PARCEL MAPS AT PAGE 13
OFFICIAL RECORDS OF ALAMEDA COUNTY

CITY OF DUBLIN
ALAMEDA COUNTY, CALIFORNIA

RUGGERI–JENSEN–AZAR
CIVIL ENGINEERS, PLANNERS, SURVEYORS
PLEASANTON, CALIFORNIA
APRIL 2024

JOB NO. 171026PA2 SHEET 11 OF 13 SHEETS

© V:\2020\171026\SURVEY\CAD FILES\FINAL MAP 171026PA2 NORTH\NOST PADLONG 4/3/2024 10:32:38 AM ALAN WALLEN



LINE TABLE		
LINE	BEARING	LENGTH
L1	N01°13'15"E	143.64'
L2	N08°14'42"E	42.77'
L3	N08°14'42"E	16.80'
L4	N88°46'45"W	282.87'
L5	N88°46'45"W	12.68'
L6	N01°13'15"E	16.50'

CURVE TABLE			
CURVE	RADIUS	DELTA	LENGTH
C1	15.00'	90°00'00"	23.56'
C2	992.01'	0°33'30"	9.66'
C3	992.01'	6°48'58"	118.02'
C4	9.50'	97°01'26"	16.09'
C5	1.50'	90°00'00"	2.36'

N

0 30 60 90

1 inch = 30 ft.

NOTES:

1. ALL MONUMENT TIE LINES ARE AT RIGHT ANGLES TO THE MONUMENT LINE UNLESS OTHERWISE NOTED.

BASIS OF BEARINGS

THE BEARING "N01°13'15"E" BETWEEN FOUND MONUMENTS ON TASSAJARA ROAD AS SHOWN ON THE RECORD OF SURVEY NO. 1265, BOOK 61 OF RECORD OF SURVEYS PAGE 61, OFFICIAL RECORDS OF ALAMEDA COUNTY, IS TAKEN AS THE BASIS BEARINGS FOR THIS MAP.

REFERENCES:

(1) PARCEL MAP 9512 – 308 PM 13
(2) TRACT 7324 – 265 M 62

LEGEND

TRACT BOUNDARY LINE
LOT LINE
MONUMENT LINE
MONUMENT TIE LINE
NEW EASEMENT LINE AS NOTED
EXISTING EASEMENT LINE AS NOTED
EXISTING LOT LINE

◎ SET CITY OF DUBLIN STANDARD MONUMENT STAMPED LS 6441

◉ FOUND STREET MONUMENT PER REFERENCE AS NOTED

EX.	EXISTING
EVAE	EMERGENCY VEHICLE ACCESS EASEMENT
PAE	PUBLIC ACCESS EASEMENT
PSE	PUBLIC SERVICE EASEMENT
PUE	PUBLIC UTILITY EASEMENT
DSRSD	DUBLIN SAN RAMON SERVICES DISTRICT
PPAE	PUBLIC PEDESTRIAN ACCESS EASEMENT
PRPAE	PRIVATE PEDESTRIAN ACCESS EASEMENT
(M–M)	MONUMENT TO MONUMENT
(R)	RADIAL
(T)	TOTAL
(DATA)(1)	RECORD DATA & REFERENCE

TRACT 8449

PA–2 NORTH
THE DC DUBLIN CENTRE

A 37 LOT AND 25 COMMON AREA PARCEL SUBDIVISION FOR 214 RESIDENTIAL CONDOMINIUM UNITS AND 10 COMMERCIAL/RETAIL CONDOMINIUM UNITS – CONSISTING OF 13 SHEETS
BEING A SUBDIVISION OF PARCEL 2 OF PARCEL MAP 9512
FILED IN BOOK 308 OF PARCEL MAPS AT PAGE 13
OFFICIAL RECORDS OF ALAMEDA COUNTY

CITY OF DUBLIN
ALAMEDA COUNTY, CALIFORNIA

RUGGERI–JENSEN–AZAR
CIVIL ENGINEERS, PLANNERS, SURVEYORS
PLEASANTON, CALIFORNIA
APRIL 2024

JOB NO. 171026PA2 SHEET 12 OF 13 SHEETS

© V:\2017\171026\SURVEY\CAD FILES\FINAL MAP 171026PA2 NORTH\PA2F2 PAINLINE 4/3/2024 10:33:29 AM ALAN MALLEN

TRACT 8449

PA-2 NORTH

THE DC DUBLIN CENTRE

A 37 LOT AND 25 COMMON AREA PARCEL SUBDIVISION FOR 214 RESIDENTIAL CONDOMINIUM UNITS AND 10 COMMERCIAL/RETAIL CONDOMINIUM UNITS – CONSISTING OF 13 SHEETS
BEING A SUBDIVISION OF PARCEL 2 OF PARCEL MAP 9512
FILED IN BOOK 308 OF PARCEL MAPS AT PAGE 13
OFFICIAL RECORDS OF ALAMEDA COUNTY

CITY OF DUBLIN
ALAMEDA COUNTY, CALIFORNIA

RUGGERI-JENSEN-AZAR
CIVIL ENGINEERS, PLANNERS, SURVEYORS
PLEASANTON, CALIFORNIA
APRIL 2024

ADDITIONAL INFORMATION SHEET

ADDITIONAL INFORMATION SHOWN ON THIS SHEET IS FOR INFORMATIONAL PURPOSES AND NOT INTENDED TO AFFECT RECORD TITLE INTEREST PER STATE OF CALIFORNIA GOVERNMENT CODE SECTION 66434.2 (THE SUBDIVISION MAP ACT):

NOTES:

1. APPROVAL OF THIS FINAL TRACT MAP IS SUBJECT TO THE VESTING TENTATIVE MAP (APPLICATION NUMBER 2023-00029) CONDITIONS OF APPROVAL DATED FEBRUARY 13, 2024.

2. THE REAL PROPERTY DESCRIBED HEREON IS SUBJECT TO THAT CERTAIN DECLARATION OF COVENANTS, CONDITIONS, AND RESTRICTIONS (CC&R'S) THAT GOVERN THIS SUBDIVISION AND ANY AMENDMENTS THERETO APPROVED IN ACCORDANCE WITH THEIR TERMS.

G:\JOBS\171\026\SURVEY\DWG FILES\FINAL MAP FINDINGS\PA2 FINDINGS 4.5.2024 10:30:37 AM ALEX MELLER

OWNER'S STATEMENT

THE UNDERSIGNED DO HEREBY STATE THAT THEY ARE THE OWNERS OF ALL THE LANDS DELINEATED AND EMBRACED WITHIN THE TRACT BOUNDARY LINE OF THIS FINAL MAP ENTITLED "TRACT 8677, PA-4 THE DC DUBLIN CENTRE, CITY OF DUBLIN, ALAMEDA COUNTY, CALIFORNIA", CONSISTING OF SIX (6) SHEETS, THIS STATEMENT BEING UPON SHEET ONE (1) THEREOF; THAT THEY CONSENT TO THE PREPARATION AND FILING OF SAID MAP; THAT SAID MAP PARTICULARLY SETS FORTH AND DESCRIBES ALL THE LOTS INTENDED FOR SALE BY THEIR NUMBER AND PRECISE WIDTH AND LENGTH; AND THAT SAID MAP PARTICULARLY SETS FORTH AND DESCRIBES THE PARCELS OF GROUND RESERVED FOR PUBLIC PURPOSES BY THEIR BOUNDARIES, COURSES, AND EXTENT.

THE REAL PROPERTY DESCRIBED BELOW IS DEDICATED IN FEE FOR PUBLIC PURPOSES: THOSE PORTIONS OF SAID LANDS DESIGNATED ON THIS MAP AS: PARCEL D (TASSAJARA ROAD) AND PARCEL E (GLEASON DRIVE AND BRANNIGAN STREET) AS PUBLIC STREETS.

THE REAL PROPERTY DESCRIBED BELOW IS DEDICATED AS AN EASEMENT FOR PUBLIC PURPOSES: THE AREAS DESIGNATED AS EMERGENCY VEHICLE ACCESS EASEMENT (EVAE), AS DELINEATED AND EMBRACED WITHIN THE BOUNDARIES OF THE HEREIN EMBODIED MAP, FOR THE PURPOSE OF INGRESS AND EGRESS OF PUBLIC SAFETY VEHICLES AND EMERGENCY EQUIPMENT.

THE REAL PROPERTY DESCRIBED BELOW IS DEDICATED AS AN EASEMENT FOR PUBLIC PURPOSES: THE AREAS DESIGNATED AS PUBLIC ACCESS EASEMENT (PAE) FOR THE PURPOSE OF PEDESTRIAN INGRESS AND EGRESS. MAINTENANCE OF SAID AREA SHALL BE THE RESPONSIBILITY OF THE HOMEOWNERS ASSOCIATION GOVERNING TRACT 8677.

THE REAL PROPERTY DESCRIBED BELOW IS DEDICATED AS AN EASEMENT FOR PUBLIC PURPOSES: THE AREAS IN, UNDER, ALONG, AND ACROSS ANY AREA OR STRIP OF LAND DESIGNATED AS PUBLIC SERVICE EASEMENT (PSE), AS DELINEATED AND EMBRACED WITHIN THE BOUNDARIES OF THE HEREIN EMBODIED MAP, DEDICATED TO THE CITY OF DUBLIN FOREVER FOR THE "PURPOSES OF PUBLIC SERVICES" (AS HEREIN DEFINED). THE "PURPOSES OF PUBLIC SERVICES" SHALL INCLUDE THE CONSTRUCTION, RECONSTRUCTION, REMOVING, REPLACING, REPAIRING, MAINTAINING, OPERATING, AND USING "PUBLIC SERVICE FACILITIES" (AS DEFINED HEREIN), AND ACCESS THROUGH THE PUBLIC SERVICE EASEMENT FOR THESE PURPOSES. "PUBLIC SERVICE FACILITIES" SHALL INCLUDE PUBLIC UTILITIES, FIRE HYDRANTS, ELECTROLIERS, IRRIGATION SYSTEMS, SIGNS AND TRAFFIC SIGNALS, AND ALL NECESSARY APPURTENANCES THERETO SUCH AS BRACES, CONNECTIONS, FASTENINGS, APPLIANCES, AND FIXTURES FOR USE IN CONNECTION THEREWITH. ALL PUBLIC SERVICE EASEMENTS SHALL BE KEPT OPEN AND FREE FROM BUILDINGS OR STRUCTURES OF ANY KIND, WITH THE SOLE EXCEPTION OF PUBLIC SERVICE FACILITIES. ALL PUBLIC SERVICE EASEMENTS SHALL BE CONSIDERED PUBLIC "WAYS" AS THAT TERM IS USED IN CALIFORNIA PUBLIC UTILITIES CODE SECTION 6202, AND ALL PUBLIC UTILITIES HOLDING A VALID FRANCHISE FROM THE CITY SHALL HAVE THE RIGHT TO USE THE PUBLIC SERVICE EASEMENTS IN ACCORDANCE WITH THE TERMS OF THE FRANCHISE.

THE REAL PROPERTY DESCRIBED BELOW IS DEDICATED AS AN EASEMENT FOR PUBLIC PURPOSES: THE AREAS DESIGNATED AS PUBLIC UTILITY EASEMENT (PUE) FOR CONSTRUCTION AND MAINTENANCE OF APPLICABLE UTILITY STRUCTURES AND APPURTENANCES THERETO. SAID AREAS OR STRIPS OF LAND ARE TO BE KEPT OPEN AND FREE FROM BUILDINGS AND STRUCTURES OF ANY KIND, EXCEPT APPLICABLE UTILITY STRUCTURES AND APPURTENANCES.

THE REAL PROPERTY DESIGNATED AS "DSRSD" ARE IRREVOCABLY OFFERED FOR DEDICATION TO DUBLIN SAN RAMON SERVICES DISTRICT (DSRSD), OR ITS DESIGNEE IN GROSS, AS A SUBSURFACE EASEMENT AND SURFACE EASEMENT FOR POTABLE WATER AND RECYCLED WATER AND SANITARY SEWER PURPOSES, INCLUDING ACCESS THERETO, FOR CONSTRUCTION, OPERATION, MAINTENANCE, REPAIR AND REPLACEMENT OF WORKS, IMPROVEMENTS, AND STRUCTURES, AND THE CLEARING OF OBSTRUCTIONS AND VEGETATION. NO BUILDING OR STRUCTURE MAY BE PLACED ON SAID EASEMENT, NOR SHALL ANYTHING BE DONE THEREIN, NOR ACCESS RESTRICTED THERETO WHICH MAY INTERFERE WITH DSRSD'S FULL ENJOYMENT OF SAID EASEMENT. SAID "DSRSD" SHALL BE ACCEPTED BY SEPARATE INSTRUMENT.

THE REAL PROPERTY DESCRIBED BELOW IS DEDICATED AS AN EASEMENT FOR PRIVATE PURPOSES: THE AREAS DESIGNATED AS PRIVATE PEDESTRIAN ACCESS EASEMENT (PRPAE) ARE DEDICATED TO THE FUTURE LOT OWNERS, RESIDENTS, AND VISITORS FOR PRIVATE PEDESTRIAN ACCESS. SAID EASEMENTS ARE NOT OFFERED FOR DEDICATION TO THE PUBLIC. MAINTENANCE OF SAID AREA SHALL BE THE RESPONSIBILITY OF THE MASTER HOMEOWNERS ASSOCIATION GOVERNING TRACT 8677.

THE REAL PROPERTY DESIGNATED AS PARCEL C (STREET A AND STREET B) IS FOR THE PURPOSE OF A PRIVATE STREET. SAID PRIVATE STREET IS NOT OFFERED FOR DEDICATION TO THE PUBLIC. MAINTENANCE OF SAID PRIVATE STREET SHALL BE THE RESPONSIBILITY OF THE HOMEOWNERS ASSOCIATION GOVERNING TRACT 8677.

THIS MAP SHOWS ALL EASEMENTS ON THE PREMISES AND/OR OF RECORD, WITHIN THE BOUNDARY LINES OF THE HEREIN EMBODIED MAP.

OWNER:

LANDSEA HOMES, INC., A CALIFORNIA CORPORATION

BY: _____ BY: _____

NAME: _____ NAME: _____

TITLE: _____ TITLE: _____

APN: 985-0052-025

OWNER'S ACKNOWLEDGEMENT

A NOTARY PUBLIC OR OTHER OFFICER COMPLETING THIS CERTIFICATE VERIFIES ONLY THE IDENTITY OF THE INDIVIDUAL WHO SIGNED THE DOCUMENT TO WHICH THIS CERTIFICATE IS ATTACHED, AND NOT THE TRUTHFULNESS, ACCURACY, OR VALIDITY OF THAT DOCUMENT.

STATE OF _____
COUNTY OF _____

ON _____, 20__, BEFORE ME, _____,
A NOTARY PUBLIC, PERSONALLY APPEARED _____ A ND
_____, WHO PROVED TO ME ON THE BASIS OF F SATISFACTORY EVIDENCE TO BE THE PERSON(S) WHOSE NAME(S) IS/ ARE SUBSCRIBED TO THE WITHIN INSTRUMENT AND ACKNOWLEDGED TO ME THAT HE/ SHE/ THEY EXECUTED THE SAME IN HIS/ HER/ THEIR AUTHORIZED CAPACITY(IES), AND THAT BY HIS /HER /THEIR SIGNATURE(S) ON THE INSTRUMENT THE PERSON(S), OR THE ENTITY ON BEHALF OF WHICH THE PERSON(S) ACTED, EXECUTED THE INSTRUMENT.

I CERTIFY UNDER PENALTY OF PERJURY UNDER THE LAWS OF THE STATE OF CALIFORNIA THAT THE FOREGOING PARAGRAPH IS TRUE AND CORRECT.

WITNESS MY HAND,

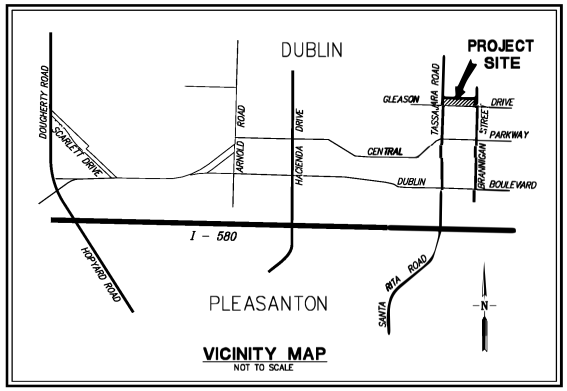
SIGNATURE: _____

PRINT NAME: _____
NOTARY PUBLIC IN AND FOR SAID COUNTY A ND STATE

MY COMMISSION NUMBER: _____

MY COMMISSION EXPIRES: _____

PRINCIPAL COUNTY OF BUSINESS: _____



VICINITY MAP
NOT TO SCALE

COUNTY RECORDER'S STATEMENT

FILED FOR RECORD THIS _____ DAY OF _____, 20__, AT _____M., IN BOOK _____ OF MAPS AT PAGES ___ THROUGH ___, UNDER SERIES NO. _____ AT THE REQUEST OF FIRST AMERICAN TITLE COMPANY IN THE OFFICE OF THE COUNTY RECORDER OF ALAMEDA, STATE OF CALIFORNIA.

FEE: $_____

MELISSA WILK
COUNTY RECORDER IN AND FOR THE
COUNTY OF ALAMEDA, STATE OF CALIFORNIA

BY: _____
DEPUTY COUNTY RECORDER

TRACT 8677

PA-4 THE DC DUBLIN CENTRE

BEING A SUBDIVISION OF PARCEL 4 OF PARCEL MAP 9512
FILED IN BOOK 308 OF PARCEL MAPS
AT PAGES 13 THROUGH 18
OFFICIAL RECORDS OF ALAMEDA COUNTY

CITY OF DUBLIN
ALAMEDA COUNTY, CALIFORNIA

RUGGERI-JENSEN-AZAR
CIVIL ENGINEERS, PLANNERS, SURVEYORS
PLEASANTON, CALIFORNIA
APRIL 2024

JOB NO. 171026PA4 SHEET 1 OF 6 SHEETS

Attachment 2

SURVEYOR'S STATEMENT

THIS MAP WAS PREPARED BY ME OR UNDER MY DIRECTION AND IS BASED UPON A FIELD SURVEY IN CONFORMANCE WITH THE REQUIREMENTS OF THE SUBDIVISION MAP ACT AND LOCAL ORDINANCE AT THE REQUEST OF LANDSEA HOMES, INC. IN JANUARY 2023. I HEREBY STATE THAT ALL THE MONUMENTS ARE OF THE CHARACTER AND OCCUPY THE POSITIONS INDICATED OR THAT THEY WILL BE SET IN THOSE POSITIONS BEFORE DECEMBER 2024, AND THAT THE MONUMENTS ARE, OR WILL BE, SUFFICIENT TO ENABLE THE SURVEY TO BE RETRACED, AND THAT THIS FINAL MAP SUBSTANTIALLY CONFORMS TO THE CONDITIONALLY APPROVED TENTATIVE MAP.

LICENSED LAND SURVEYOR
SCOTT A. SHORTLIDGE
No. 6441
STATE OF CALIFORNIA

_____
SCOTT A. SHORTLIDGE, L.S. 6441 DATE

CITY ENGINEER'S STATEMENT

I, LAURIE L. SUCGANG, CITY ENGINEER OF THE CITY OF DUBLIN, COUNTY OF ALAMEDA, STATE OF CALIFORNIA, DO HEREBY STATE THAT I HAVE EXAMINED THE HEREIN EMBODIED FINAL MAP ENTITLED "TRACT 8677, PA-4 THE DC DUBLIN CENTRE, CITY OF DUBLIN, ALAMEDA COUNTY, CALIFORNIA", CONSISTING OF SIX (6) SHEETS, THIS STATEMENT BEING UPON SHEET TWO (2) THEREOF, AND THAT THE FINAL MAP WAS PRESENTED TO ME AS PROVIDED BY LOCAL ORDINANCE THIS _____ DAY OF _____, 20__, AND THAT THIS MAP CONFORMS WITH THE REQUIREMENTS OF THE SUBDIVISION MAP ACT AND LOCAL ORDINANCES APPLICABLE AT THE TIME OF APPROVAL OF THE VESTING TENTATIVE MAP AND THE SUBDIVISION AS SHOWN IS SUBSTANTIALLY THE SAME AS IT APPEARED ON THE VESTING TENTATIVE MAP AND ANY APPROVED ALTERATIONS THEREOF, AND THAT I APPROVE SAID MAP AND ACCEPT, SUBJECT TO IMPROVEMENT, ON BEHALF OF THE CITY OF DUBLIN, TASSAJARA ROAD, GLEASON DRIVE, AND BRANNIGAN STREET, EMERGENCY VEHICLE ACCESS EASEMENT (EVAE), PUBLIC SERVICE EASEMENT (PSE), PUBLIC UTILITY EASEMENT (PUE), AND PUBLIC ACCESS EASEMENT (PAE) OFFERED FOR DEDICATION FOR PUBLIC USE IN CONFORMITY WITH THE TERMS OF THE OFFER OF DEDICATION, AND HEREBY REJECT THE DUBLIN SAN RAMON SERVICES DISTRICT EASEMENT (DSRSD) OFFER OF DEDICATION.

I FURTHER CERTIFY, IN ACCORDANCE WITH GOVERNMENT CODE SECTIONS 66434(G) AND 66499.20.2 OF THE SUBDIVISION MAP ACT, THE ABANDONMENT OF THE EASEMENTS LISTED ON SHEET THREE (3) OF THIS MAP.

I FURTHER STATE THAT ALL AGREEMENTS AND SURETY REQUIRED BY LAW TO ACCOMPANY THE WITHIN FINAL MAP ARE APPROVED AND ARE FILED WITH THE CITY.

REGISTERED PROFESSIONAL ENGINEER
LAURIE L. SUCGANG
No. 73022
CIVIL
STATE OF CALIFORNIA

_____
LAURIE L. SUCGANG, R.C.E. 73022 DATE
CITY ENGINEER
CITY OF DUBLIN, ALAMEDA COUNTY, CALIFORNIA

ACTING CITY SURVEYOR'S STATEMENT

I HEREBY STATE THAT I HAVE EXAMINED THIS FINAL MAP ENTITLED "TRACT 8677, PA-4 THE DC DUBLIN CENTRE, CITY OF DUBLIN, ALAMEDA COUNTY, CALIFORNIA" AND I AM SATISFIED THAT THIS FINAL MAP IS TECHNICALLY CORRECT.

LICENSED LAND SURVEYOR
JONATHAN J. CORREA
No. 8950
STATE OF CALIFORNIA

_____
JONATHAN J. CORREA, P.L.S. NO. 8950 DATE
ACTING CITY SURVEYOR
CITY OF DUBLIN, ALAMEDA COUNTY, CALIFORNIA

CLERK OF THE BOARD OF SUPERVISORS STATEMENT

I, ANIKA CAMPBELL-BELTON, CLERK OF THE BOARD OF SUPERVISORS FOR THE COUNTY OF ALAMEDA, STATE OF CALIFORNIA, DO HEREBY STATE, AS CHECKED BELOW, THAT:

☐ AN APPROVED BOND HAS BEEN FILED WITH THE SUPERVISORS OF SAID COUNTY AND STATE IN THE AMOUNT OF $_____ CONDITIONED FOR THE PAYMENT OF ALL TAXES AND SPECIAL ASSESSMENTS COLLECTED AS TAXES, APPROVED BY SAID LOCAL BOARD IN SAID AMOUNT.

☐ ALL TAXES AND SPECIAL ASSESSMENTS COLLECTED AS TAXES HAVE BEEN PAID AS CERTIFIED BY THE TREASURER-TAX COLLECTOR OF THE COUNTY OF ALAMEDA.

IN WITNESS WHEREOF, I HAVE HEREUNTO SET MY HAND THIS _____ DAY OF _____, 20__.

ANIKA CAMPBELL-BELTON
CLERK OF THE BOARD OF SUPERVISORS
COUNTY OF ALAMEDA
STATE OF CALIFORNIA

BY: _____
DEPUTY COUNTY CLERK

SOIL REPORT

A GEOTECHNICAL INVESTIGATION AND REPORT ENTITLED "PRELIMINARY GEOTECHNICAL ASSESSMENT ON THE DUBLIN CENTER AT TASSAJARA ROAD, DUBLIN, CALIFORNIA", DATED MARCH 6, 2024, PROJECT NO. K020.G, HAS BEEN PREPARED BY QUANTUM GEOTECHNICAL, INC., FOR THIS SUBDIVISION AND IS ON FILE WITH THE CITY OF DUBLIN, CALIFORNIA.

TRACT 8677

PA-4 THE DC DUBLIN CENTRE

BEING A SUBDIVISION OF PARCEL 4 OF PARCEL MAP 9512
FILED IN BOOK 308 OF PARCEL MAPS
AT PAGES 13 THROUGH 18
OFFICIAL RECORDS OF ALAMEDA COUNTY

CITY OF DUBLIN
ALAMEDA COUNTY, CALIFORNIA

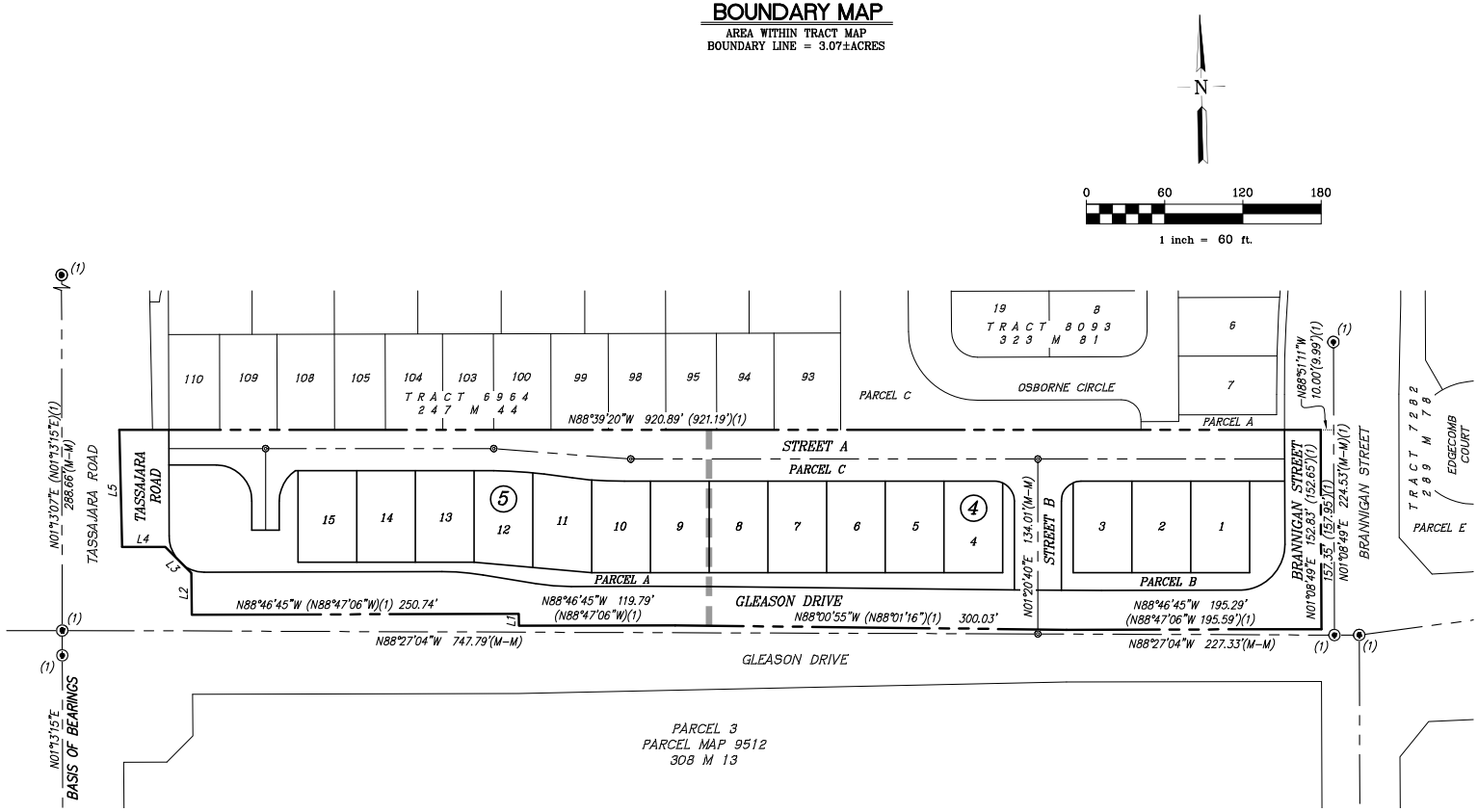
RUGGERI-JENSEN-AZAR
CIVIL ENGINEERS, PLANNERS, SURVEYORS
PLEASANTON, CALIFORNIA
APRIL 2024

JOB NO. 171026PA4 SHEET 2 OF 6 SHEETS

\\RJA-FLSRV2\FILES\JOBS2017\171026\SURVEY\CAD FILES\FINAL MAP 171026PA4\FM002 PAGING 1/29/2024 1:21:00 PM ALAN MALLEN

BOUNDARY MAP

AREA WITHIN TRACT MAP
BOUNDARY LINE = 3.07±ACRES



NOTES:

1. ALL MONUMENT TIE LINES ARE AT RIGHT ANGLES TO THE MONUMENT LINE UNLESS OTHERWISE NOTED.

BASIS OF BEARINGS

THE BEARING "N01°13'15"E" BETWEEN FOUND MONUMENTS ON TASSAJARA ROAD AS SHOWN ON THE RECORD OF SURVEYS NO. 1265, BOOK 61 OF RECORD OF SURVEYS PAGE 61, OFFICIAL RECORDS OF ALAMEDA COUNTY, IS TAKEN AS THE BASIS BEARINGS FOR THIS MAP.

REFERENCES:

(1) PARCEL MAP 9512 – 308 PM 13

LEGEND

- TRACT BOUNDARY LINE
- LOT LINE
- MONUMENT LINE
- MONUMENT TIE LINE
- NEW EASEMENT LINE AS NOTED
- EXISTING EASEMENT LINE AS NOTED
- EXISTING LOT LINE
- ◎ SET CITY OF DUBLIN STANDARD MONUMENT STAMPED LS 6441
- ◉ FOUND STREET MONUMENT PER REFERENCE AS NOTED

EX.	EXISTING
EVAE	EMERGENCY VEHICLE ACCESS EASEMENT
PSE	PUBLIC SERVICE EASEMENT
PUE	PUBLIC UTILITY EASEMENT
DSRSD	DUBLIN SAN RAMON SERVICES DISTRICT
PPAE	PUBLIC PEDESTRIAN ACCESS EASEMENT
PRPAE	PRIVATE PEDESTRIAN ACCESS EASEMENT
(M–M)	MONUMENT TO MONUMENT
(R)	RADIAL
(T)	TOTAL
(DATA)(1)	RECORD DATA & REFERENCE
	SHEET LIMIT
(4)	SHEET NUMBER

Line Table		
Line	Bearing	Distance
L1	N01°13'15"E (N01°12'54"E)(1)(2)	9.00'
L2	N00°45'53"E (N00°45'32"E)(1)(2)	32.00'
L3	N43°46'39"W (N43°47'00"W)(1)(2)	28.29' (28.28')(1)(2)
L4	N88°46'45"W (N88°47'06"W)(1)(2)	33.00'
L5	N00°03'12"W (N00°03'33"W)(1)(2)	89.84' (89.77')(1)(2)

ABANDONMENT NOTE:

PURSUANT TO GOVERNMENT CODE SECTIONS 66434(g) OF THE SUBDIVISION MAP ACT, THE EASEMENTS LISTED BELOW, AS THEY AFFECT THE PARCELS BEING SUBDIVIDED HEREON, WILL BE ABANDONED WITH THE FILING OF THIS MAP AND ARE THEREFORE NOT SHOWN HEREON:

1. PUBLIC UTILITY EASEMENT PER RE 238, IM 939.
2. PUBLIC SERVICE/UTILITY EASEMENT PER 2004–050348
3. PEDESTRIAN/BICYCLE EASEMENT PER 2005–118809

TRACT 8677

PA–4 THE DC DUBLIN CENTRE

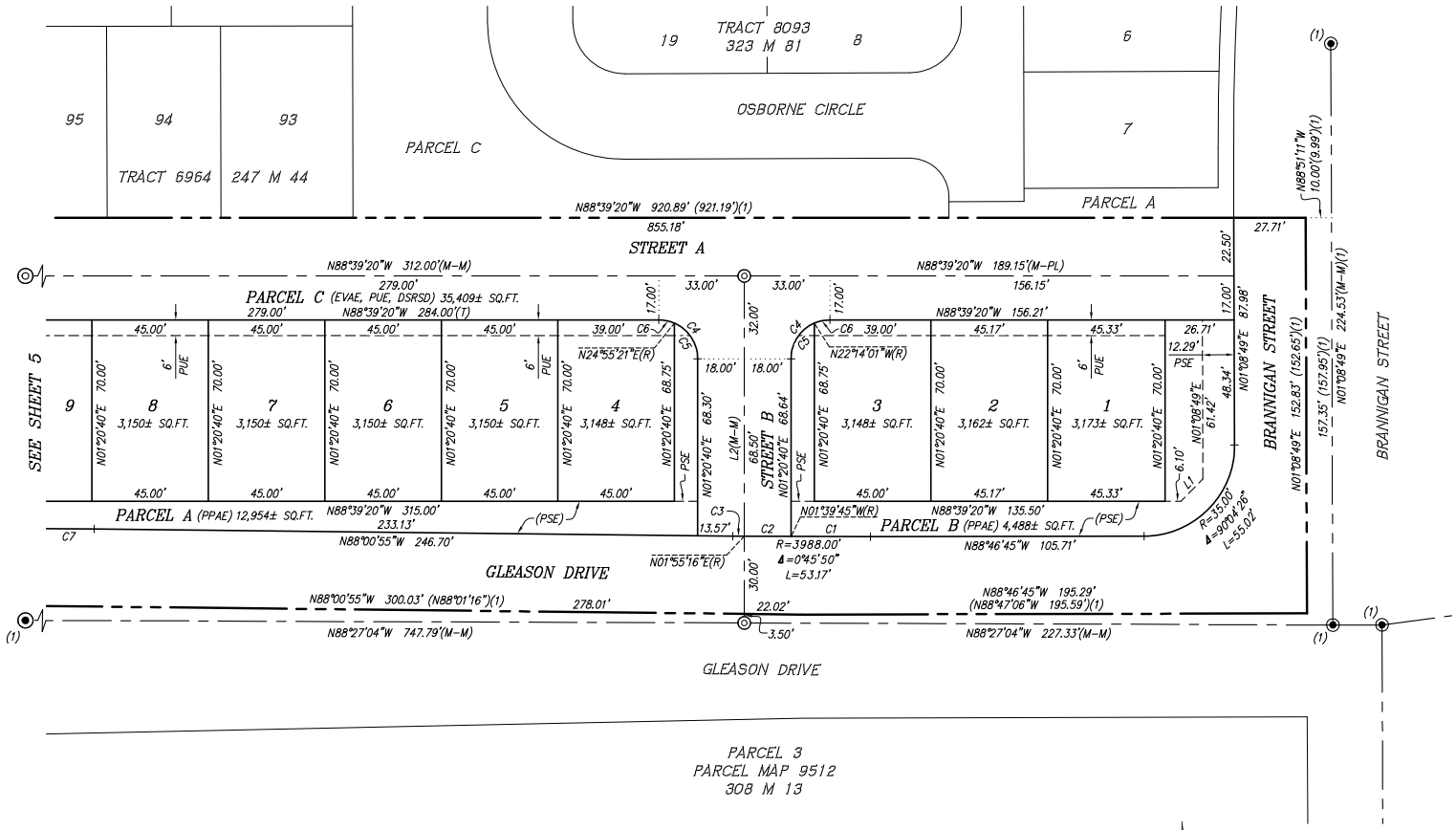
BEING A SUBDIVISION OF PARCEL 4 OF PARCEL MAP 9512
FILED IN BOOK 308 OF PARCEL MAPS AT PAGE 13
OFFICIAL RECORDS OF ALAMEDA COUNTY

CITY OF DUBLIN
ALAMEDA COUNTY, CALIFORNIA

RUGGERI–JENSEN–AZAR
CIVIL ENGINEERS, PLANNERS, SURVEYORS
PLEASANTON, CALIFORNIA
JANUARY 2024

JOB NO. 171026PA4 SHEET 3 OF 6 SHEETS

G:\JOBS2017\171026\SURVEY\CAD FILES\FINAL MAP 171026PA4\MS03 PA4.DWG 1/2/2024 10:38:44 AM ALAN WALLIN



NOTES:

1. ALL MONUMENT TIE LINES ARE AT RIGHT ANGLES TO THE MONUMENT LINE UNLESS OTHERWISE NOTED.

BASIS OF BEARINGS

THE BEARING "N01°13'15"E" BETWEEN FOUND MONUMENTS ON TASSAJARA ROAD AS SHOWN ON THE RECORD OF SURVEYS NO. 1265, BOOK 61 OF RECORD OF SURVEYS PAGE 61, OFFICIAL RECORDS OF ALAMEDA COUNTY, IS TAKEN AS THE BASIS BEARINGS FOR THIS MAP.

REFERENCES:

(1) PARCEL MAP 9512 – 308 PM 13

LEGEND

- TRACT BOUNDARY LINE
- LOT LINE
- MONUMENT LINE
- MONUMENT TIE LINE
- NEW EASEMENT LINE AS NOTED
- EXISTING EASEMENT LINE AS NOTED
- EXISTING LOT LINE
- ◎ SET CITY OF DUBLIN STANDARD MONUMENT STAMPED LS 6441
- ◉ FOUND STREET MONUMENT PER REFERENCE AS NOTED

EX.	EXISTING
EVAE	EMERGENCY VEHICLE ACCESS EASEMENT
PSE	PUBLIC SERVICE EASEMENT
PUE	PUBLIC UTILITY EASEMENT
DSRSD	DUBLIN SAN RAMON SERVICES DISTRICT
PPAE	PUBLIC PEDESTRIAN ACCESS EASEMENT
PRPAE	PRIVATE PEDESTRIAN ACCESS EASEMENT
(M–M)	MONUMENT TO MONUMENT
(R)	RADIAL
(T)	TOTAL
(DATA)(1)	RECORD DATA & REFERENCE

LINE TABLE		
LINE	BEARING	LENGTH
L1	N46°10'52"E	12.10'
L2	N01°20'40"E	134.01'

CURVE TABLE			
CURVE	RADIUS	DELTA	LENGTH
C1	3988.00'	00°26'30"	30.74'
C2	3988.00'	00°15'31"	18.00'
C3	3988.00'	00°03'49"	4.43'
C4	15.00'	90°00'00"	23.56'
C5	15.00'	66°25'19"	17.39'
C6	15.00'	23°34'41"	6.17'
C7	4012.00'	00°45'50"	53.49'

N

0 30 60 90

1 inch = 30 ft.

TRACT 8677

PA–4 THE DC DUBLIN CENTRE

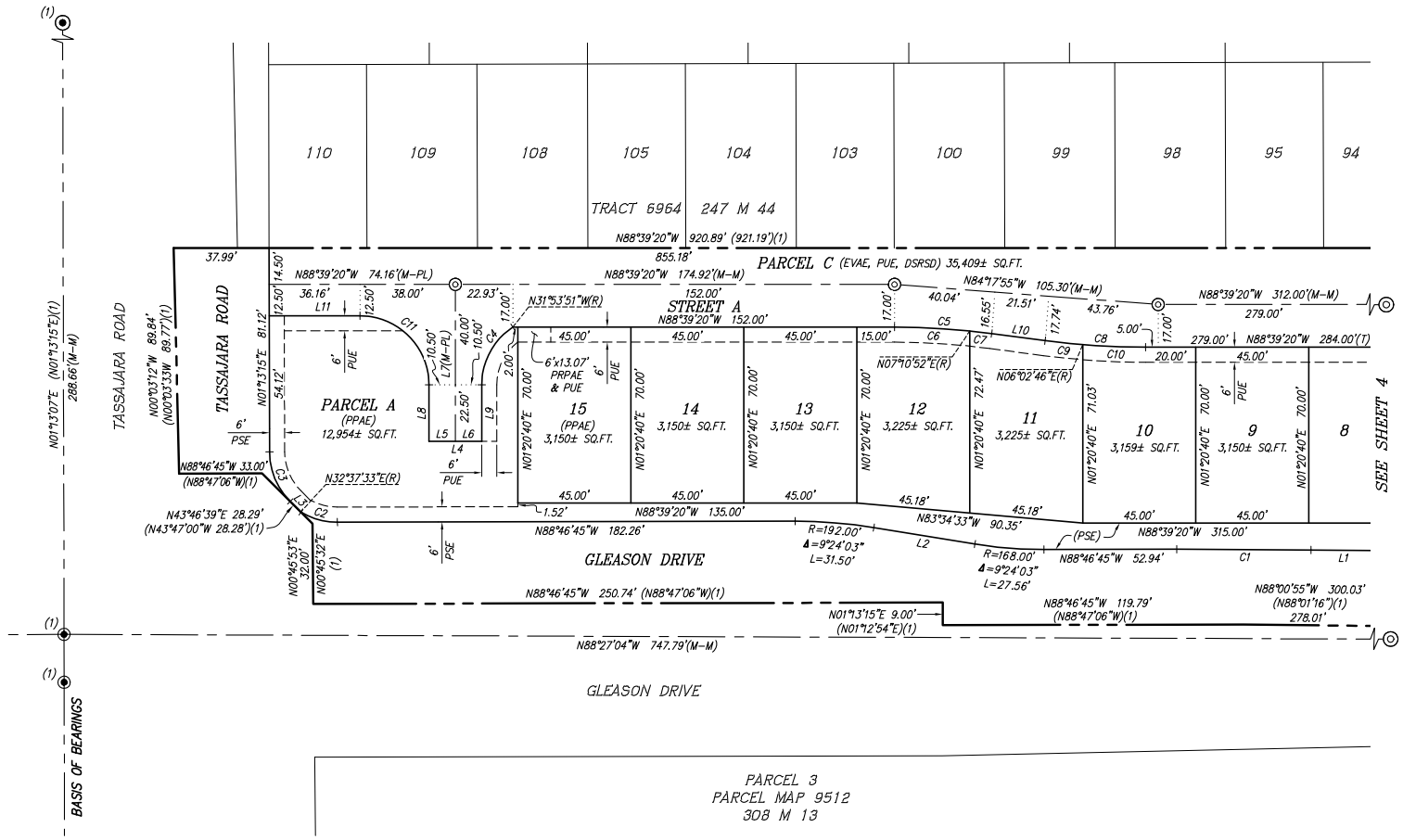
BEING A SUBDIVISION OF PARCEL 4 OF PARCEL MAP 9512
FILED IN BOOK 308 OF PARCEL MAPS AT PAGE 13
OFFICIAL RECORDS OF ALAMEDA COUNTY

CITY OF DUBLIN
ALAMEDA COUNTY, CALIFORNIA

RUGGERI–JENSEN–AZAR
CIVIL ENGINEERS, PLANNERS, SURVEYORS
PLEASANTON, CALIFORNIA
JANUARY 2024

JOB NO. 171026PA4 SHEET 4 OF 6 SHEETS

G:\JOBS2017\171026\SURVEY\CAD FILES\FINAL MAP 171026PA4\FINDSK PA4.DWG 1/2/2024 10:53:48 AM ALAN WALLIN



NOTES:

1. ALL MONUMENT TIE LINES ARE AT RIGHT ANGLES TO THE MONUMENT LINE UNLESS OTHERWISE NOTED.

BASIS OF BEARINGS

THE BEARING "N01°13'15"E" BETWEEN FOUND MONUMENTS ON TASSAJARA ROAD AS SHOWN ON THE RECORD OF SURVEYS NO. 1265, BOOK 61 OF RECORD OF SURVEYS PAGE 61, OFFICIAL RECORDS OF ALAMEDA COUNTY, IS TAKEN AS THE BASIS BEARINGS FOR THIS MAP.

REFERENCES:

(1) PARCEL MAP 9512 – 308 PM 13

LEGEND

- TRACT BOUNDARY LINE
- LOT LINE
- MONUMENT LINE
- MONUMENT TIE LINE
- NEW EASEMENT LINE AS NOTED
- EXISTING EASEMENT LINE AS NOTED
- EXISTING LOT LINE
- ◎ SET CITY OF DUBLIN STANDARD MONUMENT STAMPED LS 6441
- ◉ FOUND STREET MONUMENT PER REFERENCE AS NOTED

EX.	EXISTING
EVAE	EMERGENCY VEHICLE ACCESS EASEMENT
PSE	PUBLIC SERVICE EASEMENT
PUE	PUBLIC UTILITY EASEMENT
DSRSD	DUBLIN SAN RAMON SERVICES DISTRICT
PPAE	PUBLIC PEDESTRIAN ACCESS EASEMENT
PRPAE	PRIVATE PEDESTRIAN ACCESS EASEMENT
(M–M)	MONUMENT TO MONUMENT
(R)	RADIAL
(T)	TOTAL
(DATA)(1)	RECORD DATA & REFERENCE

LINE TABLE

LINE	BEARING	LENGTH
L1	N88°00'55"W	246.70'
L2	N79°22'42"W	40.81'
L3	N43°46'39"W	5.95'
L4	N88°39'20"W	21.00'
L5	N88°39'20"W	10.50'
L6	N88°39'20"W	10.50'
L7	N01°20'40"E	62.50'
L8	N01°20'40"E	22.50'
L9	N01°20'40"E	22.50'
L10	N81°07'26"W	21.54'
L11	N88°39'20"W	36.13'

CURVE TABLE

CURVE	RADIUS	DELTA	LENGTH
C1	4012.00'	00°45'50"	53.49'
C2	28.00'	31°24'18"	15.35'
C3	28.00'	44°59'54"	21.99'
C4	27.50'	56°45'29"	27.24'
C5	295.00'	07°31'55"	38.78'
C6	295.00'	05°50'13"	30.05'
C7	295.00'	01°41'42"	8.73'
C8	305.00'	07°31'54"	40.09'
C9	305.00'	02°49'48"	15.07'
C10	305.00'	04°42'06"	25.03'
C11	27.50'	90°00'00"	43.20'

N

0 30 60 90

1 inch = 30 ft.

TRACT 8677

PA–4 THE DC DUBLIN CENTRE

BEING A SUBDIVISION OF PARCEL 4 OF PARCEL MAP 9512
FILED IN BOOK 308 OF PARCEL MAPS AT PAGE 13
OFFICIAL RECORDS OF ALAMEDA COUNTY

CITY OF DUBLIN
ALAMEDA COUNTY, CALIFORNIA

RUGGERI–JENSEN–AZAR
CIVIL ENGINEERS, PLANNERS, SURVEYORS
PLEASANTON, CALIFORNIA
JANUARY 2024

JOB NO. 171026PA4 SHEET 5 OF 6 SHEETS

G:\JOBS2017\171026\SURVEY\CAD FILES\FINAL MAP 171026PA4\FINDS PA4.DWG 1/10/2024 5:45:28 PM ALAN MULLIN

TRACT 8677

PA-4 THE DC DUBLIN CENTRE

BEING A SUBDIVISION OF PARCEL 4 OF PARCEL MAP 9512
FILED IN BOOK 308 OF PARCEL MAPS AT PAGE 13
OFFICIAL RECORDS OF ALAMEDA COUNTY

CITY OF DUBLIN
ALAMEDA COUNTY, CALIFORNIA

RUGGERI-JENSEN-AZAR
CIVIL ENGINEERS, PLANNERS, SURVEYORS
PLEASANTON, CALIFORNIA
JANUARY 2024

ADDITIONAL INFORMATION SHEET

ADDITIONAL INFORMATION SHOWN ON THIS SHEET IS FOR INFORMATIONAL PURPOSES AND NOT INTENDED TO AFFECT RECORD TITLE INTEREST PER STATE OF CALIFORNIA GOVERNMENT CODE SECTION 66434.2 (THE SUBDIVISION MAP ACT):

NOTES:

1. APPROVAL OF THIS FINAL TRACT MAP IS SUBJECT TO THE VESTING TENTATIVE MAP (APPLICATION NUMBER 2023-00029) CONDITIONS OF APPROVAL DATED _____.

2. THE REAL PROPERTY DESIGNATED AS PARCELS "A" AND "B" ARE RESERVED AS COMMON AREA. MAINTENANCE OF SAID AREA SHALL BE THE RESPONSIBILITY OF THE MASTER HOMEOWNERS ASSOCIATION GOVERNING TRACT 8677.

3. THE REAL PROPERTY DESCRIBED HEREON IS SUBJECT TO THAT CERTAIN DECLARATION OF COVENANTS, CONDITIONS, AND RESTRICTIONS (CC&R'S) THAT GOVERN THIS SUBDIVISION AND ANY AMENDMENTS THERETO APPROVED IN ACCORDANCE WITH THEIR TERMS.

G:\JOBS\171\PA4\SURVEY\CAD FILES\FINAL MAP FT\FINMAP\FSDM FINALIZE 1 (1/5/2024 9:49:01 PM JULIA WELLER

Agenda Item 5.3

DUBLIN
CALIFORNIA

STAFF REPORT

CITY COUNCIL

DATE: May 7, 2024

TO: Honorable Mayor and City Councilmembers

FROM: Linda Smith, City Manager

SUBJECT: Update Designation of Positions Authorized to Approve Disbursements from the CalPERS California Employers' Retiree Benefit Trust
Prepared by: Darlynn Haas, Management Analyst

EXECUTIVE SUMMARY:

The City Council will consider approving an update to the designation of positions authorized to approve disbursements from the CalPERS California Employers' Retiree Benefit Trust.

STAFF RECOMMENDATION:

Adopt the **Resolution** Delegating the Positions Authorized to Request Disbursements from the California Public Employees Retirement System California Employers' Retiree Benefit Trust.

FINANCIAL IMPACT:

There are no financial impacts associated with the recommended action.

DESCRIPTION:

At the May 15, 2007 City Council meeting, the City Council authorized participation in the California Public Employees Retirement System (CalPERS) California Employers' Retiree Benefit Trust (CERBT) for the management of funds invested and disbursed for health insurance premiums of employees retired from the City of Dublin.

The City makes quarterly payments to eligible retirees for health premiums. In order to be reimbursed by CERBT for such payments, the City is required to submit a request for disbursement. On September 14, 2014, the City Council delegated authority to the Director of Administrative Services, or the Assistant Director of Administrative Services, to request such disbursements. On June 20, 2023, the City Council approved changes to the City's Personnel System, which included updating the Administrative Services Director to Finance Director. Additionally on September 5, 2023, the City added the position of Accounting Manager to the City's Classification Plan, to more accurately represent the responsibilities of the positions. The

attached Resolution updates the delegation of authority by authorizing the Finance Director, or the Accounting Manager, to request disbursements on behalf of the City.

STRATEGIC PLAN INITIATIVE:

None.

NOTICING REQUIREMENTS/PUBLIC OUTREACH:

The City Council Agenda was posted.

ATTACHMENTS:

1) Resolution Delegating the Positions Authorized to Request Disbursement from the California Public Employees Retirement System California Employers' Retiree Benefit Trust.
2) Exhibit A to the Resolution - Delegating the Positions Authorized to Request Disbursement from the California Public Employees Retirement System California Employers' Retiree Benefit Trust.

RESOLUTION NO. XX – 24

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DUBLIN

DELEGATING THE POSITIONS AUTHORIZED TO REQUEST DISBURSEMENTS FROM THE CALIFORNIA PUBLIC EMPLOYEES RETIREMENT SYSTEM CALIFORNIA EMPLOYERS' RETIREE BENEFIT TRUST

WHEREAS, the City Council approved the adoption of Resolution 74-07 on May 15, 2007; and

WHEREAS, Resolution 74-07 authorized the City's participation in the California Public Employees Retirement System California Employers' Retiree Benefit Trust (Trust); and

WHEREAS, the City has made contributions to the Trust for the purpose of funding retiree medical benefits; and

WHEREAS, periodically the City will need to request disbursements from the Trust to reimburse the City for eligible expenditures for retiree medical benefits; and

WHEREAS, CalPERS has developed a specific form for participating agencies to complete identifying by position, classifications which will be authorized to request disbursements from the Trust; and

WHEREAS, Resolution 158-14 designated and authorized the incumbents in the positions of Director of Administrative Services or Assistant Director of Administrative Services to request disbursements from the Trust on behalf of the City of Dublin; and

WHEREAS, the City Council approved changes to the Personnel System in June and September of 2023, changing the Director of Administrative Service to Director of Finance and Assistant Director of Administrative Services to the Accounting Manager, respectively, hence requiring a change in the authorized positions for the Trust.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Dublin hereby updates the City's delegation of authority by designating that the incumbents in the positions of Finance Director or Accounting Manager shall be authorized to request disbursements from the Trust on behalf of the City of Dublin.

BE IT FURTHER RESOLVED that the City Manager is authorized to execute and file the form (Attached hereto as **Exhibit A**) with California Public Employees Retirement System, in order to record this action in a format acceptable to CalPERS.

{Signatures on following page}

PASSED, APPROVED AND ADOPTED this 7th day of May 2024, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

_____
Mayor

ATTEST:

_____
City Clerk

State of California
California Public Employees' Retirement System California Employers' Retiree Benefit Trust (CERBT) 400 Q Street,
Sacramento, CA 95811
www.calpers.ca.gov

Delegation of Authority to Request Disbursements
California Employers' Retiree Benefit Trust (CERBT)

RESOLUTION
OF THE

City Council
(GOVERNING BODY)

OF THE

City of Dublin
(NAME OF EMPLOYER)

The City Council (GOVERNING BODY) delegates to the incumbents

in the positions of Finance Director (TITLE) and

Accounting Manager (TITLE), and/or

_____ (TITLE) authority to request on behalf of the

Employer disbursements from the Other Post Employment Prefunding Plan and to certify as to the purpose for which the disbursed funds will be used.

By _____

Title _____

Witness _____

Date _____

Agenda Item 5.4

DUBLIN
CALIFORNIA

STAFF REPORT

CITY COUNCIL

DATE: May 7, 2024

TO: Honorable Mayor and City Councilmembers

FROM: Linda Smith, City Manager

SUBJECT: Renewal of the License Subscription to Oomnitza, Inc. for Information Technology Asset Management Software
Prepared by: Steve Windsor, CISO

EXECUTIVE SUMMARY:

The City Council will consider the license subscription to Oomnitza, Inc. for information technology asset management software, and authorize the City Manager to execute the annual renewals.

STAFF RECOMMENDATION:

Adopt the **Resolution** Approving the License Subscription to Oomnitza, Inc. for Information Technology Asset Management Software and Authorizing the City Manager to Execute Annual Renewals.

FINANCIAL IMPACT:

Funding for computer-related software and services is included in the Information Systems Operational Budget. Sufficient funding for this licensing cost will be included in the Fiscal Year 2024-25 Budget and in future budget cycles.

DESCRIPTION:

For the past year, the City has used the Oomnitza, Inc. suite of asset management products to maintain an accurate accounting of the City's information technology (IT) assets. This software has allowed Staff to receive, document, deploy, and report on the location and ownership of its technology hardware. During this time, the Oomnitza product has been well regarded by IT Staff.

In Fiscal Year 2023-24 the cost of the subscription to this software was under the City Manager's purchasing threshold outlined in the Municipal Code and therefore did not require City Council approval. Staff desires to continue to use the Oomnitza software and is therefore requesting City Council approval to execute the annual licensing agreement on an annual basis. The proposed

license fee for Fiscal Year 2024-25 is $46,500, an increase of $2,000 (4.5%) over the current year fee. Staff anticipates future increases to be similar.

Section 2.36.050(A) and (B) of the Dublin Municipal Code allow for exceptions to the typical public bidding process when a purchase involves goods of a technical nature, where it would be difficult for a vendor to bid on a standard set of specifications. Software licensing falls into this category.

The original license subscription to the Oomnitza, Inc. IT Asset Management Software, expiring June 30, 2024, is included as Attachment 3. Approval of the Resolution (Attachment 1) will authorize the City Manager to renew the subscription in excess of $45,000 on an annual basis as long as the City utilizes the software and has included the appropriate funding in the annual budget.

STRATEGIC PLAN INITIATIVE:

Objective A: Reduce/eliminate the need for paper transactions where feasible.
Objective B: Provide on-going condition assessments of aging city facilities and assets.

NOTICING REQUIREMENTS/PUBLIC OUTREACH:

The City Council Agenda was posted.

ATTACHMENTS:

1) Resolution Approving the License Subscription to Oomnitza, Inc. for Information Technology Asset Management Software and Authorizing the City Manager to Execute Annual Renewals
2) Exhibit A to the Resolution - License Subscription to Oomnitza, Inc. IT Asset Management Software Agreement Renewal
3) License Subscription to Oomnitza, Inc. IT Asset Management Software Agreement

RESOLUTION NO. XX – 24

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DUBLIN

APPROVING THE LICENSE SUBSCRIPTION WITH OOMNITZA, INC. FOR INFORMATION TECHNOLOGY ASSET MANAGEMENT SOFTWARE AND AUTHORIZING THE CITY MANAGER TO EXECUTE ANNUAL RENEWALS

WHEREAS, the City currently subscribes to Oomnitza, Inc.'s suite of information technology asset management software to deploy and track the citywide hardware; and

WHEREAS, the current license subscription to Oomnitza, Inc. software expires June 30, 2024; and

WHEREAS, Staff desires to continue to utilize the Oomitza software on an ongoing basis, requiring annual renewal of the license subscription; and the proposed license subscription fee is in excess of the City Manager's authority; and

WHEREAS, Sections 2.36.050(A) and (B) of the Dublin Municipal Code allow for exceptions to the typical public bidding process when a purchase involves goods of a technical nature, where it would be difficult for a vendor to bid on a standard set of specifications, provided that the City Council shall award purchases in excess of $45,000.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Dublin does hereby approve the renewal of the license subscription to Oomnitza, Inc., attached hereto as **Exhibit A.**

BE IT FURTHER RESOLVED that the City Manager is authorized to execute annual license subscription renewals for this product, subject to budget availability, and is further authorized to make any changes to the license agreement to carry out the intent of this resolution.

PASSED, APPROVED AND ADOPTED this 7th day of May 2024, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

_____
Mayor

ATTEST:

_____
City Clerk

oomnitza

Order Form

Contacts	
Customer: City of Dublin Steve Windsor Email: steve.windsor@dublin.ca.gov	**Oomnitza Inc.** 548 Market St Suite 18912 San Francisco, California 94104-5401 Amanda Groppetti Email: Amanda.Groppetti@oomnitza.com
Services: License subscription to Oomnitza suite of products included below.	

Fees:

Platform/Connector Subscription

Subscription	Sale Price
- Platform Fee (Production Environment, Dev Environment, Workflow Capabilities, Support and Dedicated CSM)	$10,000
- Assets Module – Up to 2,000 Assets	$20,000
- Accessories Module	$5,000
- Software Module - Up to 100 Employees	$1,500
- Integration Bundle - Up to 5 Integrations	$10,000
Total Annual Subscription	**$46,500**

Term: Term of one (1) year (subject to renewal as set forth in the Agreement).

Agreement

This agreement ("Agreement") is entered into as of June 30, 2024 (the "Effective Date") between Oomnitza Inc. ("Oomnitza"), and the customer listed above ("Customer"). This Agreement includes and incorporates (i) the above Order Form, and (ii) Oomnitza's Enterprise terms entered on June 30, 2023, which have been previously provided and agreed to by Customer in connection with a previous order form; and all of which are in each case hereby incorporated by reference. There shall be no force or effect to any different terms of any related purchase order or similar form after the date hereof unless the related purchase order or similar form is signed by an authorized officer of Oomnitza and the related purchase order or similar form specifically mentions the provision of this Agreement to be superseded.

Oomnitza Inc.:

By: DocuSigned by: Victor Hwei 404C8BEF33484F0...

Name: Victor Hwei

Title: CFO

4/23/2024

Customer:

By: _____

Name: _____

Title: _____

oomnitza

Order Form

Contacts	
City of Dublin, California Contact: Steve Windsor Email: Billing Email: steve.windsor@dublin.ca.gov	**Oomnitza Inc.** 548 Market St, Suite 18912 San Francisco, CA 94104 Contact Name: Lorin Email: lorin.bartlett@oomnitza.com
Quote Created: 3/22/23	**Quote Expires: 6/30/23**
Services: License subscription to Oomnitza suite of products included below.	

Product	Quantity	List Price	Sales Price
Software Module (# of users)	300	$4,500	$4,500
Integration Bundle	1	$15,000	$10,000
Endpoints Module	2000	$24,000	$22,000
Accessories Module (# of Accessories)	5000	$5,000	$5,000
Platform Fee - (Production Environment, Sandbox Environment, Configuration Migration, CSM, Advanced Reporting)	1	$15,000	$15,000
Implementation	1	$15,000	$10,000
		Grand Total	$44,500

Quote Total Price: $44,500

Term: 1-year

PO Required? Yes

PO Number: 237374

***The Advanced Reporting Module** is a third-party product provided under license from EazyBI SIA ("EazyBI"). Customer's signature of the Agreement constitutes Customer's consent to Oomnitza's authorization of EazyBI as a sub-processor under applicable data protection laws and data protection addendum or agreement between Customer and Oomnitza.

Agreement

This agreement ("Agreement") is entered into as of _____(the "Effective Date") between Oomnitza Inc. ("Oomnitza"), and the customer listed above ("Customer"). This Agreement includes and incorporates (i) the above Order Form, and (ii) Oomnitza's standard Enterprise Terms, which are attached hereto. This Agreement contains, among other things, warranty disclaimers, liability limitations and use limitations. There shall be no force or effect to any different terms of any related purchase order or similar form after the date hereof unless the related purchase order or similar form is signed by an authorized officer of Oomnitza, and the related purchase order or similar form specifically mentions the provision of this Agreement to be superseded.

Oomnitza:	**Customer:**
By: DocuSigned by: Patrick Zanoni 8A81CA6E7D1F490...	**By:** DocuSigned by: Linda Smith E33836CFFC044E0...
Name: Patrick Zanoni	**Name:** Linda Smith
Title: CFO	**Title:** City Manager
Date Signed: 7/17/2023	**Date Signed:** 7/17/2023

Enterprise Terms

PLEASE READ THESE ENTERPRISE TERMS ("**TERMS**") CAREFULLY BEFORE USING THE SERVICES OFFERED BY OOMNITZA INC. ("**OOMNITZA**"). BY MUTUALLY EXECUTING ONE OR MORE ORDER FORMS WITH OOMNITZA WHICH REFERENCE THESE TERMS (EACH, AN "**ORDER FORM**"), YOU (**City of Dublin**) AGREE TO BE BOUND BY THESE TERMS (TOGETHER WITH ALL ORDER FORMS, THE "**AGREEMENT**") TO THE EXCLUSION OF ALL OTHER TERMS. IF THE TERMS OF THIS AGREEMENT ARE CONSIDERED AN OFFER, ACCEPTANCE IS EXPRESSLY LIMITED TO SUCH TERMS.

1. Order Forms; Access to the Service

Upon mutual execution, each Order Form shall be incorporated into and form a part of the Agreement. Subject to Customer's compliance with the terms and conditions of this Agreement (including any limitations and restrictions set forth on the applicable Order Form) Oomnitza grants Customer a non-exclusive, non-transferable (except in compliance with permitted assignments under Section 16) right to access and use the services specified in each Order Form (collectively, the "**Service**," or "**Services**") during the applicable Order Form Term (as defined below) for the internal business purposes of Customer, only as provided herein and only in accordance with Oomnitza's applicable official user documentation (the "**Documentation**"). Customer is responsible for the use of the Service by any person to whom Customer has given access to the Service, even if Customer did not authorize such use.

2. Implementation

Upon payment of any applicable fees set forth in each Order Form, Oomnitza agrees to use reasonable commercial efforts to provide standard implementation assistance for the Service only if and to the extent such assistance is set forth on such Order Form (such assistance, "**Implementation Assistance**"). If Oomnitza provides Implementation Assistance in excess of any agreed-upon hours estimate, or if Oomnitza otherwise provides additional services beyond those agreed in an Order Form, Customer will pay Oomnitza at its then-current hourly rates for consultation.

3. Support; Service Levels

Subject to the terms and conditions of this Agreement, Oomnitza will provide support and uptime for the Service in accordance with Oomnitza's standard Support and Availability Policy, attached hereto as Exhibit A.

4. Service Updates

From time to time, Oomnitza may provide upgrades, patches, enhancements, or fixes for the Services without additional charge ("**Updates**"), and such Updates will become part of the Services and subject to this Agreement; provided that Oomnitza shall have no obligation under this Agreement or otherwise to provide any such Updates.

5. Ownership; Feedback

As between the parties, Oomnitza retains all right, title, and interest in and to the Services, all software, products, works, and other intellectual property and moral rights related thereto or created, used, or provided by Oomnitza for the purposes of this Agreement, including any copies and derivative works of the foregoing, and the Aggregated and/or De-Identified Data. Any software which is distributed or otherwise provided to Customer hereunder (including without limitation any software identified on an Order Form) shall be deemed a part of the Services and subject to all of the terms and conditions of this Agreement. No rights or licenses are granted except as expressly set forth in this Agreement. Customer may from time to time provide suggestions, comments or other feedback to Oomnitza with respect to the Service ("**Feedback**"). Feedback, even if designated as confidential by Customer, shall not create any confidentiality obligation for Oomnitza notwithstanding anything else. Customer shall, and hereby does, grant to Oomnitza a nonexclusive, worldwide, perpetual, irrevocable, transferable, sublicensable,

royalty-free, fully paid up license to use and exploit the Feedback for any purpose. Nothing in this Agreement will impair Oomnitza's right to develop, acquire, license, market, promote or distribute products, software or technologies that perform the same or similar functions as, or otherwise compete with any products, software or technologies that Customer may develop, produce, market, or distribute.

6. Fees; Payment

Customer shall pay Oomnitza fees for the Service as set forth in each Order Form ("**Fees**"). Unless otherwise specified in an Order Form, all Fees shall be invoiced annually in advance and all invoices issued under this Agreement are payable in U.S. dollars within thirty (30) days from date of invoice. Past due invoices are subject to interest on any outstanding balance of the lesser of 1.5% per month or the maximum amount permitted by law. Customer will reimburse Oomnitza for all reasonable costs and expenses incurred (including reasonable attorneys' fees) in collecting any late payments or interest. Customer shall be responsible for all taxes associated with Service (excluding taxes based on Oomnitza's net income). All Fees under each Order Form will be subject to an annual increase of 5% over the rates applicable during the prior year, except to the extent otherwise expressly set forth in such Order Form. All Fees paid are non-refundable and are not subject to set-off.

7. Restrictions

Except as expressly set forth in this Agreement, Customer shall not (and shall not permit any third party to), directly or indirectly: (i) reverse engineer, decompile, disassemble, or otherwise attempt to discover the source code, object code, or underlying structure, ideas, or algorithms of the Service (except to the extent applicable laws specifically prohibit such restriction); (ii) modify, translate, or create derivative works based on the Service; (iii) copy, rent, lease, distribute, pledge, assign, or otherwise transfer or encumber rights to the Service; (iv) use the Service for the benefit of a third party; (v) remove or otherwise alter any proprietary notices or labels from the Service or any portion thereof; (vi) use the Service to build an application or product that is competitive with any Oomnitza product or service; (vii) interfere or attempt to interfere with the proper working of the Service or any activities conducted on the Service; or (viii) bypass any measures Oomnitza may use to prevent or restrict access to the Service (or other accounts, computer systems or networks connected to the Service). Customer is responsible for all of Customer's activity in connection with the Service, including but not limited to uploading Customer Data (as defined below) onto the Service. Customer (i) shall use the Service in compliance with all applicable local, state, national and foreign laws, treaties and regulations in connection with Customer's use of the Service (including those related to data privacy, international communications, export laws and the transmission of technical or personal data laws), and (ii) shall not use the Service in a manner that violates any third party intellectual property, contractual or other proprietary rights.

8. Customer Data

For purposes of this Agreement, "**Customer Data**" shall mean any data, information or other material provided, uploaded, or submitted by Customer to the Service in the course of using the Service or to Oomnitza in connection with Customer's use of the Services. For clarity, Customer Data shall include Personal Data (as defined below), if any, provided by Customer to Oomnitza hereunder, but exclude Aggregated and/or De-Identified Data (as defined below). Customer shall retain all right, title and interest in and to the Customer Data, including all intellectual property

rights therein. Customer, not Oomnitza, shall have sole responsibility for the accuracy, quality, integrity, legality, reliability, appropriateness, and intellectual property ownership or right to use of all Customer Data. Customer agrees and acknowledges that Customer Data may be irretrievably deleted if Customer's account is ninety (90) days or more delinquent. Customer hereby grants Oomnitza a non-exclusive, worldwide, royalty-free right and license to use, host, reproduce, display, perform, modify and make derivative works of the Customer Data solely for the purposes of providing the Service to Customer. Notwithstanding the foregoing, Customer acknowledges and agrees that Oomnitza may generate and/or collect Aggregated and/or De-Identified Data in connection with providing the Services to Customer. Customer hereby grants Oomnitza a nonexclusive, worldwide, royalty-free, perpetual, irrevocable license to incorporate Customer Data in Aggregated and/or De-Identified Data (as defined below) for any lawful purpose (including without limitation, for purposes of improving, testing, operating, promoting and marketing Oomnitza's products and services). "**Aggregated and/or De-Identified Data**" means any data collected, derived, or generated by Oomnitza in connection with Customer's use of the Service that has been aggregated or de-identified such that it cannot reasonably be used to identify Customer or any individual to whom Personal Data relates.

9. Third Party Products

The Service may provide Customer with access to, be integrated with, or contain links or references to, products, services, data, integrations, information, sites, APIs, components or other materials which are provided or operated by third parties, including Oomnitza's third party suppliers, partners and licensors (collectively, "**Third Party Products**"). Customer's use of the Third Party Products shall be subject to (and Customer agrees it is bound by) the third party terms and conditions set forth at https://oomnitza.com/thirdpartyterms (the "**Third Party Terms Site**"), as they may be modified from time to time by Oomnitza and/or its third party licensors, partners and vendors by posting new terms at the Third Party Terms Site (collectively, the "**Third Party Terms**"). The Third Party Terms are hereby incorporated into this Agreement by this reference. Customer is responsible for checking the Third Party Terms Site for updates, and any use by Customer of the Service following a change to the Third Party Terms shall constitute acceptance of such change. Customer shall comply with all Third Party Terms, and shall indemnify and hold Oomnitza harmless from all damages, costs, settlements, attorneys' fees and expenses arising from or related to Customer's breach of any Third Party Terms.

10. Confidentiality; Personal Data; Data Security

From time to time during the Term of this Agreement, either party (as the "**Disclosing Party**") may disclose or make available to the other party (as the "**Receiving Party**") information about its business affairs, products, services, confidential intellectual property, trade secrets, third-party confidential information and other sensitive or proprietary information, whether orally or in written, electronic or other form or media, and whether or not marked, designated or otherwise identified as "confidential" (collectively, "**Confidential Information**"). Customer Data is deemed Confidential Information of Customer. Confidential Information shall not include information that, at the time of disclosure: (i) is or becomes generally available to and known by the public other than as a result of, directly or indirectly, any breach of this Section 10 by the Receiving Party or any of its Representatives; (ii) is or becomes available to the Receiving Party on a non-confidential basis from a third-party source, provided that such third party is not and was not prohibited from disclosing such Confidential Information; (iii) was rightfully known by or in the possession of the Receiving Party before being disclosed by or on behalf of the Disclosing Party; (iv) was or is

independently developed by the Receiving Party without reference to or use, in whole or in part, of any of the Disclosing Party's Confidential Information; or (v) is required to be disclosed under applicable federal, state or local law, regulation or a valid order issued by a court or governmental agency of competent jurisdiction.

The Receiving Party shall: (A) protect and safeguard the confidentiality of the Disclosing Party's Confidential Information with at least the same degree of care as the Receiving Party would protect its own Confidential Information, but in no event with less than a commercially reasonable degree of care; (B) not use the Disclosing Party's Confidential Information, or permit it to be accessed or used, for any purpose other than to exercise its rights or perform its obligations under this Agreement; and (C) not disclose any such Confidential Information to any person or entity, except to the Receiving Party's directors, officers, employees, contractors, contractors, or agents (collectively, "**Representatives**") who need to know the Confidential Information to assist the Receiving Party, or act on its behalf, to exercise its rights or perform its obligations under the Agreement, provided that such Representatives are bound by written agreements with use and nondisclosure restrictions at least as protective as those set forth in this Section 10. The Receiving Party shall be responsible for any breach of this Section 10 caused by any of its Representatives. At any time during or after the term of this Agreement, at the Disclosing Party's written request, the Receiving Party shall promptly return, and shall require its Representatives to return to the Disclosing Party all copies, whether in written, electronic or other form or media, of the Disclosing Party's Confidential Information, or destroy all such copies and certify in writing to the Disclosing Party that such Confidential Information has been destroyed. In addition to all other remedies available at law, the Disclosing Party may seek equitable relief (including injunctive relief) against the Receiving Party to prevent the breach or threatened breach of this Section 10 and to secure its enforcement.

"**Personal Data**" means Customer Data that is "personal data" or "personal information" under applicable data protection laws.. Customer acknowledges and agrees that Customer, not Oomnitza, controls the provision of Personal Data supplied to Oomnitza under this Agreement, and Customer may elect to not supply any Personal Data to Oomnitza hereunder.

Oomnitza will use commercially reasonable efforts to implement and maintain reasonable technical, administrative and physical security measures designed to protect Customer Data that (a) consistent with industry standards taking into consideration the sensitivity of the relevant Customer Data, and the nature and scope of the Service to be provided, and (b) comply with all applicable international, foreign, federal, and state laws, statutes, rules, orders and regulations. Without limiting the generality of the foregoing, Oomnitza will periodically test its systems for potential areas where security could be breached. Oomnitza will notify Customer without undue delay upon becoming aware of any unauthorized access, use or disclosure of Customer Data ("Security Incident"). Oomnitza will use reasonable efforts to remedy the risk of any further Security Incident in a timely manner and deliver to Customer a root cause assessment and future incident mitigation plan with regard to the Security Incident.

11. Term; Termination

This Agreement shall commence upon the effective date set forth in the first Order Form, and, unless earlier terminated in accordance herewith, shall last until the expiration of all Order Forms (the "**Term**"). For each Order Form, the "**Order Form Term**" shall begin as of the effective date set forth on such Order Form, and unless earlier terminated as set forth herein, (x) shall continue

for the initial term specified on the Order Form (the "**Initial Order Form Term**"), and (y) following the Initial Order Form Term, shall automatically renew for additional successive periods of one year each (each, a "**Renewal Order Form Term**") unless either party notifies the other party of such party's intention not to renew no later than thirty (30) days prior to the expiration of the Initial Order Form Term or then-current Renewal Order Form Term, as applicable.

In the event of a material breach of this Agreement by either party, the non-breaching party may terminate this Agreement by providing written notice to the breaching party, provided that the breaching party does not materially cure such breach within thirty (30) days of receipt of such notice. Without limiting the foregoing, Oomnitza may suspend or limit Customer's access to or use of the Service if (i) Customer's account is more than sixty (60) days past due, or (ii) Customer's use of the Service results in (or is reasonably likely to result in) damage to or material degradation of the Service which interferes with Oomnitza's ability to provide access to the Service to other customers; provided that in the case of subsection (ii): (a) Oomnitza shall use reasonable good faith efforts to work with Customer to resolve or mitigate the damage or degradation in order to resolve the issue without resorting to suspension or limitation; (b) prior to any such suspension or limitation, Oomnitza shall use commercially reasonable efforts to provide notice to Customer describing the nature of the damage or degradation; and (c) Oomnitza shall reinstate Customer's use of or access to the Service, as applicable, if Customer remediates the issue within thirty (30) days of receipt of such notice.

Upon expiration or termination of this Agreement: (i) the rights granted pursuant to Section 1 will terminate; (ii) Customer will return to Oomnitza its Confidential Information in its possession or will destroy such items and, upon Oomnitza's request, certify their destruction; (iii) Oomnitza will deliver to Customer a copy of the Customer Data within sixty (60) days of the date of expiration or termination, and (iv) after return to Customer, Oomnitza will delete all Customer Data in its possession or control. Oomnitza will have the right to retain, and nothing in this Agreement will be deemed to require Oomnitza to destroy, any Aggregated Anonymous Data in Oomnitza possession or control following the expiration or termination of this Agreement. All provisions of this Agreement which by their nature should survive termination shall survive termination, including, without limitation, accrued payment obligations, ownership provisions, warranty disclaimers, indemnity and limitations of liability.

12. Indemnification

Each party ("**Indemnitor**") shall defend, indemnify, and hold harmless the other party , and their respective affiliates, employees, contractors, directors, suppliers and representatives (collectively, the "**Indemnitees**") from and against any claims, losses, damages, or expenses paid or payable to an unaffiliated third party (including reasonable attorneys' fees) ("**Losses**") incurred by Indemnitees to the extent resulting from any liabilities, claims, lawsuits, and proceedings ("**Claims**") brought by a third party against Indemnitees that arise from or relate to (i) Indemnitor's gross negligence or intentional misconduct, (ii) Indemnitor's violation of law, and (iii) any act or omission of the Indemnitor or any Indemnitor personnel that results in personal injury (or death) or tangible or intangible property damage (including loss of use).

Customer shall defend, indemnify, and hold harmless Oomnitza and its affiliates, their respective employees, contractors, directors, suppliers and representatives from and against any Losses incurred by Oomnitza to the extent resulting from any third-party Claims against Oomnitza that arise from or relate to (i) the Customer Data, including without limitation any claim that the

Customer Data infringes, misappropriates or otherwise violates any third party's proprietary, privacy, or other rights, and (ii) use of the Services by Customer in a manner that is not in accordance with this Agreement.

Oomnitza shall defend, indemnify, and hold harmless Customer and its affiliates, their respective employees, contractors, directors, suppliers and representatives from and against any Losses incurred by Customer to the extent resulting from any third-party Claims against Customer (i) that Customer's use of the Services in accordance with this Agreement infringes, violates, or misappropriates any third party intellectual property or proprietary right, and (ii) arising from a data breach attributable to the acts or omissions of Oomnitza, provided that Oomnitza shall have no such indemnification obligations for data breaches not attributable to Oomntiza.

Each Indemnitor's indemnification obligations hereunder shall be conditioned upon the Indemnitee providing the Indemnitor with: (i) prompt written notice of any claim (provided that a failure to provide such notice shall only relieve the Indemnitor of its indemnity obligations if the Indemnitor is materially prejudiced by such failure); (ii) the option to assume sole control over the defense and settlement of any claim, provided that (A) the Indemnitee may participate in such defense and settlement at its own expense, and (B) that the Indemnitor may not settle any claim without the Indemnitee's prior written approval unless the settlement is for a monetary amount, unconditionally releases the Indemnitee from all liability without prejudice, does not require any admission by the Indemnitee, and does not place restrictions upon the Indemnitee's business, products or services; and (iii) reasonable information and assistance in connection with such defense and settlement (at the Indemnitor's expense). The foregoing obligations of Oomnitza do not apply with respect to the Service or any information, technology, materials or data (or any portions or components of the foregoing) to the extent (i) not created or provided by Oomnitza (including without limitation any Customer Data), (ii) made in whole or in part in accordance to Customer specifications, (iii) modified after delivery by Oomnitza, (iv) combined with other products, processes or materials not provided by Oomnitza (where the alleged Losses arise from or relate to such combination), (v) where Customer continues allegedly infringing activity after being notified thereof or after being informed of modifications that would have avoided the alleged infringement, or (vi) Customer's use of the Service is not strictly in accordance herewith.

13. Representations and Warranties

Each Party hereby represents and warrants to the other Party that: (i) it is duly organized, validly existing and in good standing under its jurisdiction of organization and has the right to enter into this Agreement and (ii) the execution, delivery and performance of this Agreement and the consummation of the transactions contemplated hereby are within the corporate powers of such Party and have been duly authorized by all necessary corporate action on the part of such Party, and constitute a valid and binding agreement of such Party.

Customer hereby represents and warrants to Oomnitza that (i) it has obtained and will obtain and continue to have, during the Term, all necessary rights, authority and licenses for the access to and use of the Customer Data as contemplated by this Agreement and (ii) Oomnitza's use of the Customer Data in accordance with this Agreement will not violate any applicable laws or regulations or cause a breach of any agreement or obligations between Customer and any third party.

14. Disclaimer

EXCEPT AS EXPRESSLY SET FORTH HEREIN, THE SERVICE AND IMPLEMENTATION ASSISTANCE IS PROVIDED "AS IS" AND "AS AVAILABLE" AND ARE WITHOUT WARRANTY OF ANY KIND, EXPRESS OR IMPLIED, INCLUDING, BUT NOT LIMITED TO, THE IMPLIED WARRANTIES OF TITLE, NON-INFRINGEMENT, MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE, AND ANY WARRANTIES IMPLIED BY ANY COURSE OF PERFORMANCE, USAGE OF TRADE, OR COURSE OF DEALING, ALL OF WHICH ARE EXPRESSLY DISCLAIMED. WITHOUT LIMITING THE FOREGOING, OOMNITZA HEREBY DISCLAIMS ANY WARRANTY THAT USE OF THE SERVICES WILL BE ERROR-FREE, BUGFREE OR UNINTERRUPTED.

15. Limitation of Liability

EXCEPT FOR (i) THE PARTIES' RESPECTIVE INDEMNIFICATION OBLIGATIONS HEREUNDER, (ii) EITHER PARTY'S BREACH OF CONFIDENTIALITY OBLIGATIONS HEREUNDER, (iii) BREACH OF OOMNITZA'S DATA SECURITY OBLIGATIONS HEREUNDER, (iv) BREACH OF CUSTOMER'S PAYMENT OBLIGATIONS, OR (v) FRAUD OR WILFUL MISCONDUCT BY EITHER PARTY, IN NO EVENT SHALL EITHER PARTY, NOR ITS DIRECTORS, EMPLOYEES, AGENTS, PARTNERS, SUPPLIERS OR CONTENT PROVIDERS, BE LIABLE UNDER CONTRACT, TORT, STRICT LIABILITY, NEGLIGENCE OR ANY OTHER LEGAL OR EQUITABLE THEORY WITH RESPECT TO THE SUBJECT MATTER OF THIS AGREEMENT (A) FOR ANY LOST PROFITS, DATA LOSS, COST OF PROCUREMENT OF SUBSTITUTE GOODS OR SERVICES, OR SPECIAL, INDIRECT, INCIDENTAL, PUNITIVE, OR CONSEQUENTIAL DAMAGES OF ANY KIND WHATSOEVER, SUBSTITUTE GOODS OR SERVICES (HOWEVER ARISING), OR (B) FOR ANY BUGS, VIRUSES, TROJAN HORSES, OR THE LIKE (REGARDLESS OF THE SOURCE OF ORIGINATION)

EXCEPT FOR (i) THE PARTIES' RESPECTIVE INDEMNIFICATION OBLIGATIONS HEREUNDER OR (ii) EITHER PARTY'S BREACH OF CONFIDENTIALITY OBLIGATIONS HEREUNDER, IN NO EVENT WILL EITHER PARTY'S TOTAL LIABILITY TO THE OTHER PARTY IN CONNECTION WITH THIS AGREEMENT OR THE PROVISION OF THE SERVICES OR IMPLEMENTATION ASSISTANCE EXCEED THE FEES PAID (OR PAYABLE) BY CUSTOMER TO OOMNITZA HEREUNDER IN THE TWELVE (12) MONTHS PRIOR TO THE EVENT GIVING RISE TO A CLAIM HEREUNDER, REGARDLESS OF THE LEGAL OR EQUITABLE THEORY ON WHICH THE CLAIM OR LIABILITY IS BASED, AND WHETHER OR NOT OOMNITZA WAS ADVISED OF THE POSSIBILITY OF SUCH LOSS OR DAMAGE.

16. Miscellaneous

This Agreement represents the entire agreement between Customer and Oomnitza with respect to the subject matter hereof, and supersedes all prior or contemporaneous communications and proposals (whether oral, written or electronic) between Customer and Oomnitza with respect thereto. The Agreement shall be governed by and construed in accordance with the laws of the State of California, excluding its conflicts of law rules, and the parties consent to exclusive jurisdiction and venue in the state and federal courts located in San Francisco, California. All notices under this Agreement shall be in writing and shall be deemed to have been duly given when received, if personally delivered or sent by certified or registered mail, return receipt requested; when receipt is electronically confirmed, if transmitted by facsimile or e-mail; or the

day after it is sent, if sent for next day delivery by recognized overnight delivery service. Notices must be sent to the contacts for each party set forth on the Order Form. Either party may update its address set forth above by giving notice in accordance with this section. Except as otherwise provided herein, this Agreement may be amended only by a writing executed by both parties. Except for payment obligations, neither party shall be liable for any failure to perform its obligations hereunder where such failure results from any cause beyond such party's reasonable control, including, without limitation, the elements; fire; flood; severe weather; earthquake; vandalism; accidents; sabotage; power failure; denial of service attacks or similar attacks; Internet failure; acts of God and the public enemy; acts of war; acts of terrorism; riots; civil or public disturbances; strikes lock-outs or labor disruptions; pandemic; any laws, orders, rules, regulations, acts or restraints of any government or governmental body or authority, civil or military, including the orders and judgments of courts. Neither party may assign any of its rights or obligations hereunder without the other party's consent; provided that (i) either party may assign all of its rights and obligations hereunder without such consent to a successor-in-interest in connection with a sale of substantially all of such party's business relating to this Agreement, and (ii) Oomnitza may utilize subcontractors in the performance of its obligations hereunder, provided that Oomnitza shall be and remain responsible to Customer for the acts and omissions of Oomnitza's subcontractors in connection with the performance or provision of any of the Services. No agency, partnership, joint venture, or employment relationship is created as a result of this Agreement and neither party has any authority of any kind to bind the other in any respect. Customer agrees to allow Oomnitza to use Customer's name and logo on Oomnitza's website and other marketing materials to identify Customer as an Oomnitza customer. In any action or proceeding to enforce rights under this Agreement, the prevailing party shall be entitled to recover costs and attorneys' fees. If any provision of this Agreement is held to be unenforceable for any reason, such provision shall be reformed only to the extent necessary to make it enforceable. The failure of either party to act with respect to a breach of this Agreement by the other party shall not constitute a waiver and shall not limit such party's rights with respect to such breach or any subsequent breaches.

EXHIBIT A

Oomnitza Support and Availability Policy

This Support, Security and Availability Policy (the "**Policy**") sets forth the policies and procedures with respect to services (the "**Service**") provided by Oomnitza to a customer ("**Customer**") pursuant to a separate Order Form and Enterprise Terms between Oomnitza and Customer (the "**Agreement**").

Summary:

As further described below, Oomnitza will use commercially reasonable efforts to: (i) provide Customer with [99.9%] availability to the Service (the "**Service Availability**"); and (ii) provide standard support to Customer.

Availability:

If the Service becomes substantially unavailable to Customer due to defects with the Service, Oomnitza will respond to Customer (i) within eight (8) hours from Customer's notification to Oomnitza of such unavailability, if during normal business hours (Monday-Friday, 8:00am – 6:00pm Pacific), or (ii) within eight (8) hours of the start of the next business day, if outside of normal business hours. Service Availability measurement will exclude reasonable scheduled downtime for system maintenance as well as any downtime or performance issues resulting from third party connections, services or utilities or other reason beyond Oomnitza's control (including without limitation, acts of God, acts of government, flood, fire, earthquakes, civil unrest, acts of terror, strikes or other labor problems (other than those involving Oomnitza employees), computer, telecommunications, Internet service provider or hosting facility failures or delays involving hardware, software or power systems not within Oomnitza's possession or reasonable control, and denial of service attacks).

Failure to meet Service Availability:

If for any single calendar month the Services fail to meet the Service Availability, Oomnitza, at Oomnitza's sole discretion, may provide Customer one month's service credit for the month the Service Availability was not met. Customer acknowledges and agrees that service credits shall constitute Customer's sole and exclusive remedy for any failure by Oomnitza to maintain its Service Availability or breach by Oomnitza of its obligations under this Support and Availability Policy. In no event shall the total service credits owed by Company to Customer exceed the total Fees paid by Customer under this Agreement.

Agenda Item 5.5

STAFF REPORT
CITY COUNCIL

DATE: May 7, 2024

TO: Honorable Mayor and City Councilmembers

FROM: Linda Smith, City Manager

SUBJECT: Two-Year Strategic Plan Quarterly Update
Prepared by: Jordan Foss, Management Analyst II

EXECUTIVE SUMMARY:

The City Council will receive a status update on the City's Two-Year Strategic Plan.

STAFF RECOMMENDATION:

Receive the report.

FINANCIAL IMPACT:

None.

DESCRIPTION:

The City Council adopted the City's Two-Year Strategic Plan on April 19, 2022. This Plan sets the overall direction for the City, guiding resources and setting specific objectives to drive City action. The Plan coincides with Fiscal Years 2022-23 and 2023-24.

On September 19, 2023, the City Council received the Year 1 Strategic Plan update, covering the period of July 1, 2022 through June 30, 2023. Key highlights for each strategy were provided, as well as examples of how the City will continue to meet objectives during the Year 2 period.

This report represents the seventh of eight quarterly Strategic Plan updates, covering the period of January 1, 2024, through March 31, 2024. Updates for the strategies and objectives are provided in Attachment 1 and includes detailed updates on the Year 1 accomplishments.

STRATEGIC PLAN INITIATIVE:

None.

NOTICING REQUIREMENTS/PUBLIC OUTREACH:

The City Council Agenda was posted.

ATTACHMENTS:

1) Strategic Plan Quarterly Update

CITY OF DUBLIN
2023-24 Q3 STRATEGIC PLAN UPDATE
January 1, 2024 – March 31, 2024

Strategy 1	**Downtown Dublin and Economic Development**
Objective A	**Continue support of the Downtown Preferred Vision and Downtown Dublin Specific Plan including improving visual and environmental quality and evaluating specific business uses.**
Prior Update:	Significant progress has been made with the property owners of the Dublin Place shopping center to implement the Downtown Preferred Vision (DPV). The property owner continues to work with Community Development, Public Works, and Economic Development staff on the refinements to their master plan. Staff is preparing draft amendments to the Downtown Dublin Specific Plan (DDSP) to implement the DPV. The amendments are subject to review under the California Environmental Quality Act (CEQA), and that analysis is underway. The proposed amendments and CEQA analysis are anticipated to be considered by the Planning Commission in September and the City Council in October. Planning Staff is also preparing amendments to the DDSP to implement relaxed parking standards throughout the Downtown area. The proposed amendments would be consistent with the pilot program implemented in the Village Parkway District and consistent with the requirements of AB 2097, which went into effect in January 2023. The Planning Commission approved the BASIS Independent School application to renovate the façade of the existing Corrie Center office building and construct a gymnasium where they will operate a private school for middle and high school students. Staff and Avalon Bay are working on a large-scale public art piece that will parallel the north side of the St. Patrick Way extension between Golden Gate Drive and Regional Street. The nearly 400-foot-long art piece will help create a sense of place in a future civic gathering space downtown and provide a visual barrier along the back of a large retail center. Staff began developing the scope of work and design feasibility for the Golden Gate Drive Intersection Improvements at Dublin Boulevard and St. Patrick Way (CIP ST0423). The Planning Commission approved the Citywide Outdoor Seating Design Guidelines to help facilitate the design of permanent outdoor seating within parking lots for eating and drinking establishments, which was approved by the City Council on September 19, 2023.

	The Planning Commission recommended the General Plan and Downtown Dublin Specific Plan Amendments consisting of the following: • Adding Research and Development as a new land use • Increasing the residential allocation by 465 units • Decreasing the non-residential allocation by 300,000 square feet • Increasing the height and floor area ratio in "The Core" area of the Retail District • Changes to setbacks The Avalon Bay large-scale public art piece that parallels the north side of the St. Patrick Way extension between Golden Gate Drive and Regional Street was completed. On November 6, 2023, the City Council received a presentation from City Staff and the City's consultant Urban Field Studio, and the City's Public-Private Partner, American Realty Advisors (ARA), ARA's Development Manager Hines, and ARA's Master Planning Architect Gensler on the proposed implementation of the Downtown Preferred Vision. On December 19, 2023, the City Council adopted Resolution No. 134-23 amending the General Plan and the Downtown Dublin Specific Plan to further implement the Downtown Dublin Preferred Vision. The amendments consisted of the following: • Adding Research and Development as a new land use. • Increasing the residential allocation by 465 units. • Decreasing the non-residential allocation by 300,000 square feet. • Increasing the height and floor area ratio in "The Core" area of the Retail District.
Quarterly Update:	City staff has been working with ARA and Hines on both phases of the Dublin Commons project. The North Project was submitted in Q2 of 2023 and is scheduled for hearing by the Planning Commission this summer. The South Project preapplication was submitted on March 18, and Staff is in the process of reviewing the submittal and preparing comments as well as reviewing the Local Transportation Analysis for the project. Staff is also working on the deal terms as part of the Development Agreement which will come before the City Council next quarter.

Objective B	**Pursue mixed-use projects to create economic vitality.**
Prior Update:	The work being done as part of Objective A will include a mixed-use development project bordering the town square. Staff also continue to have discussions with developers who are interested in other areas of the DDSP area for mixed-use opportunities. Staff continued to work closely with American Realty Advisors (owners of the Dublin Place Shopping Center) and their development team on the Master Site Plan that builds upon the City's Downtown Preferred Vision. Staff is also working with American Realty Advisors on their Planning Application for the North Project which will help relocate existing tenants on the site so redevelopment of the south project can occur.
Quarterly Update:	Please see Quarterly Update under Objective A.
Objective C	**Grant conditional tax and/or development fee relief for new developments in the Downtown.**
Prior Update:	Staff has begun developing the framework for a program that would provide the opportunity for sharing property tax revenues as well as impact fee waivers and/or reductions to support the new Downtown Preferred Vision project. Staff is finalizing the framework for a Property Tax Sharing program that will be presented to the Economic Development Committee at a future meeting. Staff continues working on deal terms for the Development Agreement between the City and ARA for the redevelopment of the Downtown. Property tax sharing along with other tax and/or development fee relief will be factored into the deal terms.
Quarterly Update:	No update.
Objective D	**Support local businesses and new business attractions (ensure revenue-generating industries).**
Prior Update:	Staff developed and distributed the first Holiday Gift Guide with more than 50 businesses participating. Staff also developed new marketing material to showcase Dublin as a business-friendly destination for food and beverage establishments. Additionally, Staff proactively engaged potential businesses and extended support through the Business Concierge Program for those seeking assistance.

	For business attraction, Staff has been reaching out to retailers and food and beverage tenants regarding second-generation restaurant spaces available. Several new tenants signed leases and submitted plans for their tenant improvements, including but not limited to Anjappar, Cloves, Pizza My Heart, Angus the Butcher Shop, Five Below, and VinFast. Staff has been working with a number of new prospective tenants with recent signed leases including, Silver Oven & Grill, Feng Cha Teahouse, Grocery Outlet, Teazzi Tea Shop, MaO Izakaya & Sushi, Building Kidz of Dublin, Tailored Shared Services LLC, Santa Maria Café, Cuppa Yo, Safelite Auto Glass, AT&T, Dublin Taqueria, Dave's Hot Chicken, and Serendipity Labs. Staff launched the Dublin Marketplace Loyalty Rewards Program to help support Dublin small businesses, relaunched the Business Visitation Program after a hiatus due to the pandemic, launched the Dublin Business Corner (a free library of on-demand training courses designed to empower and educate small business owners), and launched the Small Business Navigator Program to offer technical assistance to small businesses in strategic business areas such as marketing, architecture, graphic design, business planning, and more. Additionally, Staff continued to host business roundtables for different industry sectors and conducted four business webinars. The City received and is processing an application for the redevelopment of the Hexcel Corporation site for a new business park to support the life science industry. The City Council supported changes to the Massage Establishment Ordinance and held the first Small Business Night at the Farmers' Market with more than 20 small businesses participating. The City partnered with Patelco Credit Union HQ, Rezolve.ai, and Startup Tri-Valley to sponsor the inaugural Generative Artificial Intelligence Summit in the Tri-Valley. Moreover, the City celebrated a number of ribbon cuttings such as Learn and Play Montessori School, Satvik Eggless Bakery, TeaZenTea, and Tivoli Plaza retail center. A Commercial Façade Improvement Grant was approved with Village Parkway Investments which will provide exterior upgrades to the building that houses Prima Vini. Staff developed the second annual Holiday Gift Guide in support of small businesses, which will be distributed next quarter. The Dublin Marketplace brought on six new businesses to the platform which are as follows: Box World, TeaZenTea, Blueprint Shop, Freshmeatz, Kwality Ice Cream, and Café Tazza. The City continued its efforts with the Business Spotlight program, highlighting Dogtopia and Pho 99, as well as the Business Visitation program with a visit to Rezolve.ai. Staff also helped facilitate seven more requests for assistance through the Small Business Navigator Program.

	The City distributed the Dublin Business Brief, which offers resources for local businesses alongside the second Holiday Gift Guide, reaching more than 34,000 households and featuring more than 35 local businesses. The Holiday Gift Guide was distributed earlier in November to prep for Black Friday. The Small Business Navigator Program saw continued facilitation of marketing requests and closure of several open projects. The Dublin Marketplace reached a milestone by reaching more than 900 members who have collectively earned over $8,200 in rewards, and the business concierge program received more than 15 inquiries. On October 6, 2023, the City sponsored Dublin-based businesses at the Tri-Valley Career Center Job Fair to support small businesses with their staffing needs. Staff also engaged with local business owners by conducting a focus group to gather insights for the Economic Development Strategy and worked on a business-community survey to collect additional input. Staff from Economic Development and Communications collaborated to highlight five local businesses in a Small Business Saturday series (Destination Baby & Kids, Dublin Cyclery, Mike's Camera, Barons Jewelers, and The Wellnest Company) and promoted new and upcoming businesses such as Stanford Blood Center, Domino's, AT&T, Gong Cha, Five Below, Hamni Bank, Safelite Auto Glass Repair, SEV Laser, PiKaso, Kailash Parbat, Anjappar Chettinad Cuisine, and Oh's Nail Spa. Staff also highlighted the reopening of Peet's and Ethan Allen.
Quarterly Update:	To continue support and promotion of small businesses, Economic Development staff collaborated with the Communications Division to post two Small Business Spotlight videos on Satvik Eggless Bakery and Solar Bill Review, which were shared on the City's social media channels and with the businesses to use as promotions. In addition, Staff promoted new and upcoming businesses including Parsons Xtreme Golf (PXG), Boba and More, Avant Anti-Aging Spa, Bag O Crab, Falafel Town, Shabu King, Zhangliang Malatang, Axellent, Nail Studio 101, Par 5 Golfing, Prime Fencing Academy, Soul Imagez Tattoo, Vets for Pets, Chip Cookies, Kane Hair Salon, Lux Gym, Nissan Car Wash, and Noland's Bread Shop. Staff attended two grand opening events for Grocery Outlet and Cuppa Yo. Staff assisted more than 30 businesses as part of our Business Concierge Program which included providing information on site inquiries and selections, building permits, business licenses, starting a business, and the City's business support programs.

	Staff issued a second Small Business Navigator Program RFP to solicit additional professional service providers of technical assistance to small businesses at no cost to the businesses. There were five new requests for the program and 10 completed projects. Staff participated in the Visit Tri-Valley strategic planning retreat to engage in collaboration on increasing business visits in Dublin as well as the Tri-Valley. A Small Business Assistant Grant was approved for IBEW Local 595 to help with building upgrades required as part of the building renovation. Analysis of the survey results for Economic Development Strategy update began which included feedback from the business community and residents. The analysis provides insight into the priorities and desires of the business community and community-at-large as it relates to the City's Economic Development Strategy. Additionally, Staff attended an International Council of Shopping Centers event to engage with retailers and promote Dublin as a good place for doing business, and distributed the Dublin Business Brief, which provided timely information and resources for local businesses. A Business Visitation was conducted with Anchor Construction Management.
Objective E	**Continue the Fallon-East development strategy.**
Prior Update:	The Planning Commission approved an application for a Planned Development Zoning Stage 2 Development Plan and Tentative Map for the Branaugh property. Staff is processing preliminary applications for the GH PacVest and Righetti properties as well as negotiating deal terms for the corresponding Development Agreements. Progress has been made on the Dublin Boulevard Extension Project, which will connect Dublin Boulevard to North Canyons Parkway in Livermore. Drawings have reached the 65% level, a funding plan has been developed and approved by the City Council, and the first developer agreement with BEX Development (Branaugh) has been executed. The Dublin Boulevard Extension project right-of-way certification phase is in progress. The City's consultant, RES Environmental Operating Company, is completing baseline studies for wetland, riparian, and stream mitigation. Staff is working with the City of Livermore staff on a memorandum of understanding for the right-of-

	way certification phase. In addition, the City Council approved a General Plan Amendment Initiation Request and the Development Agreement Deal Terms with GH PacVest for the Dublin Fallon 580 project. RES completed the Phase 1 Environmental Site Assessment reports for four required mitigation properties and is working on securing conservation easements on the mitigation properties. A visit to the four properties was conducted with the California Department of Fish and Wildlife and the United States Fish and Wildlife Service. Escrow closed on three mitigation properties in December 2023. Escrow on the final property is planned for April 2024.
Quarterly Update:	Staff continues to meet with the Fallon East property owners, and more specifically with GH PacVest and Righetti Partners regarding their respective Development Agreements. It is anticipated that these agreements will come before the City Council in the next quarter. In addition, Staff is working with RES on the mitigation plan and creating a preserve that would allow the property owners to identify that permanent indirect mitigation south of the roadway for special status species has been satisfied as part of the City's work for the construction of the Dublin Boulevard extension.

Strategy 2	**Housing Affordability**
Objective A	**Develop a Certified Housing Element that balances the location of housing options for all income types.**
Prior Update:	The City Council adopted the Housing Element on November 15, 2022 and Staff submitted it to the California Department of Housing and Community Development (HCD) for their 60-day review. HCD provided minor comments which Staff is actively working to address in order to achieve a certified Housing Element. Staff revised the adopted 2023-2031 Housing Element to address comments received from HCD. The revised adopted Housing Element was resubmitted to HCD for review on August 21, 2023. HCD provided revised comments on the Housing Element on October 20, 2023. Staff addressed those comments and resubmitted the Housing Element to HCD for review on November 21, 2023. HCD has 60 days to review and respond to the City's resubmittal.
Quarterly Update:	On January 18, 2024, HCD certified the 2023-2031 Housing Element.
Objective B	**Ensure the City's inclusionary zoning regulations incentivize targeted housing production.**
Prior Update:	Staff prepared and issued a request for proposals from consultants to assist with preparing an inclusionary zoning feasibility study and Commercial Linkage Fee nexus study in concert with Objective 2.C. Proposals were

	received from five consultants and an agreement with EPS Consulting was approved by the City Council on April 18, 2023. The City Council held a study session in August 2023 to review the analysis and recommendations regarding the Inclusionary Zoning Regulations, Affordable Housing In-lieu Fee and a nexus study for the Commercial Linkage Fee. On August 15, 2023, the City Council received an informational report on the Inclusionary Zoning and Affordable Housing In-Lieu Fee Feasibility Study and the Commercial Linkage Fee Nexus Study. The City Council provided initial feedback and direction regarding updates to these programs. On September 19, 2023, the City Council received an informational report and directed Staff to prepare the amendments to the Inclusionary Zoning Regulations. Staff is preparing the amendments, as well as preparing amendments to the Affordable Housing In-Lieu Fee and Commercial Linkage Fee programs. Staff and the consultant finalized the Affordable Housing Feasibility Study and the Commercial Linkage Fee Nexus Study and prepared the amendments to the Inclusionary Zoning Regulations, Affordable Housing In-Lieu Fee Program and Non-Residential Development Affordable Housing Fee as directed by the City Council. The City Council is scheduled to consider these items on January 9, 2024 and requested additional information.
Quarterly Update:	On January 9, the City Council held a public hearing to consider amendments to the Inclusionary Zoning Regulations and Affordable Housing In-Lieu Fee. At the conclusion of that public hearing, the City Council directed Staff to return at a future meeting with additional information and analysis regarding increasing the inclusionary zoning requirement to 15%; increasing the in-lieu fee; differentiating the affordable housing requirements for different ownership product types; the impact of interest rate fluctuations; and a projection of in-lieu fee revenue. On March 19, the City Council received a report with the requested information and directed Staff to revise the proposed amendments to the Inclusionary Zoning Regulations. Staff has completed the requested changes and is preparing to take the revised amendments to the Planning Commission for review and a recommendation to the City Council.

Objective C	**Prepare a nexus study to evaluate the affordable housing commercial linkage fee and affordable housing in-lieu fee for for-sale and rental housing.**
Prior Update:	See above. Activity related to the commercial linkage fee and affordable housing in-lieu fee was completed in concert with Objective 2.B. The report has been completed and the recommendations will be brought to the City Council in the third quarter.
Quarterly Update:	Completed. See Objective 2B.
Objective D	**Facilitate the production of affordable housing for lower income seniors, workforce, and special needs households.**
Prior Update:	The City was awarded a $3.3M Local Housing Trust Fund Grant from the California Department of Housing and Community Development for the 300-unit Amador Station affordable housing project adjacent to the West Dublin/Pleasanton BART Station. Additionally, Staff worked with the Amador Station development team on modifications to the project phasing and the terms of a pre-construction loan. The City Council approved the Amador Station First Amended and Restated Community Benefit Program Agreement and Amended and Restated Affordable Housing Assistance Agreement and Transfer of the Agreements to The Related Companies of California. Staff continues to work with Alameda County to assign the Transit Center Site D-1 to Eden Housing for an affordable housing development. Staff worked with Eden Housing on an Affordable Housing Assistance Agreement, which was approved by the City Council on June 20, 2023. Staff continues to work with the developers of the Regional Street Senior Affordable Housing project and the Amador Station project to facilitate funding and development of both projects. The Alameda County Surplus Property Authority continued to work with the City on the future development of an affordable housing project adjacent to the construction of the new parking garage at the East Dublin Transit Center. The future project can accommodate up to 99 units. Staff continued to work with Trumark on the affordable housing at the Francis Ranch development. The City Council authorized an affordability plan for the Francis Ranch project off Croak Road and Central Parkway in Dublin, which will include 77 units of for-rent affordable housing, of which 22 units will be for Sunflower Hill to

	help meet the needs of the intellectual and developmentally disabled (IDD) community. Additionally, the project will have 50 low-income accessory dwelling units, along with 18 for-sale moderate-income housing units. The City negotiated the dedication of land for the development of the SCS Property on the east side of Tassajara Road for an affordable housing project, currently anticipated to serve the IDD community. The project, which can accommodate up to 100 units, will be fully integrated with the rest of the project and is consistent with the City Council's Preferred Plan for the property. Staff continued to work with Landsea Homes to subdivide The DC Project to create a legal parcel for the affordable housing site. Staff is having ongoing discussion with Sunflower Hill and Eden Housing regarding the Francis Ranch project.
Quarterly Update:	Staff continues to have discussions with LandSea and Sunflower Hill regarding the affordable housing project at The DC. Staff is also working with Eden Housing on financing the Senior Assisted Living project on Regional Street, including a $1 million preconstruction loan from the City.
Objective E	**Review the housing market analysis and establish a strategy to meet the "middle market" demand, if needed, to ensure right mix.**
Prior Update:	Staff completed the analysis of middle market housing demand and prepared a report outlining the findings and recommendations. The report was provided to the City Council via memorandum in May 2023.
Quarterly Update:	Completed.
Objective F	**Review ownership programs for first-time buyers and explore alternative options.**
Prior Update:	Staff has started reviewing the First Time Homebuyer Loan Program for amendments to make the program more effective. Amendments are in progress and will be finalized and brought forward for City Council consideration pending the outcome of Objectives 2B and 2C.
Quarterly Update:	No update.

Strategy 3	**Infrastructure Maintenance and Reinvestment**
Objective A	**Use surplus and lump sum funding to increase the City's internal service funds.**
Prior Update:	Both the FY 22-23 and FY 23-24 Budgets include a $2 million transfer to the Internal Service Fund (ISF) for facilities preventative maintenance. Staff is currently working on a review of the ISF replacement funds. Any adjustments to the City's ISF will be included as part of the FY 2024-26 two-year budget cycle. Staff has reviewed the Internal Service Funds and will be working with the City Manager's Office on recommendations, which will be addressed as part of the FY 2024-26 two-year budget cycle.
Quarterly Update:	Staff presented the preliminary two-year budget to the City Council on April 16, which included a proposed $2 million annual contribution to the ISF equipment replacement fund. Additionally, Staff will continue to address infrastructure maintenance through the year-end reserve designations, which will be brought to the City Council in June.
Objective B	**Provide on-going condition assessments of aging city facilities and assets.**
Prior Update:	The City successfully recruited and hired a Maintenance Coordinator, who joined the Dublin team in January 2023. The position is supporting the Maintenance Division in monitoring work on City assets. The City's maintenance contractor is conducting quarterly inspections of parks and facilities to evaluate the condition of equipment and infrastructure to help make informed decisions about repair, replacement, and maintenance schedules. The City's maintenance contractor continues to conduct quarterly inspections of parks and facilities. The Parks and Community Services Department Park Monitors assist in providing weekly inspections of City parks and outdoor facilities, which helps deliver a faster response to maintenance needs. Infrared thermographic electrical inspections were completed to gather electrical equipment condition information at several City buildings. This effort augments the preventive maintenance program by identifying areas with increased risk of equipment and electrical failure. Condition assessment and inspection of City bridges and large storm drain culverts continue. This effort results in recommended maintenance or minor repair of the facilities.

	Staff is in the process of finding a consultant to provide an assessment of conditions at The Wave, and based on that assessment, will a create a maintenance plan for the facility and equipment.
Quarterly Update:	No update.
Objective C	**Explore finance options for long-term pavement management needs.**
Prior Update:	The City received approval from the Metropolitan Transportation Commission (MTC) for $48,000 in grant funding though the Pavement Management Technical Assistance Program (P-TAP), Round 24. Public Works Staff has begun working with MTC's consultant to do the pavement condition assessment and prepare for the resulting analysis. Public Works Staff is also working with a pavement engineering consultant to develop recommendations for a multi-year pavement preservation program and a pavement condition index goal. Staff continues to work with the pavement engineering consultant to evaluate the pavement network and condition, to develop various strategies for resurfacing and rehabilitation, and to update the City's StreetSaver program cost estimates. This effort will result in a recommended pavement condition index goal and multi-year pavement preservation program.
Quarterly Update:	Staff included additional funding in the proposed Five-Year Capital Improvement Program to gradually increase the amount of General Fund Revenue required to meet long-term pavement management needs.
Objective D	**Explore use of funding mechanisms like community facilities districts for capital and on-going maintenance needs.**
Prior Update:	Staff is collaborating with the developer of the East Ranch project and City financial consultants to develop a Community Facilities District (CFD) for facility infrastructure and a CFD for services (maintenance of public improvements). Staff is also working with the financing team to develop a facilities CFD to recover City mitigation costs which the City is advancing as part of the Dublin Blvd Extension project. The Branaugh Property project was approved, including a Development Agreement that requires the developer to cooperate in the formation of a services CFD for maintenance and the facilities CFD for the mitigation of Dublin Boulevard Extension.

	The Francis Ranch (formerly East Ranch) Community Facilities District (CFD) for facility infrastructure and services (maintenance of public improvements) has started the initial formation process. The City Council approved a CFD for facility infrastructure and services for the Francis Ranch project. Staff is currently negotiating a Development Agreement for the Righetti Property project, which could require the developer to cooperate in the formation of a services CFD for maintenance and the facilities CFD for the mitigation of Dublin Boulevard Extension. The GH PacVest Property project has approved deal points for a Development Agreement that could result in the formation of a services CFD for maintenance of public improvements. Staff began negotiating a Development Agreement for the GH PacVest property, which could require the developer to cooperate in the formation of a CFD for maintenance and facilities, including for the mitigation land acquisition for the Dublin Boulevard Extension project.
Quarterly Update:	No update.
Objective E	**Continue to implement measures identified in the Climate Action Plan (CAP).**
Prior Update:	Two CAP 2030 Reach Codes were adopted as part of the 2022 Building Code: all-electric new construction (Measure EE-1) and electric vehicle charging stations (Measure SM-1) codes. Consistent with CAP Measure MM-2: Reduce the Embodied Greenhouse Gas Emissions Associated with Building Materials, a low carbon concrete specification has been implemented and installed in one location with more locations planned. Staff continued working on Climate Action Plan (CAP) Measure SM-2: Develop an Electric Vehicle Infrastructure Plan. Staff also initiated an update on the Municipal Fleet Electrification Plan, consistent with CAP 2030 Measure ML-3: Electrify Municipal Vehicle Fleet and Equipment. Additionally, work on a potential low carbon concrete building code continues, consistent with Measure MM-2: Reduce the Embodied Greenhouse Gas Emissions Associated with Building Materials. CAP 2030 committed the City to a greenhouse gas (GHG) emissions inventory for calendar year 2022. All data to conduct the inventory for 2022 was collected, and the analysis has commenced.

	In September, the City Council authorized the City Manager to purchase electric fleet vehicles, which helps meet Climate Action Plan (CAP) Measure ML-3: Electrify Municipal Vehicle Fleet and Equipment. Five electric vehicles, three Ford Lightning trucks, and two Chevrolet Bolt EUVs were purchased to replace internal combustion engine vehicles within the City fleet.
Quarterly Update:	Staff is preparing amendments to Dublin Green Building Ordinance for consideration by the City Council, to include requirements to use low carbon concrete. Staff anticipates the amendments will be ready in May.

Strategy 4	**Organizational Health**
Objective A	**Use existing reserves to address the unfunded Dougherty Regional Fire Authority (DRFA) pension liability.**
Prior Update:	The FY 22-23 Budget included a lump-sum payment of $3.46 million from the designated reserve to address the DRFA unfunded pension liability. Staff worked with the City of San Ramon on a Memorandum of Understanding (MOU) for the methodology to split each City's allocated share of DRFA's unfunded liabilities, assets, and annual payment amounts. The MOU was approved by the Dublin City Council in May 2023 and the payment was made in June 2023. Staff continues to monitor DRFA's liabilities, and the City currently has $2.11 million set aside in a reserve should there become the need to address any future pension liabilities.
Quarterly Update:	No update.
Objective B	**Complete an update to the Public Facility Fee Program.**
Update:	Staff retained the services of Willdan to assist with the update to the program. Willdan compiled all the necessary data to inform the various fee amounts by category, and Staff presented the report to the City Council in September 2023. This has been completed with the new fees taking effect on January 1, 2024.
Quarterly Update:	Completed.
Objective C	**Make annual contributions to reserves for the early payoff of the energy efficiency bonds.**
Prior Update:	The City Council approved a shift of $2 million from the FY 21-22 General Fund surplus to the existing reserve for bond payoff. The special designation of General Fund Reserves for FY 22-23 included an additional $1 million to towards early payoff. The reserve balance as of June 30, 2023, is $7 million. The bonds can be paid off as early as

	June 1 ,2029 at the remaining principal of $12.9 million. This would save the City about $3.1 million in interest payments over the course of the remaining 12 years. On November 7, 2023, the City Council confirmed the General Fund reserve designations as of June 30, 2023, including the $7 million early payoff balance. Staff will include another contribution to the reserve in the FY 23-24 reserve designations in June 2024.
Quarterly Update:	Staff will continue to include annual contributions to the General Fund Reserve to pay off the energy efficiency bonds. These contributions have been included in the City's General Fund 10-Year Forecast. The year-end reserve designation item will be brought to Council in June 2024.
Objective D	**Conduct a feasibility study into fiber connectivity between City facilities.**
Prior Update:	IT Staff has monitored AT&T Switched Ethernet (ASE) circuits for the past year. AT&T Switched Ethernet (ASE) links deliver up to 50 megabits/second (Mbps). This has significantly increased the reliability of Shannon, Senior, Heritage, and Corp Yard facilities. IT Staff is working to finalize a municipal fiber master plan RFP for the future City-owned municipal fiber connectivity to facilities. The release of the RFP for a municipal fiber master plan was delayed to Fall 2024 due to the incorporation of an analysis of community fiber into the plan, as well as IT Staff dedicating more time to the Dublin Arts Center project needs. The Current fiber master plan RFP draft is being reviewed by the City Manager's Office. The upgrade of the Traffic Operations Center at City Hall, as part of the Dublin Arts Center Project, is currently underway. This project is in preparation for the second phase of the fiber optic communications upgrades along Dublin Boulevard from San Ramon Road to City Hall. Public Works Staff continues to look for opportunities to close the gap in the network by installing fiber optic infrastructure as part of other Capital Improvement Projects and Development projects.
Quarterly Update:	No update.

Objective E	**Complete an update to the User Fee Study.**
Prior Update:	An RFP to conduct the User Fee Study will be released in calendar year 2023. The project, scheduled to start in January 2024 and take roughly three months to complete, calculates the cost of providing City services by studying the staff time and overhead costs to do. The study will be the basis of a fee structure that will be proposed to the City Council in May/June 2024. Staff released a Request for Proposals in October 2023, and the City Council approved an agreement with Matrix Consulting Group on December 20, 2023. Matrix has been meeting with City departments as part of the data gathering stage. The study typically takes three months to complete and will calculate the cost of providing services by studying staff time and identifying all costs associated with providing services.
Quarterly Update:	Matrix Consulting Group has been working with City departments to gather the information needed to complete the study and is currently finalizing the draft report to be presented to City management in early May. The draft report will be the basis for the updated fee structure that will be proposed to the City Council in June.

Strategy 5	**Safe and Accessible Community**
Objective A	**Evaluate the feasibility and strategies for a community-wide fiber network.**
Prior Update:	The fiber master plan (refer to update of Objective 4D) will include examining the need for expanding high-speed internet to sections of the community.
Quarterly Update:	No update.
Objective B	**Continue to engage with the community using all appropriate methods to share and exchange information.**
Prior Update:	Following the completion of a language survey, Communications Staff has been issuing press releases in three alternative languages – Hindi, simplified Chinese, and Spanish. The translated press releases have been sent to news outlets catering to these communities. Staff has purchased a chatbot Artificial Intelligence (AI) for the City's website. The chatbot will allow customers to converse with City personnel via a live agent or AI in their chosen language. The AI will be available 24/7, while live agents will be available during business hours. Additional testing of the Chatbot AI was required due to compatibility issues and the new anticipated live date is January 2024. The chatbot and live agent functions are now live and available on the City website.

	Staff created "Story Map," an online, interactive tool highlighting the Adopt-A-Bench program. Story Map is now available online for residents to view park bench inventory, adoption status and availability, and locations. This move towards digital accessibility enhances community engagement and ensures a seamless experience for those interested in honoring a family member, friend, or organization.
Quarterly Update:	Clover, the AI chatbot, is now live on landing pages. Staff can have live chat conversations with customers in hundreds of languages, and customers can receive 24/7 assistance from Clover. Since the chatbot went live in January, Clover has had 559 interactions with customers, and Staff has had 24 interactions via live chat with customers.
Objective C	**Provide more opportunities for residents to complete transactions with the City online, with appropriate security measures.**
Prior Update:	Staff is implementing the new enterprise resource planning software, which will allow residents and businesses to pay for non-recreation services through this web-based portal upon completion. Completion of all modules is anticipated in FY 23-24.
Quarterly Update:	No update.
Objective D	**Ensure programs remain affordable and accessible to all members of the community, especially lower income families and seniors.**
Prior Update:	Staff partnered with KTVU Channel 2 to host a free admission day at The Wave on August 12, 2022. The event allowed those with certain financial constraints to visit The Wave at no charge. Roughly 400 participants attended the event, many enjoying the award-winning facility for the first time. As part of the "3 for 3 in 2023" Summer Campaign, a Dublin household won a 2023 Wave Waterpark Family Season Pass for up to four family members (a $208 value) after meeting the entry criteria and participating in the drawing. The Summer Campaign was highlighted in the 2023 Camps and Aquatics Activity guide, and the entry deadline was March 31, 2023. A total of $5,173 was awarded through the Youth Fee Assistance Program, benefiting 23 children and affording them the opportunity to participate in activities ranging from swim lessons to various summer camp programs. Four seniors utilized the Senior Fee Assistance Program, a value totaling $710. The money was used toward Senior Center Punch Cards. From April through June of this year, $213 was donated to the Youth Fee Assistance Program and $87 to the Senior Fee Assistance Program.

	The City partnered with Futures Explored, an organization that works with individuals who have intellectual and/or developmental disabilities (IDD). Together, the City and the Futures Explored program, Workforce Inclusion Network (WIN) for All, enable the hiring of IDD individuals in a variety of City positions in the Parks and Community Services Department. The program has facilitated the hiring of eight new staff members from the IDD community. The City has entered the second year of partnership with Futures Explored. The Parks and Community Services (PCS) Department awarded $1,600 in Youth Fee Assistance Program funding, benefiting eight families who were able to participate in swim lessons, martial arts, and Junior Warriors Basketball. The Senior Fee Assistance Program awarded $200 for punch cards. The PCS Department awarded $200 in Youth Fee Assistance Program funding, benefiting a family who was able to participate in After-school LEAD. The Senior Fee Assistance Program awarded $200 for punch cards. The PCS Department introduced a 10% Military Discount for all programs, with the discount being implemented with the publishing of the 2024 Spring Activity Guide. The Wave offered several opportunities for families to save money during the summer months, such as: • Wave Goodbye to Summer (August 4, 2023) allowed families to enjoy one free Youth Admission by purchasing a regular-price youth or adult admission. 75 Coupons were processed for a total discounted amount of $1,232. • 840 Dublin Students and Dublin Athletic $2.00 coupons were processed for a total discount of $1,680 for Dublin residents. • The Wave provided discounted admission to active or retired military individuals. 517 military admission tickets were sold at $10 each, saving families $5 – $9 per admission ticket.
Quarterly Update:	After receiving feedback from the PCS commission, The Wave will reintroduce three buy-one-get-one promotional days in summer 2024 and coupon offers to Dublin students and participants in Dublin sports leagues for the summer 2024 waterpark season. The Parks and Community Services (PCS) Department awarded $1,415 in Youth Fee Assistance Program funding, benefiting eleven families who could participate in swim lessons, martial arts, and sports camps. The Senior Fee Assistance Program awarded $105 for punch cards. Additionally, the active-duty military discount program has provided $698 in discounts to service members during its first reporting period.

Objective E	Support existing and innovative public safety efforts, like the DPS Behavioral Health Unit.
Prior Update:	Dublin Police Services (DPS) hired a second clinician to complete its Behavioral Health Unit staffing and they are working closely with the deputies and with the community in need. Staff successfully submitted a Community Project Funding Request with Congressman Swalwell to fund the hiring of an additional clinician to focus on providing services for school-aged youths. The Unit continues to be successful, averaging a case load of approximately 20 clients monthly. The City purchased additional situational awareness cameras for key intersections in Dublin, with a focus on parks and school areas. DPS hosted the first Trunk or Treat event for the community in October. The event was well attended by the community. The City purchased additional FLOCK license plate reader cameras, which will assist in both in-progress crimes and on-going investigations. Dublin Police Services (DPS) was awarded an $81,000 grant from the California Office of Traffic Safety. The grant funds will be used for both education and enforcement to reduce the number of injury accidents and accidents involving impaired drivers. Additionally, DPS hosted the 40th Annual National Night Out, visiting 31 neighborhood locations with more than a thousand community members in attendance. DPS hosted the 2nd Annual Trunk or Treat Event, which was well attended with more than 3,000 members of the community participating. DPS facilitated a 'Stuff the Cruiser' Toy Drive at Target, bringing a trailer full of toys for donation. The toys were given to the Dublin Hively Family Resource center to be given to those less fortunate in our community.
Quarterly Update:	DPS facilitated a Town Hall meeting with the Boulevard Community over growing concerns about individuals being released from Santa Rita Jail. About 150 people were in attendance and in response, temporary situational awareness cameras were deployed, and permanent situational cameras were ordered.

Objective F	Support community awareness of protected and preserved open space in and around Dublin.
Prior Update:	The Dublin Trail Challenge encouraged community members to walk, run, or hike all 26 miles of trails in Dublin. The event was free and open to all ages, and those that completed the challenge received a free shirt. The City hosted another *Goosechase* game that encouraged people to visit places all around Dublin using pictures of those sites from years ago and photograph the sites to see how they have changed. The game encouraged residents to visit parks and places of historical interest all around Dublin. The community bike ride on May 25 started at Civic Center, stopped at Don Biddle Community Park, and ended at the Farmers' Market, where participants received a $5 coupon to use with the vendor of their choosing. There were eight participants in the event. The People of the Parks (POP) Program was created as an ongoing, incentivized program encouraging community efforts to "Keep Dublin Clean & Green." The program is designed for residents frequenting parks, sidewalks, and trails and empowers them to support City beautification efforts by carrying a litter stick and bag and keeping those areas free of litter and debris. The program is also designed for people who might not actively use City facilities and amenities but want to start getting involved in taking care of their community, and for businesses interested in promoting clean commercial areas. The program is scheduled to launch in early September 2023. People of the Parks launched in early September 2023. Initial participation in the program was 200 individual volunteers and 19 organizations assisting in keeping Dublin clean and green. Participants received a tool kit, including a litter stick, reusable bag, and gloves. The program assists in litter pickup throughout the City, including Dublin parks, trails, and facilities. The POP Program completed its first quarter review. In total, there were an estimated 316 pounds of trash collected during 138 logged hours of volunteer time. Participants used the City-provided litter clean-up kits to support picking up trash at City facilities including parks, trails, and open spaces.
Quarterly Update:	The POP Program continued to grow in its second quarter, with 232 Individuals and 10 organizations registering. Staff are working on the Program's new component, which will acknowledge Dublin businesses that take on the Clean and Green challenge, committing to ensuring their premises are clear of litter and pollutants.

Agenda Item 5.6

STAFF REPORT

CITY COUNCIL

DATE: May 7, 2024

TO: Honorable Mayor and City Councilmembers

FROM: Linda Smith, City Manager

SUBJECT: Report on the Business Recovery Playbook and Approval of the Small Business Navigator Program and Outdoor Operations Grant Program
Prepared by: Felicia Escover, Special Projects Manager

EXECUTIVE SUMMARY:

The City Council will receive a report on the Business Recovery Playbook, a post-pandemic strategic action plan to support Dublin businesses and Economic Development's transition from recovery efforts to resiliency efforts. Additionally, the City Council will consider approving guidelines for the Small Business Navigator Program and Outdoor Operations Grant Program that were introduced as part of the Playbook.

STAFF RECOMMENDATION:

Receive the report on the Business Recovery Playbook and adopt the **Resolution** Approving the Guidelines for the Small Business Navigator Program and Outdoor Operations Grant Program.

FINANCIAL IMPACT:

There is no financial impact associated with the receipt of this report. Furthermore, there is no fiscal impact with the adoption of the program guidelines as the budget for these programs was included in the ARPA budget allocation approved by the City Council.

DESCRIPTION:

On May 3, 2022, the City Council received a presentation on the Business Recovery Playbook, a post-pandemic strategic action plan to support Dublin businesses. The Playbook was prepared to put structure around supporting the recovery efforts of the Dublin business community in the wake of COVID-19. The Playbook helped staff develop and implement more than 25 initiatives within 12 months.

The Playbook focused on three phases: Assessment, Build, and Implementation. In the Assessment phase, the project team discerned local business needs and future challenges through a Business

Needs Assessment survey, a Boots-on-the-Ground walking tour, and Business Roundtables with different industry sectors. The information collected in this phase was analyzed to inform the next phases of the Playbook.

During the Build phase, the team worked on increasing communication efforts and developing relevant business support grant programs in direct response to feedback from businesses. This phase resulted in initiatives including:

- Ongoing business roundtables, surveys, and visitations to stay connected to the business community.
- Developing a "Taste the World in Dublin" passport campaign to drive business to local food and beverage establishments.
- Launching a first-of-its-kind mobile text alert program to increase the timeliness of communication to small businesses and serve as a business hotline.
- Supporting small business participation in job fairs.
- Launching a loyalty rewards program to increase foot traffic and repeat business for local brick-and-mortar businesses.
- Subsidizing a holiday advertising campaign to promote small businesses to more than 34,000 households.
- Ongoing development and distribution of Business Recovery-oriented newsletters.
- Creating a small business navigator program to provide technical assistance to small businesses within a specialized field (i.e., strategic marketing, revenue and business development, graphic design, human resources, architecture design, and more).
- Grant programs include Commercial Rent Relief, Emergency Microloans, Recovery Boost Grants, and Outdoor Operations Grants

Lastly, the Implementation phase focused on reviewing current processes, policies, and programs that may need to be revisited such as outdoor dining, parking requirements for businesses, and providing educational opportunities through local and regional partnerships. This phase included initiatives such as:

- Amending/streamlining certain City processes/policies to address business needs.
- Updating the Business License Application to include DEI questions to better understand the makeup of our business owners.
- Considering policies to extend the permitting program for outdoor operations.
- Revising policies to support flexible parking standards for outdoor dining.
- Leveraging local and regional partnerships to provide educational opportunities for businesses.
- Partnering with the East Bay Small Business Development Center to help businesses reevaluate their plans.
- Partnering with East Bay Economic Development Alliance and others for additional grant opportunities.
- Partnering with Startup Tri-Valley and Innovation Tri-Valley to support entrepreneurship.

The Playbook played a crucial role in the Dublin business community's recovery from the adverse

effects of COVID-19, and it established the groundwork for future success. The Playbook's various initiatives directly served 409 businesses, of which 93% remained open while only 13 storefront businesses closed. It further helped to strengthen the resiliency of the business community and bolstered the programs available to support small businesses.

During the Playbook implementation, Staff provided progress updates to the Economic Development Committee on August 16, 2022, February 15, 2023, June 20, 2023, and December 19, 2023. At the December 19, 2023 meeting, Staff shared that as the COVID-19 recovery efforts wind down, there is an interest in wrapping up specific recovery initiatives and incorporating others into the daily operations of the Economic Development Department. This integration aims to bolster ongoing business resilience programs and efforts.

The proposed programs and initiatives that will transition to Business Resilience Operations include:

Business Communication:
- Regular Business Roundtables and Touchpoints
- Boots on the Ground Walking Tours
- Incorporation of Recovery Dublin Business Brief resources into the standing Dublin Business Brief electronic newsletter
- Continuation of the mobile text service as a business hotline/help desk

Business Marketing Support:
- Shop Local efforts
- Annual Holiday Gift Guide

Business Support:
- Small Business Navigator Program, a technical assistance program
- Promotion of business resources, education, and events
- Streamlining of City processes/policies
- Outdoor dining support

Partnerships:
- Continuation of building upon and leveraging local and regional partnerships

Historically, the City Council adopts program guidelines for grant initiatives, like the Commercial Façade Grant Improvement Program, before the programs become operational. However, due to the need to be responsive to the business community and quickly implement initiatives outlined in the Recovery Playbook, both the Outdoor Operations Grant Program and the Small Business Navigator Program were promptly established and put into operation. With the recommendation from Staff that these programs become ongoing programs, the program guidelines are now being presented to the City Council for formal approval.

<u>Small Business Navigator Program</u>
The Small Business Navigator Program provides comprehensive technical support to small

businesses in Dublin, completely free of charge to the small business owner. This initiative connects business owners with highly experienced consultants who specialize in addressing specific project-based needs, thereby helping businesses overcome challenges and foster growth. The program's scope encompasses various areas of business support, including Business Planning & Development, Marketing & Advertising, Architecture & Space Design, Technology Consulting, Graphic Design, and more.

Originating from feedback gathered from the local business community during the COVID-19 pandemic, the Navigator Program was developed by City staff who sought to engage with businesses across the city during the pandemic's disruption. Through more than 450 business visits, 50 survey responses, and numerous business roundtables, a common theme emerged: business owners required assistance with specific projects such as logo design, employee matters, and marketing – areas typically beyond the scope of City staff support. As there was no existing program capable of addressing the breadth of concerns raised by the business community, the Navigator Program was established to fill this void. By connecting businesses with qualified consultants at no cost, the program enabled the City to provide tailored support to local businesses, addressing their unique needs on an individual basis.

Implemented in April 2023, the Navigator Program has received more than 30 requests for assistance to date. Eligible businesses have received support with a wide array of projects, including website design, marketing plans, financial analysis, logo and marketing material designs, architectural drawings, and technology support.

The proposed guidelines for the Small Business Navigator Program outline eligibility criteria, program parameters, and the assistance process. The program aims to support small, locally owned businesses with a brick-and-mortar presence and fewer than 50 full-time employees. Home occupation businesses may also be eligible if they are seeking expansion beyond the home office. Eligible businesses may utilize the Navigator Program for up to three projects, with a total funding cap of $7,500. Assistance is provided on a first-come, first-served basis, subject to available funding. However, priority access to program consultants may be granted to businesses experiencing hardship, first-time users of the program, or microbusinesses.

<u>Outdoor Operations Grant Program</u>
The Outdoor Operations Grant Program, initiated alongside City Council measures permitting temporary outdoor seating for dining establishments during the pandemic, began with the enactment of Ordinance No. 08-20. This ordinance granted the City Manager authority to waive specific Zoning Ordinance requirements, facilitating the establishment of a COVID-19 Relief Temporary Use Permit (TUP) program. This program, aimed at supporting businesses affected by pandemic restrictions, was in effect from June 16, 2020, until its expiration on June 16, 2021.

Following this, on August 17, 2021, the City Council passed Ordinance No. 07-21, which amended zoning ordinances to relax development standards for permanent outdoor seating and extended the allowance for temporary outdoor seating until September 30, 2022.

In spring 2022, additional outreach to restaurant owners reaffirmed their support for long-term temporary outdoor seating. Consequently, on August 16, 2022, Ordinance No. 09-22 was enacted,

prolonging temporary outdoor seating regulations until September 2023. Despite the temporary use permit's expiration, continued interest from the business community persists due to consumer demand for al fresco dining experiences and the economic benefits they bring.

Given this ongoing interest and the anticipated economic advantages, Staff recommends maintaining the Grant Program to assist businesses in establishing or enhancing permanent outdoor dining spaces.

Initially, the Grant Program covered expenses related to both temporary and permanent outdoor seating materials, including City application fees, furniture, physical improvements, safety barricades, and weather protection. However, with the expiration of temporary use permits for outdoor seating, Staff suggests limiting eligibility to businesses with approved Planning permits for permanent outdoor seating.

The proposed guidelines aim to offer eligible businesses assistance with outdoor dining furnishings, design fees, Staff time and materials, and other related expenses on a first-come, first-serve basis, subject to available funding. To qualify, businesses must obtain an approved Planning permit before applying for a grant and may receive up to $50,000 in reimbursement.

STRATEGIC PLAN INITIATIVE:

Strategy 1: Downtown Dublin and Economic Development
Objective A: Support local businesses and new business attraction (ensure revenue-generating industries)

NOTICING REQUIREMENTS/PUBLIC OUTREACH:

The City Council Agenda was posted.

ATTACHMENTS:

1) Resolution Approving the Guidelines for the Small Business Navigator Program and Outdoor Operations Grant Program
2) Exhibit A to the Resolution – Small Business Navigator Program Guidelines
3) Exhibit B to the Resolution – Outdoor Operations Grant Program Guidelines
4) Business Recovery Playbook

RESOLUTION NO. XX – 24

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DUBLIN

APPROVING THE GUIDELINES FOR THE SMALL BUSINESS NAVIGATOR PROGRAM AND OUTDOOR OPERATIONS GRANT PROGRAM

WHEREAS, the City Council has identified economic development as a priority in the City of Dublin's Strategic Plan; and

WHEREAS, on May 3, 2022, the City Council was presented with the Business Recovery Playbook ("Playbook"), a post-pandemic strategic action plan to support Dublin businesses; and

WHEREAS, the Playbook developed, launched, and implemented more than 25 initiatives within a short time frame of 12 months, focusing on Assessment, Build, and Implementation phases to support the recovery efforts of the Dublin business community; and

WHEREAS, among the initiatives outlined in the Playbook are the Small Business Navigator Program and the Outdoor Operations Grant Program, both of which have demonstrated efficacy in supporting small businesses and enhancing economic resilience in Dublin; and

WHEREAS, the Small Business Navigator Program provides comprehensive technical support to small businesses, connecting them with experienced consultants to address specific project-based needs such as business planning, marketing, architecture, and technology consulting, among others; and

WHEREAS, the Outdoor Operations Grant Program was initiated alongside measures permitting temporary outdoor seating for dining establishments during the pandemic, providing financial assistance for businesses to establish outdoor operations and dining spaces, thereby supporting business operations and economic recovery and resiliency efforts; and

WHEREAS, Staff desires to have the City Council approve the guidelines for implementation, providing continued support to businesses in Dublin.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Dublin approves the guidelines for the Small Business Navigator Program and Outdoor Operations Grant Program, as outlined in **Exhibit A** and **Exhibit B** respectively.

BE IT FURTHER RESOLVED that the City Manager is authorized to approve amendments to the guidelines, attached hereto as **Exhibit A** and **Exhibit B**, and make any necessary, non-substantive changes to carry out the intent of this Resolution.

{Signatures on the following page}

PASSED, APPROVED AND ADOPTED this 7th day of May 2024, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

_____
Mayor

ATTEST:

_____
City Clerk

Small Business Navigator Program Guidelines

I. PROGRAM OVERVIEW

The Dublin Small Business Navigator Program ("Program") offers small business owners access to technical resources and support from qualified service providers in various areas, including but not limited to business planning, marketing, architecture, technology consulting, graphic design, and financial guidance, and more.

The Program provides eligible business owners with technical assistance for up to three projects or a maximum of $7,500, whichever is reached first. The overarching objective is to equip business owners with resources to address specific needs and ensure long-term sustainability in a strategic and individualized manner.

II. PROGRAM COMPONENTS

A. Technical Assistance

The Program provides small business owners with access to free technical resources and support via qualified service providers in all areas of business needs including but not limited to:

a. Business Planning & Development
b. Marketing & Advertising
c. Architecture & Space Design
d. Technology Consulting
e. Graphic Design
g. Financial Guidance

This Program provides project-based assistance with a specific scope and timeframe. It is not intended to provide ongoing support such as paying for Google Ads or maintaining a website or equipment such as computer cables, cash registers, etc.

B. Parameters

Requests will be reviewed on a first-come, first-served basis and will be accepted continuously until Program funding is exhausted. The Program will be available to eligible businesses based on consultant capacity, with priority given to specific businesses as outlined in the "priority criteria" section.

There is a maximum limit of three uses, with a total cap of $7,500 across all projects. The City may consider granting additional uses per business matter on a case-by-case basis.

C. Priority Criteria

Program requests are typically accepted on a first-come basis. However, businesses may be granted priority access to Program consultants if they meet any of the following conditions.

a. Demonstrated hardship
b. First-time user of the Program
c. Microbusiness (has 25 or fewer employees)

III. ELIGIBILITY

A. Eligible Applicants

The Program will accept requests on a first-come, first-served basis while funds are available. The Program is open to brick-and-mortar businesses and home occupation businesses that are actively looking to transition to a brick-and-mortar location, provided they meet the following criteria:

Small Businesses

- Must be physically located in the City of Dublin
- Must possess an active City of Dublin Business License
- Must be in good standing with the City
- Must not be a corporately owned chain/franchise store
- Must have less than 50 full-time employees

Home Occupation Businesses

- Must be a home occupation business operating in Dublin
- Must possess an active City of Dublin Business License
- Must be in good standing with the City
- Must not be a corporately owned chain/franchise store
- Must have less than 50 full-time employees
- Must be requesting assistance related to transitioning from a home occupation to a physical location in Dublin

B. Eligible Types of Projects

All projects must be one-time endeavors with a specific scope and time frame as outlined in an approved task order. Eligible projects include, but are not limited to:

- Business plan development or update
- Financial or market analysis
- Logo creation
- Marketing material design
- Website development
- Site plan creation

Additional projects that align with the Program's objectives will be considered and reviewed on a case-by-case basis by the City Manager or their designee.

The Program does not provide funds for ongoing projects or the purchase of hardware or other types of equipment.

IV. Program Process Steps

A. General Process

1. The business owner submits a request for assistance.
2. Economic Development Staff review the submission for completeness and eligibility.
3. A meeting is scheduled between the business owner and Staff to discuss needs and program guidelines, and to determine project eligibility.
4. If the business is deemed eligible, Staff will match the business owner with a consultant and send a referral to the consultant.
5. The consultant follows up with the business owner.
6. The consultant and business owner collaborate to address the business need specified in the original request within their specified number of sessions.
7. Staff works with the consultant to develop and execute a task order that outlines the project scope, not-to-exceed amount, timeline, etc.
8. Technical assistance commences upon execution of the task order.
9. The consultant and business owner work on the project outlined in the task order.

10. Technical assistance concludes upon project completion or the expiration date of the task order, whichever comes first.
11. Evaluations and reports are provided upon request.
12. Invoices are processed.

V. FUNDING

Funding for this Program is appropriated by the Dublin City Council as part of its budget process. There is no guarantee of the amount of funds that will be appropriated each year. Funds for the Program are available on a first-come, first-served basis. If funds are exhausted at the time of application submittal, Staff will retain the application. If additional funds become available, Staff will contact applicants in the order applications were received.

The City of Dublin reserves the right to cancel or modify this Program at any time prior to project approval, without notice. Continuation of the Program is subject to sufficient funding as appropriated by the Dublin City Council.

VI. REQUIREMENTS OF BUSINESSES

A. Program Terms and Conditions
Upon submitting an application for assistance, businesses agree to the following:

- I possess an active City of Dublin business license for this business.
- My business is in good standing with the City of Dublin and I do not have any open code enforcement, building or fire cases related to the business.
- I acknowledge that some of the information submitted through this application is a public record and may be subject to disclosure under the California Public Records Act.
- I understand that the City of Dublin may determine in its sole discretion whether information submitted through this application is subject to disclosure under the California Public Records Act or through another legal process.
- I agree to be responsive to Staff and the assigned consultant and acknowledge that the City may, at its discretion, withdraw my application if I am not timely in my responses.
- I understand that I am opting to participate in this Program on my own accord and assume all risks associated.
- I acknowledge that the City is not liable for the outcomes of the third-party arrangement and outcomes.
- I hereby certify that all of the information submitted in this application is true and correct and is subject to audit by the City of Dublin.

B. Applicants are required to adhere to the following steps:

- Identify the need for technical assistance.
- Complete the assistance request form accurately.
- Agree to the Program's terms and conditions.
- Provide required documents, information, and permissions to the consultant.
- Participate in a discovery meeting with Staff.
- Demonstrate responsiveness to the assigned consultant.
- Fulfill requests made by the consultant promptly.
- Complete a post-consultation survey as part of the process.

Staff reserves the right to cancel or modify task orders as deemed necessary, or if businesses do not meet Program requirements.

I, _____ have read and received a copy of these guidelines.
Printed Name

_____ _____

Date Signature

Outdoor Operations Grant Program Guidelines

I. PROGRAM OVERVIEW

The Outdoor Operations Grant Program ("Program") aims to assist local eating and drinking establishments and retail establishments in the City of Dublin looking to establish or enhance outdoor seating and operations. The Program seeks to reimburse a variety of eligible expenses related to permanent outdoor operations incurred by the business.

The Program offers a grant of up to $50,000 for businesses with approved Planning permits for outdoor operation improvements that are permanent in nature. Additionally, the Program may waive permit fees which include Staff time associated with processing a permit related to outdoor operations. The Program will accept applications on a first-come, first-served basis while funds are available.

This Program is available to eligible business owners within City limits. The long-term objective is to promote outdoor operations as an avenue to support business traffic and long-term health.

II. PROGRAM COMPONENTS

A. Outdoor Operation Grant

This grant provides for reimbursement of up to Fifty Thousand dollars ($50,000) for permanent outdoor operation installation or improvements with no match requirement. Projects must be completed within 12 months of grant approval or Building Permit issuance.

Grant proceeds are to be used for labor and materials directly related to the outdoor operation installation or improvements. Tools may not be purchased with grant funds, but tool rental is allowable.

All improvements completed through the Program are considered "public work" as that term is used in Section 1720 of the California Labor Code. In accordance with Labor Code section 1720 et seq., prevailing wages shall be paid for all façade improvements. Use of volunteer labor is not allowed. All estimates and payments for construction and installation of outdoor operation installations and improvements shall include prevailing wages, and shall otherwise comply with the provisions of Sections 1773.8, 1775, 1776, 1777.5, 1777.6 and 1813 of the California Labor Code and all other applicable laws and regulations with respect to prevailing wages. Participants in the Program are responsible for ensuring that the improvements are in compliance with the Prevailing Wage Law.

Disbursement of grant proceeds to approved applicants will be in a reimbursement payment issued after the City deems the project complete, and upon the submission of invoices and proof of payment, and subject to approval of those invoices and proofs of payment by Staff. Construction shall be completed within 120 days after the City issued Notice to Proceed. If the project extends beyond the scheduled completion date, prior Staff approval is required.

Applications will be reviewed on a case-by-case basis as Program funding allows.

a. Fee Exemption

Applicants for this Program are exempt from planning and building permit fees by the City Manager, who is authorized to waive City fees associated with this Program. This fee exemption does not apply to fees mandated by the State of California including, but not limited to, the Strong

Motion Instrument program fee and the California Green Building fees. The fee exemption will be deducted from the balance of the grant.

III. ELIGIBILITY

A. Eligible Applicants
Business owners in commercially zoned property locations are eligible to apply for assistance. Eligible establishments:

a. Must be physically located in the City of Dublin
b. Must apply for a Site Development Review Waiver (SDRW) or Site Development Review (SDR) for outdoor seating/operations
c. Must possess a valid City of Dublin Business License
d. Must be in good standing with the City
e. Must be an eating or drinking establishment (i.e., restaurant, bakery, bar, brewery, café, coffee/tea, etc.)
f. Must Not be a corporately owned chain/franchise store
g. Must Not be a home-based business or hotel

B. Eligible Types of Improvements
All improvements shall conform to City Building Codes, Zoning Ordinance, and applicable Design Guidelines. Eligible improvements include, but are not limited to:

- Construction of outdoor dining or gathering spaces
- Furniture
- Shade sails, umbrellas, and other weather protection
- Signage and non-affixed structures
- Lights, heaters, safety barricades, etc.
- Physical improvements to install a patio, deck, shade structure, wheelchair-accessible ramp, etc.
- Dublin San Ramon Services District sewer capacity fees (considered on a case-by-case basis)
- Cost of architecture/design services, etc. (limit of up to $5,000)

Additional improvements that are deemed to be consistent with the intent of the Program will be reviewed and approved/disapproved on a case-by-case basis.

IV. Grant Process

A. Community Development Review**.** Applicants will meet with representatives from Planning to review the permit process and answer any questions the applicant may have. At that time, the applicant should determine if they need to complete a Site Development Review application or Site Development Review Waiver. If a business owner intends to apply for a grant, Staff will set up a project account to charge Staff time to.

i. Depending on the scope and complexity of the project, applicants may also have to connect with representatives from Building, Fire, and/or Public Works and the Dublin San Ramon Services District to understand the entitlement process and associated fees.

B. Planning Application Submittal. The applicant is responsible for submitting a complete planning application and project plans prepared by a licensed professional through the Planning Division.

C. Apply for Grant Funds. The applicant shall submit a completed grant application detailing all exterior improvements and an itemized estimate of the total project cost. Be as specific as

possible. The project list may contain improvements beyond what would be funded by the grant. All proposed project elements must be approved by the Community Development Director or their designee prior to being accepted into the Program.

D. Review Process. All grant applications will be reviewed by Staff and then brought before the City Council Economic Development Committee to select grant awardee.

E. Grant Determination and Grant Funds Reserved. Upon selection of a grant awardee, an agreement will be signed between the applicant and City, and the funds will be reserved.

F. Building Permit Approval (as applicable). If a Building Permit is required, the applicant is responsible for submitting plans that meet all Code requirements through the Building Division.

G. Complete Work. After receiving all required approvals and permits the applicant shall complete the improvements within twelve (12) months from building permit issuance or for non-building permit projects, from the agreement execution date. The applicant shall be responsible for contacting Staff to request an extension if necessary; an extension is not guaranteed.

H. Submit invoices, receipts, and proof of payment. Disbursement of grant proceeds to approved applicants will be in a reimbursement payment issued after City deems the project complete. All reimbursement requests must include proof of payment and other supporting documentation, as deemed necessary by the City (i.e. invoices, cancelled checks, etc.), sufficient to demonstrate to the City's satisfaction that all improvement costs have been paid. Grant funds must be used within one year of approval or funds will be forfeited.

V. FUNDING

Funding for this Program is appropriated by the Dublin City Council as part of its budget process. There is no guarantee of the amount of funds that will be appropriated each year. Funds for the Program are available on a first-come, first-served basis. If funds are exhausted at the time of application submittal, Staff will retain the application. If additional funds become available, Staff will contact applicants in the order applications were received.

The City of Dublin reserves the right to cancel or modify this Program at any time prior to grant approval, without notice. Continuation of the Program is subject to sufficient funding as appropriated by the Dublin City Council.

VI. IMPLEMENTATION WORK

All improvements shall conform to the City of Dublin Building Codes, Zoning Ordinance, and applicable Design Guidelines. Proposed façade remodels are required to comply with Chapter 8.104 of the Site Development Review Chapter of the Zoning Ordinance. Project improvements commenced prior to the City's issuance of a Notice to Proceed are not eligible for this Program.

Staff will be available to work with approved applicants to assist in the coordination of the project and may carry out periodic inspections.

I, _____ have read and received a copy of these guidelines.
Printed Name

_____ _____
Date Signature

DUBLIN
CALIFORNIA

CITY OF DUBLIN

BUSINESS RECOVERY PLAYBOOK

POST-PANDEMIC STRATEGIC ACTION PLAN

The disruption that COVID-19 has brought to the business community has been unprecedented and challenging. Business recovery efforts continue to be underway through the development and execution of the programs and initiatives outlined in this evergreen document. The City of Dublin continues to support the business community through the execution of the Business Recovery Playbook to ensure both the survival and economic recovery of our small businesses.

✓ Complete Ongoing In Progress

PHASE 1: ASSESSMENT

Business Survey

- ✓ Distribute a survey to businesses to collect information regarding how businesses are doing (revenue/traffic-wise); understanding their challenges; increased/decreased employment; present and future concerns and needs, etc. Use this opportunity to collect Diversity, Equity, and Inclusion (DEI) information from business owners.

Boots on the Ground (aka Walking Tour)

- ✓ The Office of Economic Development Team will walk areas of the community to have direct contact with businesses, ensuring that all industry sectors are accounted for.

Business Roundtables

- ✓ Hold business roundtables with the various industry sectors (i.e., restaurants, retail, salon, fitness, etc.) to understand their challenges and concerns.

PHASE 2: BUILD

Post-Survey Roundtables

- Hold post-survey Business Roundtables to allow for sharing of ideas, news, best practices, etc.
- Check in with business community to gauge the frequency of surveys and/or roundtables.

Networking/Marketing Opportunities

- Consider more opportunity for person-to-person connections: job fairs, meet 'n greet, business visitation and spotlight events (i.e., Taste the World passport campaign).
- Loyalty rewards program encouraging community engagement; opportunities for business spotlights, wide range of participation, and positive economic impact.
- ✓ Holiday Gift Guide – A holiday advertising campaign subsidized by the City of Dublin focused on promoting small businesses and distributed to 34,000 households in Dublin and Pleasanton.

Communication

- Continue the Business Recovery and regular Dublin Business Brief eNewsletters distribution.
- ✓ Launch a Mobile Text Communication Programfor small businesses as another form of communication between the City and business owners.

Business Support Grant Programs

- Depending on the business survey responses, develop grant programs that address the highest needs/challenges, such as:
  i. Staffing: grant that provides dollars for sign-on bonuses or similar incentive for hiring and/or staff retention.
  ii. grant that provides dollars to help implement and/or improve business technology (POS system, CRM, etc.).
  iii. Marketing/Social Media: grant that assists business owners with marketing and social media tools to promote their services.
  iv. Business Navigator: grant that would provide technical assistance to small businesses within a specialized field (i.e., financial guidance, strategic marketing, revenue and business development).

PHASE 3: IMPLEMENTATION

City Processes/Policies

- Pending feedback from business community, consider amending and/or streamlining certain City processes and/or policies to feed business needs (i.e., making temporary outdoor space permanent, alleviating common hurdles for permit applications, etc.).

DEI Initiatives and Business License Form/Data

- ✓ Updating the Business License Application to include optional questions surrounding Diversity, Equity, and Inclusion.

Long-Term Temporary — Temporary Use Permit (LTT TUP)

- ✓ LTT TUP ends on September 30, 2023. Consider policies to extend the program or more permanent policies.

Outdoor Dining Support

- Consider revising policies that support flexible or less restrictive parking standards for outdoor dining.
- Work with Dublin San Ramon Services District on their fees as it relates to outdoor dining and restaurants creating new spaces.

Education & Resources

- Webinars, Tutorials and Speakers – Leverage local and regional partnerships (i.e., Tri-Valley Career Center, Chabot-Las Positas Community College, Alameda County Workforce Development Board, East Bay Economic Development Alliance, East Bay Small Business Development Center, Tri-Valley cities, etc.) to coordinate and provide educational opportunities geared towards current trends:
  - staffing challenges
  - funding opportunities
  - supply chain challenges
  - marketing and social media support
  - business development
  - taxes
- Develop an online library of on-demand training courses for small business owners on various technical topics and interpersonal focused areas (leadership, communication, etc.).

Partnerships

- Business Plans – Partnering with East Bay Small Business Development Center to help businesses reevaluate their business plans post-pandemic.
- Grant Programs – Partnering with East Bay Economic Development Alliance and others on additional business grant opportunities.
- Entrepreneurism – Partnering with Startup Tri-Valley and Innovation Tri-Valley to support the Tri-Valley an entrepreneurship ecosystem.

Agenda Item 6.1

STAFF REPORT

CITY COUNCIL

DATE: May 7, 2024

TO: Honorable Mayor and City Councilmembers

FROM: Linda Smith, City Manager

SUBJECT: Street Lighting Maintenance District 1983-1; Landscape and Lighting District 1983-2; Landscape and Lighting District 1986-1; Landscape and Lighting District 1997-1; Street Lighting District 1999-1
Prepared by: Julius Pickney, Management Analyst II

EXECUTIVE SUMMARY:

The City Council will consider approving the Engineer's Reports and the levy of special assessments in each of the five assessment districts for Fiscal Year 2024-25. A public hearing is required to set the annual levy.

STAFF RECOMMENDATION:

Conduct the public hearing, deliberate, and adopt the **Resolution** Approving the Engineer's Report, Confirming Diagram and Assessment, and Ordering Levy of Assessment for City of Dublin Street Lighting Maintenance District 1983-1, Landscape and Lighting District 1983-2, Landscape and Lighting District 1986-1, Landscape and Lighting District 1997-1, and Street Lighting District 1999-1.

FINANCIAL IMPACT:

A summary of revenues, expenditures, and balances for each assessment district is shown in the table below.

SUMMARY OF PRELIMINARY ASSESSMENT DISTRICT
PROJECTED FISCAL YEAR 2024-2025 REVENUES & EXPENDITURES

	ST. LIGHT 1983-1	STAGECOACH LANDSCAPE 1983-2	DOUGHERTY LANDSCAPE 1986-1	SANTA RITA LANDSCAPE 1997-1	EAST DUBLIN ST. LIGHT 1999-1
PROJECTED REVENUE	$327,670	$133,846	$215,114	$406,680	$377,146
ESTIMATED EXPENDITURES	($424,306)	($97,226)	($108,863)	($363,147)	($397,429)
TRANSFER FROM CAPITAL IMPROVEMENT FUND	$96,636	($36,620)	($106,251)	($43,533)	$20,283
BALANCE TO RESERVES	$0	$0	$0	$0	$0
RESERVES BALANCE					
ESTIMATED BEGINNING BALANCE[1]	$661,004	$329,495	$688,866	$1,346,270	$574,779
RESERVE TRANSFER TO CAPITAL IMPROVEMENT FUND	($96,636)	$36,620	$106,251	$43,533	($20,283)
TRANSFER OUT FOR CIP	$0	$0	$0	$0	($42,000)
PROJECTED ENDING BALANCE FISCAL YEAR 2024-25	$564,368	$366,115	$795,117	$1,389,803	$512,496

[1]The Fund Balances shown in the table above, represent amounts held for both operating reserves and capital replacement.

DESCRIPTION:

At the City Council meeting held on April 16, 2024, the City Council initiated the annual proceedings, received the Preliminary Engineer's Reports for each of the five assessment districts, and set a public hearing date of May 7, 2024 to receive comments on the proposed Fiscal Year 2024-25 assessments. Details related to each district and the proposed assessment amounts can be found in the attached April 16, 2024 City Council Staff Report (Attachment 2).

The City Council will hold a public hearing, deliberate, and consider approving the Engineer's Reports and ordering the levy of assessments for each of the following five assessment districts:

- Street Lighting Maintenance District 1983-1
- Landscape and Lighting District 1983-2
- Landscape and Lighting District 1986-1
- Landscape and Lighting District 1997-1

- Street Lighting District 1999-1

The Engineer's Reports are included as Attachments 3 through 7.

STRATEGIC PLAN INITIATIVE:

None.

NOTICING REQUIREMENTS/PUBLIC OUTREACH:

Property owners in the Landscape and Lighting District 1983-2 and Landscape and Lighting District 1986-1 were mailed courtesy postcards with the public hearing date and proposed fiscal year assessments. Public hearing notices were published in the East Bay Times newspaper and posted at several City locations. Copies of the hearing notices and Engineer's Reports were also posted on the City of Dublin website and the City Council Agenda was posted.

ATTACHMENTS:

1) Resolution Approving Engineer's Report, Confirming Diagram and Assessment, and Ordering Levy of Assessment for City of Dublin Street Lighting Maintenance District 1983-1, Landscape and Lighting District 1983-2, Landscape and Lighting District 1986-1, Landscape and Lighting District 1997-1, and Street Lighting District 1999-1
2) City Council Staff Report dated April 16, 2024 (without attachments)
3) Engineer's Report for Street Lighting Maintenance District 1983-1
4) Engineer's Report for Landscape and Lighting District 1983-2
5) Engineer's Report for Landscape and Lighting District 1986-1
6) Engineer's Report for Landscape and Lighting District 1997-1
7) Engineer's Report for Street Lighting Maintenance District 1999-1

RESOLUTION NO. XX – 24

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DUBLIN

APPROVING THE ENGINEER'S REPORT, CONFIRMING DIAGRAM AND ASSESSMENT, AND ORDERING LEVY OF ASSESSMENT FOR CITY OF DUBLIN STREET LIGHTING MAINTENANCE DISTRICT NO. 1983-1, LANDSCAPE AND LIGHTING DISTRICT 1983-2, LANDSCAPE AND LIGHTING DISTRICT 1986-1, LANDSCAPE AND LIGHTING DISTRICT 1997-1, AND STREET LIGHTING DISTRICT 1999-1

WHEREAS, by its Resolution No. 25-24, directing preparation of annual reports for City of Dublin Street Lighting Maintenance Districts and Landscape and Lighting Districts (the "Districts"), the City Council designated the City Engineer, or their designee, as Engineer of Work and ordered said Engineer to make and file a report in writing in accordance with and pursuant to the Landscaping and Lighting Act of 1972; and

WHEREAS, by its Resolution No. 26-24 (the "Resolution"), said reports were made and filed with the City Clerk and duly considered by this Council and found to be sufficient in every particular, whereupon it was determined that said reports should stand as Engineer's Reports for all subsequent proceedings under and pursuant to the aforesaid Resolution and that May 7, 2024, at 7:00 p.m. in the Council Chambers, Dublin Civic Center, 100 Civic Plaza, Dublin, California, was appointed as the time and place for a hearing by the City Council on the question of the levy of the proposed assessment, notice of which hearing was published and posted in accordance with the Landscaping and Lighting Act of 1972; and

WHEREAS, at the appointed time, said hearing was held, and all persons interested and desiring to be heard were given an opportunity to be heard, and all matters pertaining to said levy were heard and considered by this City Council, and this City Council thereby acquired jurisdiction to order said levy and confirmation of diagram and assessment prepared by and made a part of the reports of said Engineer to pay the cost and expenses thereof.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Dublin does hereby approve that:

a) The property owners owning more than fifty percent of the area of assessable land within each of the Districts had not, at the conclusion of said hearing, filed written protests against the said proposed levy, or against the engineer's estimate of costs and expenses, or against the maps and description, or against the diagram or the assessment to pay for the costs and expenses thereof;

b) The public interest, convenience, and necessity require that said levy be made; and

c) The Districts benefited by said improvements and to be assessed to pay the costs and expenses thereof, and the exterior boundaries thereof are as shown by a map thereof filed in the office of the City Clerk, which map is made a part hereof by reference thereto.

PASSED, APPROVED AND ADOPTED this 7th day of May 2024, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

_____
Mayor

ATTEST:

_____
City Clerk

Agenda Item 5.2

DUBLIN
CALIFORNIA

STAFF REPORT
CITY COUNCIL

DATE: **April 16, 2024**

TO: Honorable Mayor and City Councilmembers

FROM: Linda Smith, City Manager

SUBJECT: Directing Preparation of Annual Engineer's Reports, Approving Preliminary Engineer's Reports, and Appointing a Time and Place for Hearing Protests for Street Lighting Maintenance District 1983-1, Landscape and Lighting District 1983-2, Landscape and Lighting District 1986-1, Landscape and Lighting District 1997-1, and Street Lighting Maintenance District 1999-1
Prepared by: Julius Pickney, Management Analyst II

EXECUTIVE SUMMARY:

The City Council will consider directing preparation of the Fiscal Year 2024-25 Engineer's Reports, approving the preliminary Fiscal Year 2024-25 Engineer's Reports, and scheduling a public hearing date of May 7, 2024, for the five assessment districts.

STAFF RECOMMENDATION:

Take the following actions: 1) Adopt the Resolution Directing Preparation of Annual Engineer's Reports for Street Lighting Maintenance District 1983-1, Landscape and Lighting District 1983-2, Landscape and Lighting District 1986-1, Landscape and Lighting District 1997-1, and Street Lighting Maintenance District 1999-1; and 2) Adopt the Resolution Approving the Preliminary Engineer's Reports and Appointing a Time and Place for Hearing Protests for Street Lighting Maintenance District 1983-1, Landscape and Lighting District 1983-2, Landscape and Lighting District 1986-1, Landscape and Lighting District 1997-1, and Street Lighting Maintenance District 1999-1.

FINANCIAL IMPACT:

The cost of preparing the Engineer's Reports is included in the Fiscal Year 2023-24 budget and is paid by each respective assessment district. A summary of revenues, expenditures, and balances of each district is shown in the following table.

SUMMARY OF PRELIMINARY ASSESSMENT DISTRICT
PROJECTED FISCAL YEAR 2024-2025 REVENUES & EXPENDITURES

	ST. LIGHT 1983-1	STAGECOACH LANDSCAPE 1983-2	DOUGHERTY LANDSCAPE 1986-1	SANTA RITA LANDSCAPE 1997-1	EAST DUBLIN ST. LIGHT 1999-1
PROJECTED REVENUE	$327,670	$133,846	$215,114	$406,680	$377,146
ESTIMATED EXPENDITURES	($424,306)	($97,226)	($108,863)	($363,147)	($397,429)
TRANSFER FROM CAPITAL IMPROVEMENT FUND	$96,636	($36,620)	($106,251)	($43,533)	$20,283
BALANCE TO RESERVES	$0	$0	$0	$0	$0
RESERVES BALANCE					
ESTIMATED BEGINNING BALANCE[1]	$661,004	$329,495	$688,866	$1,346,270	$574,779
RESERVE TRANSFER TO CAPITAL IMPROVEMENT FUND	($96,636)	$36,620	$106,251	$43,533	($20,283)
TRANSFER OUT FOR CIP	$0	$0	$0	$0	($42,000)
PROJECTED ENDING BALANCE FISCAL YEAR 2024-25	$564,368	$366,115	$795,117	$1,389,803	$512,496

[1]The Fund Balances shown in the table above represent amounts held for both operating reserves and capital replacement.

DESCRIPTION:

The procedure for establishing annual maintenance assessments is governed by the Landscaping and Lighting Act of 1972, which is State Law codified in the Streets and Highways Code. The procedure requires that the City Council direct preparation of Engineer's Reports and consider approval of those reports for the City of Dublin's two street lighting maintenance assessment districts and the three landscaping and lighting districts for Fiscal Year 2024-25, as described on the following pages. The City Council must also consider setting a public hearing date to hear any protests prior to approving the levy of assessments in each district. Staff proposes the public hearing to be on May 7, 2024, in the City Council Chamber at 7p.m., located at 100 Civic Plaza, Dublin.

The five assessment districts formed under the Landscaping and Lighting Act of 1972 are briefly described below. More detailed information about each district, including a map showing the boundary of each district, can be found in Attachments 3 through 7.

Street Lighting Maintenance District 1983-1

This District was established to replace the County Service Area, which had paid maintenance and energy costs for public streetlights within the City of Dublin. The boundary of this assessment district encompasses the entire City, except for the Dublin Ranch area, the Clifton Park development in the western hills, Tracts 7067, 8024, 8073 and 8074, the Jordan Ranch development, the Boulevard development, the Tassajara Hills development, and the Francis Ranch development. The City Council approved formation of this District on August 2, 1983, with the initial assessment in the 1984-1985 tax year.

The maximum assessment allowed under the authorizing documents is $19.34 per unit for residential uses and $106.37 per acre for commercial uses. The maximum assessment has been levied since Fiscal Year 2007-08. There is no provision in the formation documents to increase the per unit levy. As noted in the Engineer's Report any increase would require the approval of the property owners subject to the assessment.

In Fiscal Year 2024-25, there is an increase in the budgeted electricity costs. One major reason for the increase in the budgeted electricity costs is attributed to the recent increases in PG&E rates. In Fiscal Year 2024-25 and Fiscal Year 2025-26, District costs are projected to exceed annual revenues, resulting in a draw on District fund balance to fund the annual District costs. Since there is no authorized annual escalator for the assessment rates, if the District costs continue at this level or increase, the District may need to continue drawing from available fund balance in future years. It is projected the District has sufficient fund balance to cover costs through Fiscal Year 2026-27.

The proposed assessment amount for Fiscal Year 2024-25 remains the same as Fiscal Year 2023-24, as shown below.

Citywide Streetlight Assessments (District 1983-1)

Property Type	Current Fiscal Year	Proposed Fiscal Year 2024-25	Annual Change
Equivalent Dwelling Unit (EDU)	$19.34	$19.34	$0
Commercial Per Acre	$106.37 per acre	$106.37 per acre	$0

Landscaping and Lighting District 1983-2 (Stagecoach Road)

This District provides funds for the maintenance of certain landscape improvements in the Dublin Hills Estates and Amador Lakes developments along Stagecoach Road. The District's boundaries include all of Tract 4719 and cover the 150-unit single-family Dublin Hills Estates development and the Amador Lakes development. The City Council approved formation of this District on January 23, 1984, with the initial assessment in the 1985-86 tax year.

The District is responsible for the maintenance of the Stagecoach Road landscaping and the interior slope landscaping within Tract 4719. The spread of assessments assigns 61.6% of the total assessment to the single-family homes of Dublin Hills Estates and 38.4% to the Amador

Lakes Apartments. Details related to the budgeted expenditures can be found within the Fiscal Year 2024-25 Preliminary Engineer's Report.

The assessment methodology approved in Fiscal Year 2003-04 by property owners in the District includes an escalation clause that allows for adjustments to the assessment according to the Consumer Price Index (CPI) and the utility cost increases. These factors are updated in the Engineer's Report on an annual basis. The maximum assessment in the Engineer's Report for Fiscal Year 2024-25 is $520.93 per single family residence and $88.08 per multi-family residence. The City can elect to levy at or less than the maximum based on available reserve funds and the budgeted costs for District expenditures.

The proposed assessment amount for Fiscal Year 2024-25 was increased 2.33% over the Fiscal Year 2023-24 amount and is currently at the maximum assessment amount for Fiscal Year 2024-25 to fund the budget and the need for irrigation repairs. The proposed assessment amount for Fiscal Year 2024-25 is shown below.

Stagecoach Road Assessments (District 1983-2)

Property Type	Current Fiscal Year	Proposed Fiscal Year 2024-25	Annual Change
Dublin Hills Estate - Single Family Homes	$509.06	$520.93	$11.87
Amador Lakes - Apt/Condominiums	$86.08	$88.08	$2.00

Landscaping and Lighting District 1986-1 (Villages at Willow Creek)

This District was formed with the initial assessment in the 1987-88 tax year and encompasses the Villages at Willow Creek development off Dougherty Road and north of Amador Valley Boulevard. The surrounding homes are apartment complexes, condominiums, and the 145-unit single-family development (Ridgecreek).

The work performed by this District includes litter pickup, maintenance of sound walls, and landscaping along Dougherty Road between Amador Valley Boulevard and Fall Creek Road, along Amador Valley Boulevard between Dougherty Road and Wildwood Road, and along Wildwood Road, Fall Creek Road, Shady Creek Drive, and Willow Creek Drive. Landscaping within the condominium and apartment developments is the responsibility of the homeowners' association or property owners for those individual developments. The landscaping along and within the Alamo Creek channel area is not included in the assessment district as it is the responsibility of the Alameda County Flood Control and Water Conservation District (Zone 7). The Fiscal Year 2024-25 assessments are expected to pay for the ongoing maintenance and utility costs associated with the District. Details related to the budgeted expenditures can be found within the Fiscal Year 2024-25 Preliminary Engineer's Report.

The assessment methodology approved in 2001 by property owners in the District includes an escalation clause that allows for adjustments to the assessment according to the CPI and the utility cost increases. These factors are updated in the Engineer's Report on an annual basis. The maximum assessment in the Engineer's Report for Fiscal Year 2024-25 is $314.83 per single

family residence, $157.42 per multi-family residence, and $1,259.32 for commercial property.

The proposed assessment amount for Fiscal Year 2024-25 was increased 1.95% over the Fiscal Year 2023-24 amount to and is currently at the maximum assessment amount for Fiscal Year 2024-25 to fund the budget. The proposed assessment amount for Fiscal Year 2024-25 is shown below.

Villages at Willow Creek Assessments (District 1986-1)

Property Type	Current Fiscal Year	Proposed Fiscal Year 2024-25	Annual Change
Single Family Homes	$308.82	$314.83	$6.01
Amador Lakes - Apt/Condominiums	$154.41	$157.42	$3.01
Commercial	$1,235.28	$1,259.32	$24.04

Landscaping and Lighting District 1997-1 (Santa Rita Area)

This District was formed in 1996 at the request of the Alameda County Surplus Property Authority. The initial assessment was levied in Fiscal Year 1997-98. The area covered by this District is bound by Gleason Drive on the north, Interstate 580 on the south, Arnold Road on the west, and Tassajara Road on the east.

The District maintains portions of roadside landscaping for Dublin Boulevard, Hacienda Drive, Central Parkway, Arnold Road, Tassajara Road (westerly portion), and Gleason Drive. The District also maintains the trail and landscaping along the Tassajara Creek channel. Median landscape maintenance is not included in this District.

As provided in the Engineer's Report, individual lots in residential subdivisions are assessed based on density. The original Engineer's Report for this District provided for an initial maximum assessment of $710.00 per acre, which could be increased annually based on the change in the CPI as well as actual increases in the cost of utilities. This maximum allowable assessment is updated in the Engineer's Report on an annual basis. The maximum assessment per acre in the Engineer's Report for Fiscal Year 2024-25 is $1,731.91 per acre.

Although the assessment district formula establishes a maximum cost that can be levied, based on planned expenditures in the District, the proposed assessment amount for Fiscal Year 2024-25 remains the same as Fiscal Year 2023-24, as shown below.

Santa Rita Area Assessments (District 1997-1)

Property Type	Current Fiscal Year	Proposed Fiscal Year 2024-25	Annual Change
California Creekside Single-Family Residential	$128.52	$128.52	$0.00
California Brookside Multi-Family Residential	$55.69	$55.69	$0.00
Summer Glen - Richmond American (North) Lots	$112.54	$112.54	$0.00
Summer Glen - Richmond American (South) Lots	$123.85	$123.85	$0.00

Summer Glen - Kaufman & Broad Lots	$172.36	$172.36	$0.00
Summer Glen - Pulte Lots	$216.24	$216.24	$0.00
Dublin Greene Tract 7084 Single Family Residential	$136.13	$136.13	$0.00
Dublin Greene Tract 7149 Single Family Residential	$102.50	$102.50	$0.00
Dublin Greene Tract 7149 Condominiums	$53.43	$53.43	$0.00
Other Parcels Including Retail, Office, and Industrial	$903.85	$903.85	$0.00

Street Lighting Maintenance District 1999-1 (Dublin Ranch)
This District funds the electric energy, maintenance, and repair costs associated with street lighting that has been installed in the Dublin Ranch area and Tracts 7067, 7586, 8024, 8073, 8074, 8102 and 8563. The City Council approved formation of this District on June 1, 1999, with the initial assessment in the 1999-2000 tax year.

The District also includes a Capital Improvement Fund (CIF) reserve set aside to pay for improvement projects outside normal operation and maintenance costs, such as painting a portion of the decorative streetlight poles within the District. Currently, the CIF is being used to complete a project to upgrade the existing decorative lights to more energy-efficient LED lights.

The assessment methodology in the original Engineer's Report for this District includes an escalation clause that allows for adjustments to the assessment according to the CPI and utility cost increases. These factors are updated in the Engineer's Report on an annual basis. The maximum assessment in the Engineer's Report for Fiscal Year 2024-25 adjusted by the approved adjustment formula is $79.71 per single family residence and $438.42 per acre for commercial parcels. The City can levy less or at the maximum based on available reserve funds and the budgeted costs for District expenditures.

The proposed assessment amount for Fiscal Year 2024-25 was increased 9.30% over the Fiscal Year 2023-24 amount, as shown below.

Dublin Ranch Street Lighting Assessments (District 1999-1)

Property Type	Current Fiscal Year	Proposed Fiscal Year 2024-25	Annual Change
Equivalent Dwelling Unit (EDU)	$38.03	$41.57	$3.54
Commercial Per Acre	$209.15	$228.62	$19.47

Upon City Council adoption of the resolution approving the respective Preliminary Engineer's Reports, a public hearing will be held on May 7, 2024, at 7:00 p.m. on the proposed assessments.

STRATEGIC PLAN INITIATIVE:

None.

NOTICING REQUIREMENTS/PUBLIC OUTREACH:

The City Council Agenda was posted.

ATTACHMENTS:

1) Resolution Directing Preparation of Annual Engineer's Reports for Street Lighting Maintenance District 1983-1, Landscape and Lighting District 1983-2, Landscape and Lighting District 1986-1, Landscape and Lighting District 1997-1, and Street Lighting Maintenance District 1999-1
2) Resolution Approving the Preliminary Engineer's Reports and Appointing a Time and Place for Hearing Protests for Street Lighting Maintenance District 1983-1, Landscape and Lighting District 1983-2, Landscape and Lighting District 1986-1, Landscape and Lighting District 1997-1, and Street Lighting Maintenance District 1999-1
3) Preliminary Engineer's Report for Street Lighting Maintenance District 1983-1
4) Preliminary Engineer's Report for Landscaping and Lighting District 1983-2
5) Preliminary Engineer's Report for Landscaping and Lighting District 1986-1
6) Preliminary Engineer's Report for Landscaping and Lighting District 1997-1
7) Preliminary Engineer's Report for Street Lighting Maintenance District 1999-1

DUBLIN
CALIFORNIA

Street Lighting Maintenance District No. 1983-1 Fiscal Year 2024-25 Final Engineer's Report

May 7, 2024

Prepared by

FRANCISCO AND ASSOCIATES
Where Innovative Strategies Fund Tomorrow's Communities

Table of Contents

Page No.

Certificate ii

Section I - Introduction 1

Section II – Engineer's Report 3

Part A – Plans and Specifications 5

Part B – Estimate of Cost 7

Part C – Assessment District Diagram 12

Part D – Method of Apportionment of Assessments 14

Part E - Assessment Roll 19

ENGINEER'S REPORT
CITY OF DUBLIN
STREET LIGHTING MAINTENANCE DISTRICT NO. 1983-1
FISCAL YEAR 2024-25

The undersigned, acting on behalf of Francisco & Associates respectfully submits the enclosed Engineer's Report as directed by the Dublin City Council pursuant to the provisions of Article XIIID, Section 4 of the California Constitution, provisions of the Landscaping and Lighting Act of 1972 and Section 22500 et al of the California Streets and Highways Code. The undersigned certifies that he is a Professional Engineer, registered in the State of California.

Dated: April 18, 2024

By: _____
Eduardo Espinoza, P.E.
RCE # 83709

REGISTERED PROFESSIONAL ENGINEER
EDUARDO ESPINOZA
C 83709
CIVIL
STATE OF CALIFORNIA

SECTION I

INTRODUCTION

The City of Dublin ("City") levies and collects special assessments on parcels within the City of Dublin Street Lighting Maintenance Assessment District No. 1983-1 ("District") to maintain the public street lighting improvements. The District was initially formed in 1983 to provide a dedicated source of funding for the ongoing maintenance of street lighting improvements within the boundaries of the District.

The assessments and method of apportionment described in this Report utilize commonly accepted assessment engineering practices and have been calculated and proportionately spread to each parcel based on the special benefits received as approved by the City Council at the time the District was formed.

General Description of the District

The District was created in 1983 to replace the County of Alameda Lighting Service Area within the City of Dublin and to fund the maintenance and servicing costs for the City's street lighting system. In Fiscal Year 1995-96, the City of Dublin acquired the PG&E owned streetlights within the District to reduce maintenance costs. The District includes all parcels that were within the County of Alameda Lighting Service Area which includes all parcels within the City except for Dublin Ranch; the Clifton Park development in the western hills; Tracts 7067, 8024, 8073 and 8074; the Jordan Ranch development; the Tassajara Hills development; and the Francis Ranch development.

A reduced copy of the Assessment Diagram showing the exterior boundaries of the District is provided in Part C of this Report.

Compliance with the California Constitution

Assessments are levied annually within the District pursuant to the Landscape and Lighting Act of 1972, Part 2 of Division 15 of the California Streets and Highways Code ("1972 Act"). All assessments described in this Report and approved by the City Council are prepared in accordance with the 1972 Act and are compliant with the provisions of the California Constitution Article XIIID ("Article XIIID"), which was enacted with the passage of Proposition 218 in November 1996. Pursuant to Article XIIID Section 5, certain existing assessments are exempt from the substantive and procedural requirements of Article XIIID Section 4. Specifically, Article XIIID Section 5(a) exempted:

> *"Any assessment imposed exclusively to finance the capital costs or maintenance and operation expenses for sidewalks, streets, sewers, water, flood control, drainage systems or vector control. Subsequent increases in such assessments shall be subject to the procedures and approval process set forth in Section 4."*

The City has determined that the annual assessments originally established for the District were for the maintenance and operation of streetlights within the public street rights-of-way. As such, pursuant to Article XIIID Section 5(a), the pre–existing assessment amount has been exempted from the procedural requirements of Article XIIID Section 4 since the amount of the assessment has not increased since the passage of Proposition 218.

Any future increase in the assessment rate or substantial changes in the services provided would require that the District be brought into compliance with all the requirements of Article XIIID and would require the approval of the property owners subject to the assessment based upon a mailed ballot which would be sent to each property owner.

Summary of District

A summary of the assessments to be levied for each property type are shown in the table below. The estimated expenditures are anticipated to exceed the projected revenues in Fiscal Years 2024-25 and 2025-26. Transfers from the available fund balance is anticipated to be required to pay the annual operation and maintenance costs in Fiscal Years 2024-25 and 2025-26. Should expenditures continue to exceed the annual assessment revenue, transfers from the available fund balances will be required annually. Should annual transfers continue to be required to cover annual expenditures, the fund balance will be drawn upon and depleted in future years. Should this circumstance occur, this may require a significant reduction in service levels in future years so that expenditures match assessment revenues or the City will need to contribute to the District from other available funds or increase the current assessment rate by receiving approval by property owners within the District.

TABLE 1: ASSESSMENTS TO BE LEVIED
Street Lighting Maintenance District No. 1983-1

Property Type	Assessment Rate
Single Family Residential (SFR)	$19.34 per Parcel
Condominium	$19.34 per Parcel
Duplex, Multi Family Residential	$38.68 per Parcel
Triplex, Multi Family Residential	$58.02 per Parcel
Fourplex, Multi Family Residential	$77.36 per Parcel
Apartments, Multi Family Residential	$116.04 per Parcel
Commercial/Industrial/Institutional	$106.37 per Acre
Vacant Commercial/Industrial/Institutional	$53.18 per Acre
Rural	$9.67 per Parcel
Exempt, Cemeteries, Common Open Space	$0.00 per Parcel

SECTION II

ENGINEER'S REPORT PREPARED PURSUANT TO THE PROVISIONS OF LANDSCAPING AND LIGHTING ACT OF 1972 SECTION 22500 THROUGH 22679 OF THE CALIFORNIA STREETS AND HIGHWAYS CODE

CITY OF DUBLIN

STREET LIGHTING MAINTENANCE DISTRICT NO. 1983-1 FISCAL YEAR 2024-25

Pursuant to the Landscaping and Lighting Act of 1972 (Part 2 Division 15 of the Streets and Highways Code of the State of California, commencing with Section 22500), and in accordance with the Resolution of Intention, adopted by the City Council of the City of Dublin on April 16, 2024, I, Eduardo Espinoza, the duly appointed Engineer of Work, Assessment Engineer for the City of Dublin Street Lighting Maintenance District No. 1983-1 (the "District") submit the following Report, consisting of Section I (Introduction), and this, Section II (Engineer's Report), which consists of five (5) parts as follows:

PART A: PLANS AND SPECIFICATIONS

This part describes the improvements maintained by the District. Plans and specifications for the improvements are on file in the Office of the Director of Public Works of the City of Dublin and are incorporated herein by reference.

PART B: ESTIMATE OF COST

This part contains an estimate of the cost of the proposed improvements to be maintained for Fiscal Year 2024-25, including incidental costs and expenses in connection therewith. The estimate is attached hereto and is on file in the Office of the Director of Public Works of the City of Dublin.

PART C: ASSESSMENT DISTRICT DIAGRAM

This part incorporates a Diagram of the District showing the exterior boundaries of the District, the boundaries of any zones within the District and the lines and dimensions of each lot or parcel of land within the District. This Diagram has been prepared by the Engineer of Work and is on file in the Office of the Director of Public Works of the City of Dublin.

The lines and dimensions of each lot or parcel within the District are those lines and dimensions shown on the maps of the Alameda County Assessor for the year when this Report was prepared. The Assessor's maps and records are incorporated by reference herein and made a part of this Report.

PART D: METHOD OF APPORTIONMENT OF ASSESSMENTS

This part describes the method of apportionment of assessments, based upon each parcel's land use classification within the District in proportion to the estimated special benefits to be received.

PART E: ASSESSMENT ROLL

This part contains an assessment of the estimated cost of the improvements apportioned to each benefited parcel of land within the District. The Assessment Roll is filed in the Office of the City Clerk of the City of Dublin and is incorporated in this Report. The list is keyed to the records of the Alameda County Assessor, which are incorporated herein by reference.

PART A

PLANS AND SPECIFICATIONS

The District provides for the continued installation, maintenance, and servicing of street lighting improvements within the public right-of-way which provide special benefit to parcels and properties within the District.

As generally defined in the 1972 Act, maintenance and servicing of the street lighting improvements may include one or any combination of the following:

1) The installation or construction of public lighting facilities, including, but not limited to streetlights and traffic signals.
2) The installation or construction of any facilities which are appurtenant to any of the foregoing or which are necessary or convenient for the maintenance or servicing thereof; including but not limited to, grading, removal of debris, the installation or construction of curbs, gutters, walls, sidewalks, or paving, or water, irrigation, drainage, or electrical facilities.
3) The maintenance or servicing, or both, of any of the foregoing including the furnishing of services and materials for the ordinary and usual maintenance, operation, and servicing of any improvement, including, but not limited to:
    a) Repair, removal, or replacement of all or any part of any improvements;
    b) Grading, clearing, removal of debris, the installation, repair or construction of curbs, gutters, walls, sidewalks, or paving, or water, irrigation, drainage, or electrical facilities;
    c) The cleaning, sandblasting, and painting of walls and other improvements to remove or cover graffiti;
    d) Electric current or energy, gas, or other agent for the lighting or operation of any other improvements.
4) Incidental expenses associated with the improvements including, but not limited to:
    a) The cost of preparation of the report, including plans, specifications, estimates, diagram, and assessment;
    b) The costs of printing, advertising, and publishing, posting, and mailing of notices;
    c) Compensation payable to the County for collection of assessments;
    d) Compensation of any engineer or attorney employed to render services;
    e) Any other expenses incidental to the construction, installation, or maintenance and servicing of the improvements; and,
    f) Costs associated with any elections held for the approval of a new or increased assessment.

Pursuant to the 1972 Act:

> "Maintain" or "maintenance" means the furnishing of services and materials for the ordinary and usual maintenance, operation, and servicing of any improvement, including repair, removal, or replacement of all or any part of any improvement. "Service" or "servicing" means the furnishing of electric current or energy, gas, or other illuminating agent for any public lighting facilities or for the lighting or operation of any other improvements.

Drawings showing the specific locations of the improvements are on file in the City's Public Works Department and are made a part of this report by reference.

PART B

ESTIMATE OF COSTS

All public streetlights and other eligible improvements within the District are maintained and serviced on a regular basis, using assessment revenues. Since the assessment rate cannot be increased, due to the passage of Proposition 218 in 1996, assessment revenues have not always been sufficient to fund 100% of the annual operations and maintenance costs of street lighting in past years. In years where the revenues were less than the costs to maintain the District improvements, the District transferred funds from the District's existing fund balances to fund the shortfall in assessment revenues.

Although the District has seen an increase in revenue because of new development, the increases in costs have increased much more quickly than the increase in assessment revenue because of growth.

The proposed cost estimate for the District is shown in Table 2. This includes an estimate of the costs of utilities, operations, services, administration, and maintenance associated with the improvements, including all labor, personnel, equipment, materials, and administrative expenses for the next two (2) fiscal years. The summary also shows the estimated fund balance, and the projected contribution/(transfer) that will be required from the fund balance based upon the estimated expenditures and assessment revenue. Projected cost estimates are also shown for two (2) fiscal years.

The following describes the general services and costs shown in the cost estimate.

District Costs

Operating Supplies – The cost of supplies for ongoing maintenance and servicing of the street lighting improvements including street light repair parts and the labor associated with performing the repair work. In addition, a portion of this cost is set aside as a contingency amount for both large scheduled and unscheduled, but necessary repairs.

Contract with Alameda County – The cost of street light maintenance provided by the County of Alameda based on the current fiscal year contract.

California Street Light Association – The cost of Street Light Association dues based on the relative number of streetlights within the District.

Utilities Electricity – The cost of streetlight electrical energy use, including miscellaneous utility charges.

Improvements (Not Building) – The cost of improvements (not building) includes costs associated with the maintenance, construction, and rehabilitation of authorized improvements.

Miscellaneous Expenses – Costs that cannot easily be categorized into any of the other District Costs defined above.

Legal Notices – The cost of legal notices includes costs associated with preparation and publishing of any, and all required legal notices associated with the District.

District Administration – The costs of contracting with professionals to provide services specific to the annual levy administration, including preparation of the Engineer's Report, resolutions, and levy submittal to the County. These fees can also include any additional administrative, legal, or engineering services specific to the District such as the cost to prepare and mail notices of the public meeting and hearing.

Public Works Administration – The cost of public works administration includes costs derived by the City's Public Works Department or other department in relation to the administration and management of the District.

County Collection Fee – The cost to the District for the County to collect assessments on the annual secured property tax bills. Alameda County charges 1.7% of the total amount levied.

Miscellaneous Costs and Collections/(Credits) Applied to Levy

Reserve Collection/(Transfer) – The 1972 Act pursuant to Chapter 1, Article 4 Section 22569 (a), provides for a District Reserve Fund for operations. Negative amounts shown for this cost estimate item represent transfers from the Reserve Fund that reduces the Balance to Levy. Maintaining a fully funded Operating Reserve eliminates the need for the City to transfer funds from non–District accounts to pay for operational expenses during the first half of the Fiscal Year and provides the District with sufficient funds to address any unforeseen or unusual expenditures that may occur during the year.

Capital Improvement Fund Collection/(Transfer) – The 1972 Act pursuant to *Chapter 5, beginning with Section 22660,* provides for the District to establish by resolution an assessment installment plan for proposed improvements and expenditures that are greater than can be conveniently raised from a single annual assessment. Depending on the nature of the planned improvements, the collection of funds necessary to complete the project may be collected over a period up to thirty years, but typically not more than five years. The funds collected shall be accumulated in a separate improvement fund commonly referred to as a Capital Improvement Fund (CIF) and are not considered part of the regular maintenance of the improvements or the Reserve Fund.

Because the money accumulated in the Capital Improvement Fund is for a specific planned project (budgeted separately), the amount shown for this item in the annual cost estimate will typically be a positive number representing the amount being collected that year as part of the Balance to Levy. A negative number (Transfer) should only occur after the project has been completed and excess funds are being credited back to the District's regular accounts or such funds are needed to fund the annual operation and maintenance of the public improvements. The actual fund balances and expenditures for

Capital Improvements are clearly identified under the Fund Balance Information section of the cost estimate.

Balance to Levy – This is the total amount to be collected for the current fiscal year through the annual assessments (for special benefits). The Balance to Levy represents the sum of Total District (Direct and Administration) Costs, Reserve Fund Contributions or Transfers, Contributions from Other Revenue Sources, and the Contribution Replenishment (if any). Only those costs related to the improvements identified as conferring special benefits to property within the District are levied and collected on the tax roll.

The following page shows the cost estimates for Fiscal Year 2024-25 and 2025-26.

Table 2: COST ESTIMATE
Street Lighting Maintenance District No. 1983-1

	Fiscal Year 2024-25 Cost Estimate	Projected Fiscal Year 2025-26 Cost Estimate
DISTRICT REVENUES		
Estimated Assessment Revenues	$ 314,670	$ 314,670
Contributions from Other Revenue Sources	$ 13,000	$ 13,000
Total District Revenues[1]	**$ 327,670**	**$ 327,670**
DISTRICT COSTS		
Operating Supplies	$ 20,000	$ 20,000
Contract with Alameda County	$ 95,000	$ 95,000
California Street Light Association	$ 1,100	$ 1,210
Utilities - Electricity	$ 294,170	$ 308,879
Improvements (Not Building)	$ -	$ -
Miscellaneous	$ -	$ -
Legal Notices	$ 610	$ 628
District Administration	$ 7,061	$ 7,272
Public Works Administration	$ -	$ -
County Collection Fee	$ 6,365	$ 6,556
Total District Costs	**$ 424,306**	**$ 439,545**
MISCELLANEOUS COSTS AND COLLECTIONS/(CREDITS) APPLIED TO LEVY		
Reserve Collection/(Transfer)	$ -	$ 7,619
Capital Improvement Fund Collection/(Transfer)	$ (96,636)	$ (119,494)
Total Miscellaneous Costs and Collections/(Credits) Applied to Levy	**$ (96,636)**	**$ (111,875)**
Balance to Levy	**$ 314,670**	**$ 314,670**
Variance Between Estimated Assessment Revenues and Balance to Levy	$ -	$ -
Total Assessment Revenue at Maximum Rate	**$ 314,670**	**$ 314,670**
Variance above/(below) Maximum Assessment Revenue	$ -	$ -
FUND BALANCE INFORMATION		
Beginning Operating Reserve Fund Balance (est. 7/1/24 and 7/1/25)	$ 212,153	$ 212,153
Reserve Fund Adjustments	$ -	$ 7,619
Transfer From/(To) Capital Improvement Fund	$ -	$ -
Prior/Penalties/Public Damage	$ -	$ -
Interest	$ -	$ -
Ending Operating Reserve Fund Balance (est. 6/30/25 and 6/30/26)	**$ 212,153**	**$ 219,772**
Beginning Capital Improvement Fund Balance (est. 7/1/24 and 7/1/25)	$ 448,851	$ 352,215
Capital Imporvement Fund Adjustments	$ (96,636)	$ (119,494)
Transfer From/(To) Reserve Fund	$ -	$ -
Prior/Penalties/Public Damage	$ -	$ -
Interest	$ -	$ -
Ending Capital Improvement Fund Balance (est. 6/30/25 and 6/30/26)	**$ 352,215**	**$ 232,721**

[1]Total District Revenues includes the estimated assessment revenues for each fiscal year and contributions from other revenue sources such as interest earnings, etc.

Capital Improvement Projects

In addition to collecting funds annually for maintenance, funds are also allowed to be collected for capital improvement projects. Capital improvement projects generally include the repair and replacement of public improvements authorized to be maintained by the District. These funds are collected and often accumulated in a separate fund and are not considered to be a part of the regular maintenance of the improvements.

Following is a list of capital improvement projects the City plans to address utilizing District funds in the upcoming fiscal years and thereafter as funds allow.

Citywide Streetlight Replacement: As needed replacement of streetlights that are at the end of their service life or that have been damaged due to automobile accidents.

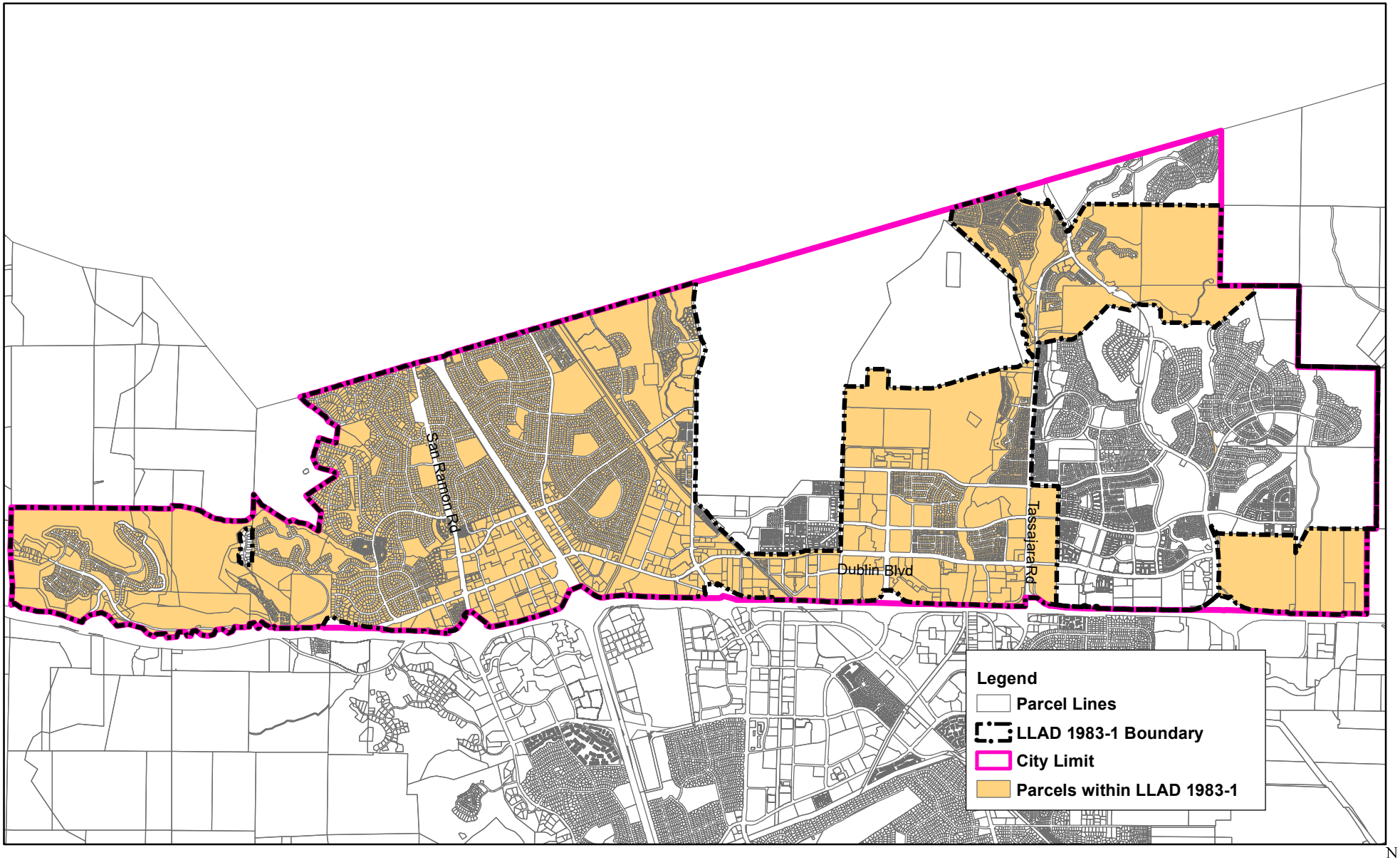
PART C

ASSESSMENT DISTRICT DIAGRAM

The boundaries of the District are shown herein. The lines and dimensions of each parcel within the District are those lines and dimensions shown on the maps of the Alameda County Assessor for the year in which this Report was prepared and are incorporated by reference herein and made part of this Report.

A reduced copy of the Assessment Diagram is shown on the following page.

City of Dublin
Street Lighting Maintenance District No. 1983-1
Assessment Diagram



N

3,250 1,625 0 3,250 6,500 Feet

PART D

METHOD OF APPORTIONMENT OF ASSESSMENTS

General

The 1972 Act permits the establishment of assessment districts by agencies for the purpose of providing certain public improvements which include the construction, maintenance and servicing of public lights, landscaping, and appurtenant facilities. The 1972 Act further requires that the cost of these improvements be levied according to benefit rather than assessed value:

> *"The net amount to be assessed upon lands within an assessment district may be apportioned by any formula or method which fairly distributes the net amount among all assessable lots or parcels in proportion to the estimated benefits to be received by each such lot or parcel from the improvements."*

The formula used for calculating assessments in the District therefore reflects the composition of the parcels, and the improvements and services provided, to fairly apportion the costs based on estimated benefit to each parcel. In addition, pursuant to Article XIIID Section 4:

> "*No assessment shall be imposed on any parcel which exceeds the reasonable cost of the proportional special benefit conferred on that parcel. Only special benefits are assessable, and an agency shall separate the general benefits from the special benefits conferred on a parcel."*

Benefit Analysis

Each of the improvements have been carefully reviewed by the City and the corresponding assessments have been proportionately spread to each parcel based on special benefits received from the improvements as determined at the time the District was established.

General Benefits — In reviewing each of the District improvements, the proximity of those improvements to both properties within the District and those outside the District, as well as the reasons for installing and constructing such improvements, it is evident that the improvements are solely the result of developing properties within the District and the ongoing maintenance and operation of these improvements will directly affect the properties within the District. Although the improvements include public areas, easements, rights-of-way, and other amenities available or visible to the public at large, the construction and installation of these improvements were only necessary for the development of properties within the District and were not required, nor necessarily desired by any properties or developments outside the District boundary and any public access or use of the improvements by others is incidental. Therefore, it has been

determined that the improvements and the ongoing maintenance, servicing and operation of those improvements provide no measurable general benefit to properties outside the District or to the public at large, but clearly provide distinct and special benefits to properties within the District.

Special Benefits — The method of apportionment (method of assessment) outlined herein is based on the premise that each assessed parcel within the District receives special benefits from the improvements and the desirability and security of those properties as enhanced by the presence of public lighting near those properties.

The special benefits conferred on property from street lighting and other public lighting facilities include the convenience, safety, and security of property, improvements, and goods. Specifically:

1) Enhanced deterrence of crime and the aid to police protection.

2) Increased nighttime safety on roads, streets, and public areas.

3) Improved ability of pedestrians and motorists to see.

4) Improved ingress and egress to property.

5) Reduced vandalism and other criminal acts and damage to improvements or property.

6) Improved traffic circulation and reduced nighttime accidents and personal property loss.

The preceding special benefits contribute to the aesthetic value and desirability of each of the assessed parcels within the District and thereby provide a special enhancement of the properties. Furthermore, it has been determined that the lack of funding to properly service and maintain the District improvements would have a negative impact on the properties within the District.

All the preceding special benefits contribute to a specific enhancement and desirability of each of the assessed parcels within the District.

Non-Assessable Properties — Within the boundaries of the District, there are several types of properties that are considered to receive no special benefit from the District improvements and are therefore not assessed. These parcels include:

1) Publicly owned parcels that are reserved as public open space or are developed as City parks for active recreation and are maintained and serviced by the District;
2) Publicly owned wetland parcels;
3) Certain public utility parcels;
4) Privately owned open space parcels; and
5) Privately owned "sliver" parcels that have resulted from a lot line adjustment with an adjacent larger parcel. The adjacent larger parcels, of which these "sliver" parcels are a part, are assessed at the residential rate

Assessment Methodology

The special benefits received by each parcel within the District and each parcel's proportional annual assessment are calculated based on a formula that utilizes Equivalent Dwelling Units. The Equivalent Dwelling Unit (EDU) method of apportionment establishes a proportional benefit relationship between the various parcels within the District and the improvements maintained by the District. The typical single family residential parcel is assigned 1.00 Equivalent Dwelling Unit (EDU) since it represented more than 73% of the total parcels within the District.

EDUs are assigned to the other land uses based upon the property's development status, type of development (County of Alameda land use code) and property size as shown in the table below. Parcels determined to be vacant will be assessed at a reduced rate of 50%, by multiplying the parcel's assigned EDU factor by 0.5 (or 50%).

TABLE 3: ASSESSMENT METHODOLOGY
Street Lighting Maintenance District No. 1983-1

Property Type	EDU Factor
Single Family Residential (SFR)	1.00 per Parcel
Condominium	1.00 per Parcel
Duplex, Multi Family Residential	2.00 per Parcel
Triplex, Multi Family Residential	3.00 per Parcel
Fourplex, Multi Family Residential	4.00 per Parcel
Apartments, Multi Family Residential	6.00 per Parcel
Commercial/Industrial/Institutional	5.50 per Acre
Vacant Commercial/Industrial/Institutional	2.75 per Acre
Rural	0.50 per Parcel
Exempt, Cemeteries, Common Open Space	0.00 per Parcel

Single-Family Residential (SFR) — (County land use 1x) this land use identifies properties that are developed for single family residential use and are assigned a factor of 1.00 EDU per parcel. This is the base value that all other land use types are compared and weighted against (i.e., Equivalent Dwelling Unit "EDU"). This land use classification may include, but is not limited to, lots or parcels identified as single-family residential homes, planned development (tract or townhouse type), and modular/manufactured single family residential units.

Condominium Unit — (County land use 73) this land use identifies properties that are subdivided residential parcels that have more than one residential unit developed on the property. This land use is assigned 1.00 EDU per unit.

Duplex, Multi-Family Residential — (County land use 22) this land use identifies properties that are developed for multi-family residential use and are assigned a factor of 2.00 EDU per parcel. This land use classification includes double or duplex units.

Triplex, Multi-Family Residential — (County land use 23) this land use identifies properties that are developed for multi-family residential use and are assigned a factor of 3.00 EDU per parcel. This land use classification includes triplex units; or double or duplex units together with a single-family home.

Fourplex, Multi-Family Residential — (County land use 24) this land use identifies properties that are developed for multi-family residential use and are assigned a factor of 4.00 EDU per parcel. This land use classification includes four living units; a fourplex, a triplex and a single-family home, two doubles or duplexes, or a combination thereof.

Apartment Complex, Multi-Family Residential — (County land use 7x, except 73) This land use identifies properties that are developed for multi-family residential use of five (5) or more units and are assigned a factor of 6.00 EDU per parcel. This land use classification may include, but is not limited to, lots or parcels identified as vacant apartment land capable of supporting 5 or more units, residential property converted to 5 or more units, cooperatives, restricted income properties, fraternities, sororities, church homes, multiple residential (5 or more units), and residential high-rise (7 or more units).

Commercial — (County land use 3x, 8x, 9x) this land use identifies properties that are considered improved for commercial use and are assigned a factor of 5.50 EDU per gross acre. This land use classification may include, but is not limited to, lots or parcels identified as car washes, commercial garages, automotive dealerships, parking lots, parking garages, service stations, funeral homes, nursing or boarding homes, hospitals, hotels/motels, banks, medical-dental, single and multi-story office buildings, commercial land, department stores, discount stores, restaurants, shopping centers, or supermarkets.

Industrial — (County land use 4x) this land use identifies properties that are developed for industrial use and are assigned a factor of 5.50 EDU per gross acre. This land use classification may include, but is not limited to lots, or parcels identified as vacant industrial land, warehouses, light and heavy industrial, nurseries, sand and gravel quarries, salt ponds, trucking and distribution terminals, wrecking yards, and miscellaneous industrial.

Institutional — (County land use 6x, except 65) this land use identifies properties that are developed for institutional use and are assigned a factor of 5.50 EDU per gross acre. This land use classification may include, but is not limited to, lots or parcels identified as vacant land that is a necessary part of an institutional property, improved government-owned property, low income housing (secured P.I.'s only), golf courses, private schools, churches, lodge-halls, clubhouses, and other institutional properties.

Rural Property — (County land use 5x) this land use identifies properties that are defined as rural lands and are assigned a factor of 0.50 EDU per parcel. This land use classification may include, but is not limited to, lots or parcels identified as rural residential home sites, one or more mobile homes on rural home sites, rural property with significant commercial or industrial use, property used for agriculture (more than 10 acres), rural land in transition to higher land use classification, and rural land under non-renewal of the Williamson Act.

Exempt Property, Cemeteries & Common Open Space — (County land use 0, 03-05, 65) this land use identifies properties that are exempt from assessment and are assigned 0.00 EDU. This land use classification may include, but is not limited to, lots or parcels identified as exempt public agencies; property leased or owned by public utilities, cemeteries, and planned development common areas.

PART E

ASSESSMENT ROLL

The proposed assessment and the amount of the assessment apportioned to each lot or parcel, as shown on the latest roll at the Assessor's Office, are on file under separate cover with the City Clerk. Furthermore, the description of each lot or parcel is part of the records of the Assessor of the County of Alameda and those records are, by reference, part of this report. The assessments shown will be submitted to the County Auditor/Controller and included on the property tax roll for each parcel shown in the assessment roll for Fiscal Year 2024-25.

Parcel identification, the lines and dimensions of each lot, parcel, and subdivision of land within the District, are inclusive of the parcels as shown on the Alameda County Assessor's Parcel Maps as they existed at the time of the passage of the Resolution of Intention, and shall include subsequent subdivisions, lot line adjustments or parcel changes therein. Reference is hereby made to the Alameda County Assessor's maps for a detailed description of the lines and dimensions of each lot and parcel of land within the District.

DUBLIN
CALIFORNIA

Landscape and Lighting District No. 1983-2 Fiscal Year 2024-25 Final Engineer's Report

May 7, 2024

Prepared by

FRANCISCO AND ASSOCIATES
Where Innovative Strategies Fund Tomorrow's Communities

Table of Contents

Page No.

Certificate ii

Section I - Introduction 1

Section II – Engineer's Report 3

Part A – Plans and Specifications 5

Part B – Estimate of Cost 7

Part C – Assessment District Diagram 11

Part D – Method of Apportionment of Assessments 13

Part E - Assessment Roll 18

ENGINEER'S REPORT
CITY OF DUBLIN
LANDSCAPE AND LIGHTING ASSESSMENT DISTRICT NO. 1983-2
FISCAL YEAR 2024-25

The undersigned, acting on behalf of Francisco & Associates respectfully submits the enclosed Engineer's Report as directed by the Dublin City Council pursuant to the provisions of Article XIIID, Section 4 of the California Constitution, provisions of the Landscaping and Lighting Act of 1972 and Section 22500 et al of the California Streets and Highways Code. The undersigned certifies that he is a Professional Engineer, registered in the State of California.

Dated: April 18, 2024

By: _____

Eduardo Espinoza, P.E.
RCE # 83709

SECTION I

INTRODUCTION

The City of Dublin ("City") levies and collects special assessments on parcels within the City of Dublin Landscape and Lighting Assessment District No. 1983-2 ("District") to maintain the landscaping and irrigation improvements within the District.

The assessments and methods of apportionment described in this Report utilize commonly accepted assessment engineering practices and have been calculated and proportionately spread to each parcel based on the special benefits received as approved by the City Council at the time the District was formed.

General Description of the District

The District was initially formed in 1983 to provide a dedicated source of funding for the ongoing maintenance of street landscaping within Tract 4719. The District originally included the maintenance of Stagecoach Park and the landscaping along Stagecoach Road north of the City Limit; however, those improvements are no longer funded by the District. Currently, the District includes only the roadway landscaping along Stagecoach Road and on the "interior slopes" (Coral Way and Agate Way) within the Dublin Hills Estates development. The maintenance cost of Stagecoach Park, as well as the undeveloped Dougherty Hills Park, is paid by the City through the Park Maintenance Operating Budget and is not a part of this Assessment District.

A reduced copy of the Assessment Diagram showing the exterior boundaries of the District is provided in Part C of this Report.

Compliance with the California Constitution

Assessments are levied annually within the District pursuant to the Landscape and Lighting Act of 1972, Part 2 of Division 15 of the California Streets and Highways Code ("1972 Act"). All assessments described in this Report and approved by the City Council are prepared in accordance with the 1972 Act and are in compliance with the provisions of the California Constitution Article XIIID ("Article XIIID"), which was enacted with the passage of Proposition 218 in November 1996.

Pursuant to Article XIIID Section 5, certain existing assessments were exempt from the substantive and procedural requirements of Article XIIID Section 4. Specifically, Article XIIID Section 5(a) exempted:

> *"Any assessment imposed exclusively to finance the capital costs or maintenance and operation expenses for sidewalks, streets, sewers, water, flood control, drainage systems or vector control. Subsequent increases in such assessments shall be subject to the procedures and approval process set forth in Section 4."*

The City determined that the annual assessments originally established for the District were for the maintenance and operation of landscaping within the public street rights-of-way or public easements.

However, in Fiscal Year 2003-04, the City conducted a public hearing that included a mailed ballot to all the property owners in this District proposing an increased assessment to maintain and replace certain landscaping improvements. In accordance with the requirements of Proposition 218, the property owners approved a 10% increase in assessment rates and the addition of an escalation clause for succeeding years that allows the maintenance cost to increase according to the Consumer Price Index and the utility cost to increase according to the actual cost of utilities.

Any future increase in the assessment rate more than the maximum allowable rate or substantial changes in the services provided would require the approval of the property owners subject to the assessment based upon a mailed ballot which would be sent to each property owner pursuant to the provisions of the California Constitution Article XIIID.

Summary of District

A summary of the assessments to be levied in Fiscal Year 2024-25 for each property type is shown in the table below.

TABLE 1: SUMMARY OF PROPOSED ASSESSMENTS
Landscape and Lighting District No. 1983-2

Property Type	Assessment Rate
Single Family Residential (SFR)	$520.93 per Parcel
Multi Family Residential (MFR)	$88.08 per Parcel/Unit
Exempt, Cemeteries, Common Open Space	$0.00 per Parcel

SECTION II

ENGINEER'S REPORT PREPARED PURSUANT TO THE PROVISIONS OF LANDSCAPING AND LIGHTING ACT OF 1972 SECTION 22500 THROUGH 22679 OF THE CALIFORNIA STREETS AND HIGHWAYS CODE

CITY OF DUBLIN

LANDSCAPE AND LIGHTING DISTRICT NO. 1983-2
FISCAL YEAR 2024-25

Pursuant to the Landscaping and Lighting Act of 1972 (Part 2 Division 15 of the Streets and Highways Code of the State of California, commencing with Section 22500), and in accordance with the Resolution of Intention, adopted by the City Council of the City of Dublin on April 16, 2024, I, Eduardo Espinoza, the duly appointed Engineer of Work, Assessment Engineer for the City of Dublin Landscape and Lighting District No. 1983-2 (the "District") submit the following Report, consisting of Section I (Introduction), and this, Section II, which consists of five (5) parts as follows:

PART A: PLANS AND SPECIFICATIONS

This part describes the improvements maintained by the District. Plans and specifications for the improvements are on file in the Office of the Director of Public Works of the City of Dublin and are incorporated herein by reference.

PART B: ESTIMATE OF COST

This part contains an estimate of the cost of the proposed improvements to be maintained for Fiscal Year 2024-25, including incidental costs and expenses in connection therewith. The estimate is attached hereto and is on file in the Office of the Director of Public Works of the City of Dublin.

PART C: ASSESSMENT DISTRICT DIAGRAM

This part incorporates a Diagram of the District showing the exterior boundaries of the District, the boundaries of any zones within the District and the lines and dimensions of each lot or parcel of land within the District. This Diagram has been prepared by the Engineer of Work and is on file in the Office of the Director of Public Works of the City of Dublin.

The lines and dimensions of each lot or parcel within the District are those lines and dimensions shown on the maps of the Alameda County Assessor for the year when this Report was prepared. The Assessor's maps and records are incorporated by reference herein and made a part of this Report.

PART D: METHOD OF APPORTIONMENT OF ASSESSMENTS

This part describes the method of apportionment of assessments, based upon each parcel's land use classification within the District in proportion to the estimated special benefits to be received.

PART E: ASSESSMENT ROLL

This part contains an assessment of the estimated cost of the improvements apportioned to each benefited parcel of land within the District. The Assessment Roll is filed in the Office of the City Clerk of the City of Dublin and is incorporated in this Report. The list is keyed to the records of the Alameda County Assessor, which are incorporated herein by reference.

PART A

PLANS AND SPECIFICATIONS

The District provides for the continued maintenance and servicing of the landscaping and irrigation improvements within the public right-of-way and public easement along Stagecoach Road between the limits of Amador Valley Boulevard and the northerly City Limit. In addition, the District also provides for the maintenance of the slopes, including landscaping and irrigation, within the public right-of-way for the slope areas along the rear of Lots 80 through 86, and 37 through 60 within Tract 4719.

As generally defined in the 1972 Act, maintenance and servicing of the improvements may include one or any combination of the following:

1) The installation or planting of landscaping. The installation or construction of statuary, fountains, and other ornamental structures and facilities.
2) The installation or construction of any facilities which are appurtenant to any of the foregoing or which are necessary or convenient for the maintenance or servicing thereof; including but not limited to, grading, removal of debris, the installation or construction of curbs, gutters, walls, sidewalks, or paving, or water, irrigation, drainage, or electrical facilities.
3) The maintenance or servicing, or both, of any of the foregoing including the furnishing of services and materials for the ordinary and usual maintenance, operation, and servicing of any improvement, including, but not limited to:
    a. Repair, removal, or replacement of all or any part of any improvements;
    b. Grading, clearing, removal of debris, the installation, repair or construction of curbs, gutters, walls, sidewalks, paving, or water, irrigation, drainage, or electrical facilities
    c. Providing for the life, growth, health, and beauty of landscaping, including cultivation, irrigation, trimming, spraying, fertilizing, or treating for disease or injury;
    d. The removal of trimmings, rubbish, debris, and other solid waste;
    e. The cleaning, sandblasting, and painting of walls and other improvements to remove or cover graffiti;
    f. Electric current or energy, gas, or other agent for the lighting or operation of any other improvements; and
    g. Water for the irrigation of any landscaping, the operation of any fountains, or the maintenance of any other improvements.
4) Incidental expenses associated with the improvements including, but not limited to:
    a. The cost of preparation of the report, including plans, specifications, estimates, diagram, and assessment;
    b. The costs of printing, advertising, and the publishing, posting, and mailing of notices;
    c. Compensation payable to the County for collection of assessments;
    d. Compensation of any engineer or attorney employed to render services;

e. Any other expenses incidental to the construction, installation, or maintenance and servicing of the improvements; and
f. Costs associated with any elections held for the approval of a new or increased assessment.

Pursuant to the 1972 Act:

> "Maintain" or "maintenance" means the furnishing of services and materials for the ordinary and usual maintenance, operation, and servicing of any improvement, including repair, removal, or replacement of all or any part of any improvement.
>
> "Service" or "servicing" means the furnishing of electric current or energy, gas, or other illuminating agent for any public lighting facilities or for the lighting or operation of any other improvements.

Drawings showing the specific locations of the improvements are on file in the City's Public Works Department and are made a part of this report by reference.

PART B

ESTIMATE OF COSTS

All landscape and other eligible improvements within the District are maintained and serviced on a regular basis. The proposed cost estimate for the District is shown on a following page herein. This includes an estimate of the costs of utilities, operations, services, administration, and maintenance associated with the improvements, including all labor, personnel, equipment, materials, and administrative expenses. The summary also shows the estimated fund balance, and the projected contribution/ (transfer) based upon the estimated expenditures and assessment revenue. Projected cost estimates are also shown for the next two (2) fiscal years.

The following describes the general services and costs shown in the cost estimate.

District Costs

Maintenance Landscape – The cost of maintenance and repair of the landscaping and open space areas within the District.

Utilities Water – The cost of furnishing water for maintenance of landscape and irrigation systems within the District.

Utilities Electricity – The cost of electricity for maintenance of landscape, powering of irrigation systems, and entry lighting within the District.

Miscellaneous Expenses – Costs that cannot easily be categorized into any of the other District Costs defined above.

Legal Notices – The cost of legal notices includes costs associated with preparation and publishing of any, and all required legal notices associated with the District.

District Administration – The costs of contracting with professionals to provide services specific to the annual levy administration, including preparation of the Engineer's Report, resolutions, and levy submittal to the County. These fees can also include any additional administrative, legal, or engineering services specific to the District such as the cost to prepare and mail notices of the public meeting and hearing.

Public Works Administration – The cost of public works administration includes costs derived by the City's Public Works Department or other department in relation to the administration and management of the District.

County Collection Fee – The cost to the District for the County to collect assessments on the annual secured property tax bills. Alameda County charges 1.7% of the total levy amount.

Miscellaneous Costs and Collections/(Credits) Applied to Levy

Reserve Collection/(Transfer) – The 1972 Act pursuant to Chapter 1, Article 4 Section 22569 (a), provides for a District Reserve Fund for operations. Negative amounts shown for this cost estimate item represent transfers from the Reserve Fund that reduces the Balance to Levy. Maintaining a fully funded Operating Reserve eliminates the need for the City to transfer funds from non-District accounts to pay for operational expenses during the first half of the fiscal year and provides the District with sufficient funds to address any unforeseen or unusual expenditures that may occur during the year.

Capital Improvement Fund Collection/(Transfer) – The 1972 Act pursuant to *Chapter 5, beginning with Section 22660,* provides for the District to establish by resolution an assessment installment plan for proposed improvements and expenditures that are greater than can be conveniently raised from a single annual assessment. Depending on the nature of the planned improvements, the collection of funds necessary to complete the project may be collected over a period up to thirty years, but typically not more than five years. The funds collected shall be accumulated in a separate improvement fund commonly referred to as a Capital Improvement Fund (CIF) and are not considered part of the regular maintenance of the improvements or the Reserve Fund.

Because the money accumulated in the Capital Improvement Fund is for a specific planned project (budgeted separately), the amount shown for this item in the annual cost estimate will typically be a positive number representing the amount being collected that year as part of the Balance to Levy. A negative number (Transfer) should only occur after the project has been completed and excess funds are being credited back to the District's regular accounts or such funds are needed to pay for the annual operation and maintenance of the District improvements. The actual fund balances and expenditures for Capital Improvements are clearly identified under the Fund Balance Information section of the cost estimate.

Balance to Levy – This is the total amount to be collected for the current fiscal year through the annual assessments (for special benefits). The Balance to Levy represents the sum of Total District (Direct and Administration) Costs, Reserve Fund Contributions or Transfers, Contributions from Other Revenue Sources, and the Contribution Replenishment (if any). Only those costs related to the improvements identified as conferring special benefits to property within the District are levied and collected on the tax roll.

The following page shows the cost estimates for Fiscal Year 2024-25 and 2025-26.

TABLE 2: COST ESTIMATE
Landscape and Lighting District No. 1983-2

	Fiscal Year 2024-25 Cost Estimate	Projected Fiscal Year 2025-26 Cost Estimate
DISTRICT REVENUES		
Estimated Assessment Revenues	$ 126,846	$ 129,383
Contributions from Other Revenue Sources	$ 7,000	$ 7,000
Total District Revenues[1]	**$ 133,846**	**$ 136,383**
DISTRICT COSTS		
Maintenance - Landscape (MCE)	$ 67,151	$ 69,165
Utilities - Electricity	$ 1,978	$ 2,077
Utilities - Water	$ 22,000	$ 23,100
Miscellaneous Expenses	$ -	$ -
Legal Notices	$ 610	$ 628
District Administration	$ 3,617	$ 3,726
Public Works Administration	$ -	$ -
County Collection Fee	$ 1,870	$ 1,927
Total District Costs	**$ 97,226**	**$ 100,623**
MISCELLANEOUS COSTS AND COLLECTIONS/(CREDITS) APPLIED TO LEVY		
Reserve Collection/(Transfer)	$ -	$ 1,698
Capital Improvement Fund Collection/(Transfer)	$ 36,620	$ 34,062
Total Miscellaneous Costs and Collections/(Credits) Applied to Levy	**$ 36,620**	**$ 35,760**
Balance to Levy	**$ 126,846**	**$ 129,383**
Variance Between Estimated Assessment Revenue and Balance to Levy	$ -	$ -
Total Estimated Assessment Revenues at Maximum Rate[2]	**$ 126,846**	**$ 129,383**
Variance above/(below) Maximum Revenue	$ -	$ -
FUND BALANCE INFORMATION		
Beginning Operating Reserve Fund Balance (est. 7/1/24 and 7/1/25)	$ 48,613	$ 48,613
Reserve Fund Adjustments	$ -	$ 1,698
Transfer From/(To) Capital Improvement Fund	$ -	$ -
Prior/Penalties/Public Damage	$ -	$ -
Interest	$ -	$ -
Projected Operating Reserve Fund Balance at FY End (est. 6/30/25 and 6/30/26)	**$ 48,613**	**$ 50,311**
Beginning Capital Improvement Fund Balance (est. 7/1/24 and 7/1/25)	$ 280,882	$ 317,503
Capital Improvement Fund Adjustments	$ 36,620	$ 34,062
Transfer From/(To) Reserve Fund	$ -	$ -
Prior/Penalties/Public Damage	$ -	$ -
Interest	$ -	$ -
Project Capital Improvement Fund Balance at FY end (est. 6/30/25 and 6/30/26)	**$ 317,503**	**$ 351,565**

[1]Total District Revenues includes the estimated assessment revenues for each fiscal year and contributions from other revenue sources such as interest earnings, etc.

[2]The Maximum Assessment Revenue for Fiscal Year (FY) 2025/26 was estimated to be equal to the FY 2024/25 Maximum Assessment Revenues and escalated by 2%.

Capital Improvement Projects

In addition to collecting funds annually for maintenance, funds are also allowed to be collected for capital improvement projects. Capital improvement projects generally include the repair and replacement of public improvements authorized to be maintained by the District. These funds are collected and often accumulated in a separate fund and are not considered to be a part of the regular maintenance of the improvements.

Following is a list of capital improvement projects the City plans to address utilizing District funds in the upcoming fiscal years and thereafter as funds allow.

> **General Improvements:** The City has identified the need for repairs to irrigation, which fall outside the scope of the regular maintenance budget for the District. Repairs will be addressed based upon need and available fund balance in the upcoming two-year cycle.

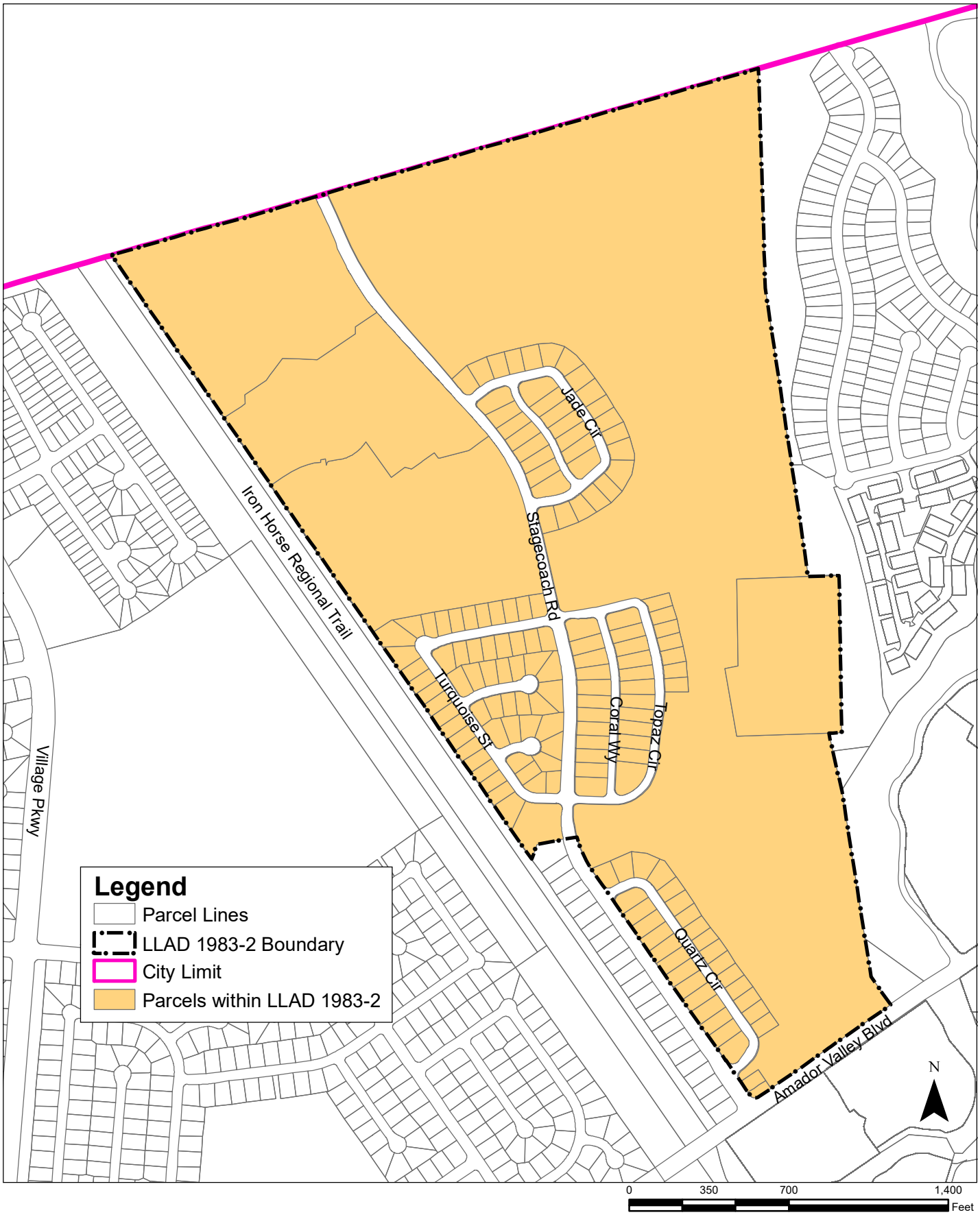
PART C

ASSESSMENT DISTRICT DIAGRAM

The boundaries of the District are shown herein. The lines and dimensions of each parcel within the District are those lines and dimensions shown on the maps of the Alameda County Assessor for the year in which this Report was prepared and are incorporated by reference herein and made part of this Report.

A reduced copy of the Assessment Diagram is shown on the following page.

City of Dublin
Landscape and Lighting District No. 1983-2
Assessment Diagram



PART D

METHOD OF APPORTIONMENT OF ASSESSMENTS

General

The 1972 Act permits the establishment of assessment districts by agencies for the purpose of providing certain public improvements which include the construction, maintenance and servicing of public lights, landscaping, and appurtenant facilities. The 1972 Act further requires that the cost of these improvements be levied according to benefit rather than assessed value:

> *"The net amount to be assessed upon lands within an assessment district may be apportioned by any formula or method which fairly distributes the net amount among all assessable lots or parcels in proportion to the estimated benefits to be received by each such lot or parcel from the improvements."*

The formula used for calculating assessments in the District therefore reflects the composition of the parcels, and the improvements and services provided, to fairly apportion the costs based on estimated benefit to each parcel. In addition, pursuant to Article XIIID Section 4:

> *"No assessment shall be imposed on any parcel which exceeds the reasonable cost of the proportional special benefit conferred on that parcel. Only special benefits are assessable, and an agency shall separate the general benefits from the special benefits conferred on a parcel."*

Benefit Analysis

Each of the improvements have been carefully reviewed by the City and the corresponding assessments have been proportionately spread to each parcel based on special benefits received from the improvements as determined at the time the District was established.

General Benefits — In reviewing each of the District improvements, the proximity of those improvements to both properties within the District and those outside the District, as well as the reasons for installing and constructing such improvements, it is evident that the improvements are solely the result of developing properties within the District and the ongoing maintenance and operation of these improvements will directly affect the properties within the District. Although the improvements include public areas, easements, rights-of-way, and other amenities available or visible to the public at large, the construction and installation of these improvements were only necessary for the development of properties within the District and were not required, nor necessarily desired by any properties or developments outside the District boundary and any public access or use of the improvements by others is incidental. Therefore, it has been

determined that the improvements and the ongoing maintenance, servicing and operation of those improvements provide no measurable general benefit to properties outside the District or to the public at large, but clearly provide distinct and special benefits to properties within the District.

Special Benefits — The method of apportionment (method of assessment) established herein is based on the premise that each assessed parcel within the District receives special benefits from the improvements and the desirability of those properties enhanced by the presence of well-maintained landscaping near those properties.

The special benefits associated with landscape improvements are specifically:

1) Enhanced desirability of properties through association with the improvements.

2) Improved aesthetic appeal of properties providing a positive representation of the area and properties.

3) Enhanced adaptation of the urban environment within the natural environment from adequate green space and landscaping.

4) Environmental enhancement through improved erosion resistance, dust and debris control, and fire prevention.

5) Increased sense of pride in ownership of property within the District resulting from well-maintained improvements associated with the properties.

6) Enhanced quality of life through well-maintained green space and landscaped areas.

7) Reduced criminal activity and property-related crimes (especially vandalism) against properties in the District through well-maintained surroundings and amenities including abatement of graffiti.

8) Enhanced environmental quality of the parcels by moderating temperatures, providing oxygenation, and attenuating noise.

The preceding special benefits contribute to the aesthetic value and desirability of each of the assessed parcels within the District and thereby provide a special enhancement of the properties. Furthermore, it has been determined that the lack of funding to properly service and maintain the District improvements would have a negative impact on the properties within the District.

Non-Assessable Properties — Within the boundaries of the District, there are several types of properties that are considered to receive no special benefit from the District improvements and are therefore not assessed. These parcels include:

1) Publicly owned parcels that are reserved as public open space or are developed as City Parks for active recreation and are maintained and serviced by the District;
2) Publicly owned wetland parcels;
3) Certain public utility parcels;
4) Privately owned open space parcels; and
5) Privately owned "sliver" parcels that have resulted from a lot line adjustment with an adjacent larger parcel. The adjacent larger parcel, of which these "sliver" parcels are a part, are assessed at the residential rate.

Assessment Methodology

The special benefits received by each parcel within the District and each parcel's proportional annual assessment are calculated as follows:

- Sixty-one and six tenths' percent (61.6%) spread equally to the 150 single family homes of Dublin Estates; and
- Thirty-eight and four tenths' percent (38.4%) spread equally among the 553 apartments/condominiums of Amador Lakes Complex.

Maximum Assessment Rate

It is recognized that the cost of maintaining the District improvements increases slightly every year because of inflation. In Fiscal Year 2003-04, the property owners approved a formula for increasing assessments for each future fiscal year to offset increases in costs due to inflation.

The maximum assessment amount for each property type shall be increased each fiscal year in an amount equal to the annual percentage increase of the local San Francisco Oakland San Jose Area Consumer Price Index ("Index") for "All Urban Wage Earners and Clerical Workers" which is applied to all costs except utilities (water and electricity), plus the actual percentage increase in utility costs (collectively, "Annual Escalation Factor").

In order to implement the District's Annual Escalation Factor annually, two rates were developed based on the cost estimate that was prepared at the time the property owners approved the annual escalator. The first rate (the "CPI Rate") was created to encompass the annual District cost increases except for utilities. The second rate (the "Utility Rate") was created to encompass the annual utility cost increases.

The Index is to be applied annually to the prior year's maximum CPI Rate for each property type to pay for all costs except utilities. The maximum Utility Rate was established to pay for all utility costs for each property type and is to be increased annually by the percentage change in the budgeted amount for utilities as shown in the District's

annual fiscal year Engineer's Reports. The increase in utility costs shall be calculated by taking the upcoming fiscal year's budgeted amount for utilities and subtracting the District's previous highest yearly budgeted amount for utilities. This difference is used to calculate the annual increase in the Utility Rate for each property type. The combination of the maximum CPI Rate and maximum Utility Rate (collectively, "Maximum Assessment Rate") shall equal the Maximum Assessment Rate for the upcoming fiscal year. Please see Table 3 for details regarding the Maximum Assessment Rate for Fiscal Year 2024-25.

The timing of the annual percentage increase of the Index was changed beginning in 2018 and for each year thereafter for administrative purposes, to ensure the City is allowed the time necessary to have all annual documents prepared and approved by the City Council by June of each year, and to meet both County submittal and statutory requirements. Each fiscal year, the City shall identify the annual percentage difference in the Index between the most recent calendar year and that of the prior calendar year; more specifically, the annual percentage change used to escalate the prior year's assessment rates for Fiscal Year 2024-25 was determined based on the difference using the annual amount for calendar years 2023 and 2022. Should the Bureau of Labor Statistics revise such Index or discontinue the preparation of such Index, the City shall use the revised index or comparable index as approved by the City Council for determining fluctuations in the cost of living. The following table shows the Maximum Assessment Rates allowable for Fiscal Year 2024-25.

TABLE 3: MAXIMUM ASSESSMENT RATE Landscape and Lighting District No. 1983-2	
CPI for 2022 Calendar Year[1]	323.90
CPI for 2023 Calendar Year[1]	334.66
% Change in CPI - Increase	3.32%
Fiscal Year 2023/24 Maximum Rate per SFR - CPI Rate	$357.03
Fiscal Year 2023/24 Maximum Rate per MFR - CPI Rate	$60.37
Fiscal Year 2024/25 Maximum Rate per SFR - CPI Rate	$368.90
Fiscal Year 2024/25 Maximum Rate per MFR - CPI Rate	$62.38
Prior Year Maximum Utility Budget[2]	$37,020
Utility Budget for FY 2024/25	$23,978
% Change in Utilities Rate - Increase[3]	0.00%
Fiscal Year 2023/24 Maximum Rate per SFR - Utility Rate	$152.03
Fiscal Year 2023/24 Maximum Rate per MFR - Utility Rate	$25.71
Fiscal Year 2024/25 Maximum Rate per SFR - Utility Rate	$152.03
Fiscal Year 2024/25 Maximum Rate per MFR - Utility Rate	$25.71
Fiscal Year 2023/24 Maximum Assessment Rate per SFR	$509.06
Fiscal Year 2023/24 Maximum Assessment Rate per MFR	$86.08
Fiscal Year 2024/25 Maximum Assessment Rate per SFR[4]	$520.93
Fiscal Year 2024/25 Maximum Assessment Rate per MFR[4]	$88.08

[1] CPI is based off of the All Urban Wage Earners and Clerical Workers.

[2] The FY 2020/21 Budget Amount for Utilities was the previous highest amount budgeted for utility costs.

[3] Equals the % difference between the FY 2023/24 and FY 2024/25 Maximum Utility Rate. If the Utility Budget does not increase, no increase will be realized.

[4] Equals the FY 2024/25 Maximum CPI Rate + Maximum Utility Rate.

If the City Council determines that an inflation adjustment is not required for a given fiscal year, the City Council may authorize the ensuing fiscal year's assessment without applying the adjustment formula to the amount levied. If the cost estimate and assessments for the District require an increase greater than the adjustment set forth in the formula, then the proposed increase would be subject to approval by the District property owners. Each fiscal year, the maximum assessment rate shall increase at the maximum amount allowable regardless of whether the increase is levied to the parcels within the District.

PART E

ASSESSMENT ROLL

The proposed assessment and the amount of the assessment apportioned to each lot or parcel, as shown on the latest roll at the Assessor's Office, are on file under separate cover with the City Clerk. Furthermore, the description of each lot or parcel is part of the records of the Assessor of the County of Alameda and those records are, by reference, part of this report. The assessments shown will be submitted to the County Auditor/Controller and included on the property tax roll for each parcel shown in the assessment roll for Fiscal Year 2024-25.

Parcel identification, the lines and dimensions of each lot, parcel, and subdivision of land within the District, are inclusive of the parcels as shown on the Alameda County Assessor's Parcel Maps as they existed at the time of the passage of the Resolution of Intention, and shall include subsequent subdivisions, lot line adjustments or parcel changes therein. Reference is hereby made to the Alameda County Assessor's maps for a detailed description of the lines and dimensions of each lot and parcel of land within the District.

DUBLIN
CALIFORNIA

Landscape and Lighting District No. 1986-1 Fiscal Year 2024-25 Final Engineer's Report

May 7, 2024

Prepared by

FRANCISCO AND ASSOCIATES
Where Innovative Strategies Fund Tomorrow's Communities

Table of Contents

Page No.

Certificate ii

Section I - Introduction 1

Section II – Engineer's Report 3

Part A – Plans and Specifications 5

Part B – Estimate of Costs 6

Part C – Assessment District Diagram 10

Part D – Method of Apportionment of Assessments 12

Part E - Assessment Roll 17

ENGINEER'S REPORT
CITY OF DUBLIN
LANDSCAPE AND LIGHTING DISTRICT NO. 1986-1
FISCAL YEAR 2024-25

The undersigned, acting on behalf of Francisco & Associates respectfully submits the enclosed Engineer's Report as directed by the Dublin City Council pursuant to the provisions of Article XIIID, Section 4 of the California Constitution, provisions of the Landscaping and Lighting Act of 1972 and Section 22500 et al of the California Streets and Highways Code. The undersigned certifies that he is a Professional Engineer, registered in the State of California.

Dated: April 18, 2024

By: _____
Eduardo Espinoza, P.E.
RCE # 83709

SECTION I

INTRODUCTION

The City of Dublin ("City") levies and collects special assessments on parcels within Landscape and Lighting District No. 1986-1 ("District") to maintain the improvements within the Villages in the Willow Creek area.

The assessments and method of apportionment described in this Report utilize commonly accepted assessment engineering practices and have been calculated and proportionately spread to each parcel based on the special benefits received as approved by the City Council at the time the District was formed.

General Description of the District

The District was initially formed in 1986 to provide a dedicated source of funding for the ongoing maintenance of landscaping, including fencing and sound walls, along the west side of Dougherty Road from Amador Valley Boulevard to the northerly City Limit, along Amador Valley Boulevard from Dougherty Road to Wildwood Road, along Wildwood Road and Fall Creek Road, and certain landscaped areas within the Ridgecreek single-family home development. Landscaping within the condominium and apartment developments is the responsibility of the homeowners' association(s) or property owner(s) for those individual developments.

A reduced copy of the Assessment Diagram showing the exterior boundaries of the District is provided in Part C of this Report.

Compliance with the California Constitution

Assessments are levied annually within the District pursuant to the Landscape and Lighting Act of 1972, Part 2 of Division 15 of the California Streets and Highways Code ("1972 Act"). All assessments described in this Report and approved by the City Council are prepared in accordance with the 1972 Act and are in compliance with the provisions of the California Constitution Article XIIID ("Article XIIID"), which was enacted with the passage of Proposition 218 in November 1996.

In Fiscal Year 2001-02, the assessments in the District were increased by 54% with the approval of property owners in compliance with the requirements of Proposition 218. The increase in the assessment rate was required as the reserve funds had become depleted and could no longer be used to offset utility and maintenance cost increases. The property owners also approved an escalation clause for future years that allows the assessment to increase according to the annual percentage change of the Consumer Price Index and the utility cost to increase according to the actual cost of utilities.

Any future increase in the assessment rate in excess of the maximum allowable rate or substantial changes in the services provided would require the approval of the property owners subject to the assessment based upon a mailed ballot which would be sent to each property owner.

Summary of District

A summary of the assessments to be levied in Fiscal Year 2024-25 for each property type is shown in the table below.

TABLE 1: SUMMARY OF PROPOSED ASSESSMENTS
Landscape and Lighting District No. 1986-1

Property Type	EDU Factor	Assessment Rate
Single Family Residential (SFR)	1.00 per Parcel	$314.83 per Parcel
Multi Family Residential (MFR)	0.50 per Unit	$157.42 per Unit
Commercial	4.00 per Parcel	$1,259.32 per Parcel
Exempt, Cemeteries, Common Open Space	0.00 per Parcel	$0.00 per Parcel

SECTION II

ENGINEER'S REPORT PREPARED PURSUANT TO THE PROVISIONS OF LANDSCAPING AND LIGHTING ACT OF 1972 SECTION 22500 THROUGH 22679 OF THE CALIFORNIA STREETS AND HIGHWAYS CODE

CITY OF DUBLIN

LANDSCAPE AND LIGHTING DISTRICT NO. 1986-1
FISCAL YEAR 2024-25

Pursuant to the Landscaping and Lighting Act of 1972 (Part 2 Division 15 of the Streets and Highways Code of the State of California, commencing with Section 22500), and in accordance with the Resolution of Intention, adopted by the City Council of the City of Dublin on April 16, 2024, I, Eduardo Espinoza, the duly appointed Engineer of Work, Assessment Engineer for the City of Dublin Landscape and Lighting District No. 1986-1 (the "District") submit the following Report, consisting of Section I (Introduction), and this, Section II, which consists of five (5) parts as follows:

PART A: PLANS AND SPECIFICATIONS

This part describes the improvements maintained by the District. Plans and specifications for the improvements are on file in the Office of the Director of Public Works of the City of Dublin and are incorporated herein by reference.

PART B: ESTIMATE OF COST

This part contains an estimate of the cost of the proposed improvements to be maintained for Fiscal Year 2024-25, including incidental costs and expenses in connection therewith. The estimate is attached hereto and is on file in the Office of the Director of Public Works of the City of Dublin.

PART C: ASSESSMENT DISTRICT DIAGRAM

This part incorporates a Diagram of the District showing the exterior boundaries of the District, the boundaries of any zones within the District and the lines and dimensions of each lot or parcel of land within the District. This Diagram has been prepared by the Engineer of Work and is on file in the Office of the Director of Public Works of the City of Dublin.

The lines and dimensions of each lot or parcel within the District are those lines and dimensions shown on the maps of the Alameda County Assessor for the year when this Report was prepared. The Assessor's maps and records are incorporated by reference herein and made a part of this Report.

PART D: METHOD OF APPORTIONMENT OF ASSESSMENTS

This part describes the method of apportionment of assessments, based upon each parcel's land use classification within the District in proportion to the estimated special benefits to be received.

PART E: ASSESSMENT ROLL

This part contains an assessment of the estimated cost of the improvements apportioned to each benefited parcel of land within the District. The Assessment Roll is filed in the Office of the City Clerk of the City of Dublin and is incorporated in this Report. The list is keyed to the records of the Alameda County Assessor, which are incorporated herein by reference.

PART A

PLANS AND SPECIFICATIONS

The District provides for the continued maintenance and servicing of landscaping, including fencing and sound-walls within the public rights-of-way and within public easements within private streets, which provide special benefit to parcels and properties within the District. The specific improvements maintained by the District include:

a. The median and roadside landscaping along the north side of Willow Creek Drive.

b. Roadside landscaping along Shady Creek Drive within Lots 1, 2, 3, 4, 5, 6, 15, 16, 37, 38, and south of Lot 145, all within Tract 5511.

c. Roadside landscaping, wall, fence, and pathway improvements along the west side of Dougherty Road, between Amador Valley Boulevard and the northerly City limit, and along the north side of Amador Valley Boulevard, between Dougherty Road and Wildwood Road.

d. Roadside landscaping, fence, and pathway improvements on the west side of Wildwood Road.

e. Roadside landscaping, fence, wall, and pathway improvements on the west side of Dougherty Road and the south side of Amador Valley Boulevard, adjacent to Lot 150.

f. Roadside landscaping, fence, and pathway improvements on the west and north sides of Fall Creek Road.

g. Roadside landscaping and emergency access surfacing at the north end of Crossridge Road within the street right-of-way.

Pursuant to the 1972 Act:

> "Maintain" or "maintenance" means the furnishing of services and materials for the ordinary and usual maintenance, operation, and servicing of any improvement, including repair, removal, or replacement of all or any part of any improvement.
>
> "Service" or "servicing" means the furnishing of electric current or energy, gas, or other illuminating agent for any public lighting facilities or for the lighting or operation of any other improvements.

Drawings showing the specific locations of the improvements are on file in the City's Public Works Department and are made a part of this report by reference.

PART B

ESTIMATE OF COSTS

All landscaping and other eligible improvements within the District are maintained and serviced on a regular basis. The proposed cost estimate for the District is shown on a following page herein. This includes an estimate of the costs of utilities, operations, services, administration, and maintenance associated with the improvements, including all labor, personnel, equipment, materials, and administrative expenses. The summary also shows the estimated fund balance, and the projected contribution/(transfer) based upon the estimated expenditures and assessment revenue. Projected cost estimates are also shown for the next two (2) fiscal years.

The following describes the general services and costs shown in the cost estimate.

District Costs

Maintenance Landscape – The cost of maintenance and repair of the landscaping and open space areas within the District.

Utilities Water – The cost of furnishing water for maintenance of landscape and irrigation systems within the District.

Utilities Electricity – The cost of electricity for maintenance of landscape and powering of irrigation systems within the District.

Miscellaneous Expenses – Costs that cannot easily be categorized into any of the other District Costs defined above.

Legal Notices – The cost of legal notices includes costs associated with preparation and publishing of any, and all required legal notices associated with the District.

District Administration – The costs of contracting with professionals to provide services specific to the annual levy administration, including preparation of the Engineer's Report, resolutions, and levy submittal to the County. These fees can also include any additional administrative, legal, or engineering services specific to the District such as the cost to prepare and mail notices of the public meeting and hearing.

Public Works Administration – The cost of public works administration includes costs derived by the City's Public Works Department or other department in relation to the administration and management of the District.

County Collection Fee – The cost to the District for the County to collect assessments on the annual secured property tax bills. Alameda County charges 1.7% of the total levy amount.

Miscellaneous Costs and Collections/(Credits) Applied to Levy

Reserve Collection/(Transfer) – The 1972 Act pursuant to *Chapter 1, Article 4 Section 22569 (a)*, provides for a District Reserve Fund for operations. Negative amounts shown for this cost estimate item represent transfers from the Reserve Fund that reduces the Balance to Levy. Maintaining a fully funded Operating Reserve eliminates the need for the City to transfer funds from non–District accounts to pay for operational expenses during the first half of the Fiscal Year and provides the District with sufficient funds to address any unforeseen or unusual expenditures that may occur during the year.

Capital Improvement Fund Collection/(Transfer) – The 1972 Act pursuant to *Chapter 5, beginning with Section 22660,* provides for the District to establish by resolution an assessment installment plan for proposed improvements and expenditures that are greater than can be conveniently raised from a single annual assessment. Depending on the nature of the planned improvements, the collection of funds necessary to complete the project may be collected over a period up to thirty years, but typically not more than five years. The funds collected shall be accumulated in a separate improvement fund commonly referred to as a Capital Improvement Fund (CIF) and are not considered part of the regular maintenance of the improvements or the Reserve Fund.

Because the money accumulated in the Capital Improvement Fund is for a specific planned project (budgeted separately), the amount shown for this item in the annual cost estimate will typically be a positive number representing the amount being collected that year as part of the Balance to Levy. A negative number (Transfer) should only occur after the project has been completed and excess funds are being credited back to the District's regular accounts or such funds are needed to pay for the annual operation and maintenance of the District improvements. The actual fund balances and expenditures for Capital Improvements are clearly identified under the Fund Balance Information section of the Cost Estimate.

Balance to Levy – This is the total amount to be collected for the current fiscal year through the annual assessments (for special benefits). The Balance to Levy represents the sum of Total District (Direct and Administration) Costs, Reserve Fund Contributions or Transfers, Contributions from Other Revenue Sources, and the Contribution Replenishment (if any). Only those costs related to the improvements identified as conferring special benefits to property within District are levied and collected on the tax roll.

The following page shows the cost estimates for Fiscal Year 2024-25 and 2025-26.

Table 2: COST ESTIMATE
Landscape and Lighting District No. 1986-1

	Fiscal Year 2024-25 Cost Estimate	Projected Fiscal Year 2025-26 Cost Estimate
DISTRICT REVENUES		
Estimated Assessment Revenues	$ 205,114	$ 209,217
Contributions from Other Revenue Sources	$ 10,000	$ 10,000
Total District Revenues[1]	**$ 215,114**	**$ 219,217**
DISTRICT COSTS		
Maintenance - Landscape (MCE Base Amount)	$ 49,112	$ 50,586
Utilities - Electricity	$ 2,500	$ 2,625
Utilities - Water	$ 50,000	$ 52,500
Miscellaneous Expenses	$ -	$ -
Legal Notices	$ 610	$ 628
District Administration	$ 3,617	$ 3,726
Public Works Administration	$ -	$ -
County Collection Fee	$ 3,024	$ 3,115
Total District Costs	**$ 108,863**	**$ 113,180**
MISCELLANEOUS COSTS AND COLLECTIONS/(CREDITS) APPLIED TO LEVY		
Reserve Collection/(Transfer)	$ -	$ 2,158
Capital Improvement Fund Collection/(Transfer)	$ 106,251	$ 103,878
Total Miscellaneous Costs and Collections/(Credits) Applied to Levy	**$ 106,251**	**$ 106,037**
Balance to Levy	**$ 205,114**	**$ 209,217**
Variance Between Estimated Assessment Revenue and Balance to Levy	$ -	$ -
Total Estimated Assessment Revenues at Maximum Rate[2]	**$ 205,114**	**$ 209,217**
Variance above/(below) Maximum Revenue	$ -	$ -
FUND BALANCE INFORMATION		
Beginning Operating Reserve Fund Balance (est. 7/1/24 and 7/1/25)	$ 54,432	$ 54,432
Reserve Fund Adjustments	$ -	$ 2,158
Transfer From/(To) Capital Improvement Fund	$ -	$ -
Prior/Penalties/Public Damage	$ -	$ -
Interest	$ -	$ -
Projected Operating Reserve Fund Balance at FY End (est. 6/30/25 and 6/30/26)	**$ 54,432**	**$ 56,590**
Beginning Capital Improvement Fund Balance (est. 7/1/24 and 7/1/25)	$ 634,435	$ 740,686
Capital Improvement Fund Adjustments	$ 106,251	$ 103,878
Transfer From/(To) Reserve Fund	$ -	$ -
Prior/Penalties/Public Damage	$ -	$ -
Interest	$ -	$ -
Project Capital Improvement Fund Balance at FY end (est. 6/30/25 and 6/30/26)	**$ 740,686**	**$ 844,564**

[1]Total District Revenues includes the estimated assessment revenue for each fiscal year and contributions from other revenue sources such as interest earnings, etc.

[2]The Maximum Assessment Revenue for Fiscal Year (FY) 2025/26 was estimated to be equal to the FY 2024/25 Maximum Assessment Revenues and escalated by 2%.

Capital Improvement Projects

In addition to collecting funds annually for maintenance, funds are also allowed to be collected for capital improvement projects. Capital improvement projects generally include the repair and replacement of public improvements authorized to be maintained by the District. These funds are collected and often accumulated in a separate fund and are not considered to be a part of the regular maintenance of the improvements.

Following is a list of capital improvement projects the City plans to address utilizing District funds in the upcoming fiscal year and thereafter.

General Improvements: The City has identified the need for additional plantings as well as sidewalk repairs, which fall outside of the regular maintenance budget for this District. Repairs will be addressed based upon need and available fund balance in the upcoming two-year cycle.

Alamo Creek Park and Assessment District - Fence Replacement: The City has identified the need to remove, replace, and/or repair tubular steel fencing throughout the District and around and within Alamo Creek Park. The project's costs associated with Alamo Creek Park fencing are not funded by the District, but are funded by the City's General Fund. District funding needed for the project is currently anticipated to be $400,000.

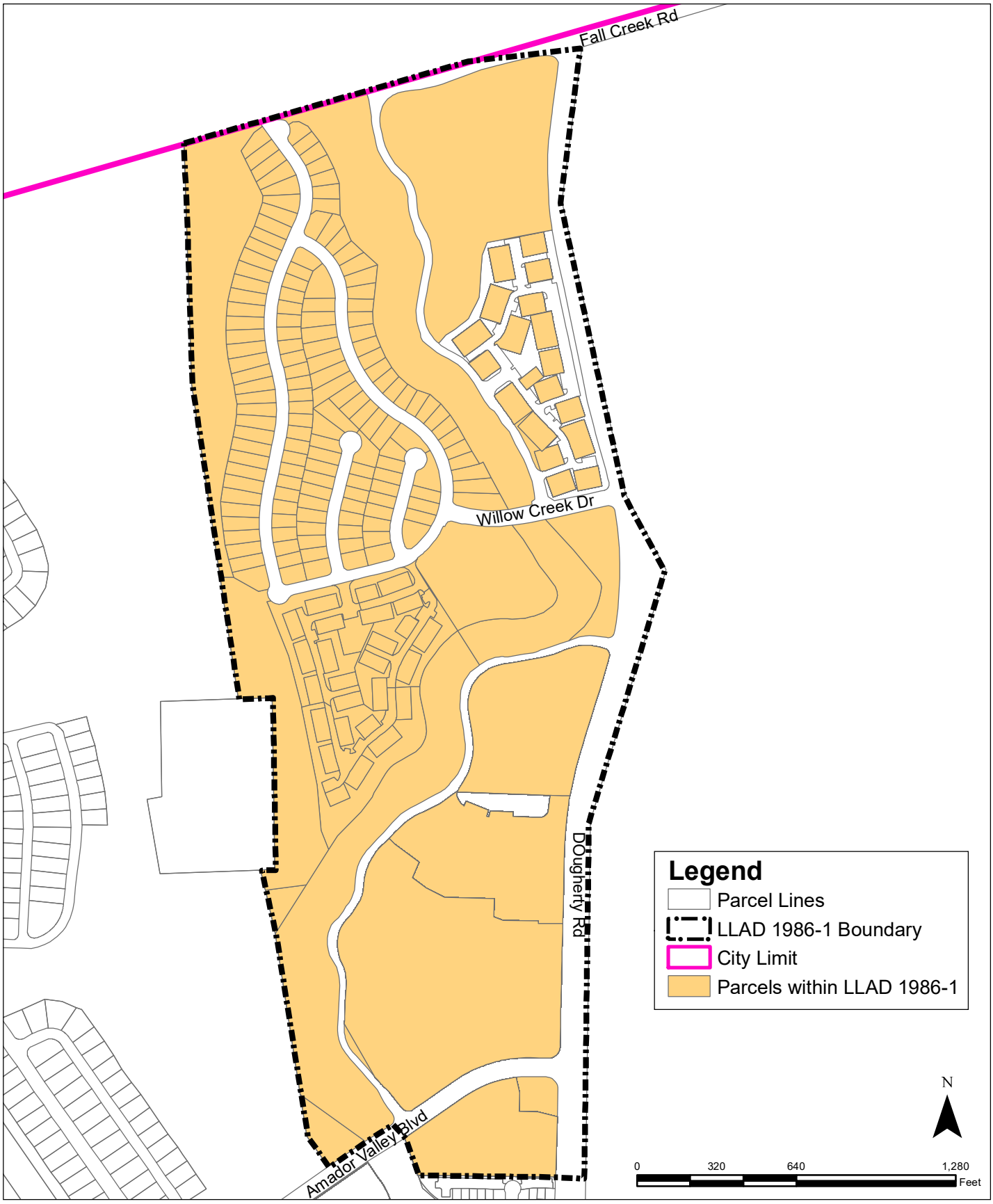
PART C

ASSESSMENT DISTRICT DIAGRAM

The boundaries of the District are shown herein. The lines and dimensions of each parcel within the District are those lines and dimensions shown on the maps of the Alameda County Assessor for the year in which this Report was prepared and are incorporated by reference herein and made part of this Report.

A reduced copy of the Assessment Diagram is shown on the following page.

City of Dublin
Landscape and Lighting District No. 1986-1
Assessment Diagram



PART D

METHOD OF APPORTIONMENT OF ASSESSMENTS

General

The 1972 Act permits the establishment of assessment districts by agencies for the purpose of providing certain public improvements which include the construction, maintenance and servicing of public lights, landscaping, and appurtenant facilities. The 1972 Act further requires that the cost of these improvements be levied according to benefit rather than assessed value:

> *"The net amount to be assessed upon lands within an assessment district may be apportioned by any formula or method which fairly distributes the net amount among all assessable lots or parcels in proportion to the estimated benefits to be received by each such lot or parcel from the improvements."*

The formula used for calculating assessments in the District therefore reflects the composition of the parcels, and the improvements and services provided, to fairly apportion the costs based on estimated benefit to each parcel. In addition, pursuant to Article XIIID Section 4:

> "*No assessment shall be imposed on any parcel which exceeds the reasonable cost of the proportional special benefit conferred on that parcel. Only special benefits are assessable, and an agency shall separate the general benefits from the special benefits conferred on a parcel."*

Benefit Analysis

Each of the improvements have been carefully reviewed by the City and the corresponding assessments have been proportionately spread to each parcel based on special benefits received from the improvements as determined at the time the District was established.

General Benefits — In reviewing each of the District improvements, the proximity of those improvements to both properties within the District and those outside the District, as well as the reasons for installing and constructing such improvements, it is evident that the improvements are solely the result of developing properties within the District, and the ongoing maintenance and operation of these improvements will directly affect the properties within the District. Although the improvements include public areas, easements, rights-of-way, and other amenities available or visible to the public at large, the construction and installation of these improvements were only necessary for the development of properties within the District and were not required, nor necessarily desired by any properties or developments outside the District boundary and any public access or use of the improvements by others is incidental. Therefore, it has been determined that the improvements and the ongoing maintenance, servicing and

operation of those improvements provide no measurable general benefit to properties outside the District or to the public at large, but clearly provide distinct and special benefits to properties within the District.

Special Benefits — The method of apportionment (method of assessment) established herein is based on the premise that each assessed parcel within the District receives special benefits from the improvements and the desirability of those properties is enhanced by the presence of well-maintained landscaping near those properties.

The special benefits associated with landscape improvements are specifically:

1) Enhanced desirability of properties through association with the improvements.
2) Improved aesthetic appeal of properties providing a positive representation of the area and properties.
3) Enhanced adaptation of the urban environment within the natural environment from adequate green space and landscaping.
4) Environmental enhancement through improved erosion resistance, dust and debris control, and fire prevention.
5) Increased sense of pride in ownership of property within the District resulting from well-maintained improvements associated with the properties.
6) Enhanced quality of life through well-maintained green space and landscaped areas.
7) Reduced criminal activity and property-related crimes (especially vandalism) against properties in the District through well-maintained surroundings and amenities including abatement of graffiti.
8) Enhanced environmental quality of the parcels by moderating temperatures, providing oxygenation, and attenuating noise.

The preceding special benefits contribute to the aesthetic value and desirability of each of the assessed parcels within the District and thereby provide a special enhancement of the properties. Furthermore, it has been determined that the lack of funding to properly service and maintain the District improvements would have a negative impact on the properties within the District.

Non-Assessable Properties — Within the boundaries of the District, there are several types of properties that are considered to receive no special benefit from the District improvements and are therefore not assessed. These parcels include:

1) Publicly owned parcels that are reserved as public open space or are developed as City parks for active recreation and are maintained and serviced by the District;
2) Publicly owned wetland parcels;
3) Certain public utility parcels;
4) Privately owned open space parcels; and
5) Privately owned "sliver" parcels that have resulted from a lot line adjustment with an adjacent larger parcel.

Assessment Methodology

The special benefits received by each parcel within the District and each parcel's proportional annual assessment are calculated on the basis of a formula that utilizes Equivalent Dwelling Units. The Equivalent Dwelling Unit (EDU) method of apportionment establishes a proportional benefit relationship between the various parcels within the District and the improvements maintained by the District. The typical single family residential parcel is assigned 1.00 EDU.

EDUs are assigned to the other land uses based upon the property's development status, and type of development (County of Alameda land use code) as shown in the table below.

TABLE 3: ASSESSMENT METHODOLOGY
Landscape and Lighting District No. 1986-1

Property Type	EDU Factor
Single Family Residential (SFR)	1.00 per Parcel
Multi Family Residential (MFR)	0.50 per Unit
Commercial	4.00 per Parcel
Exempt, Cemeteries, Common Open Space	0.00 per Parcel

Single-Family Residential (SFR) — (County land use 1x) This land use identifies properties that are developed for single-family residential use and are assigned a factor of 1.00 EDU per parcel. This is the base value that all other land use types are compared and weighted against using EDUs.

Multi-Family Residential — This land use identifies properties that are developed for multi-family use and are assigned a factor of 0.50 EDU per unit.

Commercial — This land use identifies properties that are classified for commercial use and are assigned a factor of 4.00 EDU per parcel/lot.

Common Open Space, Cemeteries & Other Exempt Property — This land use identifies properties that are exempt from assessment and are assigned 0.00 EDU.

The following formulas are used to calculate each property's assessment:

Total Balance to Levy / Total EDUs = Levy per EDU (Rate)

Parcel EDU x Levy per EDU = Parcel Levy Amount

Maximum Assessment Rate

It is recognized that the cost of maintaining the District improvements increases slightly every year because of inflation. In Fiscal Year 2001-02, the property owners approved a formula for increasing assessments for each future fiscal year to offset increases in costs due to inflation.

The maximum assessment amount for each property type shall be increased each fiscal year in an amount equal to the annual percentage increase of the local San Francisco-Oakland-San Jose Area Consumer Price Index ("Index") for "All Urban Wage Earners and Clerical Workers" which is applied to all costs except utilities (water and electricity), plus the actual percentage increase in utility costs (collectively, "Annual Escalation Factor").

In order to implement the District's Annual Escalation Factor annually, two rates were developed based on the cost estimate that was prepared at the time the property owners approved the annual escalator. The first rate (the "CPI Rate") was created to encompass the annual District cost increases except for utilities. The second rate (the "Utility Rate") was created to encompass the annual utility cost increases.

The Index is to be applied annually to the prior year's maximum CPI Rate for each property type to pay for all costs except utilities. The maximum Utility Rate was established to pay for all utility costs for each property type and is to be increased annually by the percentage change in the budgeted amount for utilities as shown in the District's annual fiscal year Engineer's Reports. The increase in utility costs shall be calculated by taking the upcoming fiscal year's budgeted amount for utilities and subtracting the District's previous highest yearly budgeted amount for utilities. This difference is used to calculate the annual increase in the Utility Rate for each property type. The combination of the maximum CPI Rate and maximum Utility Rate (collectively, "Maximum Assessment Rate") shall equal the Maximum Assessment Rate for the upcoming fiscal year. Please see Table 3 for details regarding the Maximum Assessment Rate for Fiscal Year 2024-25.

The timing of the annual percentage increase of the Index was changed beginning in 2018 and for each year thereafter for administrative purposes, to ensure the City is allowed the time necessary to have all annual documents prepared and approved by the City Council by June of each year, and to meet both County submittal and statutory requirements. Each fiscal year starting in 2018, the City shall identify the annual percentage difference in the Index between the most recent calendar year and that of the prior calendar year; more specifically, the annual percentage change used to escalate the prior year's assessment rates for Fiscal Year 2024-25 was determined based on the difference using the annual amount for calendar years 2023 and 2022. Should the Bureau of Labor Statistics revise such Index or discontinue the preparation of such Index, the City shall use the revised index or comparable index as approved by the City Council for determining fluctuations in the cost of living. The following table shows the Maximum Assessment Rates allowable for Fiscal Year 2024-25.

TABLE 4: MAXIMUM ASSESSMENT RATE Landscape and Lighting District No. 1986-1	
CPI for 2022 Calendar Year[1]	323.90
CPI for 2023 Calendar Year[1]	334.66
% Change in CPI - Increase	3.32%
Fiscal Year 2023/24 Maximum Rate per EDU - CPI Rate	$181.11
Fiscal Year 2024/25 Maximum Rate per EDU - CPI Rate	$187.12
Prior Year Maximum Utility Budget[2]	$83,200
Utility Budget for FY 2024/25	$52,500
% Change in Utility Rate - Increase[3]	0.000%
Fiscal Year 2023/24 Maximum Rate per EDU - Utility Rate	$127.71
Fiscal Year 2024/25 Maximum Rate per EDU - Utility Rate	$127.71
Fiscal Year 2023/24 Maximum Assessment Rate per EDU	$308.82
Fiscal Year 2024/25 Maximum Assessment Rate per EDU[4]	$314.83

[1] CPI is based off of the All Urban Wage Earners and Clerical Workers.
[2] The Fiscal Year 2017/18 Budget Amount for Utilities was the previous highest amount budgeted for utility costs.
[3] Equals the % difference between the Fiscal Year 2023/24 and FY 2024/25 Maximum Utility Rate. If the Utility Budget does not increase, no increase will be realized.
[4] Equals the FY 2024/25 Maximum CPI Rate + Maximum Utility Rate.

If the City Council determines that an inflation adjustment is not required for a given fiscal year, the City Council may authorize the ensuing fiscal year's assessment without applying the adjustment formula to the amount levied. If the cost estimate and assessments for the District require an increase greater than the adjustment set forth in the formula, then the proposed increase would be subject to approval by the District property owners. Each fiscal year, the maximum assessment rate shall increase at the maximum amount allowable regardless of whether the increase is levied to the parcels within the District.

PART E

ASSESSMENT ROLL

The proposed assessment and the amount of the assessment apportioned to each lot or parcel, as shown on the latest roll at the Assessor's Office, are on file under separate cover with the City Clerk. Furthermore, the description of each lot or parcel is part of the records of the Assessor of the County of Alameda and those records are, by reference, part of this report. The assessments shown will be submitted to the County Auditor/Controller and included on the property tax roll for each parcel shown in the assessment roll for Fiscal Year 2024-25.

Parcel identification, the lines and dimensions of each lot, parcel, and subdivision of land within the District, are inclusive of the parcels as shown on the Alameda County Assessor's Parcel Maps as they existed at the time of the passage of the Resolution of Intention, and shall include subsequent subdivisions, lot line adjustments or parcel changes therein. Reference is hereby made to the Alameda County Assessor's maps for a detailed description of the lines and dimensions of each lot and parcel of land within the District.

DUBLIN
CALIFORNIA

Landscape and Lighting District No. 1997-1 Fiscal Year 2024-25 Final Engineer's Report

May 7, 2024

Prepared by

FRANCISCO AND ASSOCIATES
Where Innovative Strategies Fund Tomorrow's Communities

Table of Contents

Page No.

Certificate ii

Section I - Introduction 1

Section II – Engineer's Report 3

Part A – Plans and Specifications 5

Part B – Estimate of Costs 7

Part C – Assessment District Diagram 11

Part D – Method of Apportionment of Assessments 13

Part E - Assessment Roll 19

ENGINEER'S REPORT
CITY OF DUBLIN
LANDSCAPE AND LIGHTING DISTRICT NO. 1997-1
FISCAL YEAR 2024-25

The undersigned, acting on behalf of Francisco & Associates respectfully submits the enclosed Engineer's Report as directed by the Dublin City Council pursuant to the provisions of Article XIIID, Section 4 of the California Constitution, provisions of the Landscaping and Lighting Act of 1972 and Section 22500 et al of the California Streets and Highways Code. The undersigned certifies that he is a Professional Engineer, registered in the State of California.

Dated: April 18, 2024

By: _____
Eduardo Espinoza, P.E.
RCE # 83709

SECTION I

INTRODUCTION

The City of Dublin ("City") levies and collects special assessments on parcels within the City of Dublin Landscape and Lighting District No. 1997-1 ("District") to maintain the landscaping and irrigation improvements within the Santa Rita area.

The assessments and method of apportionment described in this Report utilize commonly accepted assessment engineering practices and have been calculated and proportionately spread to each parcel based on the special benefits received as approved by the City Council at the time the District was formed.

General Description of the District

The District was formed to fund street landscape maintenance and utility costs for the Santa Rita development area, also known as Emerald Park. The total District area is approximately 422 developed acres bounded by Arnold Road on the west, Gleason Drive on the north, Tassajara Road on the east, and Interstate 580 on the south. A diagram of the District is included within this report.

A reduced copy of the Assessment Diagram showing the exterior boundaries of the District is provided in Part C of this Report.

Compliance with the California Constitution

Assessments are levied annually within the District pursuant to the Landscape and Lighting Act of 1972, Part 2 of Division 15 of the California Streets and Highways Code ("1972 Act"). All assessments described in this Report and approved by the City Council are prepared in accordance with the 1972 Act and are in compliance with the provisions of the California Constitution Article XIIID ("Article XIIID"), which was enacted with the passage of Proposition 218 in November 1996.

In accordance with the requirements of Proposition 218, the property owners approved a formula for increasing assessments in succeeding years that allows the maintenance cost to increase according to the Consumer Price Index and the utility cost to increase according to the actual cost of utilities.

Any future increase in the assessment rate in excess of the maximum allowable rate or substantial changes in the services provided would require the approval of the property owners subject to the assessment based upon a mailed ballot which would be sent to each property owner pursuant to the provisions of the California Constitution Article XIIID.

Summary of District

A summary of the assessments to be levied in Fiscal Year 2024-25 for each property type is shown in the table below.

TABLE 1: SUMMARY OF PROPOSED ASSESSMENTS
Landscape and Lighting District No. 1997-1

Development/Property Type	Assessment Rate
California Creekside Single Family Residential (SFR)	$128.52 per Parcel
California Brookside Multi Family Residential (MFR)	$55.69 per Unit
Summer Glen - Richmond American (North) Lots	$112.54 per Parcel
Summer Glen - Richmond American (South) Lots	$123.85 per Parcel
Summer Glen - Kaufman & Broad Lots	$172.36 per Parcel
Summer Glen - Pulte Lots	$216.24 per Parcel
Dublin Greene Tract 7084 Single Family Residential	$136.13 per Parcel
Dublin Greene Tract 7149 Single Family Residential	$102.50 per Parcel
Dublin Greene Tract 7149 Condominiums	$53.43 per Unit
Other Parcels Including Retail, Office, and Industrial[1]	$903.85 per Acre

[1] Other Parcels includes all other land uses including commercial, retail, office, industrial, and all other parcels that do not fall into one of the developments/property types referenced above.

SECTION II

ENGINEER'S REPORT PREPARED PURSUANT TO THE PROVISIONS OF LANDSCAPING AND LIGHTING ACT OF 1972 SECTION 22500 THROUGH 22679 OF THE CALIFORNIA STREETS AND HIGHWAYS CODE

CITY OF DUBLIN

LANDSCAPE AND LIGHTING DISTRICT NO. 1997-1
FISCAL YEAR 2024-25

Pursuant to the Landscaping and Lighting Act of 1972 (Part 2 Division 15 of the Streets and Highways Code of the State of California, commencing with Section 22500), and in accordance with the Resolution of Intention, adopted by the City Council of the City of Dublin on April 16, 2024, I, Eduardo Espinoza, the duly appointed Engineer of Work, Assessment Engineer for the City of Dublin Landscape and Lighting District No. 1997-1 (the "District") submit the following Report, consisting of Section I (Introduction), and this, Section II (Engineer's Report), which consists of five (5) parts as follows:

PART A: PLANS AND SPECIFICATIONS

This part describes the improvements maintained by the District. Plans and specifications for the improvements are on file in the Office of the Director of Public Works of the City of Dublin and are incorporated herein by reference.

PART B: ESTIMATE OF COST

This part contains an estimate of the cost of the proposed improvements to be maintained for Fiscal Year 2024-25, including incidental costs and expenses in connection therewith. The estimate is attached hereto and is on file in the Office of the Director of Public Works of the City of Dublin.

PART C: ASSESSMENT DISTRICT DIAGRAM

This part incorporates a Diagram of the District showing the exterior boundaries of the District, the boundaries of any zones within the District and the lines and dimensions of each lot or parcel of land within the District. This Diagram has been prepared by the Engineer of Work and is on file in the Office of the Director of Public Works of the City of Dublin.

The lines and dimensions of each lot or parcel within the District are those lines and dimensions shown on the maps of the Alameda County Assessor for the year when this Report was prepared. The Assessor's maps and records are incorporated by reference herein and made a part of this Report.

PART D: METHOD OF APPORTIONMENT OF ASSESSMENTS

This part describes the method of apportionment of assessments, based upon each parcel's land use classification within the District in proportion to the estimated special benefits to be received.

PART E: ASSESSMENT ROLL

This part contains an assessment of the estimated cost of the improvements to be apportioned to each benefited parcel of land within the District. The Assessment Roll is filed in the Office of the City Clerk of the City of Dublin and is incorporated in this Report. The list is keyed to the records of the Alameda County Assessor, which are incorporated herein by reference.

PART A

PLANS AND SPECIFICATIONS

The District provides for the continued maintenance and servicing of the landscaping and open space areas within the following areas:

1. Portions of the northerly and southerly street frontages for Dublin Boulevard, from Arnold Road to Tassajara Road.
2. The northerly and southerly street frontages for Central Parkway from Hacienda Drive to Tassajara Road, excluding the elementary school and Emerald Glen Park frontage landscaping.
3. The southerly street frontage for Gleason Drive, from Arnold Road to Tassajara Creek.
4. The easterly street frontage for Arnold Road, from Central Parkway to Gleason Drive.
5. The easterly street frontage for Hacienda Drive from Summer Glen Drive to Gleason Drive, and westerly street frontage for Hacienda Drive from Central Parkway to Gleason Drive.
6. Tassajara Creek and trail, from I-580 to the northerly property boundary of the Alameda County Surplus Property Authority property (APN 986-1-1-10).
7. Street median landscaping is not part of this District.

As generally defined in the 1972 Act, maintenance and servicing of the improvements may include one or any combination of the following:

1. The installation or planting of landscaping. The installation or construction of statuary, fountains, and other ornamental structures and facilities.
2. The installation or construction of any facilities which are appurtenant to any of the foregoing, or which are necessary or convenient for the maintenance or servicing thereof; including but not limited to, grading, removal of debris, the installation or construction of curbs, gutters, walls, sidewalks, paving, or water, irrigation, drainage, or electrical facilities.
3. The maintenance or servicing, or both, of any of the foregoing including the furnishing of services and materials for the ordinary and usual maintenance, operation, and servicing of any improvement, including, but not limited to:
    a. Repair, removal, or replacement of all or any part of any improvements;
    b. Grading, clearing, removal of debris, the installation, repair or construction of curbs, gutters, walls, sidewalks, or paving, or water, irrigation, drainage, or electrical facilities;
    c. Providing for the life, growth, health, and beauty of landscaping, including cultivation, irrigation, trimming, spraying, fertilizing, or treating for disease or injury;
    d. The removal of trimmings, rubbish, debris, and other solid waste;
    e. The cleaning, sandblasting, and painting of walls and other improvements to remove or cover graffiti;

f. Electric current or energy, gas, or other agent for the lighting or operation of any other improvements; and
g. Water for the irrigation of any landscaping, the operation of any fountains, or the maintenance of any other improvements.

4. Incidental expenses associated with the improvements including, but not limited to:
   a. The cost of preparation of the report, including plans, specifications, estimates, diagram, and assessment;
   b. The costs of printing, advertising, and the publishing, posting, and mailing of notices;
   c. Compensation payable to the County for collection of assessments;
   d. Compensation of any engineer or attorney employed to render services;
   e. Any other expenses incidental to the construction, installation, or maintenance and servicing of the improvements; and
   f. Costs associated with any elections held for the approval of a new or increased assessment.

Pursuant to the 1972 Act:

> "Maintain" or "maintenance" means the furnishing of services and materials for the ordinary and usual maintenance, operation, and servicing of any improvement, including repair, removal, or replacement of all or any part of any improvement.
>
> "Service" or "servicing" means the furnishing of electric current or energy, gas, or other illuminating agent for any public lighting facilities or for the lighting or operation of any other improvements.

Drawings showing the specific locations of the improvements are on file in the City's Public Works Department and are made a part of this report by reference.

PART B

ESTIMATE OF COSTS

All landscaping and other eligible improvements within the District are maintained and serviced on a regular basis. The proposed cost estimate for the District is shown on a following page herein. This includes an estimate of the costs of utilities, operations, services, administration, and maintenance associated with the improvements, including all labor, personnel, equipment, materials, and administrative expenses. The summary also shows the estimated fund balance, and the projected contribution/(transfer) based upon the estimated expenditures and assessment revenue. Projected cost estimates are also shown for the next two (2) fiscal years.

The following describes the general services and costs shown in the cost estimate.

District Costs

Maintenance Landscape – The cost of maintenance and repair of landscaping and open space areas.

Utilities Water – The cost of furnishing water for maintenance of landscape and irrigation systems.

Utilities Electricity – The cost of electricity for maintenance of landscape, powering of irrigation systems, and entry lighting within the District.

Miscellaneous Expenses – Costs that cannot easily be categorized into any of the other District Costs defined above.

Legal Notices – The cost of legal notices includes costs associated with preparation and publishing of any, and all required legal notices associated with the District.

District Administration – The costs of contracting with professionals to provide services specific to the annual levy administration, including preparation of the Engineer's Report, resolutions, and levy submittal to the County. These fees can also include any additional administrative, legal, or engineering services specific to the District such as the cost to prepare and mail notices of the public meeting and hearing.

Public Works Administration – The cost of public works administration includes costs derived by the City's Public Works Department or other department in relation to the administration and management of the District.

County Collection Fee – The cost to the District for the County to collect assessments on the annual secured property tax bills. Alameda County charges 1.7% of the total levy amount.

Miscellaneous Costs and Collections/(Credits) Applied to Levy

Reserve Collection/(Transfer) – The 1972 Act pursuant to *Chapter 1, Article 4 Section 22569 (a)*, provides for a District Reserve Fund for operations. Negative amounts shown for this cost estimate item represent transfers from the Reserve Fund that reduces the Balance to Levy. Maintaining a fully funded Operating Reserve eliminates the need for the City to transfer funds from non–District accounts to pay for operational expenses during the first half of the fiscal year and provides the District with sufficient funds to address any unforeseen or unusual expenditures that may occur during the year.

Capital Improvement Fund Collection/(Transfer) – The 1972 Act pursuant to *Chapter 5, beginning with Section 22660,* provides for the District to establish by resolution an assessment installment plan for proposed improvements and expenditures that are greater than can be conveniently raised from a single annual assessment. Depending on the nature of the planned improvements, the collection of funds necessary to complete the project may be collected over a period up to thirty years, but typically not more than five years. The funds collected shall be accumulated in a separate improvement fund commonly referred to as a Capital Improvement Fund (CIF) and are not considered part of the regular maintenance of the improvements or the Reserve Fund.

Because the money accumulated in the Capital Improvement Fund is for a specific planned project (budgeted separately), the amount shown for this item in the annual cost estimate will typically be a positive number representing the amount being collected that year as part of the Balance to Levy. A negative number (Transfer) should only occur after the project has been completed and excess funds are being credited back to the District's regular accounts or such funds are needed to pay for the annual operation and maintenance of the District improvements. The actual fund balances and expenditures for capital improvements are clearly identified under the Fund Balance Information section of the Cost estimate.

Balance to Levy – This is the total amount to be collected for the current fiscal year through the annual assessments (for special benefits). The Balance to Levy represents the sum of Total District (Direct and Administration) Costs, Reserve Fund Contributions or Transfers, Contributions from Other Revenue Sources, and the Contribution Replenishment (if any). Only those costs related to the improvements identified as conferring special benefits to property within the District are levied and collected on the tax roll.

The following page shows the cost estimates for Fiscal Year 2024-25 and 2025-26.

Table 2: COST ESTIMATE
Landscape and Lighting District No. 1997-1

	Fiscal Year 2024-25 Cost Estimate	Projected Fiscal Year 2025-26 Cost Estimate
DISTRICT REVENUES		
Estimated Assessment Revenues	$ 380,680	$ 388,294
Contributions from Other Revenue Sources	$ 26,000	$ 26,000
Total District Revenues[1]	**$ 406,680**	**$ 414,294**
DISTRICT COSTS		
Maintenance - Landscape (MCE Base Amount)	$ 234,456	$ 241,489
Maintenance - Landscape (MCE Additional)	$ -	$ -
Utilities - Electricity	$ 1,035	$ 1,087
Utilities - Water	$ 100,000	$ 105,000
EBRPD Annual Trail Maintenance Fee	$ 16,000	$ 17,600
Legal Notices	$ 610	$ 628
District Administration	$ 3,620	$ 3,726
Public Works Administration	$ -	$ -
County Collection Fee	$ 7,426	$ 7,649
Total District Costs	**$ 363,147**	**$ 377,179**
MISCELLANEOUS COSTS AND COLLECTIONS/(CREDITS) APPLIED TO LEVY		
Reserve Collection/(Transfer)	$ -	$ 7,016
Capital Improvement Fund Collection/(Transfer)	$ 43,533	$ 30,098
Total Miscellaneous Costs and Collections/(Credits) Applied to Levy	**$ 43,533**	**$ 37,114**
Balance to Levy	**$ 380,680**	**$ 388,294**
Variance Between Estimated Assessment Revenue and Balance to Levy	$ -	$ -
Total Estimated Assessment Revenues at Maximum Rate[2]	**$ 729,443**	**$ 744,032**
Variance above/(below) Maximum Revenue	$ (348,763)	$ (355,738)
FUND BALANCE INFORMATION		
Beginning Operating Reserve Fund Balance (est. 7/1/24 and 7/21/25)	$ 181,573	$ 181,573
Reserve Fund Adjustment	$ -	$ 7,016
Transfer From/(To) Capital Improvement Fund	$ -	$ -
Prior/Penalties/Public Damage	$ -	$ -
Interest	$ -	$ -
Projected Operating Reserve Fund Balance at FY End (est. 6/30/25 and 6/30/26)	**$ 181,573**	**$ 188,590**
Beginning Capital Imrpovement Fund Balance (est. 7/1/24 and 7/1/25)	$ 1,164,697	$ 1,208,230
Capital Improvement Fund Adjustments	$ 43,533	$ 30,098
Transfer From/(To) Reserve Fund	$ -	$ -
Prior/Penalties/Public Damage	$ -	$ -
Interest	$ -	$ -
Project Capital Imrpovement Fund Balance at FY end (est. 6/30/25 and 6/30/26)	**$ 1,208,230**	**$ 1,238,328**

[1]Total District Revenues includes the estimated assessment revenue for each fiscal year and contributions from other revenue sources such as interest earnings, etc.

[2]The Maximum Assessment Revenue for Fiscal Year (FY) 2025/26 was estimated to be equal to the FY 2024/25 Maximum Assessment Revenues and escalated by 2%.

Capital Improvement Projects

In addition to collecting funds annually for maintenance, funds are also allowed to be collected for capital improvement projects. Capital improvement projects generally include the repair and replacement of public improvements authorized to be maintained by the District. These funds are collected and often accumulated in a separate fund and are not considered to be a part of the regular maintenance of the improvements.

Following is a list of capital improvement projects the City plans to address utilizing District funds in the upcoming fiscal year and thereafter.

General Improvements: The City has identified the need for minor sound wall repairs, as well as pavement/trail repairs at Tassajara Creek, which are outside of the scope of the regular maintenance budget for this District. Repairs will be addressed based upon the need and available fund balance in the upcoming two-year cycle.

Persimmon Drive Asphalt Path Rehabilitation: The City has identified the need for rehabilitation of the asphalt trail adjacent to Persimmon Drive.

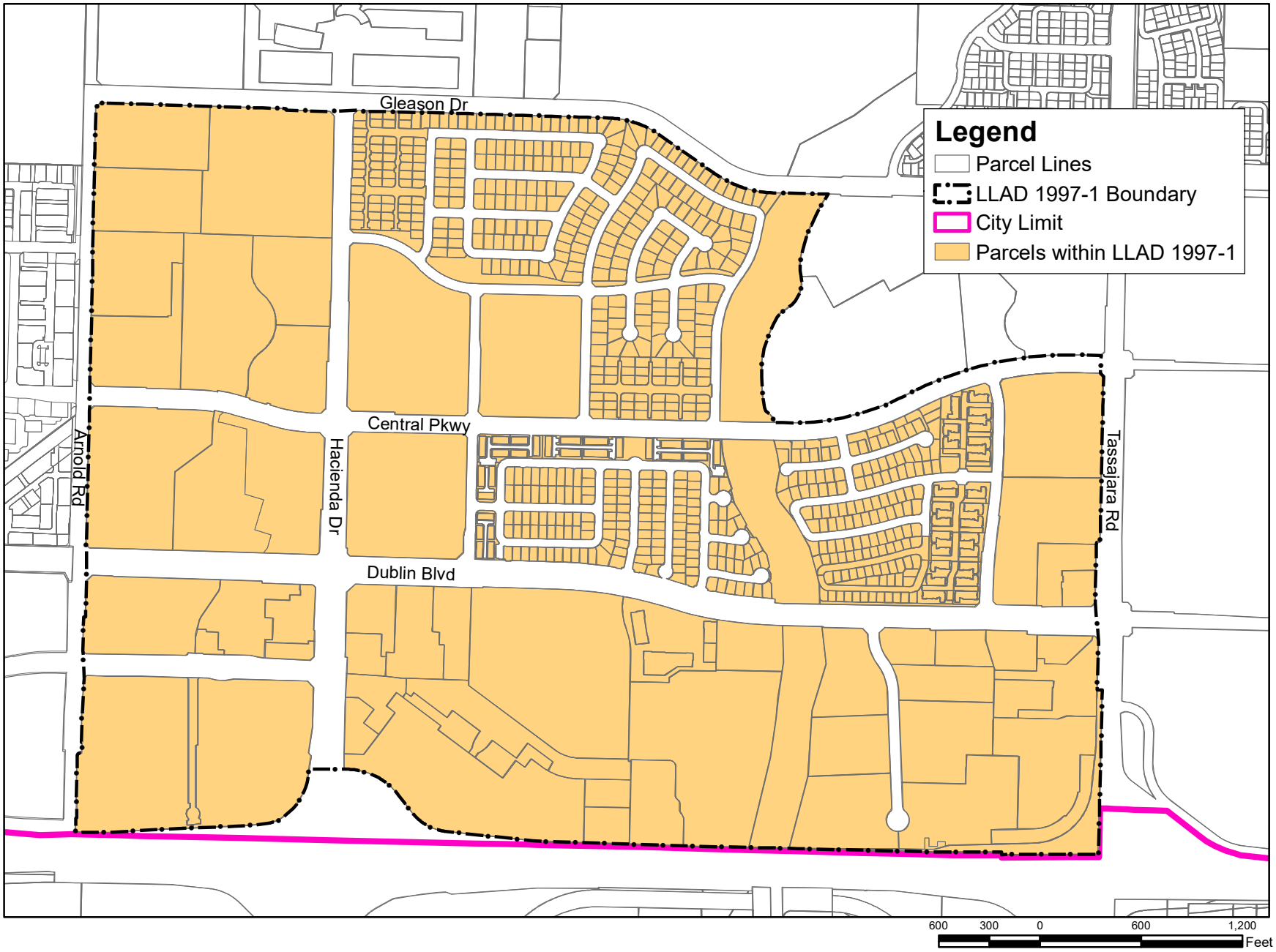
PART C

ASSESSMENT DISTRICT DIAGRAM

The boundaries of the District are shown herein. The lines and dimensions of each parcel within the District are those lines and dimensions shown on the maps of the Alameda County Assessor for the year in which this Report was prepared and are incorporated by reference herein and made part of this Report.

A reduced copy of the Assessment Diagram is shown on the following page.

City of Dublin
Landscape and Lighting District No. 1997-1
Assessment Diagram



PART D

METHOD OF APPORTIONMENT OF ASSESSMENTS

General

The 1972 Act permits the establishment of assessment districts by agencies for the purpose of providing certain public improvements which include the construction, maintenance and servicing of public lights, landscaping, and appurtenant facilities. The 1972 Act further requires that the cost of these improvements be levied according to benefit rather than assessed value:

> *"The net amount to be assessed upon lands within an assessment district may be apportioned by any formula or method which fairly distributes the net amount among all assessable lots or parcels in proportion to the estimated benefits to be received by each such lot or parcel from the improvements."*

The formula used for calculating assessments in the District therefore reflects the composition of the parcels, and the improvements and services provided, to fairly apportion the costs based on estimated benefit to each parcel. In addition, pursuant to Article XIIID Section 4:

> "*No assessment shall be imposed on any parcel which exceeds the reasonable cost of the proportional special benefit conferred on that parcel. Only special benefits are assessable, and an agency shall separate the general benefits from the special benefits conferred on a parcel."*

Benefit Analysis

Each of the improvements have been carefully reviewed by the City and the corresponding assessments have been proportionately spread to each parcel based on special benefits received from the improvements as determined at the time the District was established.

General Benefits — In reviewing each of the District improvements, the proximity of those improvements to both properties within the District and those outside the District, as well as the reasons for installing and constructing such improvements, it is evident that the improvements are solely the result of developing properties within the District and the ongoing maintenance and operation of these improvements will directly affect the properties within the District. Although the improvements include public areas, easements, rights-of-way, and other amenities available or visible to the public at large, the construction and installation of these improvements were only necessary for the development of properties within the District and were not required, nor necessarily desired by any properties or developments outside the District boundary and any public access or use of the improvements by others is incidental. Therefore, it has been

determined that the improvements and the ongoing maintenance, servicing and operation of those improvements provide no measurable general benefit to properties outside the District or to the public at large, but clearly provide distinct and special benefits to properties within the District.

Special Benefits — The method of apportionment (method of assessment) established herein is based on the premise that each assessed parcel within the District receives special benefits from the improvements and the desirability of those properties enhanced by the presence of well–maintained landscaping in close proximity to those properties.

The special benefits associated with landscape improvements are specifically:

1) Enhanced desirability of properties through association with the improvements.

2) Improved aesthetic appeal of properties providing a positive representation of the area and properties.

3) Enhanced adaptation of the urban environment within the natural environment from adequate green space and landscaping.

4) Environmental enhancement through improved erosion resistance, dust and debris control, and fire prevention.

5) Increased sense of pride in ownership of property within the District resulting from well-maintained improvements associated with the properties.

6) Enhanced quality of life through well-maintained green space and landscaped areas.

7) Reduced criminal activity and property-related crimes (especially vandalism) against properties in the District through well-maintained surroundings and amenities including abatement of graffiti.

8) Enhanced environmental quality of the parcels by moderating temperatures, providing oxygenation, and attenuating noise.

The preceding special benefits contribute to the aesthetic value and desirability of each of the assessed parcels within the District and thereby provide a special enhancement of the properties. Furthermore, it has been determined that the lack of funding to properly service and maintain the District improvements would have a negative impact on the properties within the District.

Non-Assessable Properties — Within the boundaries of the District, there are several types of properties that are considered to receive no special benefit from the District improvements and are therefore not assessed. These parcels include:

1) Publicly owned parcels that are reserved as public open space or are developed as City parks for active recreation and are maintained and serviced by the District;
2) Publicly owned wetland parcels;
3) Certain public utility parcels;
4) Privately owned open space parcels; and
5) Privately owned "sliver" parcels that have resulted from a lot line adjustment with an adjacent larger parcel.

Assessment Methodology

The initial Engineer's Report provided for a maximum assessment of $710 per developed acre, based on a total of 389,400 square feet of street improvements and a total of 957,000 square feet of creek improvements and 440.08 acres of developed property anticipated at the time of formation for build-out of all property within the District. The cost of the improvements was divided equally among the total number of developed properties within the boundaries of the District on a per acre basis.

"Developed acres" shall include property having a recorded final map or parcel map as of July 1st of each year.

The following formulas are used to calculate each property's assessment:

1. Cost of maintenance of installed improvements ("M").
2. Total amount of developed acres ("A").
3. The annual assessment for the developed acres for that year ("M") shall be spread on a per-acre basis ("M" ÷ "A") based on the following:
    a. Commercial, retail, office, industrial, and all other parcel classifications not referenced herein' developed area, per acre basis.
    b. Single-family residential area, per acre basis.
    c. Multi-family residential area, per acre basis.
4. The single-family and multi-family residential area per acre assessment will be further spread on a per lot basis based on the number of lots on the final map, parcel map, or condominium map for each development.
5. If the initial assessment in any year would exceed $710 per acre, the amount in excess of $710 shall be assessed to the remaining undeveloped acres on a per acre basis, subject to the maximum developed acre amount.
6. The maximum developed acre assessment of $710 per year will be increased annually by the percentage increase in the San Francisco-Oakland-San Jose Area Consumer Price Index for "All Urban Consumers and Clerical Workers" (applies to all costs except water and electricity), plus any budgeted increase in the cost for water and electricity.
7. If the square footage cost of the improvements will be less than the amount set forth herein (after adjustment), the assessment shall be reduced proportionately to reflect the reduced cost of improvements in that year.

Rate Classifications

Single and Multi-family residential subdivisions within the District will be assigned a rate on a per lot basis. To determine the assessment per lot, the number of acres within the subdivision will be divided by the number of lots within the subdivision.

Commercial (including retail, office, and industrial uses, as well as apartment properties) are assessed based on the per acre figure of $903.85 multiplied by the number of acres per individual lot for Fiscal Year 2024-25.

Maximum Assessment Rate

It is recognized that the cost of maintaining the District improvements increases slightly every year because of inflation. At the time the District was formed, the property owners approved a formula for increasing assessments for each future fiscal year to offset increases in costs due to inflation.

The maximum assessment amount for each development/property type shall be increased each fiscal year in an amount equal to the annual percentage increase of the local San Francisco-Oakland-San Jose Area Consumer Price Index ("Index") for "All Urban Wage Earners and Clerical Workers" which is applied to all costs except utilities (water and electricity), plus the actual percentage increase in utility costs (collectively, "Annual Escalation Factor").

In order to implement the District's Annual Escalation Factor annually, two rates were developed based on the cost estimate that was prepared at the time the property owners approved the annual escalator. The first rate (the "CPI Rate") was created to encompass the annual District cost increases except for utilities. The second rate (the "Utility Rate") was created to encompass the annual utility cost increases.

The Index is to be applied annually to the prior year's maximum CPI Rate for each development/property type to pay for all costs except utilities. The maximum Utility Rate was established to pay for all utility costs for each development/property type and is to be increased annually by the percentage change in the budgeted amount for utilities as shown in the annual District's fiscal year Engineer's Reports. The increase in utility costs shall be calculated by taking the upcoming fiscal year's budgeted amount for utilities and subtracting the District's previous highest yearly budgeted amount for utilities. This difference is used to calculate the annual increase in the Utility Rate for each development/property type. The combination of the maximum CPI Rate and maximum Utility Rate (collectively, "Maximum Assessment Rate") shall equal the Maximum Assessment Rate for the upcoming fiscal year. Please see Table 3 for details regarding the Maximum Assessment Rate for Fiscal Year 2024-25.

The timing of the annual percentage increase of the Index was changed beginning in 2018 and for each year thereafter for administrative purposes, to ensure the City is allowed the time necessary to have all annual documents prepared and approved by the

City Council by June of each year, and to meet both County submittal and statutory requirements. Each fiscal year starting in 2018, the City shall identify the annual percentage difference in the Index between the most recent calendar year and that of the prior calendar year; more specifically, the annual percentage change used to escalate the prior year's assessment rates for Fiscal Year 2024-25 was determined based on the difference using the annual amount for calendar years 2023 and 2022. Should the Bureau of Labor Statistics revise such Index or discontinue the preparation of such Index, the City shall use the revised index or comparable index as approved by the City Council for determining fluctuations in the cost of living. The following table shows the Maximum Assessment Rates allowable for Fiscal Year 2024-25.

TABLE 3: MAXIMUM ASSESSMENT RATE Landscape and Lighting District No. 1997-1	
CPI for 2022 Calendar Year[1]	323.900
CPI for 2023 Calendar Year[1]	334.662
% Change in CPI - Increase	3.32%
Fiscal Year 2023/24 Maximum Rate per Acre - CPI Rate	$1,392.19
Fiscal Year 2024/25 Maximum Rate per Acre - CPI Rate	$1,438.45
Prior Year Maximum Utility Budget[2]	$122,616
Utility Budget for FY 2024/25	$101,035
% Change in Utilities Rate - Increase[3]	0.000%
Fiscal Year 2023/24 Maximum Rate per Acre - Utility Rate	$293.46
Fiscal Year 2024/25 Maximum Rate per Acre - Utility Rate	$293.46
Fiscal Year 2023/24 Maximum Assessment Rate per Acre	$1,685.65
Fiscal Year 2024/25 Maximum Assessment Rate per Acre[4]	$1,731.91

[1] CPI is based off of the All Urban Wage Earners and Clerical Workers.

[2] The Fiscal Year 2023/24 Budget Amount for Utilities was the previous highest amount budgeted for utility costs.

[3] Equals the % difference between the Prior Year Utility Budget and the Current Year Utility Budget. If the Utility Budget does not increase, no increase will be realized.

[4] Equals the Fiscal Year 2024/25 Maximum CPI Rate + Maximum Utility Rate.

If the City Council determines that an inflation adjustment is not required for a given fiscal year, the City Council may authorize the ensuing fiscal year's assessment without applying the adjustment formula to the amount levied. If the cost estimate and assessments for the District require an increase greater than the adjustment set forth in the formula, then the proposed increase would be subject to approval by the District property owners. Each fiscal year, the maximum assessment rate shall increase at the maximum amount allowable regardless of whether the increase is levied to the parcels within the District.

PART E

ASSESSMENT ROLL

The proposed assessment and the amount of the assessment apportioned to each lot or parcel, as shown on the latest roll at the Assessor's Office, are on file under separate cover with the City Clerk. Furthermore, the description of each lot or parcel is part of the records of the Assessor of the County of Alameda and those records are, by reference, part of this report. The assessments shown will be submitted to the County Auditor/Controller and included on the property tax roll for each parcel shown in the assessment roll for Fiscal Year 2024-25.

Parcel identification, the lines and dimensions of each lot, parcel, and subdivision of land within the District, are inclusive of the parcels as shown on the Alameda County Assessor's Parcel Maps as they existed at the time of the passage of the Resolution of Intention, and shall include subsequent subdivisions, lot line adjustments or parcel changes therein. Reference is hereby made to the Alameda County Assessor's maps for a detailed description of the lines and dimensions of each lot and parcel of land within the District.

DUBLIN
CALIFORNIA

Street Lighting District No. 1999-1 Fiscal Year 2024-25 Final Engineer's Report

May 7, 2024

Prepared by

FRANCISCO AND ASSOCIATES
Where Innovative Strategies Fund Tomorrow's Communities

Table of Contents

Page No.

Certificate ii

Section I - Introduction 1

Section II – Engineer's Report 3

Part A – Plans and Specifications 5

Part B – Estimate of Costs 7

Part C – Assessment District Diagram 11

Part D – Method of Apportionment of Assessments 13

Part E - Assessment Roll 18

ENGINEER'S REPORT
CITY OF DUBLIN
STREET LIGHTING MAINTENANCE DISTRICT NO. 1999-1
FISCAL YEAR 2024-25

The undersigned, acting on behalf of Francisco & Associates respectfully submits the enclosed Engineer's Report as directed by the Dublin City Council pursuant to the provisions of Article XIIID, Section 4 of the California Constitution, provisions of the Landscaping and Lighting Act of 1972 and Section 22500 et al of the California Streets and Highways Code. The undersigned certifies that he is a Professional Engineer, registered in the State of California.

Dated: April 18, 2024

By: _____
Eduardo Espinoza, P.E.
RCE # 83709

SECTION I

INTRODUCTION

The City of Dublin ("City") levies and collects special assessments on parcels within the City of Dublin Street Lighting Maintenance District No. 1999-1 ("District") to maintain the public street lighting improvements within the District.

The assessments and method of apportionment described in this Report utilize commonly accepted assessment engineering practices and have been calculated and proportionately spread to each parcel based on the special benefits received as approved by the City Council at the time the District was formed.

General Description of the District

The District was initially formed in 1999 to provide a dedicated source of funding for the ongoing maintenance of public street lighting improvements within the boundaries of the Dublin Ranch development (excluding the golf course). Tract 7067, which is the Clifden Parc development off Mountain Rise Place in the western hills of the City was annexed to the District in 2000, and Dublin Ranch Areas A and G were annexed in 2001. The remaining portions of Dublin Ranch, including areas B, C, F and H were annexed to the District in December 2005. Fallon Village (Tract 7586) was annexed to the District in 2007, and Jordan Ranch (Tract 8024, 8073 & 8074) was annexed to the District in 2011. Tract 8102, which is the Tassajara Hills Phase 1 development was annexed to the District in 2017. Tract 8563, which is the Francis Ranch development, was annexed to the District in 2023. One reason for the formation of the District was that a special decorative lighting fixture was designed and installed throughout the area to create a community element as part of the development. A Diagram showing the exterior boundaries of the District is provided within this Report.

A reduced copy of the Assessment Diagram showing the exterior boundaries of the District is provided in Part C of this Report.

Compliance with the California Constitution

Assessments are levied annually within the District pursuant to the Landscape and Lighting Act of 1972, Part 2 of Division 15 of the California Streets and Highways Code ("1972 Act"). All assessments described in this Report and approved by the City Council are prepared in accordance with the 1972 Act and are in compliance with the provisions of the California Constitution Article XIIID ("Article XIIID"), which was enacted with the passage of Proposition 218 in November 1996.

The formation of this District was initiated by petition from the developer, and the City has determined it is compliant with the substantive and procedural requirements of Proposition 218 and the 1972 Act. At the time the District was formed, the property owners agreed to the inclusion of a formula for increasing assessments for each fiscal year to offset increases due to inflation as described in the assessment methodology.

Any future increase in the assessment rate in excess of the maximum allowable rate or substantial changes in the services provided would require the approval of the property owners subject to the assessment based upon a mailed ballot which would be sent to each property owner.

Summary of District

A summary of the assessments to be levied in Fiscal Year 2024-25 for each property type is shown in the table below.

TABLE 1: SUMMARY OF PROPOSED ASSESSMENTS
Street Lighting District No. 1999-1

Property Type	EDU Factor	Assessment Rate
Single Family Residential (SFR)	1.00 per Parcel	$41.57 per Parcel
Commercial	5.50 per Acre	$228.62 per Acre
Exempt, Cemeteries, Common Open Space	0.00 per Parcel	$0.00 per Parcel

SECTION II

ENGINEER'S REPORT PREPARED PURSUANT TO THE PROVISIONS OF LANDSCAPING AND LIGHTING ACT OF 1972 SECTION 22500 THROUGH 22679 OF THE CALIFORNIA STREETS AND HIGHWAYS CODE

CITY OF DUBLIN

STREET LIGHTING MAINTENANCE DISTRICT NO. 1999-1 FISCAL YEAR 2024-25

Pursuant to the Landscaping and Lighting Act of 1972 (Part 2 Division 15 of the Streets and Highways Code of the State of California, commencing with Section 22500), and in accordance with the Resolution of Intention, adopted by the City Council of the City of Dublin on April 16, 2024, I, Eduardo Espinoza, the duly appointed Engineer of Work, Assessment Engineer for the City of Dublin Street Lighting Maintenance District No. 1999-1 (the "District") submit the following Report, consisting of Section I (Introduction), and this Section II (Engineer's Report), which consists of five (5) parts as follows:

PART A: PLANS AND SPECIFICATIONS

This part describes the improvements maintained by the District. Plans and specifications for the improvements are on file in the Office of the Director of Public Works of the City of Dublin and are incorporated herein by reference.

PART B: ESTIMATE OF COST

This part contains an estimate of the cost of the proposed improvements to be maintained for Fiscal Year 2024-25, including incidental costs and expenses in connection therewith. The estimate is attached hereto and is on file in the Office of the Director of Public Works of the City of Dublin.

PART C: ASSESSMENT DISTRICT DIAGRAM

This part incorporates a Diagram of the District showing the exterior boundaries of the District, the boundaries of any zones within the District and the lines and dimensions of each lot or parcel of land within the District. This Diagram has been prepared by the Engineer of Work and is on file in the Office of the Director of Public Works of the City of Dublin.

The lines and dimensions of each lot or parcel within the District are those lines and dimensions shown on the maps of the Alameda County Assessor for the year when this Report was prepared. The Assessor's maps and records are incorporated by reference herein and made a part of this Report.

PART D: METHOD OF APPORTIONMENT OF ASSESSMENTS

This part describes the method of apportionment of assessments, based upon each parcel's land use classification within the District in proportion to the estimated special benefits to be received.

PART E: ASSESSMENT ROLL

This part contains an assessment of the estimated cost of the improvements to be apportioned to each benefited parcel of land within the District. The Assessment Roll is filed in the Office of the City Clerk of the City of Dublin and is incorporated in this Report. The list is keyed to the records of the Alameda County Assessor, which are incorporated herein by reference.

PART A

PLANS AND SPECIFICATIONS

The District provides for the continued installation, maintenance, and servicing of street lighting improvements within the public rights-of-way and within public easements within private streets which provide special benefit to parcels and properties within the District.

For the first several years after the formation of the District, this District did not incur a significant maintenance cost; however, as the streetlights age, the number of repairs are increasing. In addition, a portion of the funds collected from the annual assessments of the District are being set aside for future capital improvement project costs in a separate improvement fund referred to as a Capital Improvement Fund (CIF). The CIF was established for proposed improvements and expenditures that are greater than can be conveniently raised from a single annual assessment. Anticipated projects include LED conversions and pole painting. These funds are not considered part of the regular maintenance of the improvements or a part of the Operating Reserve Fund.

In Fiscal Year 2012-13, 321 streetlights in the District were retrofitted with new light emitting diode (LED) fixtures. The total construction cost for these improvements was $283,800. As part of this retrofit, the district received a one–time rebate amount of $39,950 from Pacific Gas & Electric (PG&E).

As generally defined in the 1972 Act, maintenance and servicing of the street lighting improvements may include one or any combination of the following:

1) The installation or construction of public lighting facilities, including, but not limited to streetlights and traffic signals.
2) The installation or construction of any facilities which are appurtenant to any of the foregoing or which are necessary or convenient for the maintenance or servicing thereof; including but not limited to, grading, removal of debris, the installation or construction of curbs, gutters, walls, sidewalks, paving, or water, irrigation, drainage, or electrical facilities.
3) The maintenance or servicing, or both, of any of the foregoing including the furnishing of services and materials for the ordinary and usual maintenance, operation, and servicing of any improvement, including, but not limited to:
    a) Repair, removal, or replacement of all or any part of any improvements;
    b) Grading, clearing, removal of debris, the installation, repair or construction of curbs, gutters, walls, sidewalks, paving, or water, irrigation, drainage, or electrical facilities;
    c) The cleaning, sandblasting, and painting of walls and other improvements to remove or cover graffiti; and
    d) Electric current or energy, gas, or other agent for the lighting or operation of any other improvements.
4) Incidental expenses associated with the improvements including, but not limited to:
    a) The cost of preparation of the report, including plans, specifications, estimates, diagram, and assessment;

b) The costs of printing, advertising, and the publishing, posting, and mailing of notices;
c) Compensation payable to the County for collection of assessments;
d) Compensation of any engineer or attorney employed to render services;
e) Any other expenses incidental to the construction, installation, or maintenance and servicing of the improvements; and
f) Costs associated with any elections held for the approval of a new or increased assessment.

Pursuant to the 1972 Act:

> "Maintain" or "maintenance" means the furnishing of services and materials for the ordinary and usual maintenance, operation, and servicing of any improvement, including repair, removal, or replacement of all or any part of any improvement.
>
> "Service" or "servicing" means the furnishing of electric current or energy, gas, or other illuminating agent for any public lighting facilities or for the lighting or operation of any other improvements.

Drawings showing the specific locations of the improvements are on file in the City's Public Works Department and are made a part of this report by reference.

PART B

ESTIMATE OF COSTS

All public streetlights and other eligible improvements within the District are maintained and serviced on a regular basis. The proposed cost estimate for the District is shown on a following page herein. This includes an estimate of the costs of utilities, operations, services, administration, and maintenance associated with the improvements, including all labor, personnel, equipment, materials, and administrative expenses. The summary also shows the estimated fund balance, and the projected contribution/(transfer) based upon the estimated expenditures and assessment revenue. Projected cost estimates are also shown for the next two (2) fiscal years.

The following describes the general services and costs shown in the cost estimate.

District Costs

Operating Supplies – The cost of supplies for ongoing maintenance and servicing of the street lighting improvements including street light repair parts and the labor associated with performing the repair work. In addition, a portion of this cost is set aside as a contingency amount for both large scheduled and unscheduled, but necessary repairs.

Contract with Alameda County – The cost of street light maintenance provided by the County of Alameda based on the current fiscal year contract.

California Street Light Association – The cost of Street Light Association dues based on relative number of lights within the District.

Utilities Electricity – The cost of streetlight electrical energy use, including miscellaneous utility charges.

Miscellaneous Expenses – Costs that cannot easily be categorized into any of the other District Costs defined above.

Legal Notices – The cost of legal notices includes costs associated with preparation and publishing of any, and all required legal notices associated with the District.

District Administration – The costs of contracting with professionals to provide services specific to the annual levy administration, including preparation of the Engineer's Report, resolutions, and levy submittal to the County. These fees can also include any additional administrative, legal, or engineering services specific to the District, such as the cost to prepare and mail notices of the public meeting and hearing.

Public Works Administration – The cost of public works administration includes costs derived by the City's Public Works Department or other department in relation to the administration and management of the District.

County Collection Fee – The cost to the District for the County to collect assessments on the annual secured property tax bills. Alameda County charges 1.7% of the total levy amount.

Miscellaneous Costs and Collections/(Credits) Applied to Levy

Reserve Collection/(Transfer) – The 1972 Act pursuant to *Chapter 1, Article 4 Section 22569 (a)*, provides for a District Reserve Fund for operations. Negative amounts shown for this cost estimate item represent transfers from the Reserve Fund that reduces the Balance to Levy. Maintaining a fully funded Operating Reserve eliminates the need for the City to transfer funds from non–District accounts to pay for operational expenses during the first half of the fiscal year and provides the District with sufficient funds to address any unforeseen or unusual expenditures that may occur during the year.

Capital Improvement Fund Collection/(Transfer) – The 1972 Act pursuant to *Chapter 5, beginning with Section 22660,* provides for the District to establish by resolution an assessment installment plan for proposed improvements and expenditures that are greater than can be conveniently raised from a single annual assessment. Depending on the nature of the planned improvements, the collection of funds necessary to complete the project may be collected over a period up to thirty years, but typically not more than five years. The funds collected shall be accumulated in a separate improvement fund commonly referred to as a Capital Improvement Fund (CIF) and are not considered part of the regular maintenance of the improvements or the Reserve Fund.

Because the money accumulated in the Capital Improvement Fund is for a specific planned project (budgeted separately), the amount shown for this item in the annual cost estimate will typically be a positive number representing the amount being collected that year as part of the Balance to Levy. A negative number (Transfer) should only occur after the project has been completed and excess funds are being credited back to the District's regular accounts or such funds are needed to pay for the annual operation and maintenance of the District improvements. The actual fund balances and expenditures for Capital Improvements are clearly identified under the Fund Balance Information section of the cost estimate.

Balance to Levy – This is the total amount to be collected for the current fiscal year through the annual assessments (for special benefits). The Balance to Levy represents the sum of Total District (Direct and Administration) Costs, Reserve Fund Contributions or Transfers, Contributions from Other Revenue Sources, and the Contribution Replenishment (if any). Only those costs related to the improvements identified as conferring special benefits to property are levied and collected on the tax roll.

The following page shows the cost estimates for Fiscal Year 2024-25 and 2025-26.

Table 2: COST ESTIMATE
Street Lighting District No. 1999-1

	Fiscal Year 2024-25 Cost Estimate	Projected Fiscal Year 2025-26 Cost Estimate
DISTRICT REVENUES		
Estimated Assessment Revenues	$ 370,146	$ 377,548
Contributions from Other Revenue Sources	$ 7,000	$ 7,000
Total District Revenues[1]	**$ 377,146**	**$ 384,548**
DISTRICT COSTS		
Operating Supplies	$ 30,000	$ 30,000
Contract with Alameda County	$ 80,000	$ 84,000
California Street Light Association	$ 440	$ 484
Utilities - Electricity	$ 276,000	$ 289,800
Miscellaneous Expenses	$ -	$ -
Legal Notices	$ 610	$ 628
District Administration	$ 4,120	$ 4,244
Public Works Administration	$ -	$ -
County Collection Fee	$ 6,259	$ 6,447
Total District Costs	**$ 397,429**	**$ 415,603**
MISCELLANEOUS COSTS AND COLLECTIONS/(CREDITS) APPLIED TO LEVY		
Reserve Fund Collection/(Transfer)	$ -	$ 9,087
Capital Improvement Fund Collection/(Transfer)	$ (20,283)	$ (40,141)
Total Miscellaneous Costs and Collections/(Credits) Applied to Levy	**$ (20,283)**	**$ (31,054)**
Balance to Levy	**$ 370,146**	**$ 377,548**
Variance Between Estimated Assessment Revenue and Balance to Levy	$ -	$ -
Total Estimated Assessment Revenues at Maximum Rate[2]	**$ 709,815**	**$ 724,011**
Variance above/(below) Maximum Revenue	$ (339,670)	$ (346,463)
FUND BALANCE INFORMATION		
Beginning Operating Reserve Fund Balance (est. 7/1/24 and 7/1/25)	$ 198,715	$ 198,715
Reserve Fund Adjustment	$ -	$ 9,087
Transfer From/(To) Capital Improvement Fund	$ -	$ -
Prior/Penalties/Public Damage	$ -	$ -
Interest	$ -	$ -
Projected Operating Reserve Fund Balance at FY End (est. 6/30/25 and 6/30/26)	**$ 198,715**	**$ 207,801**
Beginning Capital Improvement Fund Balance (est. 7/1/24 and 7/1/25)	$ 376,065	$ 313,781
Capital Improvement Fund Adjustments	$ (20,283)	$ (40,141)
LED Conversions/Special Projects	$ -	$ -
Transfer Out for Capital Improvement Projects[3]	$ (42,000)	$ (42,000)
Transfer From/(To) Reserve Fund	$ -	$ -
Prior/Penalties/Public Damage	$ -	$ -
Interest	$ -	$ -
Project Capital Improvement Fund Balance at FY end (est. 6/30/25 and 6/30/26)	**$ 313,781**	**$ 231,640**

[1]Total District Revenues includes the estimated assessment revenue for each fiscal year and contributions from other revenue sources such as interest earnings, etc.

[2]The Maximum Assessment Revenue for Fiscal Year (FY) 2025/26 was estimated to be equal to the FY 2024/25 Maximum Assessment Revenues and escalated by 2%.

[3]The City intends to utilize the CIF Balance for the painting of streetlight poles throughout the District.

Capital Improvement Projects

In addition to collecting funds annually for maintenance, funds are also allowed to be collected for capital improvement projects. Capital improvement projects generally include the repair and replacement of public improvements authorized to be maintained by the District. These funds are collected and often accumulated in a separate fund and are not considered to be a part of the regular maintenance of the improvements.

Following is a list of capital improvement projects the City plans to address utilizing District funds in the upcoming fiscal year and thereafter.

Streetlight Pole Painting: The City has identified the need for painting of streetlight poles within the District for Fiscal Year 2024-25 and Fiscal Year 2025-26.

Citywide Energy Improvements: The City identified the need to upgrade streetlights to energy-efficient light emitting diode (LED) technology. The LED project is funded and underway, and no further funding from the District is needed.

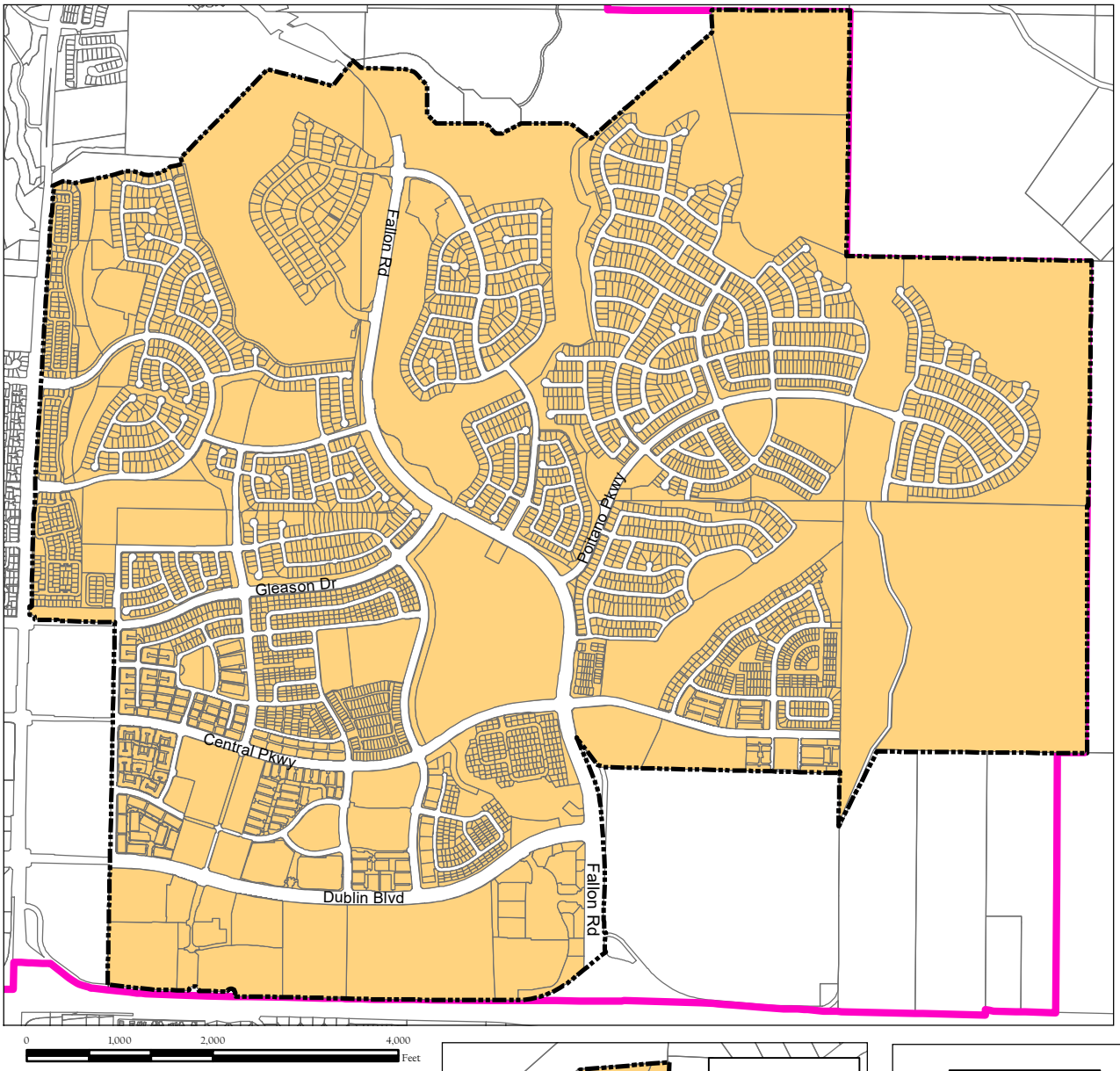
PART C

ASSESSMENT DISTRICT DIAGRAM

The boundaries of the District are shown herein. The lines and dimensions of each parcel within the District are those lines and dimensions shown on the maps of the Alameda County Assessor for the year in which this Report was prepared and are incorporated by reference herein and made part of this Report.

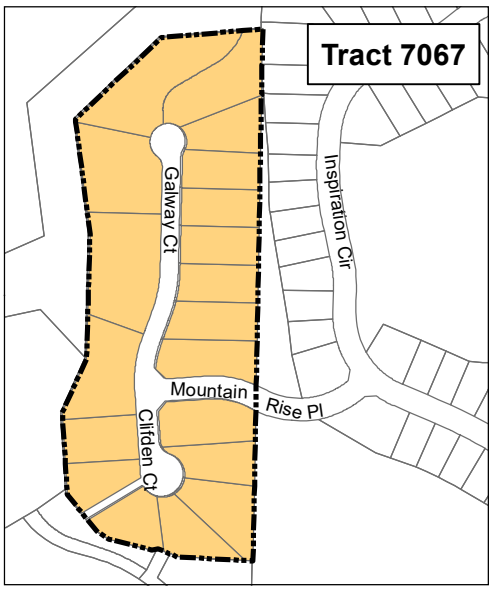
A reduced copy of the Assessment Diagram is shown on the following page.

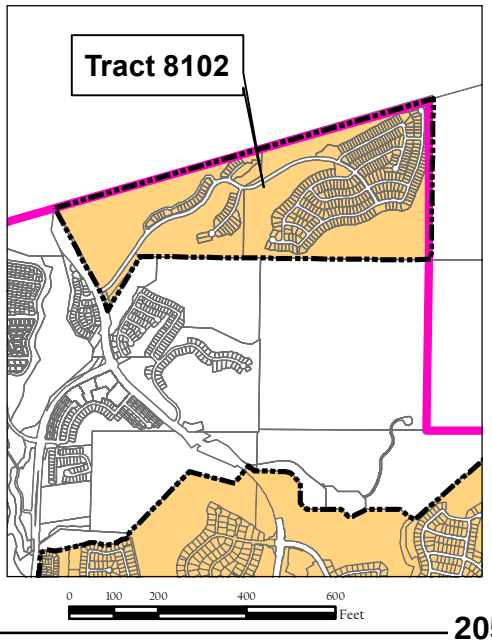
City of Dublin
Street Lighting District No. 1999-1
Assessment Diagram



Legend

- Parcel Lines
- LLAD 1999-1 Boundary
- City Limit
- Parcels within LLAD 1999-1





PART D

METHOD OF APPORTIONMENT OF ASSESSMENTS

General

The 1972 Act permits the establishment of assessment districts by agencies for the purpose of providing certain public improvements which include the construction, maintenance and servicing of public lights, landscaping, and appurtenant facilities. The 1972 Act further requires that the cost of these improvements be levied according to benefit rather than assessed value:

> *"The net amount to be assessed upon lands within an assessment district may be apportioned by any formula or method which fairly distributes the net amount among all assessable lots or parcels in proportion to the estimated benefits to be received by each such lot or parcel from the improvements."*

The formula used for calculating assessments in the District therefore reflects the composition of the parcels, and the improvements and services provided, to fairly apportion the costs based on estimated benefit to each parcel. In addition, pursuant to Article XIIID Section 4:

> "*No assessment shall be imposed on any parcel which exceeds the reasonable cost of the proportional special benefit conferred on that parcel. Only special benefits are assessable, and an agency shall separate the general benefits from the special benefits conferred on a parcel."*

Benefit Analysis

Each of the improvements have been carefully reviewed by the City and the corresponding assessments have been proportionately spread to each parcel based on special benefits received from the improvements as determined at the time the District was established.

General Benefits — In reviewing each of the District improvements, the proximity of those improvements to both properties within the District and those outside the District, as well as the reasons for installing and constructing such improvements, it is evident that the improvements are solely the result of developing properties within the District and the ongoing maintenance and operation of these improvements will directly affect the properties within the District. Although the improvements include public areas, easements, rights-of-way, and other amenities available or visible to the public at large, the construction and installation of these improvements were only necessary for the development of properties within the District and were not required, nor necessarily desired by any properties or developments outside the District boundary and any public access or use of the improvements by others is incidental. Therefore, it has been

determined that the improvements and the ongoing maintenance, servicing and operation of those improvements provide no measurable general benefit to properties outside the District or to the public at large, but clearly provide distinct and special benefits to properties within the District.

Special Benefits — The method of apportionment (method of assessment) established herein is based on the premise that each assessed parcel within the District receives special benefits from the improvements and the desirability and security of those properties is enhanced by the presence of public lighting in close proximity to those properties.

The special benefits of street lighting and other public lighting facilities are for the convenience, safety, and security of property, improvements, and goods. Specifically:

1) Enhanced deterrence of crime and to aid police protection.
2) Increased nighttime safety on roads, streets, and public areas.
3) Improved ability of pedestrians and motorists to see.
4) Improved ingress and egress to property.
5) Reduced vandalism and other criminal acts and damage to improvements or property.
6) Improved traffic circulation and reduced nighttime accidents and personal property loss.

The preceding special benefits contribute to the aesthetic value and desirability of each of the assessed parcels within the District and thereby provide a special enhancement of the properties. Furthermore, it has been determined that the lack of funding to properly service and maintain the District improvements would have a negative impact on the properties within the District.

All the preceding special benefits contribute to a specific enhancement and desirability of each of the assessed parcels within the District.

Non-Assessable Properties — Within the boundaries of the District, there are several types of properties that are considered to receive no special benefit from the District improvements and are therefore not assessed. These parcels include:

1) Publicly owned parcels that are reserved as public open space or are developed as City parks for active recreation and are maintained and serviced by the District;
2) Publicly owned wetland parcels;
3) Certain public utility parcels;
4) Privately owned open space parcels; and
5) Privately owned "sliver" parcels that have resulted from a lot line adjustment with an adjacent larger parcel. The adjacent larger parcel, of which these "sliver" parcels are a part, are assessed at the residential rate.

Assessment Methodology

The special benefits received by each parcel within the District and each parcel's proportional annual assessment are calculated on the basis of a formula that utilizes Equivalent Dwelling Units (EDU). The EDU method of apportionment establishes a proportional benefit relationship between the various parcels within the District and the improvements maintained by the District. The typical single-family residential parcel is assigned 1.00 EDU since it represented more than 85% of the total parcels within the District.

EDUs are assigned to the other land uses based upon the property's development status, type of development (County of Alameda land use code) and property size as shown in the table below.

TABLE 3: ASSESSMENT METHODOLOGY
Street Lighting District No. 1999-1

Property Type	EDU Factor
Single Family Residential (SFR)	1.00 per Parcel
Commercial	5.50 per Acre
Exempt, Cemeteries, Common Open Space	0.00 per Parcel

Single-Family Residential (SFR) — (County land use 1x, 2x, 7x) This land use identifies properties that are developed for single-family residential use and are assigned a factor of 1.00 EDU per parcel. This is the base value that all other land use types are compared and weighted against (i.e., EDU). This land use classification may include, but is not limited to, lots or parcels identified as single-family residential homes, condominium, vacant residential land zoned for four units or less, planned development (tract or townhouse type), and modular/manufactured single-family residential units. Developed apartments are assigned a factor of 1.00 EDU per dwelling unit. Parcels with a vacant apartment land use are treated like commercial and assessed 5.50 EDU per acre.

Commercial — (County land use 3x, 8x, 9x) This land use identifies properties that are considered improved for commercial use and are assigned a factor of 5.50 EDU per gross acre. This land use classification may include, but is not limited to, lots or parcels identified as car washes, commercial garages, automotive dealerships, parking lots, parking garages, service stations, funeral homes, nursing or boarding homes, hospitals, hotels/motels, banks, medical-dental, single and multi-story office buildings, bowling alleys, theaters, vacant commercial land, department stores, discount stores, restaurants, shopping centers, supermarkets, commercial or industrial condominium prior to sale of one unit, and miscellaneous commercial. In addition, institutional property, such as schools and other types of public property are identified within this category.

Common Open Space — (County land use 0, 03-05, 65) This land use identifies properties that are exempt from assessment and are assigned 0.00 EDU. This land use classification may include, but is not limited to, lots or parcels identified as exempt public agencies, property leased or owned by public utilities, cemeteries, and planned development common areas.

The following formulas are used to calculate each property's assessment:

Total Balance to Levy / Total EDUs = Levy per EDU (Rate)

Parcel EDU x Levy per EDU = Parcel Levy Amount

Maximum Assessment Rate

It is recognized that the cost of maintaining the District improvements increases slightly every year because of inflation. At the time the District was formed, the property owners approved a formula for increasing assessments for each future fiscal year to offset increases in costs due to inflation.

The maximum assessment amount for each property type shall be increased each fiscal year in an amount equal to the annual percentage increase of the local San Francisco-Oakland-San Jose Area Consumer Price Index ("Index") for "All Urban Wage Earners and Clerical Workers" which is applied to all costs except utilities (water and electricity), plus the actual percentage increase in utility costs (collectively, "Annual Escalation Factor").

In order to implement the District's Annual Escalation Factor annually, two rates were developed based on the cost estimate that was prepared at the time the property owners approved the annual escalator. The first rate (the "CPI Rate") was created to encompass the annual District cost increases except for utilities. The second rate (the "Utility Rate") was created to encompass the annual utility cost increases.

The Index is to be applied annually to the prior year's maximum CPI Rate for each property type to pay for all costs except utilities. The maximum Utility Rate was established to pay for all utility costs for each property type and is to be increased annually by the percentage change in the budgeted amount for utilities as shown in the annual District's fiscal year Engineer's Reports. The increase in utility costs shall be calculated by taking the upcoming fiscal year's budgeted amount for utilities and subtracting the District's previous highest yearly budgeted amount for utilities. This difference is used to calculate the annual increase in the Utility Rate for each property type. The combination of the maximum CPI Rate and maximum Utility Rate (collectively, "Maximum Assessment Rate") shall equal the Maximum Assessment Rate for the upcoming fiscal year. Please see Table 3 for details regarding the Maximum Assessment Rate for Fiscal Year 2024-25.

The timing of the annual percentage increase of the Index was changed beginning in 2018 and for each year thereafter for administrative purposes, to ensure the City is allowed the time necessary to have all annual documents prepared and approved by the City Council by June of each year, and to meet both County submittal and statutory requirements. Each fiscal year starting in 2018, the City shall identify the annual percentage difference in the Index between the most recent calendar year and that of the prior calendar year; more specifically, the annual percentage change used to escalate the prior year's assessment rates for Fiscal Year 2024-25 was determined based on the difference using the annual amount for calendar years 2023 and 2022. Should the

Bureau of Labor Statistics revise such Index or discontinue the preparation of such Index, the City shall use the revised index or comparable index as approved by the City Council for determining fluctuations in the cost of living. The following table shows the Maximum Assessment Rates allowable for Fiscal Year 2024-25.

TABLE 4: MAXIMUM ASSESSMENT RATE Street Lighting District No. 1999-1	
CPI for 2022 Calendar Year[1]	323.900
CPI for 2023 Calendar Year[1]	334.662
% Change in CPI - Increase	3.32%
Fiscal Year 2023/24 Maximum Rate per EDU - CPI Rate	$43.90
Fiscal Year 2024/25 Maximum Rate per EDU - CPI Rate	$45.36
Prior Year Maximum Utility Budget[2]	$183,600
Utility Budget for FY 2024/25	$276,000
% Change in Utility Rate - Increase[3]	50.327%
Fiscal Year 2023/24 Maximum Rate per EDU - Utility Rate	$22.85
Fiscal Year 2024/25 Maximum Rate per EDU - Utility Rate	$34.36
Fiscal Year 2023/24 Maximum Assessment Rate per EDU	$66.75
Fiscal Year 2024/25 Maximum Assessment Rate per EDU[4]	$79.71

[1] CPI is based off of the All Urban Wage Earners and Clerical Workers.

[2] The Fiscal Year 2021/22 Budget Amount for Utilities was the previous highest amount budgeted for utility costs.

[3] Equals the % difference between the Fiscal Year 2023/24 and FY 2024/25 Maximum Utility Rate. If the Utility Budget does not increase, no increase will be realized.

[4] Equals the Fiscal Year 2024/25 Maximum CPI Rate + Maximum Utility Rate.

If the City Council determines that an inflation adjustment is not required for a given fiscal year, the City Council may authorize the ensuing fiscal year's assessment without applying the adjustment formula to the amount levied. If the cost estimate and assessments for the District require an increase greater than the adjustment set forth in the formula, then the proposed increase would be subject to approval by the District property owners. Each fiscal year, the maximum assessment rate shall increase at the maximum amount allowable regardless of whether the increase is levied to the parcels within the District.

PART E

ASSESSMENT ROLL

The proposed assessment and the amount of the assessment apportioned to each lot or parcel, as shown on the latest roll at the Assessor's Office, are on file under separate cover with the City Clerk. Furthermore, the description of each lot or parcel is part of the records of the Assessor of the County of Alameda and those records are, by reference, made part of this report. The assessments shown will be submitted to the County Auditor/Controller and included on the property tax roll for each parcel shown in the assessment roll for Fiscal Year 2024-25.

Parcel identification, the lines and dimensions of each lot, parcel, and subdivision of land within the District, are inclusive of the parcels as shown on the Alameda County Assessor's Parcel Maps as they existed at the time of the passage of the Resolution of Intention, and shall include subsequent subdivisions, lot line adjustments or parcel changes therein. Reference is hereby made to the Alameda County Assessor's maps for a detailed description of the lines and dimensions of each lot and parcel of land within the District.

Public Hearing
Assessment Districts

May 7, 2024

DUBLIN
CALIFORNIA

Background

- April 16, 2024 – City Council set the public hearing for May 7, 2024.
- Public Notice was posted at City Hall and published in The East Bay Times.
- Public Notice and the FY2024-25 Engineer's Reports were posted on the City's website.
- Postcards were sent to property owners in Districts 1983-2 and1986-1.
- Public Response – None

Street Lighting Maintenance District No. 1983-1

- Funds maintenance and servicing costs for Dublin's public streetlights.
- Proposition 218: Assessments capped at $19.34 per single family residence and $106.37 per acre of commercial or industrial use.
- Capital Improvement Funds Collected are estimated to decrease by $96,636 which reduced the Fund Balance to $352,215.
- The Fund Balance is used to replace streetlights at the end of their service life or were damaged in automobile accidents.

Landscape and Lighting District No. 1983-2

- Maintains Tract 4719 roadway landscaping adjacent to Stagecoach Road.
- Maximum assessments increased to $520.93 for single family homes, and $88.08 for a multifamily residences.
- Capital Improvement Funds Collected are estimated to increase by $36,620 bringing the Fund Balance up to $317,503.
- The Fund Balance and the additional revenue from the rate increase fund general improvements, such as:
  - Repairs to irrigation, which fall outside the scope of regular maintenance budget.

Landscape and Lighting District No. 1986-1

- Maintains landscaping, fences, and sound walls in the residential area west of Dougherty Road and north of Amador Valley Boulevard.
- Maximum assessments increased to $314.83 per single family homes, $157.42 for apartments, and $1,259.32 for commercial lots.
- Capital Improvement Funds Collected are estimated to increase by $73,317 bringing the Fund Balance up to $296,552.
- The Fund Balance and additional revenue from the rate increase fund:
  - Planting needs, sidewalk repairs, and fence replacements.

Landscape and Lighting District No. 1997-1

- Funds street side landscape (not median landscaping) and utility costs for the Santa Rita development area, bounded by I-580, Tassajara Road, Gleason Drive and Arnold Road.
- The FY24-25 budget proposes no increase to assessment rates. Depending on density, residential assessments vary between $53.43 to $216.24 per unit, and $903.85 per acre for retail, office, and industrial parcels.
- Maximum assessments increased to $1,731.91 per acre.
- Capital Improvement Funds Collected are estimated to increase by $43,533, bringing the Fund Balance up to $1,208,230.
- Fund Balance is used for minor sound wall repairs, pavement/trail repairs at Tassajara Creek, and the Persimmon Drive Pedestrian Path Rehabilitation CIP Project.

Street Lighting District No. 1999-1

- Funds maintenance of public street lighting improvements, including decorative light fixtures, in Dublin Ranch, Fallon Village, Jordan Ranch, and Clifden Park developments.
- Proposed assessments will increase to $41.57 per single family residence, $228.62 per acre for commercial use
- Maximum assessments increased to $79.71 per dwelling unit.
- Capital Improvement Funds collected are estimated to decrease by $20,283 and $42,000 will be transferred out for projects, bringing the Fund Balance to $313,781.
- Fund Balance will be utilized for the repair/replacement of improvements and the following projects:
  - Streetlight Pole Painting – Identified the need for painting streetlight poles
  - Citywide Energy Improvements – Upgrade streetlights to LED technology

Recommendation

<u>That the City Council:</u>

- Open the Public Hearing for all five Assessment Districts, take testimony, close the Public Hearing, and Deliberate;
- Adopt the Resolution for all five Districts:
  - Approving the Engineer's Report
  - Confirming Diagram and Assessment
  - Ordering the Levy of Assessment

Next Steps

- August 2024 – City files assessment roll with the Alameda County Auditor/Controller for inclusion on the property tax roll for Fiscal Year 2024-25

Fiscal Year 2025-26 Draft Schedule

- January/February 2025 – Council directs preparation of Fiscal Year 2025-26 Engineer's Report for all five assessment districts

- April 2025 – Council considers Preliminary Engineer's Report and sets Public Hearing

- May 2025 – Council conducts Public Hearing, approves Engineer's Report, and orders the levy of assessments

Agenda Item 8.1

STAFF REPORT

CITY COUNCIL

DATE: May 7, 2024

TO: Honorable Mayor and City Councilmembers

FROM: Linda Smith, City Manager

SUBJECT: City of Dublin Fiscal Year 2024-25 Human Services Grant Program Funding Recommendations
Prepared by: Brad Olson, Management Analyst II

EXECUTIVE SUMMARY:

The City Council will consider the funding recommendation for the Human Services Grant Program and approve a funding allocation for Fiscal Year 2024-25.

STAFF RECOMMENDATION:

Adopt the **Resolution** Approving Funding Recommendations for the Fiscal Year 2024-25 Human Services Grant Program.

FINANCIAL IMPACT:

The City's Human Services Grant Program is currently supported by four funding sources – the General Fund, the Affordable Housing Fund, the Community Development Block Grant (CDBG) Program, and the American Rescue Plan Act (ARPA). Each qualifying program/project is eligible for a minimum award of $3,500 and a maximum award of $25,000. Attachment 2 shows the Human Services Grant Program funding by source.

DESCRIPTION:

The Human Services Grant Program provides financial support to local non-profit organizations serving the Dublin community. Each year, the City Council awards funding to organizations that best meet the community's needs in support of the City's adopted Mission and Vision (Attachment 4) and needs identified in the Tri-Valley Needs Assessment (Attachment 5). Organizations can submit multiple programs/projects for consideration, but a separate application is due for each program/project.

Fiscal Year 2024-25 marks the 20th year of Dublin's Human Services Grant Program. The recent allocation history is shown in the table below. Prior to the availability of ARPA funds, the City's General Fund allocation was higher; however, overall contributions to the Grant Program have

increased during this ARPA period.

TABLE 1: FUNDING SUPPORT HISTORY

Fiscal Year	General Fund	Affordable Housing Fund	CDBG	ARPA	TOTAL
2014-15	$120,000	$7,000	$67,402		$194,402
2015-16	$120,000	$8,000	$69,812		$197,812
2016-17	$140,000	$8,000	$75,602		$223,602
2017-18	$140,000	$8,000	$79,781		$227,781
2018-19	$130,000	$8,000	$91,462		$229,462
2019-20	$130,000	$8,000	$93,970		$231,970
2020-21	$160,000	$8,000	$99,711		$267,711
2021-22	$89,780	$0*	$99,183	$163,251	$352,214
2022-23	$98,000**	$0*	$99,000	$163,000	$360,000
2023-24	$99,000	$8,000	$59,862	$163,000	$329,862
2024-25	$99,000	$8,000	$60,000***	$163,000	$330,000

* Forecasted annually at $8,000 since FY 2015-16 – not utilized in FY 2021-22 and FY 2022-23.
** Includes $8,460 in Homeless Housing, Assistance, and Prevention (HHAP) Funding.
***$15,000 of the $60,000 is earmarked for loan obligation, leaving $45,000 for public service grants.

Alameda County Urban County CDBG Program

Urban-County CDBG Program
The City of Dublin participates in Alameda County's Urban-County CDBG Program, along with the cities of Albany, Emeryville, Newark, and Piedmont (cities whose population is/was less than 50,000). These are called the "Urban County Cities," along with the unincorporated areas of Alameda County.

Public Service Grants
Per County limits on each Urban County City's use of CDBG funds, only 15% of a city's CDBG allocation can be used for public-service-based projects. The remaining 85% must be used for capital projects. The County's past practice has been to review all applications received from each Urban County City to determine if the overall request for service-based projects exceeds the 15% limit. If so, the County requests that each city adjust the service-based project allocation.

As recently as Fiscal Year 2022-23, CDBG accounted for almost $100,000 of the funds for public service projects in Dublin. Beginning in Fiscal Year 2023-24, the amount from CDBG was reduced to $59,862 as participants in the Urban-County CDBG Program began using more of their share. Anticipating similar usage in Fiscal Year 2024-25, an estimated $60,000 has been budgeted for CDBG. Of this $60,000, $15,000 is earmarked for the annual loan obligation for the Axis Community Health Clinic. This leaves an estimated $45,000 available from CDBG for the public service grants. Adjustments may be necessary before the start of the next fiscal year, as the City has not yet received actual numbers from HUD and Alameda County.

Capital Project Grant

For Fiscal Year 2024-25, Tri-Valley Haven has requested capital funding to continue the rebuild of their Shiloh shelter building. Located in Livermore, Shiloh is the only domestic violence/homeless Shelter in the Tri-Valley area. This project was not included in the competitive review and allocation completed by the Human Services Commission. The request, totaling $250,000, is anticipated to be available as part of the Urban County CDBG Capital Allocation. The application, however, cannot be submitted to the County until after July 1, when funds are available. Staff will then return to the City Council to formally review the capital project and request funding support.

Fiscal Year 2024-25 Competitive Grant Cycle

Applications

Typically, the City receives far more service project requests than capital project requests. This makes the public service grant program more competitive. Between December 6, 2023, and January 19, 2024, the City accepted applications for the public service grants program via the online platform, ZoomGrants. Twenty-one organizations submitted a combined total of 24 applications (three organizations submitted applications for multiple projects). Attachment 7 includes all 24 applications. In total, applicants requested $456,873 in funding, $141,873 more than is available in the Program.

Review and Rating Criteria

In February 2024, Staff and the Commission reviewed the public service grant applications to verify all requests qualified for funding based on adopted program guidelines. The Grant Rating Criteria Guide used in this review is included as Attachment 6.

The rating guide was one of several factors used in determining funding recommendations. Other factors included consideration of:

- The number of Dublin residents served and cost per participant.
- Past performance of existing Dublin programs.
- Whether the project addresses one or more of the 14 Key Areas of Concern identified in the 2011 Tri-Valley Needs Assessment report.
- Whether City funds are used to leverage other funding sources.

Two of the 24 public service grant applications were removed from consideration during the review process as they did not support a core human service need and/or would be better funded through alternate sources.

Funding Recommendations

At its meeting on March 28, 2024, the Human Services Commission discussed and considered funding allocations for the 22 qualifying applications. The amounts recommended by the Commission include reductions across all program/project requests to account for the reduced funding budgeted for Fiscal Year 2024-25. Attachment 3 summarizes the amounts recommended by the Commission for each project/program.

Funding Breakdown by Project Type

The table below breaks down the funding recommendations for the public service projects by project type (food, shelter, and other).

TABLE 2: SERVICE PROJECT FUNDING RECOMMENDATIONS BY TYPE

Project Type	Quantity	Recommended Funding
Services - Food	3	$49,000
Services - Shelter	7	$97,500
Services - Other *	12	$183,500
Total		**$330,000**

* Services – Other includes projects/programs that provide safety-net services addressing issues like domestic violence/child abuse, disabled/special needs, financial/legal, medical/health, etc.

STRATEGIC PLAN INITIATIVE:

None.

NOTICING REQUIREMENTS/PUBLIC OUTREACH:

The City Council Agenda was posted, and all grant applicants were provided a web link to the Staff Report.

Outreach and Promotion

In November and December 2023, in preparation for the 2024-25 grant cycle, Staff conducted outreach and education efforts that included:

- Providing notice of funding availability and upcoming community workshops to non-profit organizations.
- Advertising the funding availability in the *East Bay Times* and on the City website.
- Researching and reaching out to local non-profit organizations operating in Dublin.
- Providing a Grant Application Workshop in coordination with the Cities of Pleasanton and Livermore to review the online application process and discuss program guidelines for the upcoming fiscal year. All applicants were required to attend this workshop.

ATTACHMENTS:

1) Resolution Approving Funding Recommendations for the Fiscal Year 2024-25 Human Services Grant Program
2) Exhibit A to the Resolution - Fiscal Year 2024-25 Human Services Grant Program Funding Recommendations
3) Grant Summary Table
4) Dublin Mission and Vision Statements
5) Tri-Valley Needs Assessment – 14 Areas of Concern
6) Grant Rating Guide
7) Fiscal Year 2024-25 Human Services Grant Applications

RESOLUTION NO. XX – 24

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DUBLIN

APPROVING FUNDING RECOMMENDATIONS FOR THE FISCAL YEAR 2024-25 HUMAN SERVICES GRANT PROGRAM

WHEREAS, the City received 22 qualifying public service applications for the Fiscal Year 2024-25 Human Services Grant Program; and

WHEREAS, funding sources for the Human Services Grant Program include the federally funded Community Development Block Grant (CDBG), the City of Dublin General Fund, the Affordable Housing Fund, and the American Rescue Plan Act (ARPA); and

WHEREAS, on March 28, 2024, the Human Services Commission recommended 22 public service projects receive grant funding through the Human Services Grant Program; and

WHEREAS, the City Council considered the recommended service projects attached hereto as **Exhibit A**.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Dublin approve the funding recommendations of all funds.

BE IT FURTHER RESOLVED that the City Manager is authorized to take the following actions:

1. Direct Staff to work with the County of Alameda as required on the CDBG funding allocations by reallocating funds as needed based on the confirmed CDBG funding guidelines and funding level; and

2. Execute agreements with the County of Alameda for use of CDBG funds and the funding agreements with each grant recipient effective July 1, 2024, and take such further actions as may be necessary or appropriate to carry out the City Council's obligations pursuant to this Resolution.

BE IT FURTHER RESOLVED that the City Manager is authorized to execute the amendments to the agreements, attached hereto as **Exhibit A,** and make any necessary, non-substantive changes to carry out the intent of this Resolution.

{Signatures on the following page}

PASSED, APPROVED AND ADOPTED this 7th day of May 2024, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

_____
Mayor

ATTEST:

_____
City Clerk

City of Dublin - Fiscal Year 2024-25 - Human Services Grant Funding
Exhibit A to Resolution XX-24

Organization Name	Grant Proposal	Grant Amount Requested FY24-25	Grant Amount Recommended FY24-25	CDBG Funding	General Fund	American Rescue Plan Act (ARPA)
Assistance League of Amador Valley	Operation School Bell	$5,000.00	$0.00			
Axis Community Health	Enrollment Specialist	$7,759.78	$7,000.00		$7,000.00	
Centro Legal de la Raza	Tri-Valley Fair and Secure Housing Project	$18,500.00	$18,000.00			$18,000.00
Chabot-Las Positas Community College District dba Tri-Valley Career Center	Dublin Pathways to Employment	$24,989.00	$16,000.00			$16,000.00
Chabot-Las Positas Community College District dba Tri-Valley Career Center	Dublin VITA Services	$20,733.00	$16,000.00			$16,000.00
City of Pleasanton	Section 108 Loan Obligation (Axis Community Health Clinic)	N/A	$15,000.00	$15,000.00		
City Serve of the Tri-Valley	Homeless Prevention and Family Stabilization Program	$25,000.00	$23,000.00			$23,000.00
City Serve of the Tri-Valley	Senior 60+ Stabilization Program	$25,000.00	$17,000.00		$17,000.00	
Community Resources for Independent Living	Housing and Independent Living Skills	$16,000.00	$9,000.00			$9,000.00
Easterseals Northern California	Kaleidoscope Community Adult Program	$25,000.00	$14,000.00		$14,000.00	
Goodness Village*	Goodness Village*	$25,000.00	$12,500.00		$12,500.00	
Hively	Hively Family Resource Center & Navigation Services	$25,000.00	$24,000.00			$24,000.00
Hope Hospice & Health Services	Grief Support Services and Volunteer Services	$20,000.00	$17,000.00		$17,000.00	
Legal Assistance for Seniors	Legal and Supportive Services, Medicare Counseling and Education for Dublin Seniors	$12,000.00	$10,000.00		$10,000.00	
Lions Center for the Visually Impaired	Dublin Seniors Vision Health	$7,500.00	$4,500.00		$4,500.00	
Love Never Fails	Dublin Street Outreach and Referrals to Transformational Solutions	$25,000.00	$7,500.00			$7,500.00
Narika	Culturally Responsive Domestic Violence Intervention & Prevention Services	$13,141.00	$5,000.00		$5,000.00	
One Nation Dream Makers	Last Mile Delivery and Food Recovery Program	$25,000.00	$3,500.00			$3,500.00
Open Heart Kitchen	Senior Meal Program	$25,000.00	$23,000.00			$23,000.00
Partners for Change Tri-Valley	Alleviating Poverty and Homelessness in the Tri-Valley	$15,000.00	$5,000.00		$5,000.00	
Spectrum Community Services	Meals on Wheels: More Than A Meal	$25,000.00	$22,500.00	$22,500.00		
Sunflower Hill	Program Support for Adults with Developmental Disabilities	$16,250.00	$15,000.00		$15,000.00	
Tri-Valley Haven	Homeless and Family Support Services	$25,000.00	$22,500.00	$22,500.00		
Tri-Valley Haven	Domestic Violence Services	$25,000.00	$23,000.00			$23,000.00
Wishing Well Inc	No One Should Sleep Hungry	$5,000.00	$0.00			
*Includes $8,000 from Affordable Housing Fund		**$456,873**	**$330,000**	**$60,000**	**$107,000**	**$163,000**

City of Dublin Human Services Commission - Grant Funding for Fiscal Year 2024-25

Organization Name	Grant Proposal	Funding Received FY23-24	Grant Amount Requested FY24-25	Staff Recommendation	Application Points (Average)	Estimated Unduplicated Residents Served	Average Cost Per Unduplicated Resident	Funding Type
CAPITAL PROJECTS (FUNDED OUTSIDE OF COMPETITIVE GRANTS PROGRAM)			**$15,000.00**	**$15,000.00**				
City of Pleasanton	Section 108 Loan Obligation (Axis Community Health Clinic)	$15,000.00	$15,000.00	$15,000.00	-	-	-	CDBG
SERVICES - FOOD			**$80,000.00**	**$49,000.00**		**9,560**		
One Nation Dream Makers	Last Mile Delivery and Food Recovery Program	New	$25,000.00	$3,500.00	35.5	9000	$0.39	ARPA
Open Heart Kitchen	Senior Meal Program	$24,800.00	$25,000.00	$23,000.00	70.75	250	$92.00	ARPA
Spectrum Community Services	Meals on Wheels: More Than A Meal	$24,800.00	$25,000.00	$22,500.00	70.25	60	$375.00	CDBG
Wishing Well Inc	No One Should Sleep Hungry	New	$5,000.00	$0.00	56.75	250	$0.00	N/A
SERVICES - SHELTER			**$149,500.00**	**$97,500.00**		**716**		
Centro Legal de la Raza	Tri-Valley Fair and Secure Housing Project	$18,795.00	$18,500.00	$18,000.00	68.25	23	$782.61	ARPA
City Serve of the Tri-Valley	Homeless Prevention and Family Stabilization Program	$24,795.00	$25,000.00	$23,000.00	60.5	75	$306.67	ARPA
Community Resources for Independent Living	Housing and Independent Living Skills	$8,945.00	$16,000.00	$9,000.00	65.25	40	$225.00	ARPA
Goodness Village	Goodness Village*	$12,295.00	$25,000.00	$12,500.00	58.5	3	$4,166.67	GF
Love Never Fails	Dublin Street Outreach and Referrals to Transformational Solutions	$7,295.00	$25,000.00	$7,500.00	58.25	50	$150.00	ARPA
Partners for Change Tri-Valley	Alleviating Poverty and Homelessness in the Tri-Valley	$4,796.00	$15,000.00	$5,000.00	61.75	100	$50.00	GF
Tri-Valley Haven	Homeless and Family Support Services	$24,795.00	$25,000.00	$22,500.00	64.5	425	$52.94	CDBG
SERVICES - OTHER			**$227,372.78**	**$168,500.00**		**3,378**		
Assistance League of Amador Valley	Operation School Bell	New	$5,000.00	$0.00	54.75	200	$0.00	N/A
Axis Community Health	Enrollment Specialist	New	$7,759.78	$7,000.00	61.5	90	$77.78	GF
Chabot-Las Positas Community College District dba Tri-Valley Career Center	Dublin Pathways to Employment	$15,795.00	$24,989.00	$16,000.00	59	360	$44.44	ARPA
Chabot-Las Positas Community College District dba Tri-Valley Career Center	Dublin VITA Services	$15,795.00	$20,733.00	$16,000.00	49.5	115	$139.13	ARPA
City Serve of the Tri-Valley	Senior 60+ Stabilization Program	$16,045.00	$25,000.00	$17,000.00	60.5	109	$155.96	GF
Easterseals Northern California	Kaleidoscope Community Adult Program	$12,295.00	$25,000.00	$14,000.00	50.25	9	$1,555.56	GF
Hively	Hively Family Resource Center & Navigation Services	$24,795.00	$25,000.00	$24,000.00	72.75	1200	$20.00	ARPA
Hope Hospice & Health Services	Grief Support Services and Volunteer Services	$12,595.00	$20,000.00	$17,000.00	60	800	$21.25	GF
Legal Assistance for Seniors	Legal and Supportive Services, Medicare Counseling and Education for Dublin Seniors	$9,795.00	$12,000.00	$10,000.00	64.5	15	$666.67	GF
Lions Center for the Visually Impaired	Dublin Seniors Vision Health	$3,545.00	$7,500.00	$4,500.00	52.5	15	$300.00	GF
Narika	Culturally Responsive Domestic Violence Intervention & Prevention Services	New	$13,141.00	$5,000.00	53.25	350	$14.29	GF
Sunflower Hill	Program Support for Adults with Developmental Disabilities	$15,795.00	$16,250.00	$15,000.00	59.75	40	$375.00	GF
Tri-Valley Haven	Domestic Violence Services	$24,795.00	$25,000.00	$23,000.00	70.75	75	$306.67	ARPA
	*8,000 from Affordable Housing Fund	**Totals:**	**$456,873**	**$330,000**				

DUBLIN
CALIFORNIA
THE NEW
AMERICAN
BACKYARD

MISSION

The City of Dublin promotes and supports a high quality of life, ensures a safe and secure environment, fosters new opportunities, provides equity across all programs, and champions a culture of diversity and inclusion.

VISION

Dublin is a great community to live, work, and raise a family. Dublin values:

- **Safety** – We are dedicated to excellent public safety resources, including police and fire.
- **Finances** – We will strive to be fiscally transparent and balance our budgets annually.
- **Inclusivity** – We will advocate for programs and policies that support inclusive access to housing and cultural opportunities.
- **Diversity** – We will support a wide range of programs and events that reflect and cater to the diversity of our residents.
- **Equity** – We will deliver our services in a way that ensures equitable access to all.
- **Innovation** – We will continue to innovate in every aspect of government and promote innovation within the business community.
- **Customer Service** – We will provide welcoming, excellent customer services to our residents and businesses at all times.
- **Living an Active Lifestyle** – We will continuously promote an active lifestyle through our parks and facilities and encourage participation in local sports.
- **History** – We will honor our history through places and programs that remind people of our beginnings.
- **Business** – We will provide a full spectrum of opportunity by supporting current and prospective businesses through ongoing economic development efforts and helping them grow and thrive locally.
- **Environmental Sustainability** – We will continue to lead in building a well-planned sustainable community and protecting our natural resources.

2011 Tri-Valley Needs Assessment
Findings by Area of Concern *

1	Behavioral health (mental health and substance abuse)	8	Disabilities
2	Affordable housing	9	Food and nutrition
3	Health care	10	Senior services
4	Workforce development	11	Youth services
5	Homelessness	12	Child care, early childhood development and education
6	Transportation services and access	13	Changing demographics and growing diversity
7	Domestic violence and child abuse	14	Financial assistance

*Page 33 Eastern Alameda County Human Services Needs Assessment

CITY OF DUBLIN
HUMAN SERVICES GRANT RATING GUIDE

Organization: _____

Program: _____

City Staff Score

Each project has already been scored by city staff in the Grant Ratings Worksheet using the criteria below. These scores will automatically be added to the scores you add for every project that is selected to receive funding.

Organization/Management (1 point each, maximum of 5)

Description	Score
The organization previously received funding from Dublin and has fully complied with the City's management procedures, including invoice and report deadlines.	
The organization, as presented in the application, is able to achieve the stated goals and outcomes.	
The organization and its staff are qualified and have the capacity to provide for the program. (non-profit status, resumes for staff, Board of Directors, information on clients served)	
The organization has completed all required aspects of the application process.	
The proposed program has a successful proven track record (not a new program).	

Commission Member Rating Categories

Please review each of the applications in ZoomGrants. For each application, provide a score (1-10) for each of the categories below. Descriptions of each score range are included below for guidance. Add your scores for each category, and any notes on each application, to the corresponding cells in the Grant Ratings Worksheet.

Need – Rate the need for this program/service.

Rating	Description	Score
Low 0-2	The applicant does not articulate a clear need for the project in their application and is unlikely to address that need.	
Mid 3-5	The applicant identifies a clear need, but it is not a critical human service need, and/or the applicant does not demonstrate a high likelihood of addressing that need.	
High 6-10	The applicant identifies a critical human service need in Dublin that other organizations do not and demonstrates a high likelihood of addressing that need.	

Benefit – Rate the benefit to low-income or high-risk individuals/households in Dublin.

Rating	Description	Score
Low 0-2	Applicant demonstrates a low number of low-income or high-risk Dublin individuals/households who will benefit from the project, and the application fails to identify any outcomes or ways it will measure project success.	
Mid 3-5	Applicant demonstrates a moderate number of low-income or high-risk Dublin individuals/households who will benefit from the project. The application identifies outcomes but is unclear or unlikely to demonstrate a project impact.	
High 6-10	Applicant demonstrates a high number of low-income or high-risk Dublin individuals/households who will benefit from the project. The application identifies clear and measurable outcomes to demonstrate project impact.	

Funding Request – Rate the applicant's funding request.

Rating	Description	Score
Low 0-2	The funding request is unreasonably high given the project's proposed impact, and the number of people served; the project budget is unrealistic.	
Mid 3-5	The funding request is reasonable but does not demonstrate a high impact or cost effectiveness given the proposed number of people served and/or the project budget has significant questions or flaws.	
High 6-10	The funding request is a reasonable amount demonstrating high impact and cost effectiveness given the proposed number of people served; the project budget is feasible and sound.	

Funding Sustainability – Rate the diversification of the project's funding sources.

Rating	Description	Score
Low 0-2	The Grant request is the only source of funds for the applicant's proposed project.	
Mid 3-5	The applicant has identified more than one funding source to support the proposed activity/service, but this grant request would be the main source of funds, and the long- term sustainability of the project is questionable.	
High 6-10	The applicant has identified multiple funding sources to support the proposed activity/service and ensure sustainability. The organization produces other income that may be used to support this program (fundraising).	

City Funding Necessity – Rate the necessity of City funding for this project.

Rating	Description	Score
Low 0-2	The project is not appropriate for City funds and will not reduce demands on other City resources.	
Mid 3-5	The project is an appropriate use for City funds but will not reduce demands on other City resources and/or other types of funding sources would be a better fit for this project.	
High 6-10	City funds are critical to the project, and funding request is appropriate for City sources and reduces demands for other City resources.	

Consistency with Policies – Rate the proposal's consistency with the HUD Strategic Goals and HUD Policy Priorities. (To determine CDBG eligibility)

Rating	Description	Score
Low 0-2	The proposal does not address any of the HUD Strategic Goals or HUD Policy Priorities.	
Mid 3-5	The proposal addresses one of the HUD Strategic Goals or HUD Policy Priorities.	
High 6-10	The proposal helps address multiple HUD Strategic Goals or HUD Policy Priorities.	

City Council Priorities – Rate the extent the proposal addresses one or more of the City Council's priorities.

Rating	Description	Score
Low 0-2	The proposal does not address any of the Council's priorities.	
Mid 3-5	The proposal addresses one or two of the Council's priorities but does not have a high likelihood of doing so effectively.	
High 6-10	The proposal demonstrates a high likelihood of addressing multiple Council priorities.	

Alameda County 14 Areas of Concerns – Rate the extent the proposal addresses one or more of the 14 areas of concern as identified by the Alameda County Needs Assessment Report.

Rating	Description	Score
Low 0-2	The proposal does not address any of the 14 areas of concern.	
Mid 3-5	The proposal addresses one or two of the 14 areas of concern but does not have a high likelihood of doing so effectively.	
High 6-10	The proposal is highly likely to address multiple areas of the 14 areas of concern.	

Innovation – If funds were allocated last year for the same project/activity, rate the extent to which the applicant adequately responds to changing community conditions. If the proposal is for a new project, rate the extent to which the project uses a new and innovative approach to solve an identified problem.

Rating	Description	Score
Low 0-2	The applicant does not demonstrate an ability to adapt the project to changing needs or is not using an innovative approach.	
Mid 3-5	It is unclear how the project will respond to changing community conditions identified in the application or use an effective but not particularly innovative approach.	
High 6-10	The applicant demonstrates a high likelihood of responding to changing conditions and/or using an innovative approach.	

Access – Rate the extent to which the project will ensure non-English speakers, people with disabilities, people experiencing homelessness, seniors, low-income families, and/or youth can access the proposed program or activities.

Rating	Description	Score
Low 0-2	The proposal does not mention accessibility concerns and does not describe how it will remove barriers or help community members access its services.	
Mid 3-5	The proposal addresses accessibility concerns but does not identify concrete or impactful ways the project will remove barriers for priority populations.	
High 6-10	The proposal describes concrete and impactful ways the applicant will improve language, technology, and/or transportation access for priority populations.	

Email This Preview Save as PDF Print Close Window A▲▼

DUBLIN
CALIFORNIA
Powered by ZoomGrants™ and

City of Dublin
PCS - Human Services Division
City of Dublin, Fiscal Year 2024-25, Human Services Grant Program
Deadline: 1/19/2024

Assistance League of Amador Valley

Operation School Bell

Jump to: Organization Information Questions Budget Documents

USD$ 5,000.00 Requested

Submitted: 1/19/2024 11:31:45 PM (Pacific)

Project Contact
Elke Rank
grantschair@alamadorvalley.org
Tel: 925-353-0280

Additional Contacts
none entered

Assistance League of Amador Valley

PO Box 11843
Pleasanton, CA 94588
United States

President
Christina Perlin
President@ALAmadorValley.org

Telephone925-353-0280
Fax
Web www.assistanceleague.org/amador-valley

Organization Information *top*

1. Business License Number
200234

Questions *top*

1. Select the category that best describes your organization:
(Select only one.)
- [x] Non-Profit
- [ ] Public Agency
- [ ] Other:

2. Please describe your agency's mission (no more than 3 sentences or 250 characters).
Assistance League of Amador Valley's volunteers transform the lives of children and adults through community programs. Our vision is simple: Essential needs are met in our community and families flourish.

3. Select the category that best describes the project:
(Select only one. For Capital Projects, please contact City Staff ahead of the grant application submission to review additional requirements including the Davis-Bacon/Fair Labor Standards Act)
- [ ] Capital Project
- [x] Public Service Program or Project

4. Is this a "new" service, program, project or activity? "New" is identified as not yet started, implemented or in

operation.

- [ ] Yes
- [x] No

5. Provide a brief summary of the program/project for which your agency is seeking funding (No more than three sentences. This text will be used widely during the review and implementation process to describe your project).
Operation School Bell® is Assistance League's signature program. The mission of Operation School Bell® programs is to provide children in need with appropriate assistance to enhance self-esteem, promote learning, and regular school attendance.

Our programs under the Operation School Bell® umbrella are rooted in education and family; Projects include supporting up to 400 kids in the valley with new school clothes, donating nearly 1,500 books to local children to take home as their own, and supporting the Gathering Place in Pleasanton by supplying reading books, games, and gift cards for activities the kids can do together with their birth parents during these visits - among other actions that support fosters and unhoused youth.

6. Describe the challenges, needs, or service gaps in Dublin your program/project addresses. If you do not receive funding, what would the impact be? (You should reference Dublin demographics, statistics, and reports to make your case.)
Assistance League relies on a combination of grants and fundraisers. Without grants we could not continue to increase the services provided each year. The need is growing, and so too much the budget. We are proud to say that 91% of our revenue goes DIRECTLY to programming.

7. Estimate the total number of UNDUPLICATED Dublin residents to be served by this project.
(UNDUPLICATED means client is counted only once regardless of number of services received in a year.)
200

8. Which of the 14 Areas of Concern identified in the Eastern County 2011 Needs Assessment Report does your project identify with? Projects should meet the selected Areas of Concerns as well as helps the City of Dublin archive its Vision Statement that was included in its 2022 Strategic Plan.
The mission and vision statements are available online at www.dublin.ca.gov/1956/Application-Requirements-Process

- [ ] Behavioral Health (mental health and substance abuse)
- [ ] Affordable Housing
- [ ] Health Care (including dental)
- [ ] Workforce Development
- [ ] Homelessness
- [ ] Transportation Services and Access
- [ ] Domestic Violence and Child Abuse
- [ ] Disabilities
- [x] Food and Nutrition
- [ ] Senior Services
- [x] Youth Services
- [x] Child Care, Early Childhood Development and Education
- [ ] Changing Demographics and Growing Diversity
- [ ] Financial Assistance
- [ ] None of the Above

9. Describe in detail how Dublin grant funds will be used for this project. If the funds are used for staffing, be sure to provide specific details on the number and types of positions being funded. (If capital funding is being requested, this narrative should include a detailed project scope and project timeline. The scope of work should include any land tenure issues. Additional documentation include designs, site plans, etc. can be attached later in the "Documents" tab.)
(What specifically will the grant funds be used for?)
$5,000 is requested to support two programs under the Operation School Bell program umbrella - Clothing the Children & Foster Kids.

For Clothing the Children, funding will be used to purchase new school clothing for approximately 100 disadvantaged and/or homeless children living in Dublin (note: the program serves up to 400 total in the Tri-Valley). Each participant is paired with a caring volunteer member from the Assistance League for about an hour, and they fill a basket with all the back to school essentials - shoes, coat, clothes, socks. They also receive a book and some toiletries. The pure joy and appreciation from the both the student and their parents cannot be adequately expressed. Total budget per child depends on their grade, but range

this year $150 to $175. This event takes place over several designated weekends each fall.

For Foster Kids, funding will be used (1) to support The Gathering Place by purchasing games, books, and gift cards used to create a gentle and supportive environment for foster kids to meet with their biological parents, and (2) to support unique needs identified by Dublin school district teachers such as their request this FY for support towards purchasing supplies needed at a food pantry serving both unhoused and foster students. This project runs nearly year-around.

10. Describe how you will measure the effectiveness of this program/project. Describe your criteria for success. What results do you expect to have achieved at the end of this grant?
Our results are specific in terms of exact number of people served by our programs. We work with Title 1 school district teachers and counselors and social workers to identify the students and classrooms in most need and we tailor our work and budget around that.

11. The City Council updated Dublin's Mission, Vision, and Values in 2020 to include Inclusivity, Diversity and Equity. How does your project further these values?
The full statements are available at www.dublin.ca.gov/72/mission-vision
Those who can be identified as being most in need will receive the benefits of our efforts. There are no other screening, etc., tools.

Assistance League of Amador Valley is committed to transforming lives and pursuing greater diversity, equity and inclusion. Our practices will respect the dignity and intrinsic value of the individuals we serve and with whom we serve. We commit to increasing our cultural understanding including the recognition of underlying factors that impact members of our community.

12. For the Fiscal Year 2024-2025 Human Services Grant Cycle, additional funding may be available through the City's American Rescue Plan Act allocation. Organizations that are eligible for this funding must provide services that are responding to the economic and public health impacts of the COVID-19 Pandemic. If applicable, please describe how your organization's programs and services directly respond to negative economic or public health impacts of the COVID-19 Pandemic.
Enter "NA" if not eligible.
NA

13. ** QUESTIONS 14 THROUGH 24 ARE FOR THOSE ORGANIZATIONS INTERESTED IN APPLYING FOR FEDERAL COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) FUNDING ONLY. ** Are you are interested in applying for CDBG funds?

- ☐ Yes. If so, check box here and answer questions 14 through 25.
- ☑ No. If no, check box here and enter NA
- ☐ Don't know. If you are unsure, please call City staff at (925) 833-6645.

14. CDBG ONLY- Explain your Limited English Proficiency/Language Access Plan (LEP/LAP). How does your agency outreach to limited English speaking residents to encourage access to services? What access accommodations are used? Etc. Provide detail
Please enter "N/A" if you are not interested in qualifying for CDBG funding.
n/a

15. CDBG ONLY - Identify at least one HUD Guiding Principle that relates to your project:

- ☐ Be culturally accessible, appropriate and inclusive
- ☐ Encourage community engagement and involvement
- ☐ Promote energy and resource efficiency
- ☐ Encourage networking and information sharing across service providers
- ☐ Encourage process streamlining
- ☐ Consolidate service delivery
- ☑ Not Applicable. Not interested in CDBG funding.

16. CDBG ONLY - Identify at least HUD Consolidated Plan Goal that relates to your project:
(Select Category and Applicable Goals)

- ☐ A) Housing
- ☐ Goal 1: Promote the production, rehabilitation, and preservation of affordable housing (rental and ownership) through acquisition, rehabilitation, new construction, and minor repair.
- ☐ Goal 2: Reduction of housing discrimination through provision of fair housing and tenant/landlord services.
- ☐ Goal 3: Use resources to assist low-income residents make rental assistance payments in response to Covid-19.
- ☐ B) Homeless
- ☐ Goal 1: Use resource to end homelessness by funding and supporting homeless service programs.

- [ ] C) Supportive Housing
- [ ] Goal 1: Increase the availability of services enriched housing for persons with special needs by supporting acquisition and new construction of housing units.
- [ ] D) Community Development
- [ ] Goal 1: Make improvements, including ADA accessibility and rehabilitation to public facilities, such as curbs and sidewalks, neighborhood parks and recreational improvements, homeless facilities and other public facilities/community centers.
- [ ] Goal 2: Fund economic development, micro-enterprise, and on-the-job training.
- [ ] Goal 3: Support public service programs for low income residents, preserving safety net services for families and individuals who are vulnerable or
- [x] F) Not Applicable. Not interested in CDBG funding.

17. CDBG ONLY - Identify at least one HUD Strategic Goal that relates to your project:

- [ ] Public Services
- [ ] Public Facilities
- [ ] Rental Assistance
- [ ] Affordable Housing
- [ ] Increase Opportunities for 1st Time Homebuyers
- [ ] Promote Decent Affordable Rental Housing
- [ ] Strengthen Communities
- [ ] Ensure Equal Opportunity in Housing
- [ ] Reduce Housing Discrimination
- [ ] Promote Participation of Grass-Roots, Faith-Based, and other Community-Based Organizations
- [x] Not Applicable. Not interested in CDBG funding.

18. CDBG ONLY - Select one HUD Objective that relates to your project:

(TIP: When selecting an objective ask yourself, "What is the purpose of the activity? What is the larger community need that I am seeking to address?")

- [ ] Creating a Suitable Living Environment
- [ ] Providing Decent Affordable Housing
- [ ] Creating Economic Opportunities
- [x] Not Applicable. Not interested in CDBG funding.

19. CDBG ONLY - Select one HUD Outcome that relates to your project:

(TIP: When selecting an outcome ask yourself, "What type of change or result am I seeking?")

- [ ] Availability/Accessibility
- [ ] Affordability
- [ ] Sustainability
- [x] Not Applicable. I am not interested in qualifying for CDBG funding.

20. CDBG ONLY - Select one HUD Specific Indicator that relates to your project:

- [ ] Public facility or infrastructure: This indicator shows the number of persons that have been assisted by public facility or infrastructure activities that provide individuals with new or improved access to the facility or infrastructure. If the activity was used to meet a quality standard or to measurably improve quality, then this indicator will report the number of household units that no longer have access to a substandard service.
- [ ] Public Service: This indicator shows the number of persons that have been assisted with new or improved access to a service. If the activity was used to meet a quality standard or to measurably improve quality, then this indicator will report the number of persons that no longer have access to a substandard service.
- [ ] Targeted revitalization: This indicator shows a range of outcomes such as jobs created and retained, businesses assisted, low- and moderate-income persons and households served, slum/blight demolition, number of acres of brownfields remediated, etc. in a targeted area.
- [ ] Commercial facade treatments or business building rehabilitation: This indicator shows the number of commercial facade treatments undertaken and the number of business buildings that were rehabilitated.
- [ ] Brownfields remediated: This indicator shows the number of acres of brownfields that were remediated.
- [ ] Rental units constructed: This indicator shows the number of affordable rental units created, as well as the number of years of affordability, number of units occupied by the elderly, and those units designated for chronically homeless persons and persons with HIV/AIDS.

- [ ] Rental units rehabilitated: This indicator shows the number of affordable rental units rehabilitated as well as the number of years of affordability, units for chronically homeless persons, elderly persons, and persons with HIV/AIDS.
- [ ] Homeownership units constructed or acquired with rehabilitation: This indicator shows the total number of homeownership units constructed, acquired, and/or acquired with rehabilitation per activity. This includes total number of affordable units, number of years of affordability, Energy Star qualified units, section 504 accessible units, and number of households previously living in subsidized housing. In addition, data will be collected on the number of units occupied by the elderly, number of units designated for persons with HIV/AIDS, and number of units for the chronically homeless.
- [ ] Owner occupied units rehabilitated: This indicator shows the total number of owner occupied units rehabilitated, including the number of these units occupied by the elderly, number of units designated for persons with HIV/AIDS, and number of units for the chronically homeless.
- [ ] Direct financial assistance to homebuyers: This indicator shows the number of homebuyers receiving direct financial assistance, housing counseling, and down payment assistance/closing costs.
- [ ] Tenant Based Rental Assistance (TBRA): This indicator shows the total number of households receiving TBRA as well as the number with short-term rental assistance (less than 12 months) and the number of homeless and chronically homeless households assisted.
- [ ] Homeless shelters: This indicator shows the number of homeless persons given overnight shelter.
- [ ] Emergency housing: This indicator shows the number of beds created in an overnight shelter or other emergency housing.
- [ ] Homeless prevention: This indicator shows the number of households that received emergency financial assistance to prevent homelessness and emergency legal assistance to prevent homelessness.
- [ ] Jobs created: Of the total number of jobs created, this indicator shows the number of jobs that have employee-sponsored health care, the types of jobs created (using Economic Development Administration (EDA) classifications) and the number of persons unemployed before taking the job.
- [ ] Jobs retained: Of the total number of jobs retained, this indicator shows the number of jobs retained, the number of jobs with employer-sponsored health care benefits, and the types of jobs retained (using EDA classifications)
- [ ] Business assistance: This indicator shows the total number of businesses assisted. Specifically, it shows the number of new businesses, existing businesses, and the DUNS number of each business so that HUD can track the number of new businesses that remain operational for three years after assistance.
- [ ] Businesses providing goods or services: This indicator shows whether an assisted business provides goods or services to meet the needs of the service area, neighborhood, or community, as determined by the grantee.
- [x] Not Applicable. Not interested in CDBG funding

21. CDBG ONLY - Please choose a common indicator that your agency will use to track clients:
(Select only ONE.)

- [ ] Persons
- [ ] Households
- [x] Not Applicable. Not interested in CDBG funding

22. CDBG ONLY - Based on the common indicator you selected above, please list the number of unduplicated Dublin clients (EITHER Persons OR Households) your agency anticipates serving in each category. If none, please enter "0".

	Seniors (62 and older)
	People with Disabilities
	Female-Headed Households
	Youth
	Homeless
n/a	Not Applicable. Not interested in CDBG funding (Type N/A)
0.00	**TOTAL**

23. CDBG ONLY - Based on the common indicator you selected above, please list the number of unduplicated Dublin clients (EITHER Persons OR Households) your agency anticipates serving in each category. If none, please enter "0".
Area Median Income ("AMI") information is available online at www.dublin.ca.gov/1956/Application-Requirements-Process

40	Extremely Low Income (<30% AMI)
40	Very Low Income (30%-50% AMI)
0	Low Income (50%-80% AMI)

0	Moderate Income (80%-120% AMI)
80.00	**TOTAL**

24. CDBG ONLY - List the number of clients your agency anticipates serving in race/ethnicity categories. Per HUD, "Hispanic" is an ethnicity, not a race.

The sum entered below must match the total clients entered in Question #9 above. If none, please enter "0"

	White
	White + HISPANIC
	Black/African American
	Black/African American + HISPANIC
	Asian
	Asian + HISPANIC
	American Indian/Alaskan Native
	American Indian/Alaskan Native + HISPANIC
	Native Hawaiian/Other Pacific Islander
	Native Hawaiian/Other Pacific Islander + HISPANIC
	American Indian/ Alaskan Native and White
	American Indian/ Alaskan Native and White + HISPANIC
	Asian and White
	Asian and White + HISPANIC
	Black/African American and White
	Black/African American and White + HISPANIC
	American Indian/Alaskan Native and Black/African American
	American Indian/Alaskan Native and Black/African American + HISPANIC
	Multi Racial + HISPANIC OR other Multi Racial
n/a	Not Applicable. Not interested in CDBG funding. (Type N/A)
0.00	**TOTAL**

25. If your agency is submitting more than one application or the same agency has different programs within it, please RANK the priority of this application, with number 1 being the highest priority for funding. There should only be one #1 PER AGENCY

- [x] #1 - This program/project has the agency's highest priority for funding.
- [ ] #2 - This program/project has the agency's 2nd highest priority for funding.
- [ ] #3 - This program/project has the agency's 3rd highest priority for funding.
- [ ] #4 - This program/project has the agency's 4th highest priority for funding.
- [ ] #5 - This program/project has the agency's 5th highest priority for funding.
- [ ] #6 - This program/project has the agency's 6th highest priority for funding.
- [ ] If you have more than 6 applications per organization, agency, district or entity, check here.

26. Has your organization or a paid employee of your organization made a political contribution to a current City of Dublin Councilmember or Mayor within the last 12 months? Under Section 84308 of the Political Reform Act, elected officials are prohibited from taking part in an entitlement for use proceedings if the official has received a contribution exceeding $250 from a party or participant in the proceeding within the preceding 12 months. More information can be found on the Fair Political Practices Commission (FPPC website) here: https://www.fppc.ca.gov/learn/pay-to-play-limits-and-prohibitions.

If you answer Yes, it will not disqualify you from the process or impact your application. An additional form will be emailed for you to provide details of the contributions for reporting purposes pursuant to the Political Reform Act.

- [ ] Yes
- [x] No

Budget *top*

Funding Sources/Revenues	Budget Amount	Amount Committed
grant awards	USD$ 37,300.00	USD$ 15,000.00
fundraising income (approx)	USD$ 113,000.00	USD$ 50,000.00
Total	**USD$ 150,300.00**	**USD$ 65,000.00**

Funding Uses/Expenses	Budget Amount	Amount Committed
Operation School Bell	USD$ 64,500.00	USD$ 15,000.00
Total	**USD$ 64,500.00**	**USD$ 15,000.00**

Budget Narrative

$5,000 is requested to support two programs under Operation School Bell - Clothing the Children & Foster Kids. For Clothing the Children, funding will be used to purchase new school clothing for approximately 100 disadvantaged and/or homeless children living in Dublin (note: the program serves up to 400 total in the Tri-Valley). For Foster Kids, funding will be used (1) to support The Gathering Place by purchasing games, books, and gift cards used to create a gentle and supportive environment for foster kids to meet with their biological parents, and (2) to support unique needs identified by Dublin school district such as their request this FY for monthly support for supplies at the school food pantry.

$64,500 is the total budget for the tri-valley for the current FY ($60,000 for Clothing the Children, and $4,500 for Foster Kids). We increased the budget for the Clothing the Children program by $10,000 in a mid-year adjustment so we could increase the amount per child.

We rely on both grants and fundraisers to support our programs. So far we have been awarded $15,000 in grants towards these AND other programs. We have approximately $50,000 in fundraiser income with more yet to come in the coming months.

Documents *top*

Documents Requested *	Required?	Attached Documents *
Program Expense Budget for ALL Grant Requests	☑	Budget
Financial Information Form for ALL Grant Requests	☑	Budget
List of Board of Directors (or governing body) with agency contact information	☑	Board Members org chart
Current Annual Budget for the Entire Agency	☑	Budget
Copy of most recently submitted IRS 990 form or Tax Return (include complete form)	☑	Financials
Board of Director's (or governing body's) designation of authorized official	☑	Authorize official
Board of Director's (or governing body's) authorization to request funding (may be same document as one above)	☑	Authorize funding
Proof of insurance carried, including bonding, liability and/or workers' compensation	☑	Insurance
STATE AND FEDERAL NON-PROFIT DETERMINATION LETTER. All organizations MUST have approved non-profit status from the State of California and Federal Tax Identification Number at time of application. Non-compliant applicants will be disqualified.	☑	IRS tax exempt Fed IRS tax exempt
Certified Audit and/or Certified Financial Statements	☑	Financials
REQUIRED FOR CDBG ONLY - If requesting Capital Funding, please upload your Capital expenditure budget (your own format is acceptable)		

REQUIRED FOR CDBG ONLY - Personnel Policies Including Affirmative Action Plan and Grievance Procedure	
REQUIRED FOR CDBG ONLY - Agency Audit Requirements and Copy of Last Audit Highlighting "Findings" Section	
REQUIRED FOR CDBG ONLY - Articles of Incorporation and Bylaws	Bylaws
REQUIRED FOR CDBG ONLY - Conflict of Interest Statement (if not included in Bylaws)	
REQUIRED FOR CDBG ONLY - AGENCY'S LIMITED ENGLISH PROFICIENCY LANGUAGE ACCESS PLAN (LEP/LAP). Must include outreach to limited English speaking residents to encourage access to services & housing. Include what access accommodations are used.	
REQUIRED FOR CDBG ONLY - LEVERAGING REPORT- this is due with the 2nd quarter report no later than January 15th	
Supporting Documents such as Agency Strategic Plan, Needs Assessment, etc. (Not Required)	
Other Supporting Documents (Not Required)	

** ZoomGrants™ is not responsible for the content of uploaded documents.*

Application ID: 461198

Become a fan of ZoomGrants™ on Facebook
Problems? Contact us at Questions@ZoomGrants.com
©2002-2024 GrantAnalyst.com. All rights reserved.
"ZoomGrants" and the ZoomGrants logo are trademarks of GrantAnalyst.com, LLC.
Logout | Browser

DUBLIN
CALIFORNIA
Powered by ZoomGrants™ and

City of Dublin
PCS - Human Services Division
City of Dublin, Fiscal Year 2024-25, Human Services Grant Program
Deadline: 1/19/2024

Axis Community Health

Enrollment Specialist

Jump to: Organization Information Questions Budget Documents

USD$ 7,759.78 Requested

Submitted: 1/18/2024 4:59:12 PM (Pacific)

Project Contact
Liz Perez-Howe
contracts@axishealth.org
Tel: 925.201.6068

Additional Contacts
none entered

Axis Community Health

5925 W. Las Positas Blvd., Suite 100
Pleasanton, CA 94588
United States

Telephone (925) 201-6035 x
Fax (925) 417-1503 x
Web www.axishealth.org

CEO
Liz Perez-Howe
lhowe@axishealth.org

Organization Information top

1. Business License Number

Questions top

1. Select the category that best describes your organization:
(Select only one.)
- [x] Non-Profit
- [ ] Public Agency
- [ ] Other:

2. Please describe your agency's mission (no more than 3 sentences or 250 characters).
Axis Community Health, established in 1972, delivers comprehensive healthcare services to the Tri-Valley. We provide accessible primary care, mental health counseling, substance abuse treatment, dental, and preventive care to low-income residents.

3. Select the category that best describes the project:
(Select only one. For Capital Projects, please contact City Staff ahead of the grant application submission to review additional requirements including the Davis-Bacon/Fair Labor Standards Act)
- [ ] Capital Project
- [x] Public Service Program or Project

4. Is this a "new" service, program, project or activity? "New" is identified as not yet started, implemented or in operation.

- [x] Yes
- [ ] No

5. Provide a brief summary of the program/project for which your agency is seeking funding (No more than three sentences. This text will be used widely during the review and implementation process to describe your project).
Axis Community Health is seeking funding for a new Enrollment Specialist to facilitate the January 2024 expansion of Medi-Cal, with a specific focus on serving newly eligible individuals, including undocumented residents. The specialist will play a crucial role in guiding people through the Medi-Cal redetermination process, providing vital support to those who have lost coverage and are now eligible for insurance as well as those who are newly eligible for health insurance. This project strategically addresses service gaps, ensuring continued access to essential healthcare for the community's most vulnerable members.

6. Describe the challenges, needs, or service gaps in Dublin your program/project addresses. If you do not receive funding, what would the impact be? (You should reference Dublin demographics, statistics, and reports to make your case.)
In 2024, more Californians need help enrolling in healthcare for the first time and re-enrolling in public health insurance due to the Medi-Cal redetermination process. There are two main challenges regarding healthcare insurance enrollment. Firstly, the Medi-Cal redetermination process may lead to individuals losing their healthcare coverage, requiring them to re-enroll in eligible insurance plans. Secondly, new rules permit enrollment for individuals previously ineligible for Medi-Cal. However, the enrollment process is intricate, posing difficulties for many to navigate independently. Our Enrollment Specialist can assist both groups by determining their eligible insurance options and guiding them through the enrollment process for public health insurance.

According to the 2017-2021 American Community Survey, over one in five people (53,667) in the Tri-Valley use a public health insurance option including Medi-Cal, Medicaid or Medicare. Adding to this need, about 7.2% of people in Alameda County don't have any health insurance at all. In addition, fewer adults in Tri-Valley get regular check-ups compared to adults in the whole of California. The 2023-2025 Stanford Health Care Tri-Valley Needs Assessment stated that “smaller proportions of adults in the Tri-Valley cities had routine annual check-ups compared to all California adults.” The 2022 Community Health Needs Assessment (CHNA) by John Muir Health also stated that access to healthcare is one of the top needs in the Tri-Valley. People in Tri-Valley need better access to healthcare and that starts with enrollment into a healthcare plan. Our project is vital because it focuses on helping people keep their health insurance and get enrolled in the health insurance they qualify for.

7. Estimate the total number of UNDUPLICATED Dublin residents to be served by this project.
(UNDUPLICATED means client is counted only once regardless of number of services received in a year.)
90

8. Which of the 14 Areas of Concern identified in the Eastern County 2011 Needs Assessment Report does your project identify with? Projects should meet the selected Areas of Concerns as well as helps the City of Dublin archive its Vision Statement that was included in its 2022 Strategic Plan.
The mission and vision statements are available online at www.dublin.ca.gov/1956/Application-Requirements-Process

- [ ] Behavioral Health (mental health and substance abuse)
- [ ] Affordable Housing
- [x] Health Care (including dental)
- [ ] Workforce Development
- [ ] Homelessness
- [ ] Transportation Services and Access
- [ ] Domestic Violence and Child Abuse
- [ ] Disabilities
- [ ] Food and Nutrition
- [ ] Senior Services
- [ ] Youth Services
- [ ] Child Care, Early Childhood Development and Education
- [ ] Changing Demographics and Growing Diversity
- [ ] Financial Assistance
- [ ] None of the Above

9. Describe in detail how Dublin grant funds will be used for this project. If the funds are used for staffing, be sure to provide specific details on the number and types of positions being funded. (If capital funding is being requested, this narrative should include a detailed project scope and project timeline. The scope of work should include any land tenure issues. Additional documentation include designs, site plans, etc. can be attached later in

the "Documents" tab.)
(What specifically will the grant funds be used for?)
All grant funds will be solely allocated to the establishment and maintenance of the new Enrollment Specialist role. The new Enrollment Specialist will play a pivotal role in administering the project, focusing on the 2024 Medi-Cal redetermination process, and in serving Dublin's diverse community. The specialist will be extensively trained to understand intricate insurance eligibility criteria, ensuring a comprehensive grasp of the evolving healthcare landscape. In their first visit, the Enrollment Specialist will spend up to an hour guiding the community member on the documentation needed for application or renewal before helping them complete and submit the insurance enrollment application to Alameda Social Services. This role is a support position for anyone that needs to navigate the public health insurance system.

Residents can easily connect with the project in different ways. If someone is new to Axis, they'll get an appointment with the enrollment department to check if they can get coverage through health plans. People who just walk in can also get help in the Enrollment department if they ask for it. For those who've been here before, they'll have planned meetings with the Enrollment Specialist when their coverage is ending or if something changes that might affect their eligibility for health plan coverage. With procedural reasons accounting for most disenrollments, there is an inherent risk of individuals experiencing breaks in coverage. The Enrollment Specialist will be instrumental in preventing such disruptions, facilitating a seamless transition for citizens who require ongoing healthcare access.

The Enrollment Specialist's training includes a deep understanding of insurance eligibility criteria, enabling them to navigate the complexities of the redetermination process effectively. They will possess the knowledge and expertise to guide individuals through the intricacies of Medi-Cal and Covered California insurance, ensuring accurate assessments of eligibility. This training encompasses staying informed about the evolving landscape of healthcare policies and enrollment protocols, guaranteeing that the specialist remains well-equipped to assist clients throughout the redetermination process.

The goal of this grant is to make enrollment services easily accessible to uninsured residents, providing personalized assistance in understanding their eligibility status, exploring health plan options, and making informed decisions about their healthcare coverage and to promote equitable access to healthcare services. In essence, the new Enrollment Specialist role will serve as a critical resource in safeguarding the health and well-being of our community members during this pivotal juncture in healthcare policy changes.

10. Describe how you will measure the effectiveness of this program/project. Describe your criteria for success. What results do you expect to have achieved at the end of this grant?
The position's effectiveness will be assessed through quantitative metrics, mainly focusing on the number of clients served and enrolled in insurance programs. Additionally, qualitative feedback from clients and periodic evaluations of the specialist's impact on community awareness and engagement will contribute to assessing effectiveness.

This project is strategically designed to break down barriers to insurance enrollment, ensuring increased healthcare coverage for local citizens, with particular attention to vulnerable communities of color and those whose primary language is not English.

Given research from the California Health Care Foundation highlighting disparities in disenrollment among communities of color and non-English speakers, this grant aims to mitigate such risks by empowering the new Enrollment Specialist to address this demand. Their targeted efforts will address the unique challenges faced by these populations, facilitating a more inclusive and equitable enrollment process.

This grant is pivotal in fostering greater health equity. The Enrollment Specialist will proactively engage with the community, ensuring that individuals are informed about the need to take action to maintain their healthcare coverage during critical junctures like the Medi-Cal redetermination process.

The role becomes crucial in preventing coverage lapses resulting from paperwork mistakes or missed notices, situations that disproportionately impact vulnerable populations. By providing personalized guidance and support, the Enrollment Specialist will serve as a reliable resource for individuals, mitigating the risk of coverage loss due to administrative challenges.

This project's effectiveness will be rigorously assessed using a combination of quantitative metrics and feedback.

Key performance indicators include:

1. Number of Clients Served: Tracking the volume of individuals actively engaged and served by the Enrollment Specialist, providing a tangible measure of outreach and assistance.

2. Successful Enrollments: Quantifying the number of individuals successfully enrolled in insurance programs, highlighting the project's impact on increasing healthcare coverage.

3. Community Awareness and Engagement: Periodic evaluations will measure the specialist's impact on community awareness, ensuring that the information reaches and resonates with diverse populations, particularly communities of color and non-English speakers.

Qualitative feedback from clients will be gathered to gain insights into the perceived effectiveness of the specialist's assistance, ensuring that the project is not only meeting quantitative targets but also addressing the unique needs and challenges faced by the community.

By the end of this grant, we anticipate:

1. Increased Enrollment Rates: A demonstrable increase in the number of local citizens enrolled in healthcare programs, reflecting the success of the Enrollment Specialist in breaking down barriers to enrollment.

2. Enhanced Community Awareness: Greater awareness within vulnerable populations, reducing the likelihood of disenrollment and ensuring that community members are well-informed about the actions required to maintain healthcare coverage.

3. Improved Health Equity: A measurable reduction in disparities related to disenrollment, with a specific focus on addressing the needs of communities of color and non-English speakers.

11. The City Council updated Dublin's Mission, Vision, and Values in 2020 to include Inclusivity, Diversity and Equity. How does your project further these values?
The full statements are available at www.dublin.ca.gov/72/mission-vision
This project actively advances Diversity, Equity, and Inclusion (DEI) by addressing the unique challenges faced by low-income populations in Dublin. The Enrollment Specialist, with a specific focus on the 2024 Medi-Cal redetermination process, becomes a cornerstone for promoting greater health equity. By targeting enrollment efforts towards uninsured individuals, particularly undocumented residents who often fall within low-income brackets, the project takes deliberate steps to break down barriers to healthcare access.

The Tri-Valley's diverse demographics, encompassing a notable undocumented and economically vulnerable population, underscore the critical need for initiatives that prioritize DEI principles. The Enrollment Specialist's role becomes instrumental in fostering an inclusive healthcare delivery system, ensuring that individuals from various backgrounds have equitable access to essential healthcare services.

Through this targeted approach, the project not only acknowledges the diversity within the community but actively works to address the specific needs of low-income populations. By facilitating enrollment for those at risk during the Medi-Cal redetermination process, the project contributes to dismantling systemic barriers and fostering a more inclusive and equitable healthcare landscape for all residents, irrespective of their socioeconomic or immigration status.

12. For the Fiscal Year 2024-2025 Human Services Grant Cycle, additional funding may be available through the City's American Rescue Plan Act allocation. Organizations that are eligible for this funding must provide services that are responding to the economic and public health impacts of the COVID-19 Pandemic. If applicable, please describe how your organization's programs and services directly respond to negative economic or public health impacts of the COVID-19 Pandemic.
Enter "NA" if not eligible.
Axis shifted our delivery of services and offerings overnight to meet the change in health needs brought on by the pandemic. This role will support marginalized communities negatively affected by the COVID pandemic by providing vital assistance to individuals in navigating insurance options. The Enrollment Specialist will be a crucial resource in helping these communities regain access to healthcare coverage, which is essential for their overall well-being in the post-pandemic recovery phase.

13. ** QUESTIONS 14 THROUGH 24 ARE FOR THOSE ORGANIZATIONS INTERESTED IN APPLYING FOR FEDERAL COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) FUNDING ONLY. ** Are you are interested in applying for CDBG funds?

- [x] Yes. If so, check box here and answer questions 14 through 25.
- [ ] No. If no, check box here and enter NA
- [ ] Don't know. If you are unsure, please call City staff at (925) 833-6645.

14. CDBG ONLY- Explain your Limited English Proficiency/Language Access Plan (LEP/LAP). How does your agency outreach to limited English speaking residents to encourage access to services? What access accommodations are used? Etc. Provide detail
Please enter "N/A" if you are not interested in qualifying for CDBG funding.
Axis values diversity; many staff are bilingual. With translation services available to all patients, we ensure seamless access to care for all.

15. CDBG ONLY - Identify at least one HUD Guiding Principle that relates to your project:

- [x] Be culturally accessible, appropriate and inclusive
- [x] Encourage community engagement and involvement

- [ ] Promote energy and resource efficiency
- [ ] Encourage networking and information sharing across service providers
- [ ] Encourage process streamlining
- [ ] Consolidate service delivery
- [ ] Not Applicable. Not interested in CDBG funding.

16. CDBG ONLY - Identify at least HUD Consolidated Plan Goal that relates to your project:
(Select Category and Applicable Goals)

- [ ] A) Housing
- [ ] Goal 1: Promote the production, rehabilitation, and preservation of affordable housing (rental and ownership) through acquisition, rehabilitation, new construction, and minor repair.
- [ ] Goal 2: Reduction of housing discrimination through provision of fair housing and tenant/landlord services.
- [ ] Goal 3: Use resources to assist low-income residents make rental assistance payments in response to Covid-19.
- [ ] B) Homeless
- [ ] Goal 1: Use resource to end homelessness by funding and supporting homeless service programs.
- [ ] C) Supportive Housing
- [ ] Goal 1: Increase the availability of services enriched housing for persons with special needs by supporting acquisition and new construction of housing units.
- [ ] D) Community Development
- [ ] Goal 1: Make improvements, including ADA accessibility and rehabilitation to public facilities, such as curbs and sidewalks, neighborhood parks and recreational improvements, homeless facilities and other public facilities/community centers.
- [ ] Goal 2: Fund economic development, micro-enterprise, and on-the-job training.
- [x] Goal 3: Support public service programs for low income residents, preserving safety net services for families and individuals who are vulnerable or
- [ ] F) Not Applicable. Not interested in CDBG funding.

17. CDBG ONLY - Identify at least one HUD Strategic Goal that relates to your project:

- [x] Public Services
- [ ] Public Facilities
- [ ] Rental Assistance
- [ ] Affordable Housing
- [ ] Increase Opportunities for 1st Time Homebuyers
- [ ] Promote Decent Affordable Rental Housing
- [ ] Strengthen Communities
- [ ] Ensure Equal Opportunity in Housing
- [ ] Reduce Housing Discrimination
- [ ] Promote Participation of Grass-Roots, Faith-Based, and other Community-Based Organizations
- [ ] Not Applicable. Not interested in CDBG funding.

18. CDBG ONLY - Select one HUD Objective that relates to your project:
(TIP: When selecting an objective ask yourself, "What is the purpose of the activity? What is the larger community need that I am seeking to address?")

- [x] Creating a Suitable Living Environment
- [ ] Providing Decent Affordable Housing
- [ ] Creating Economic Opportunities
- [ ] Not Applicable. Not interested in CDBG funding.

19. CDBG ONLY - Select one HUD Outcome that relates to your project:
(TIP: When selecting an outcome ask yourself, "What type of change or result am I seeking?")

- [x] Availability/Accessibility
- [ ] Affordability
- [ ] Sustainability
- [ ] Not Applicable. I am not interested in qualifying for CDBG funding.

20. CDBG ONLY - Select one HUD Specific Indicator that relates to your project:

- [ ] Public facility or infrastructure: This indicator shows the number of persons that have been assisted by public facility or infrastructure activities that provide individuals with new or improved access to the facility or infrastructure. If the activity was used to meet a quality standard or to measurably improve quality, then this indicator will report the number of household units that no longer have access to a substandard service.
- [x] Public Service: This indicator shows the number of persons that have been assisted with new or improved access to a service. If the activity was used to meet a quality standard or to measurably improve quality, then this indicator will report the number of persons that no longer have access to a substandard service.
- [ ] Targeted revitalization: This indicator shows a range of outcomes such as jobs created and retained, businesses assisted, low- and moderate-income persons and households served, slum/blight demolition, number of acres of brownfields remediated, etc. in a targeted area.
- [ ] Commercial facade treatments or business building rehabilitation: This indicator shows the number of commercial facade treatments undertaken and the number of business buildings that were rehabilitated.
- [ ] Brownfields remediated: This indicator shows the number of acres of brownfields that were remediated.
- [ ] Rental units constructed: This indicator shows the number of affordable rental units created, as well as the number of years of affordability, number of units occupied by the elderly, and those units designated for chronically homeless persons and persons with HIV/AIDS.
- [ ] Rental units rehabilitated: This indicator shows the number of affordable rental units rehabilitated as well as the number of years of affordability, units for chronically homeless persons, elderly persons, and persons with HIV/AIDS.
- [ ] Homeownership units constructed or acquired with rehabilitation: This indicator shows the total number of homeownership units constructed, acquired, and/or acquired with rehabilitation per activity. This includes total number of affordable units, number of years of affordability, Energy Star qualified units, section 504 accessible units, and number of households previously living in subsidized housing. In addition, data will be collected on the number of units occupied by the elderly, number of units designated for persons with HIV/AIDS, and number of units for the chronically homeless.
- [ ] Owner occupied units rehabilitated: This indicator shows the total number of owner occupied units rehabilitated, including the number of these units occupied by the elderly, number of units designated for persons with HIV/AIDS, and number of units for the chronically homeless.
- [ ] Direct financial assistance to homebuyers: This indicator shows the number of homebuyers receiving direct financial assistance, housing counseling, and down payment assistance/closing costs.
- [ ] Tenant Based Rental Assistance (TBRA): This indicator shows the total number of households receiving TBRA as well as the number with short-term rental assistance (less than 12 months) and the number of homeless and chronically homeless households assisted.
- [ ] Homeless shelters: This indicator shows the number of homeless persons given overnight shelter.
- [ ] Emergency housing: This indicator shows the number of beds created in an overnight shelter or other emergency housing.
- [ ] Homeless prevention: This indicator shows the number of households that received emergency financial assistance to prevent homelessness and emergency legal assistance to prevent homelessness.
- [ ] Jobs created: Of the total number of jobs created, this indicator shows the number of jobs that have employee-sponsored health care, the types of jobs created (using Economic Development Administration (EDA) classifications) and the number of persons unemployed before taking the job.
- [ ] Jobs retained: Of the total number of jobs retained, this indicator shows the number of jobs retained, the number of jobs with employer-sponsored health care benefits, and the types of jobs retained (using EDA classifications)
- [ ] Business assistance: This indicator shows the total number of businesses assisted. Specifically, it shows the number of new businesses, existing businesses, and the DUNS number of each business so that HUD can track the number of new businesses that remain operational for three years after assistance.
- [ ] Businesses providing goods or services: This indicator shows whether an assisted business provides goods or services to meet the needs of the service area, neighborhood, or community, as determined by the grantee.
- [ ] Not Applicable. Not interested in CDBG funding

21. CDBG ONLY - Please choose a common indicator that your agency will use to track clients:
(Select only ONE.)

- [x] Persons
- [ ] Households
- [ ] Not Applicable. Not interested in CDBG funding

22. CDBG ONLY - Based on the common indicator you selected above, please list the number of unduplicated Dublin clients (EITHER Persons OR Households) your agency anticipates serving in each category. If none, please enter "0".

31	Seniors (62 and older)
5	People with Disabilities

14	Female-Headed Households
11	Youth
2	Homeless
	Not Applicable. Not interested in CDBG funding (Type N/A)
63.00	**TOTAL**

23. CDBG ONLY - Based on the common indicator you selected above, please list the number of unduplicated Dublin clients (EITHER Persons OR Households) your agency anticipates serving in each category. If none, please enter "0".

Area Median Income ("AMI") information is available online at www.dublin.ca.gov/1956/Application-Requirements-Process

51	Extremely Low Income (<30% AMI)
3	Very Low Income (30%-50% AMI)
5	Low Income (50%-80% AMI)
8	Moderate Income (80%-120% AMI)
67.00	**TOTAL**

24. CDBG ONLY - List the number of clients your agency anticipates serving in race/ethnicity categories. Per HUD, "Hispanic" is an ethnicity, not a race.

The sum entered below must match the total clients entered in Question #9 above. If none, please enter "0"

3	White
3	White + HISPANIC
1	Black/African American
1	Black/African American + HISPANIC
5	Asian
1	Asian + HISPANIC
1	American Indian/Alaskan Native
1	American Indian/Alaskan Native + HISPANIC
1	Native Hawaiian/Other Pacific Islander
1	Native Hawaiian/Other Pacific Islander + HISPANIC
0	American Indian/ Alaskan Native and White
0	American Indian/ Alaskan Native and White + HISPANIC
0	Asian and White
0	Asian and White + HISPANIC
0	Black/African American and White
0	Black/African American and White + HISPANIC
0	American Indian/Alaskan Native and Black/African American
0	American Indian/Alaskan Native and Black/African American + HISPANIC
1	Multi Racial + HISPANIC OR other Multi Racial
	Not Applicable. Not interested in CDBG funding. (Type N/A)
19.00	**TOTAL**

25. If your agency is submitting more than one application or the same agency has different programs within it, please RANK the priority of this application, with number 1 being the highest priority for funding. There should only be one #1 PER AGENCY

- [x] #1 - This program/project has the agency's highest priority for funding.
- [ ] #2 - This program/project has the agency's 2nd highest priority for funding.
- [ ] #3 - This program/project has the agency's 3rd highest priority for funding.
- [ ] #4 - This program/project has the agency's 4th highest priority for funding.
- [ ] #5 - This program/project has the agency's 5th highest priority for funding.

- [ ] #6 - This program/project has the agency's 6th highest priority for funding.
- [ ] If you have more than 6 applications per organization, agency, district or entity, check here.

26. Has your organization or a paid employee of your organization made a political contribution to a current City of Dublin Councilmember or Mayor within the last 12 months? Under Section 84308 of the Political Reform Act, elected officials are prohibited from taking part in an entitlement for use proceedings if the official has received a contribution exceeding $250 from a party or participant in the proceeding within the preceding 12 months. More information can be found on the Fair Political Practices Commission (FPPC website) here: https://www.fppc.ca.gov/learn/pay-to-play-limits-and-prohibitions.

If you answer Yes, it will not disqualify you from the process or impact your application. An additional form will be emailed for you to provide details of the contributions for reporting purposes pursuant to the Political Reform Act.

- [ ] Yes
- [x] No

Budget *top*

Funding Sources/Revenues	Budget Amount	Amount Committed
Federal Grant	USD$ 33,734.51	USD$ 33,734.51
Proposed Grant City of Dublin	USD$ 7,759.78	
Proposed Grant City of Livermore	USD$ 18,230.85	
Proposed Grant City of Pleasanton	USD$ 9,637.37	
Fundraising	USD$ 1,893.49	
Total	**USD$ 71,256.00**	**USD$ 33,734.51**

Funding Uses/Expenses	Budget Amount	Amount Committed
Enrollment Specialist Salary	USD$ 71,256.00	USD$ 33,734.51
Total	**USD$ 71,256.00**	**USD$ 33,734.51**

Budget Narrative

The new Enrollment Specialist role is proposed to be 50% funded through the CDBG grants from each Tri-Valley city. The annual salary is $58,406, and the benefits are $12,850. To determine the grant ask, we divided .5 FTE costs by the percentage of clients served by each respective city in the last year. Livermore patients made up 51.17% of patients served last year, therefore the CDBG grant request was 51.17% of the .5FTE total at $18,230.85. Dublin patients were 21.78% of patients served therefore the CDBG grant request was 21.78% of the requested total which represents a request of $7,759.78. 27.05% of patients were based in Pleasanton last year which reflects the percentage of the .5 FTE salary request at $9,637.37. The remaining .5 FTE that is not proposed to be funded by CDBG grants will be paid for through an existing federal grant ($33,734.51). The remaining $1,893.50 will be paid for through fundraising.

Documents *top*

Documents Requested *	Required?	Attached Documents *
Program Expense Budget for ALL Grant Requests	☑	Program Expense Form
Financial Information Form for ALL Grant Requests	☑	Financial Info Form
List of Board of Directors (or governing body) with agency contact information	☑	List of BOD
Current Annual Budget for the Entire Agency	☑	2024 Annual Budget
Copy of most recently submitted IRS 990 form or Tax Return (include complete form)	☑	990 Tax Forms
Board of Director's (or governing body's) designation of authorized official	☑	BOD Authorized Official Designation
Board of Director's (or governing body's) authorization to request funding (may be same document as one above)	☑	BOD Funding Resolution
Proof of insurance carried, including bonding, liability	☑	Proof of insurance

and/or workers' compensation		
STATE AND FEDERAL NON-PROFIT DETERMINATION LETTER. All organizations MUST have approved non-profit status from the State of California and Federal Tax Identification Number at time of application. Non-compliant applicants will be disqualified.	☑	Federal 501(c)3 Letter State 501(c)3 Letter
Certified Audit and/or Certified Financial Statements	☑	Audit
REQUIRED FOR CDBG ONLY - If requesting Capital Funding, please upload your Capital expenditure budget (your own format is acceptable)		Audit
REQUIRED FOR CDBG ONLY - Personnel Policies Including Affirmative Action Plan and Grievance Procedure		Non-Discrimination and Anti-Harrassment Policy Patient Grievance Program
REQUIRED FOR CDBG ONLY - Agency Audit Requirements and Copy of Last Audit Highlighting "Findings" Section		
REQUIRED FOR CDBG ONLY - Articles of Incorporation and Bylaws		Articles of Incorporation Bylaws
REQUIRED FOR CDBG ONLY - Conflict of Interest Statement (if not included in Bylaws)		Standards of Conduct Bylaws
REQUIRED FOR CDBG ONLY - AGENCY'S LIMITED ENGLISH PROFICIENCY LANGUAGE ACCESS PLAN (LEP/LAP). Must include outreach to limited English speaking residents to encourage access to services & housing. Include what access accommodations are used.		LEP Plan
REQUIRED FOR CDBG ONLY - LEVERAGING REPORT- this is due with the 2nd quarter report no later than January 15th		
Supporting Documents such as Agency Strategic Plan, Needs Assessment, etc. (Not Required)		
Other Supporting Documents (Not Required)		

** ZoomGrants™ is not responsible for the content of uploaded documents.*

Application ID: 457819

Become a fan of ZoomGrants™ on Facebook
Problems? Contact us at Questions@ZoomGrants.com
©2002-2024 GrantAnalyst.com. All rights reserved.
"ZoomGrants" and the ZoomGrants logo are trademarks of GrantAnalyst.com, LLC.
Logout | Browser

DUBLIN
CALIFORNIA
Powered by ZoomGrants™ and

City of Dublin
PCS - Human Services Division
City of Dublin, Fiscal Year 2024-25, Human Services Grant Program
Deadline: 1/19/2024

Centro Legal de la Raza

Tri-Valley Fair and Secure Housing Project

Jump to: Organization Information Questions Budget Documents

USD$ 18,500.00 Requested

Submitted: 1/19/2024 3:33:04 PM (Pacific)

Project Contact
Brenda Orellana Ramos
borellana@centrolegal.org
Tel: 510-227-4451

Additional Contacts
none entered

Centro Legal de la Raza

3400 E 12th St
Oakland, CA 94601
United States

Telephone510-437-1554
Fax
Web https://www.centrolegal.org/

Executive Director
Monique Berlanga
mberlanga@centrolegal.org

Organization Information *top*

1. Business License Number
BL-113233

Questions *top*

1. Select the category that best describes your organization:
(Select only one.)
- [x] Non-Profit
- [ ] Public Agency
- [ ] Other:

2. Please describe your agency's mission (no more than 3 sentences or 250 characters).
Centro Legal maintains holistic legal programs supporting equity, copowerment, centering clients and collaborating with CBOs to support systems change. We are a leader in regional anti-displacement efforts and help ensure stable and healthy housing.

3. Select the category that best describes the project:
(Select only one. For Capital Projects, please contact City Staff ahead of the grant application submission to review additional requirements including the Davis-Bacon/Fair Labor Standards Act)
- [ ] Capital Project
- [x] Public Service Program or Project

4. Is this a "new" service, program, project or activity? "New" is identified as not yet started, implemented or in

operation.

- [ ] Yes
- [x] No

5. Provide a brief summary of the program/project for which your agency is seeking funding (No more than three sentences. This text will be used widely during the review and implementation process to describe your project).
Centro Legal proposes to provide legal consultations, representation, outreach, and tenant education services to low-income tenants facing housing instability, eviction and potential displacement to keep Dublin tenants housed and in safe, stable, and affordable housing. Our services model provides pre-eviction consultation in addition to eviction representation, and through outreach and education, we are able to address threats to housing stability early. Information sharing through know-your-rights workshops empowers communities to assert their rights. Centro Legal's proposed staffing for this program reflects a multilingual/multicultural team of staff, ensuring access to interpretation services for all residents participating in this program.

6. Describe the challenges, needs, or service gaps in Dublin your program/project addresses. If you do not receive funding, what would the impact be? (You should reference Dublin demographics, statistics, and reports to make your case.)
Between 2010 - 2020, the share of renters that were burdened by the cost of housing in Dublin increased from 36% to 42%, whereas the 9-county Bay Area saw a decrease (https://bayareaequityatlas.org/indicators/housing-burden).

In FY 21-22, even with protections in place, 28% of the Dublin tenants reported receiving a termination notice, 14% reported that they were unable to pay rent. Since the end of the moratorium, 40% reported receiving a termination notice, 33% impacted by COVID-19, 33% unable to pay rent, and 33% were facing an unlawful detainer.

Eviction filings have increased substantially, in many places far beyond pre-pandemic levels (Calmatters.org). Moreover, data from the American Housing Survey estimates that there are 5.5 times as many "informal evictions" as formal evictions. (Zainulbai & Daly, Informal Evictions: Measuring Displacement Outside of the Courtroom (2022).) "Informal evictions" occur when a tenant is coerced or otherwise pushed to leave their home outside of the court process. This often occurs because tenants do not understand their legal rights and options. Equipping tenants with information is critical to keeping tenants housed.

Historically, there has been a lack of tenant legal services targeted specifically to Dublin and other Tri-Valley cities. This program is essential to meet the ongoing and increased need in Dublin. If we not receive funding, more Dublin residents will face eviction without the assistance of an attorney. If we receive a reduced amount, we will scale the project accordingly.

Research shows that low-income residents who have the right to stay in their homes need legal representation in order to make that right a reality. As Professor Desmond noted in his book, Evicted: Poverty and Profit in the American City (2016), "A program that ran from 2005-2008 in the South Bronx provided more than 1,300 families with legal assistance and prevented eviction in 86% of cases."

7. Estimate the total number of UNDUPLICATED Dublin residents to be served by this project.
(UNDUPLICATED means client is counted only once regardless of number of services received in a year.)
23

8. Which of the 14 Areas of Concern identified in the Eastern County 2011 Needs Assessment Report does your project identify with? Projects should meet the selected Areas of Concerns as well as helps the City of Dublin archive its Vision Statement that was included in its 2022 Strategic Plan.
The mission and vision statements are available online at www.dublin.ca.gov/1956/Application-Requirements-Process

- [x] Behavioral Health (mental health and substance abuse)
- [x] Affordable Housing
- [ ] Health Care (including dental)
- [ ] Workforce Development
- [x] Homelessness
- [ ] Transportation Services and Access
- [x] Domestic Violence and Child Abuse
- [x] Disabilities
- [ ] Food and Nutrition
- [x] Senior Services
- [ ] Youth Services
- [ ] Child Care, Early Childhood Development and Education
- [x] Changing Demographics and Growing Diversity
- [x] Financial Assistance

☐ None of the Above

9. Describe in detail how Dublin grant funds will be used for this project. If the funds are used for staffing, be sure to provide specific details on the number and types of positions being funded. (If capital funding is being requested, this narrative should include a detailed project scope and project timeline. The scope of work should include any land tenure issues. Additional documentation include designs, site plans, etc. can be attached later in the "Documents" tab.)

(What specifically will the grant funds be used for?)

This project expands access to legal services spanning the entire continuum of homelessness prevention and anti-displacement interventions for low-income tenants at risk of displacement in Dublin.

Having access to safe, stable, affordable housing is necessary to a high quality of life. Traditionally marginalized communities, such as persons of color, persons with disabilities, elderly persons, and domestic violence survivors face greater barriers to housing stability. The data bears this out. For example, the Bay Area Equity Atlas found that low-income and communities of color have not recovered financially from the COVID-19 pandemic, and are facing higher rates of being behind on rent (https://bayareaequityatlas.org/recovery-tracker/intro). Additionally, domestic violence is one of the leading causes of homelessness nationally (https://homelesslaw.org/wp-content/uploads/2018/10/Lost-Housing-Lost-Safety.pdf). This project prioritizes helping those most at risk of eviction and displacement, including persons who fall within these identities, and thereby helps Dublin achieve its Vision Statement where Dublin tenants can safely live, work, and raise a family in a diverse and inclusive city.

This project is designed to strategically target low-income tenants most at risk of displacement. Our model of legal services provision includes two key components: upstream and downstream prevention.

(a). Upstream Prevention: Pre-eviction Consultations

Broad, inclusive service provision via remote and/or in-person clinics and workshops. We provide one-to-one legal consultation services that can include drafting letters, providing legal advice, reviewing notices and contracts, helping tenants respond to notices, and providing other short-term, limited assistance to address risks such as eviction notices, rent increases, uninhabitable conditions, and landlord harassment.

Legal consultations and clinics provide broad access to legal advice. Tenants can get legal advice on a wide range of housing issues, and legal services providers can spot emerging issues and trends that are contributing to displacement. Early intervention in landlord-tenant conflicts can prevent eviction lawsuits from being filed and provide tenants with important information about how to exercise their rights and the resources available. Consultations are an efficient way of preventing displacement since they can be made available to large numbers of people and can prevent resource-intensive litigation.

Legal consultation services are short-term, limited legal services that may include: (1) advice and counsel; (2) assistance completing forms or preparing correspondence; (3) supporting individuals in representing themselves; (4) assistance with reviewing contracts, letters, or written documents; (5) addressing issues related to various tenant protections; and/or (6) other short-term, limited assistance aimed at preventing displacement.

Many of the legal consultations provided will take place through regularly scheduled remote or in-person clinics or workshops for tenants. In-person clinics will be held in key locations to ensure that underserved populations are able to utilize services.

(b). Downstream Intervention: Legal Representation

Legal representation services are more expansive than legal consultation and will be provided where it is determined that more extensive services are necessary or appropriate to prevent displacement. Such services may include: (1) Representing a tenant in mediation or negotiations aimed at avoiding the filing of an unlawful detainer action and/or a rent increase that would result in displacement; or (2) Defending an unlawful detainer (eviction) action.

We ensure this project is cost effective and that the budget meets the needs of the anticipated results by leveraging existing infrastructure funded through Alameda County Housing Secure (ACHS), State Bar funding, and foundation grants. ACHS is a program that Centro Legal has administered since 2018, and administrative infrastructure and staffing of the program has been well established. Staff such as our outreach coordinator, data and policy analyst, paralegals, housing advocates and staff attorneys are already doing this work. Additionally, ACHS provides emergency financial assistance funds that Dublin residents are eligible for. There will be increased access for Dublin tenants to an entire team of attorneys and staff dedicated to this work. This project allows for the ACHS program to be scaled up and leverages the program structure already created.

Deliverables are based on average attorney caseloads and are in proportion to the amount of funding received, which creates realistic deliverable goals. Our proposed budget would fund 0.15 FTE housing attorney, benefits, outreach and administrative costs.

10. Describe how you will measure the effectiveness of this program/project. Describe your criteria for success. What results do you expect to have achieved at the end of this grant?

Outcome Measures

Our primary goal and objective is to enhance the quality of life for low-income tenants of Dublin via housing-related services to prevent homelessness and to promote stable, affordable, healthy housing.

Measurable outcome for Goal 1: At least 90% of Tenants will be more aware of available resources and legal options and better prepared to successfully resolve their housing issues.

Measurable outcome for Goal 2: After legal representation, at least 70% of Tenants will successfully resolve their legal matters and report improved housing stability, avoided an eviction, avoided homelessness, having a rent increase rescinded, receiving a rent reduction, or securing time and/or money to move.

Performance Goal 1: 17 Tenants receive legal consultation for housing-related problems such as obtaining resources and information about their legal options and rights.

Performance Goal 2: 8 Tenants receive legal representation for housing-related issues.

Centro Legal uses the case management software JusticeServer, which allows us to track a significant amount of client data and assess quantitative goals on a monthly basis. During in-person services, Centro Legal also uses anonymous client surveys to measure our impact. Centro Legal uses case outcome data and program evaluations to determine if a program is effectively meeting clients' needs. We also use information on the number of clients we serve and the types of issues our clients are facing to determine the level and types of services needed. Based on this information, we make changes to program design and our budget to expand services and staffing as needed.

Centro Legal has current CDBG contracts with the City of Hayward, Dublin, and Oakland. We are familiar with the CDBG guidelines and ensure that clients are low-income according to the guidelines. Prior to receiving a consultation, tenants certify their income so we can ensure eligibility. In addition to income information, Centro Legal is also collecting a lot of other demographic data such as race and ethnicity to ensure we are serving a diverse group.

11. The City Council updated Dublin's Mission, Vision, and Values in 2020 to include Inclusivity, Diversity and Equity. How does your project further these values?
The full statements are available at www.dublin.ca.gov/72/mission-vision
Our project is focused on enhancing the quality of life for low-income tenants of Dublin via housing-related services to prevent homelessness and to promote safe, affordable, stable housing. Having access to safe, stable, affordable housing is necessary for a high quality of life. Traditionally marginalized communities, such as persons of color, persons with disabilities, elderly persons, and domestic violence survivors face greater barriers to housing stability. This furthers Dublin's values of safety, inclusivity, diversity, and equity. Our project focuses on underserved communities, empowering and advocating for them and ensuring that they are being served in an equitable way and can remain in their community. Having a safe and affordable place to live is key to a high quality of life, and the necessary base for so many other aspects of our lives. Our project supports low-income Dublin tenants in ensuring they have access to safe housing, that they can enforce their rights to maintain their housing stability, and reduces displacement of low-income underserved BIPOC (Black, Indigenous, (and) People of Color) communities. By helping those most marginalized stay in their homes, this project helps to ensure that Dublin is an inclusive, diverse, and equitable place to not only live, but thrive.

Additionally, Centro Legal is deeply committed to diversity, equity, and inclusion. We have a diverse staff of advocates and attorneys who are committed to these values, and our representation of tenants reflects these values. This project prioritizes helping those most at risk of eviction and displacement, including persons who fall within these identities, and thereby helps Dublin achieve its Vision Statement where Dublin tenants can safely live, work, and raise a family in a diverse and inclusive city.

12. For the Fiscal Year 2024-2025 Human Services Grant Cycle, additional funding may be available through the City's American Rescue Plan Act allocation. Organizations that are eligible for this funding must provide services that are responding to the economic and public health impacts of the COVID-19 Pandemic. If applicable, please describe how your organization's programs and services directly respond to negative economic or public health impacts of the COVID-19 Pandemic.
Enter "NA" if not eligible.
We continue to see the economic impacts of the COVID-19 pandemic and inflation crisis on low-income tenants. They continue to be vulnerable to eviction when they cannot pay rent because they have lost income due to the pandemic. This has become even more critical with the end of the eviction moratorium in April 2023. Many reports for post-April 2023 eviction filings show that monthly averages far surpass pre-pandemic averages (Calmatters.org). This project is a direct response to the increased need for tenant representation because of the ongoing impacts of COVID-19, the end of pandemic-related protections, and the sharp rise of inflation, as well as the ongoing housing crisis. This project will enable us to intervene early and provide advice and representation to prevent displacement of those impacted economically by the COVID-19 pandemic.

13. ** QUESTIONS 14 THROUGH 24 ARE FOR THOSE ORGANIZATIONS INTERESTED IN APPLYING FOR FEDERAL COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) FUNDING ONLY. ** Are you are interested in applying for

CDBG funds?

- [x] Yes. If so, check box here and answer questions 14 through 25.
- [ ] No. If no, check box here and enter NA
- [ ] Don't know. If you are unsure, please call City staff at (925) 833-6645.

14. CDBG ONLY- Explain your Limited English Proficiency/Language Access Plan (LEP/LAP). How does your agency outreach to limited English speaking residents to encourage access to services? What access accommodations are used? Etc. Provide detail

Please enter "N/A" if you are not interested in qualifying for CDBG funding.

Centro Legal is committed to providing high quality legal assistance regardless of a client's language or disability. Centro Legal utilizes multiple strategies to provide services to individuals who are non-English speaking or have limited English proficiency, including by making our services accessible through 3-way phone interpretation with a human interpreter. The interpreter facilitates meaning-for-meaning communication between a limited-English proficient person and our English-speaking staff.

Centro Legal has substantial experience working with non- and limited English speakers. A majority of Tenants' Rights Practice staff are multilingual. Attorneys and paralegals speak the following languages: Spanish, French, and Mandarin. Centro Legal also has a dedicated Mam interpreter.

Centro Legal's website has been fully translated into Spanish. Outreach and educational materials are translated into multiple languages. Workshops and clinics both in-person and virtual are conducted in Spanish and English using simultaneous interpretation.

The COVID-19 pandemic forced us to explore additional ways to reach clients such as through Facebook Live and Zoom and by phone to allow Centro Legal to easily reach clients regardless of location. Centro Legal also does outreach to tenants through our website, social media, radio, community partners and word of mouth. For example, Centro Legal has run radio and digital ads in Spanish and Tagalog in order to reach Latino and Filipino Bay Area communities.

15. CDBG ONLY - Identify at least one HUD Guiding Principle that relates to your project:

- [x] Be culturally accessible, appropriate and inclusive
- [x] Encourage community engagement and involvement
- [ ] Promote energy and resource efficiency
- [x] Encourage networking and information sharing across service providers
- [x] Encourage process streamlining
- [x] Consolidate service delivery
- [ ] Not Applicable. Not interested in CDBG funding.

16. CDBG ONLY - Identify at least HUD Consolidated Plan Goal that relates to your project:

(Select Category and Applicable Goals)

- [x] A) Housing
- [ ] Goal 1: Promote the production, rehabilitation, and preservation of affordable housing (rental and ownership) through acquisition, rehabilitation, new construction, and minor repair.
- [x] Goal 2: Reduction of housing discrimination through provision of fair housing and tenant/landlord services.
- [ ] Goal 3: Use resources to assist low-income residents make rental assistance payments in response to Covid-19.
- [x] B) Homeless
- [x] Goal 1: Use resource to end homelessness by funding and supporting homeless service programs.
- [ ] C) Supportive Housing
- [ ] Goal 1: Increase the availability of services enriched housing for persons with special needs by supporting acquisition and new construction of housing units.
- [x] D) Community Development
- [ ] Goal 1: Make improvements, including ADA accessibility and rehabilitation to public facilities, such as curbs and sidewalks, neighborhood parks and recreational improvements, homeless facilities and other public facilities/community centers.
- [ ] Goal 2: Fund economic development, micro-enterprise, and on-the-job training.
- [x] Goal 3: Support public service programs for low income residents, preserving safety net services for families and individuals who are vulnerable or
- [ ] F) Not Applicable. Not interested in CDBG funding.

17. CDBG ONLY - Identify at least one HUD Strategic Goal that relates to your project:

- [x] Public Services
- [ ] Public Facilities
- [ ] Rental Assistance
- [ ] Affordable Housing
- [ ] Increase Opportunities for 1st Time Homebuyers
- [x] Promote Decent Affordable Rental Housing
- [x] Strengthen Communities
- [x] Ensure Equal Opportunity in Housing
- [x] Reduce Housing Discrimination
- [x] Promote Participation of Grass-Roots, Faith-Based, and other Community-Based Organizations
- [ ] Not Applicable. Not interested in CDBG funding.

18. CDBG ONLY - Select one HUD Objective that relates to your project:
(TIP: When selecting an objective ask yourself, "What is the purpose of the activity? What is the larger community need that I am seeking to address?")

- [x] Creating a Suitable Living Environment
- [ ] Providing Decent Affordable Housing
- [ ] Creating Economic Opportunities
- [ ] Not Applicable. Not interested in CDBG funding.

19. CDBG ONLY - Select one HUD Outcome that relates to your project:
(TIP: When selecting an outcome ask yourself, "What type of change or result am I seeking?")

- [ ] Availability/Accessibility
- [ ] Affordability
- [x] Sustainability
- [ ] Not Applicable. I am not interested in qualifying for CDBG funding.

20. CDBG ONLY - Select one HUD Specific Indicator that relates to your project:

- [ ] Public facility or infrastructure: This indicator shows the number of persons that have been assisted by public facility or infrastructure activities that provide individuals with new or improved access to the facility or infrastructure. If the activity was used to meet a quality standard or to measurably improve quality, then this indicator will report the number of household units that no longer have access to a substandard service.
- [x] Public Service: This indicator shows the number of persons that have been assisted with new or improved access to a service. If the activity was used to meet a quality standard or to measurably improve quality, then this indicator will report the number of persons that no longer have access to a substandard service.
- [ ] Targeted revitalization: This indicator shows a range of outcomes such as jobs created and retained, businesses assisted, low- and moderate-income persons and households served, slum/blight demolition, number of acres of brownfields remediated, etc. in a targeted area.
- [ ] Commercial facade treatments or business building rehabilitation: This indicator shows the number of commercial facade treatments undertaken and the number of business buildings that were rehabilitated.
- [ ] Brownfields remediated: This indicator shows the number of acres of brownfields that were remediated.
- [ ] Rental units constructed: This indicator shows the number of affordable rental units created, as well as the number of years of affordability, number of units occupied by the elderly, and those units designated for chronically homeless persons and persons with HIV/AIDS.
- [ ] Rental units rehabilitated: This indicator shows the number of affordable rental units rehabilitated as well as the number of years of affordability, units for chronically homeless persons, elderly persons, and persons with HIV/AIDS.
- [ ] Homeownership units constructed or acquired with rehabilitation: This indicator shows the total number of homeownership units constructed, acquired, and/or acquired with rehabilitation per activity. This includes total number of affordable units, number of years of affordability, Energy Star qualified units, section 504 accessible units, and number of households previously living in subsidized housing. In addition, data will be collected on the number of units occupied by the elderly, number of units designated for persons with HIV/AIDS, and number of units for the chronically homeless.
- [ ] Owner occupied units rehabilitated: This indicator shows the total number of owner occupied units rehabilitated, including the number of these units occupied by the elderly, number of units designated for persons with HIV/AIDS, and number of units for the chronically homeless.
- [ ] Direct financial assistance to homebuyers: This indicator shows the number of homebuyers receiving direct financial assistance, housing counseling, and down payment assistance/closing costs.
- [ ] Tenant Based Rental Assistance (TBRA): This indicator shows the total number of households receiving TBRA as well as the number with short-term rental assistance (less than 12 months) and the number of homeless and chronically

homeless households assisted.

- [ ] Homeless shelters: This indicator shows the number of homeless persons given overnight shelter.
- [ ] Emergency housing: This indicator shows the number of beds created in an overnight shelter or other emergency housing.
- [x] Homeless prevention: This indicator shows the number of households that received emergency financial assistance to prevent homelessness and emergency legal assistance to prevent homelessness.
- [ ] Jobs created: Of the total number of jobs created, this indicator shows the number of jobs that have employee-sponsored health care, the types of jobs created (using Economic Development Administration (EDA) classifications) and the number of persons unemployed before taking the job.
- [ ] Jobs retained: Of the total number of jobs retained, this indicator shows the number of jobs retained, the number of jobs with employer-sponsored health care benefits, and the types of jobs retained (using EDA classifications)
- [ ] Business assistance: This indicator shows the total number of businesses assisted. Specifically, it shows the number of new businesses, existing businesses, and the DUNS number of each business so that HUD can track the number of new businesses that remain operational for three years after assistance.
- [ ] Businesses providing goods or services: This indicator shows whether an assisted business provides goods or services to meet the needs of the service area, neighborhood, or community, as determined by the grantee.
- [ ] Not Applicable. Not interested in CDBG funding

21. CDBG ONLY - Please choose a common indicator that your agency will use to track clients:
(Select only ONE.)

- [ ] Persons
- [x] Households
- [ ] Not Applicable. Not interested in CDBG funding

22. CDBG ONLY - Based on the common indicator you selected above, please list the number of unduplicated Dublin clients (EITHER Persons OR Households) your agency anticipates serving in each category. If none, please enter "0".

4	Seniors (62 and older)
10	People with Disabilities
4	Female-Headed Households
	Youth
	Homeless
	Not Applicable. Not interested in CDBG funding (Type N/A)
18.00	**TOTAL**

23. CDBG ONLY - Based on the common indicator you selected above, please list the number of unduplicated Dublin clients (EITHER Persons OR Households) your agency anticipates serving in each category. If none, please enter "0".
Area Median Income ("AMI") information is available online at www.dublin.ca.gov/1956/Application-Requirements-Process

11	Extremely Low Income (<30% AMI)
10	Very Low Income (30%-50% AMI)
2	Low Income (50%-80% AMI)
	Moderate Income (80%-120% AMI)
23.00	**TOTAL**

24. CDBG ONLY - List the number of clients your agency anticipates serving in race/ethnicity categories. Per HUD, "Hispanic" is an ethnicity, not a race.
The sum entered below must match the total clients entered in Question #9 above. If none, please enter "0"

2	White
	White + HISPANIC
8	Black/African American
	Black/African American + HISPANIC
1	Asian
	Asian + HISPANIC

	American Indian/Alaskan Native
	American Indian/Alaskan Native + HISPANIC
	Native Hawaiian/Other Pacific Islander
	Native Hawaiian/Other Pacific Islander + HISPANIC
	American Indian/ Alaskan Native and White
	American Indian/ Alaskan Native and White + HISPANIC
	Asian and White
	Asian and White + HISPANIC
	Black/African American and White
	Black/African American and White + HISPANIC
	American Indian/Alaskan Native and Black/African American
	American Indian/Alaskan Native and Black/African American + HISPANIC
12	Multi Racial + HISPANIC OR other Multi Racial
	Not Applicable. Not interested in CDBG funding. (Type N/A)
23.00	**TOTAL**

25. If your agency is submitting more than one application or the same agency has different programs within it, please RANK the priority of this application, with number 1 being the highest priority for funding. There should only be one #1 PER AGENCY

- [x] #1 - This program/project has the agency's highest priority for funding.
- [ ] #2 - This program/project has the agency's 2nd highest priority for funding.
- [ ] #3 - This program/project has the agency's 3rd highest priority for funding.
- [ ] #4 - This program/project has the agency's 4th highest priority for funding.
- [ ] #5 - This program/project has the agency's 5th highest priority for funding.
- [ ] #6 - This program/project has the agency's 6th highest priority for funding.
- [ ] If you have more than 6 applications per organization, agency, district or entity, check here.

26. Has your organization or a paid employee of your organization made a political contribution to a current City of Dublin Councilmember or Mayor within the last 12 months? Under Section 84308 of the Political Reform Act, elected officials are prohibited from taking part in an entitlement for use proceedings if the official has received a contribution exceeding $250 from a party or participant in the proceeding within the preceding 12 months. More information can be found on the Fair Political Practices Commission (FPPC website) here: https://www.fppc.ca.gov/learn/pay-to-play-limits-and-prohibitions.

If you answer Yes, it will not disqualify you from the process or impact your application. An additional form will be emailed for you to provide details of the contributions for reporting purposes pursuant to the Political Reform Act.

- [ ] Yes
- [x] No

Budget *top*

Funding Sources/Revenues	Budget Amount	Amount Committed
Personnel: Salaries	USD$ 13,786.00	USD$ 76,763.00
Personnel: Benefits	USD$ 3,033.00	USD$ 16,887.00
Administrative Indirect	USD$ 1,681.00	USD$ 9,365.00
Total	**USD$ 18,500.00**	**USD$ 103,015.00**

Funding Uses/Expenses	Budget Amount	Amount Committed
City of Dublin	USD$ 18,500.00	
City of Livermore	USD$ 41,000.00	USD$ 41,000.00
City of Pleasanton	USD$ 46,500.00	
Alameda County Housing Secure (ACHS)	USD$ 761,429.00	
State Bar of California	USD$ 66,874.00	USD$ 66,874.00

Total	USD$ 934,303.00	USD$ 107,874.00

Budget Narrative

Centro Legal's legal services for the City of Dublin will expand on the existing ACHS program that Centro Legal has administered since 2018. Funds provided under this grant can be leveraged with ACHS funds to exponentially increase reach. Expanding on ACHS makes it so low-income tenants in Dublin can access Centro Legal's full team of tenants' rights attorneys, paralegals, advocates, outreach coordinator, policy and data analyst, administrative assistant and tenants' rights grants manager.

This project will help Centro Legal reach low-income Dublin residents, build on existing infrastructure from the ACHS program and the momentum from the contract granted last year. This proposal requests funding for staff attorney time to provide legal consultations and representations, as well as know-your-rights presentations.

Additional funding sources listed, apart from funds requested from the City of Livermore and the City of Pleasanton, are funds that are committed from other grants that allow Centro Legal to provide legal services to tenants throughout Alameda County or are not restricted funds and can be used to leverage City of Dublin funds.

For the budget above, we have included 0.15 FTE of attorney time. We hope to obtain funding from the City of Pleasanton and the City of Livermore that will allow us to expand services in the Tri-Valley. In the event that additional funding is not obtained from the City of Pleasanton and the City of Livermore, services will be provided to low-income Dublin tenants in proportion to funding. We utilize 22% as our standard calculation for fringe which includes benefits. 10% indirect costs are intended to cover insurance, rent, utilities, postage, bar dues, office supplies, and other non-salary program expenses.

Documents *top*

Documents Requested *	Required?	Attached Documents *
Program Expense Budget for ALL Grant Requests	☑	Centro Legal Program Expense Budget
Financial Information Form for ALL Grant Requests	☑	Centro Legal Financial Information Form
List of Board of Directors (or governing body) with agency contact information	☑	Centro Legal Board of Directors List FY 2024-2025
Current Annual Budget for the Entire Agency	☑	Centro Legal Org Budget FY 23-24
Copy of most recently submitted IRS 990 form or Tax Return (include complete form)	☑	Centro_Legal_Form_990_2021
Board of Director's (or governing body's) designation of authorized official	☑	Centro Legal Board Authorization Letter FY 24-25-Dublin
Board of Director's (or governing body's) authorization to request funding (may be same document as one above)	☑	Centro Legal Board Authorization Letter FY 24-25-Dublin
Proof of insurance carried, including bonding, liability and/or workers' compensation	☑	Centro Legal COI - City of Dublin
STATE AND FEDERAL NON-PROFIT DETERMINATION LETTER. All organizations MUST have approved non-profit status from the State of California and Federal Tax Identification Number at time of application. Non-compliant applicants will be disqualified.	☑	Centro Legal Non-Profit Determination Letter
Certified Audit and/or Certified Financial Statements	☑	Centro Legal 2022 Audited Financial Statements Centro Legal Audit Explanation Letter
REQUIRED FOR CDBG ONLY - If requesting Capital Funding, please upload your Capital expenditure budget (your own format is acceptable)		
REQUIRED FOR CDBG ONLY - Personnel Policies Including Affirmative Action Plan and Grievance Procedure		Centro Legal Personnel Policy & Affirmative Action, Grievance Policy

REQUIRED FOR CDBG ONLY - Agency Audit Requirements and Copy of Last Audit Highlighting "Findings" Section	Centro Legal 2022 Audited Financial Statements Centro Legal Audit Explanation Letter
REQUIRED FOR CDBG ONLY - Articles of Incorporation and Bylaws	Centro Legal Articles of Incorporation & Bylaws Original & Amended Restated.pdf
REQUIRED FOR CDBG ONLY - Conflict of Interest Statement (if not included in Bylaws)	Centro Legal Conflict of Interest Policy and Annual Disclosure Statement
REQUIRED FOR CDBG ONLY - AGENCY'S LIMITED ENGLISH PROFICIENCY LANGUAGE ACCESS PLAN (LEP/LAP). Must include outreach to limited English speaking residents to encourage access to services & housing. Include what access accommodations are used.	Centro Legal Limited English Proficiency Access Plan
REQUIRED FOR CDBG ONLY - LEVERAGING REPORT- this is due with the 2nd quarter report no later than January 15th	
Supporting Documents such as Agency Strategic Plan, Needs Assessment, etc. (Not Required)	
Other Supporting Documents (Not Required)	

** ZoomGrants™ is not responsible for the content of uploaded documents.*

Application ID: 457975

Become a fan of ZoomGrants™ on Facebook
Problems? Contact us at Questions@ZoomGrants.com
©2002-2024 GrantAnalyst.com. All rights reserved.
"ZoomGrants" and the ZoomGrants logo are trademarks of GrantAnalyst.com, LLC.
Logout | Browser

DUBLIN
CALIFORNIA
Powered by ZoomGrants™ and

City of Dublin
PCS - Human Services Division
City of Dublin, Fiscal Year 2024-25, Human Services Grant Program
Deadline: 1/19/2024

Chabot-Las Positas Community College District dba Tri-Valley Career Center

Dublin Pathways to Employment

Jump to: Organization Information Questions Budget Documents

USD$ 24,989.00 Requested

Submitted: 1/19/2024 11:11:26 PM (Pacific)

Project Contact
Alcian Lindo
alindo@clpccd.org
Tel: 925-416-5108

Additional Contacts
none entered

Chabot-Las Positas Community College District dba Tri-Valley Career Center

5860 Owens Dr Fl 3
Dba Tri-Valley Career Center
Pleasanton, CA 94588
United States

Vice Chancellor for Business Services, designated signer
Jonah Nicholas
jnicholas@clpccd.org

Telephone(925) 416-5100
Fax
Web www..trivalleycareercenter.org

Organization Information top

1. Business License Number
010043

Questions top

1. Select the category that best describes your organization:
(Select only one.)
- [ ] Non-Profit
- [x] Public Agency
- [ ] Other:

2. Please describe your agency's mission (no more than 3 sentences or 250 characters).
The Tri-Valley Career Center (TVCC) is part of the Chabot-Las Positas Community College District (CLPCCD). Our mission is as follows: "We empower individuals and communities to thrive by creating career, education and economic opportunities."

3. Select the category that best describes the project:
(Select only one. For Capital Projects, please contact City Staff ahead of the grant application submission to review additional requirements including the Davis-Bacon/Fair Labor Standards Act)
- [ ] Capital Project
- [x] Public Service Program or Project

4. Is this a "new" service, program, project or activity? "New" is identified as not yet started, implemented or in

operation.

- [ ] Yes
- [x] No

5. Provide a brief summary of the program/project for which your agency is seeking funding (No more than three sentences. This text will be used widely during the review and implementation process to describe your project).
Each year, TVCC helps job seekers find careers by offering free workshops, one-on-one counseling, comprehensive training programs and a variety of supportive services. Beginning in 2022 and continuing through the 2023 calendar year, TVCC worked with employers to identify the critical need for employees in Alameda County and created the Pathway to Employment program, a free training program providing pathways to high-demand occupations offering livable wages.

We are seeking funding to continue providing job and supportive services to Dublin residents while offering free and paid job training, which includes forklift, CPR and OSHA warehousing and Certified Nursing Assistant (CNA), Office Administration, Medical Billing and Coding and EMT training certifications.

6. Describe the challenges, needs, or service gaps in Dublin your program/project addresses. If you do not receive funding, what would the impact be? (You should reference Dublin demographics, statistics, and reports to make your case.)
TVCC serves residents of the Tri-Valley who are looking for career services and employers looking for qualified candidates. While the income demographics of our clients vary, our lower-income clients are frequently most impacted by job instability and without connection to services.

While our career services continue at TVCC, we've added our Pathway to Employment program. This program trains low-income workers for occupational sectors experiencing critical challenges in finding workers. This year, our industry focus is on healthcare. To assist healthcare employers, TVCC is offering multiple free and paid training programs that provide state and industry recognized healthcare licenses and certifications to low-income individuals. Upon completion of these four to ten-week training courses, participants will have the opportunity to network and interview with local employers. The training programs planned in 2023-24 fiscal year are Certified Nursing Assistants (CNAs), Emergency Medical Technicians (EMTs), Patient Care Representative (with Medical Billing and Coding) and Phlebotomy.

While there are job openings and career paths to high quality jobs in healthcare, many job-seekers have little knowledge of the pathways to these stable, high-paying careers. We will leverage our extensive network for both the outreach and implementation of our training programs, which will empower us to offer training programs for those who have been hit hard by the economic downturn. In this way, our center will create a direct pipeline from training to employment for job seekers, educating them about pathways in high-demand professions along the way.

The funding we are requesting will help us pay for our services, including the training programs and supportive services described above for Dublin residents, If we do not receive funding, we will offer fewer services and training and will not be able to meet the demands of local employers to train new workers.

7. Estimate the total number of UNDUPLICATED Dublin residents to be served by this project.
(UNDUPLICATED means client is counted only once regardless of number of services received in a year.)
This grant will support job services, workshops and job fairs with intense hands-on help for at least 160 Dublin clients, including 10 clients in our Pathway to Employment program. We also plan to help 200 more clients through our online resources.

8. Which of the 14 Areas of Concern identified in the Eastern County 2011 Needs Assessment Report does your project identify with? Projects should meet the selected Areas of Concerns as well as helps the City of Dublin archive its Vision Statement that was included in its 2022 Strategic Plan.
The mission and vision statements are available online at www.dublin.ca.gov/1956/Application-Requirements-Process

- [ ] Behavioral Health (mental health and substance abuse)
- [ ] Affordable Housing
- [ ] Health Care (including dental)
- [x] Workforce Development
- [ ] Homelessness
- [ ] Transportation Services and Access
- [ ] Domestic Violence and Child Abuse
- [ ] Disabilities
- [ ] Food and Nutrition
- [ ] Senior Services
- [ ] Youth Services
- [ ] Child Care, Early Childhood Development and Education

- ☐ Changing Demographics and Growing Diversity
- ☐ Financial Assistance
- ☐ None of the Above

9. Describe in detail how Dublin grant funds will be used for this project. If the funds are used for staffing, be sure to provide specific details on the number and types of positions being funded. (If capital funding is being requested, this narrative should include a detailed project scope and project timeline. The scope of work should include any land tenure issues. Additional documentation include designs, site plans, etc. can be attached later in the "Documents" tab.)

(What specifically will the grant funds be used for?)

TVCC has been a part of the Tri-Valley for more than 20 years. In that time, the staff helped thousands of job seekers find their next path in life – stopping their reliance on unemployment and other benefits and helping them to return to the working world. Our successful combination of self-paced and staff-assisted services allow job seekers to find their own path. Our experienced staff walk beside them, teaching skills, offering encouragement and building confidence through our workshops, Job Club, one-on-one counseling, comprehensive training and hiring events.

TVCC requests $24,989 to continue our services and expand our Pathway to Employment program with a focus on comprehensive training to get job seekers on a pathway to a career in the healthcare fields. This funding will specifically support staffing costs, targeted outreach and recruitment of Dublin residents, supportive services for those enrolled in the Pathway to Employment program and some operational costs.

Staff who will be primarily working on this project are the Program Manager, Enrollment Specialist, two Case Managers, a Job Developer and an Administrative Assistant. In addition, a contracted Training Coordinator will track and manage the certification training and lead soft skills workshops.

This program is staff-reliant and will include career counseling, job training, group mental health counseling, financial literacy workshops and job placement in highly in-demand occupations in Alameda County. Career counseling happens primarily in-person at two locations: TVCC's office in Pleasanton and the Livermore SSA office.

Our general career services, along with our Pathway to Employment program will continue to outreach and serve the following populations:

· Families with children

· Seniors (age 55+)

· Unemployed

· Unhoused

· Young Adults (age 18-24)

· Adults (age 25-54)

· Previously Incarcerated

· Disabled

· Veterans

· Refugees

· Asylees

A portion of the funding from this grant will be used to support the outreach to these groups. Though TVCC receives many referrals from friends, family and agencies throughout the community, funds from this grant are needed to augment that. We have a robust community outreach plan that includes:

· Participation in community and non-profit collaborations.

· Co-location staff based at the Alameda County Social Service Agency offices in Livermore.

· E-newsletter and emails to agencies serving people experiencing poverty.

· Social media posts and advertisements.

· Flyers and posters delivered to community partners.

· Collaboration with agencies serving people experiencing poverty, including public housing developments, SSA, domestic violence and homeless shelters.

· Hiring events at the Tri-Valley Career Center and in the community.

· Partnerships with local adult schools, community colleges and job training programs.

· Website, search engine optimization (SEO) and online job board.

· Public relations.

Our marketing plan includes:

· Partner outreach, collaboration and referrals

· Facebook/Instagram – paid promotion

· Google Ad – paid promotion

· Geofencing – paid promotion

· Email Blast/Press Release

· Social Media Posts (twitter, Instagram)

· Community/Cultural Event Tabling

· Local Radio (101.7 KKIQ) – paid promotion

· Newspaper Ads – paid promotion

· LinkedIn – paid promotion

· Student Magazine (Las Positas College)

· Chamber of Commerce Ads

To ensure that job seekers successfully complete the Pathway to Employment program, this grant will help us offer free or paid training programs to participants along with supportive services in the form of transportation assistance, food assistance and/or small stipends to supplement income lost during unpaid training. Our goal for the Pathway to Employment program is to provide 10 low-income Dublin residents with free job training and employment placement.

This training is a cohort model where clients work together from the beginning of the program through the certification testing, which is set up to advance completion and success. Along with this, the grant will support our job services, workshops and job fairs to meet the goals of serving 160 Dublin clients with intense hands-on help. We also plan to help an additional 200 Dublin clients through our website and YouTube channel.

Operational costs for community service programs are often the most challenging to cover as they may not seem as compelling as specific projects. However, without funding for operational and staff expenses we could not serve our communities. With our delivery of services revolving around training cohort models, our operational costs and staff expenses have increased and the need for support to continue serving our community is greater than ever.

10. Describe how you will measure the effectiveness of this program/project. Describe your criteria for success. What results do you expect to have achieved at the end of this grant?
TVCC's one-on-one career counseling and case management is tracked through CalJobs and adheres to the Alameda County Workforce Development Board (ACWDB) and WIOA regulations. All counseling activity is recorded online in clients' files (located in CalJobs) and recorded for the ACWDB to follow and aggregate for the agency's quarterly and annual reports.

TVCC also keeps hard copies of client files including enrollment, training and placement data in a secured filing cabinet. Specific to TVCC, we track the number of enrollments, placements, trainings and credentials obtained.

For those indicators not tracked through CalJobs, TVCC has several tracking mechanisms to assure quality of services.

Workshop leaders distribute evaluation forms at the close of their workshops to gauge training effectiveness and find areas for improvement. Based on the evaluations, workshop leaders revise their workshops to address any identified issues. We also provide online surveys to both clients and employers following training and events.

Clients will also be asked to voluntarily provide written and video-recorded success stories. Program progress, activities, and outcomes will be reported through a semi-annual and annual report.

Our criteria for success will be the achievement the following results at the end of this grant:

· support 160 Dublin residents, providing hands-on career services

· provide 10 Dublin residents with free career training, an industry recognized credential and placement in a job earning a livable wage

· support an additional 200 Dublin residents through our online platforms (website and YouTube).

11. The City Council updated Dublin's Mission, Vision, and Values in 2020 to include Inclusivity, Diversity and Equity. How does your project further these values?
The full statements are available at www.dublin.ca.gov/72/mission-vision
TVCC supports Dublin's Mission, Vision and Values that include inclusivity, diversity and equity through a variety of our services to low-income Alameda County residents.

TVCC serves residents of the Tri-Valley who are looking for career services and employers looking for qualified candidates. While the income demographics of our clients vary, our lower-income clients are frequently most impacted by job instability. TVCC provides two services that can assist families and individuals: training and career services and referrals to wrap-around community services. Our career services help adults find better paying jobs and train for careers that bring stability and livable wages.

Our resources include trainings, workshops, career counseling, and online opportunities designed to guide adult job seekers towards success in today's job market. We prioritize adult clients (18+) from disadvantaged backgrounds including but not limited to refugees, veterans, dislocated workers, individuals with disabilities, unhoused individuals, and re-entry participants.

In addition to our Pleasanton-based TVCC, we have career coaches who work directly with CalWorks/CalFresh recipients, a re-entry coordinator who works directly with the formally incarcerated and a transition specialist who works directly with ESL students and adults working to obtain their GED.

We offer our training aids in multiple languages; with staff who speak Spanish and Tagalog. Our training and one-on-one services assist ESL clients. We also provide culturally competent services that promote an inclusive environment that caters to the diversity of East Bay residents.

These staff members provide direct outreach to our clients, referring them to our center for numerous services including our Volunteer Income Tax Assistance (VITA) program and our CalFresh application support program. To reach and serve our most marginalized communities, we will continue to expand on our outreach plan as discussed abov

12. For the Fiscal Year 2024-2025 Human Services Grant Cycle, additional funding may be available through the City's American Rescue Plan Act allocation. Organizations that are eligible for this funding must provide services that are responding to the economic and public health impacts of the COVID-19 Pandemic. If applicable, please describe how your organization's programs and services directly respond to negative economic or public health impacts of the COVID-19 Pandemic.
Enter "NA" if not eligible.
TVCC has been a service of Chabot-Las Positas Community College District since 1983. TVCC offers career development, skills upgrading and employer services for residents of the Tri-Valley area and other parts of Alameda County. In 2020, we quickly moved our services online, and they remain in place today. This allows us to provide in-person and virtual workshops so that our services are available to Tri-Valley residents who cannot get to our offices.

TVCC works with Back to Work and Welfare to Work clients who have been affected by COVID-19 to help them restart their career or pivot to a new one. While we're accepting all low-income residents, we're targeting residents who are receiving unemployment or coming off unemployment to get them re-employed as quickly as possible.

We also partner with employers who have been hit by labor shortages post-pandemic, through training and outreach to our clients. In 2023, we worked with multiple employers to determine the most in-demand occupations so that our training offers are relevant and effective for everyone in the community. We've responded by creating the Pathway to Employment program with a focus on healthcare, a industry with major labor shortages in our area, where we can provide short-term occupational training to our clients that will get them back to work quickly.

13. ** QUESTIONS 14 THROUGH 24 ARE FOR THOSE ORGANIZATIONS INTERESTED IN APPLYING FOR FEDERAL

COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) FUNDING ONLY. ** Are you are interested in applying for CDBG funds?

- ☐ Yes. If so, check box here and answer questions 14 through 25.
- ☑ No. If no, check box here and enter NA
- ☐ Don't know. If you are unsure, please call City staff at (925) 833-6645.

14. CDBG ONLY- Explain your Limited English Proficiency/Language Access Plan (LEP/LAP). How does your agency outreach to limited English speaking residents to encourage access to services? What access accommodations are used? Etc. Provide detail

Please enter "N/A" if you are not interested in qualifying for CDBG funding.

n/a

15. CDBG ONLY - Identify at least one HUD Guiding Principle that relates to your project:

- ☐ Be culturally accessible, appropriate and inclusive
- ☐ Encourage community engagement and involvement
- ☐ Promote energy and resource efficiency
- ☐ Encourage networking and information sharing across service providers
- ☐ Encourage process streamlining
- ☐ Consolidate service delivery
- ☑ Not Applicable. Not interested in CDBG funding.

16. CDBG ONLY - Identify at least HUD Consolidated Plan Goal that relates to your project:

(Select Category and Applicable Goals)

- ☐ A) Housing
- ☐ Goal 1: Promote the production, rehabilitation, and preservation of affordable housing (rental and ownership) through acquisition, rehabilitation, new construction, and minor repair.
- ☐ Goal 2: Reduction of housing discrimination through provision of fair housing and tenant/landlord services.
- ☐ Goal 3: Use resources to assist low-income residents make rental assistance payments in response to Covid-19.
- ☐ B) Homeless
- ☐ Goal 1: Use resource to end homelessness by funding and supporting homeless service programs.
- ☐ C) Supportive Housing
- ☐ Goal 1: Increase the availability of services enriched housing for persons with special needs by supporting acquisition and new construction of housing units.
- ☐ D) Community Development
- ☐ Goal 1: Make improvements, including ADA accessibility and rehabilitation to public facilities, such as curbs and sidewalks, neighborhood parks and recreational improvements, homeless facilities and other public facilities/community centers.
- ☐ Goal 2: Fund economic development, micro-enterprise, and on-the-job training.
- ☐ Goal 3: Support public service programs for low income residents, preserving safety net services for families and individuals who are vulnerable or
- ☑ F) Not Applicable. Not interested in CDBG funding.

17. CDBG ONLY - Identify at least one HUD Strategic Goal that relates to your project:

- ☐ Public Services
- ☐ Public Facilities
- ☐ Rental Assistance
- ☐ Affordable Housing
- ☐ Increase Opportunities for 1st Time Homebuyers
- ☐ Promote Decent Affordable Rental Housing
- ☐ Strengthen Communities
- ☐ Ensure Equal Opportunity in Housing
- ☐ Reduce Housing Discrimination
- ☐ Promote Participation of Grass-Roots, Faith-Based, and other Community-Based Organizations
- ☑ Not Applicable. Not interested in CDBG funding.

18. CDBG ONLY - Select one HUD Objective that relates to your project:

(TIP: When selecting an objective ask yourself, "What is the purpose of the activity? What is the larger community need tha

I am seeking to address?")

- ☐ Creating a Suitable Living Environment
- ☐ Providing Decent Affordable Housing
- ☐ Creating Economic Opportunities
- ☑ Not Applicable. Not interested in CDBG funding.

19. CDBG ONLY - Select one HUD Outcome that relates to your project:
(TIP: When selecting an outcome ask yourself, "What type of change or result am I seeking?")

- ☐ Availability/Accessibility
- ☐ Affordability
- ☐ Sustainability
- ☑ Not Applicable. I am not interested in qualifying for CDBG funding.

20. CDBG ONLY - Select one HUD Specific Indicator that relates to your project:

- ☐ Public facility or infrastructure: This indicator shows the number of persons that have been assisted by public facility or infrastructure activities that provide individuals with new or improved access to the facility or infrastructure. If the activity was used to meet a quality standard or to measurably improve quality, then this indicator will report the number of household units that no longer have access to a substandard service.
- ☐ Public Service: This indicator shows the number of persons that have been assisted with new or improved access to a service. If the activity was used to meet a quality standard or to measurably improve quality, then this indicator will report the number of persons that no longer have access to a substandard service.
- ☐ Targeted revitalization: This indicator shows a range of outcomes such as jobs created and retained, businesses assisted, low- and moderate-income persons and households served, slum/blight demolition, number of acres of brownfields remediated, etc. in a targeted area.
- ☐ Commercial facade treatments or business building rehabilitation: This indicator shows the number of commercial facade treatments undertaken and the number of business buildings that were rehabilitated.
- ☐ Brownfields remediated: This indicator shows the number of acres of brownfields that were remediated.
- ☐ Rental units constructed: This indicator shows the number of affordable rental units created, as well as the number of years of affordability, number of units occupied by the elderly, and those units designated for chronically homeless persons and persons with HIV/AIDS.
- ☐ Rental units rehabilitated: This indicator shows the number of affordable rental units rehabilitated as well as the number of years of affordability, units for chronically homeless persons, elderly persons, and persons with HIV/AIDS.
- ☐ Homeownership units constructed or acquired with rehabilitation: This indicator shows the total number of homeownership units constructed, acquired, and/or acquired with rehabilitation per activity. This includes total number of affordable units, number of years of affordability, Energy Star qualified units, section 504 accessible units, and number of households previously living in subsidized housing. In addition, data will be collected on the number of units occupied by the elderly, number of units designated for persons with HIV/AIDS, and number of units for the chronically homeless.
- ☐ Owner occupied units rehabilitated: This indicator shows the total number of owner occupied units rehabilitated, including the number of these units occupied by the elderly, number of units designated for persons with HIV/AIDS, and number of units for the chronically homeless.
- ☐ Direct financial assistance to homebuyers: This indicator shows the number of homebuyers receiving direct financial assistance, housing counseling, and down payment assistance/closing costs.
- ☐ Tenant Based Rental Assistance (TBRA): This indicator shows the total number of households receiving TBRA as well as the number with short-term rental assistance (less than 12 months) and the number of homeless and chronically homeless households assisted.
- ☐ Homeless shelters: This indicator shows the number of homeless persons given overnight shelter.
- ☐ Emergency housing: This indicator shows the number of beds created in an overnight shelter or other emergency housing.
- ☐ Homeless prevention: This indicator shows the number of households that received emergency financial assistance to prevent homelessness and emergency legal assistance to prevent homelessness.
- ☐ Jobs created: Of the total number of jobs created, this indicator shows the number of jobs that have employee-sponsored health care, the types of jobs created (using Economic Development Administration (EDA) classifications) and the number of persons unemployed before taking the job.
- ☐ Jobs retained: Of the total number of jobs retained, this indicator shows the number of jobs retained, the number of jobs with employer-sponsored health care benefits, and the types of jobs retained (using EDA classifications)
- ☐ Business assistance: This indicator shows the total number of businesses assisted. Specifically, it shows the number of new businesses, existing businesses, and the DUNS number of each business so that HUD can track the number of new businesses that remain operational for three years after assistance.
- ☐ Businesses providing goods or services: This indicator shows whether an assisted business provides goods or services

to meet the needs of the service area, neighborhood, or community, as determined by the grantee.

- [x] Not Applicable. Not interested in CDBG funding

21. CDBG ONLY - Please choose a common indicator that your agency will use to track clients:
(Select only ONE.)

- [ ] Persons
- [ ] Households
- [x] Not Applicable. Not interested in CDBG funding

22. CDBG ONLY - Based on the common indicator you selected above, please list the number of unduplicated Dublin clients (EITHER Persons OR Households) your agency anticipates serving in each category. If none, please enter "0".

	Seniors (62 and older)
	People with Disabilities
	Female-Headed Households
	Youth
	Homeless
n/a	Not Applicable. Not interested in CDBG funding (Type N/A)
0.00	**TOTAL**

23. CDBG ONLY - Based on the common indicator you selected above, please list the number of unduplicated Dublin clients (EITHER Persons OR Households) your agency anticipates serving in each category. If none, please enter "0".
Area Median Income ("AMI") information is available online at www.dublin.ca.gov/1956/Application-Requirements-Process

	Extremely Low Income (<30% AMI)
	Very Low Income (30%-50% AMI)
	Low Income (50%-80% AMI)
n/a	Moderate Income (80%-120% AMI)
0.00	**TOTAL**

24. CDBG ONLY - List the number of clients your agency anticipates serving in race/ethnicity categories. Per HUD, "Hispanic" is an ethnicity, not a race.
The sum entered below must match the total clients entered in Question #9 above. If none, please enter "0"

	White
	White + HISPANIC
	Black/African American
	Black/African American + HISPANIC
	Asian
	Asian + HISPANIC
	American Indian/Alaskan Native
	American Indian/Alaskan Native + HISPANIC
	Native Hawaiian/Other Pacific Islander
	Native Hawaiian/Other Pacific Islander + HISPANIC
	American Indian/ Alaskan Native and White
	American Indian/ Alaskan Native and White + HISPANIC
	Asian and White
	Asian and White + HISPANIC
	Black/African American and White
	Black/African American and White + HISPANIC
	American Indian/Alaskan Native and Black/African American

	American Indian/Alaskan Native and Black/African American + HISPANIC
	Multi Racial + HISPANIC OR other Multi Racial
n/a	Not Applicable. Not interested in CDBG funding. (Type N/A)
0.00	**TOTAL**

25. If your agency is submitting more than one application or the same agency has different programs within it, please RANK the priority of this application, with number 1 being the highest priority for funding. There should only be one #1 PER AGENCY

- [x] #1 - This program/project has the agency's highest priority for funding.
- [ ] #2 - This program/project has the agency's 2nd highest priority for funding.
- [ ] #3 - This program/project has the agency's 3rd highest priority for funding.
- [ ] #4 - This program/project has the agency's 4th highest priority for funding.
- [ ] #5 - This program/project has the agency's 5th highest priority for funding.
- [ ] #6 - This program/project has the agency's 6th highest priority for funding.
- [ ] If you have more than 6 applications per organization, agency, district or entity, check here.

26. Has your organization or a paid employee of your organization made a political contribution to a current City of Dublin Councilmember or Mayor within the last 12 months? Under Section 84308 of the Political Reform Act, elected officials are prohibited from taking part in an entitlement for use proceedings if the official has received a contribution exceeding $250 from a party or participant in the proceeding within the preceding 12 months. More information can be found on the Fair Political Practices Commission (FPPC website) here: https://www.fppc.ca.gov/learn/pay-to-play-limits-and-prohibitions.

If you answer Yes, it will not disqualify you from the process or impact your application. An additional form will be emailed for you to provide details of the contributions for reporting purposes pursuant to the Political Reform Act.

- [ ] Yes
- [x] No

Budget top

Funding Sources/Revenues	Budget Amount	Amount Committed
City of Pleasanton	USD$ 31,635.00	USD$ 0.00
City of Livermore	USD$ 31,785.00	USD$ 0.00
AC-OCAP	USD$ 49,995.00	USD$ 40,000.00
Fed. Workforce Development Funds	USD$ 176,000.00	USD$ 0.00
Prologis	USD$ 166,000.00	USD$ 166,000.00
CLPCCD	USD$ 735,561.00	USD$ 735,561.00
Total	**USD$ 1,190,976.00**	**USD$ 941,561.00**

Funding Uses/Expenses	Budget Amount	Amount Committed
Salaries	USD$ 570,108.30	USD$ 10,005.00
Benefits	USD$ 369,545.00	USD$ 4,774.00
Supplies	USD$ 1,000.00	USD$ 0.00
Printing/Copying	USD$ 200.00	USD$ 0.00
Rent & Utilities	USD$ 239,490.00	USD$ 885.00
Marketing	USD$ 15,000.00	USD$ 325.00
Contracted Services	USD$ 92,000.00	USD$ 3,000.00
Training Software	USD$ 2,800.00	USD$ 500.00
Client Training Fees	USD$ 18,200.00	USD$ 1,500.00
Other (Supportive Services)	USD$ 11,000.00	USD$ 4,000.00
	USD$ 0.00	USD$ 0.00
	USD$ 0.00	
Total	**USD$ 1,319,343.30**	**USD$ 24,989.00**

Budget Narrative

TVCC is a grant-funded program of CLPCCD, through its Economic Development Department. Its main grant, which helps pay for select staff salaries has been rapidly dwindling over the last 7 years. Projects that we know will help the Tri-Valley community but are out of the scope of our Alameda County Workforce Development Board (ACWDB) contract need to be funded in other ways. The 3 cities of the Tri-Valley have been fantastic partners in this way for the past several years.

The budget is broken into three areas: Salaries, Benefits, and Operating Costs. The total is shared between the three cities, the District, Alameda Workforce Development Board ,Alameda County Oakland Community Action Partnership (AC-OCAP) and Prologis. We are requesting Dublin's help to fund 2.2% of this total budget.

Documents *top*

Documents Requested *	Required?	Attached Documents *
Program Expense Budget for ALL Grant Requests	☑	Program Expense Budget
Financial Information Form for ALL Grant Requests	☑	Financial Information
List of Board of Directors (or governing body) with agency contact information	☑	Board of Directors
Current Annual Budget for the Entire Agency	☑	Annual Budget
Copy of most recently submitted IRS 990 form or Tax Return (include complete form)	☑	Tax Exempt Letter
Board of Director's (or governing body's) designation of authorized official	☑	BoD Designation of Authorized Official
Board of Director's (or governing body's) authorization to request funding (may be same document as one above)	☑	BoD Authorization to Request Funding
Proof of insurance carried, including bonding, liability and/or workers' compensation	☑	COI
STATE AND FEDERAL NON-PROFIT DETERMINATION LETTER. All organizations MUST have approved non-profit status from the State of California and Federal Tax Identification Number at time of application. Non-compliant applicants will be disqualified.	☑	Non-Profit Determination Letter
Certified Audit and/or Certified Financial Statements	☑	Certified Audit
REQUIRED FOR CDBG ONLY - If requesting Capital Funding, please upload your Capital expenditure budget (your own format is acceptable)		
REQUIRED FOR CDBG ONLY - Personnel Policies Including Affirmative Action Plan and Grievance Procedure		
REQUIRED FOR CDBG ONLY - Agency Audit Requirements and Copy of Last Audit Highlighting "Findings" Section		
REQUIRED FOR CDBG ONLY - Articles of Incorporation and Bylaws		
REQUIRED FOR CDBG ONLY - Conflict of Interest Statement (if not included in Bylaws)		
REQUIRED FOR CDBG ONLY - AGENCY'S LIMITED ENGLISH PROFICIENCY LANGUAGE ACCESS PLAN (LEP/LAP). Must include outreach to limited English speaking residents to encourage access to services & housing. Include what access accommodations are used.		
REQUIRED FOR CDBG ONLY - LEVERAGING REPORT- this is due with the 2nd quarter report no later than January 15th		

Supporting Documents such as Agency Strategic Plan, Needs Assessment, etc. (Not Required)
Other Supporting Documents (Not Required)

** ZoomGrants™ is not responsible for the content of uploaded documents.*

Application ID: 460088

Become a fan of ZoomGrants™ on Facebook
Problems? Contact us at Questions@ZoomGrants.com
©2002-2024 GrantAnalyst.com. All rights reserved.
"ZoomGrants" and the ZoomGrants logo are trademarks of GrantAnalyst.com, LLC.
Logout | Browser

DUBLIN
CALIFORNIA
Powered by ZoomGrants™ and

City of Dublin
PCS - Human Services Division
City of Dublin, Fiscal Year 2024-25, Human Services Grant Program
Deadline: 1/19/2024

Chabot-Las Positas Community College District dba Tri-Valley Career Center

Dublin VITA Services

Jump to: Organization Information Questions Budget Documents

USD$ 20,733.00 Requested

Submitted: 1/19/2024 10:59:20 PM (Pacific)

Project Contact
Alcian Lindo
alindo@clpccd.org
Tel: 925-416-5108

Additional Contacts
none entered

Chabot-Las Positas Community College District dba Tri-Valley Career Center

5860 Owens Dr Fl 3
Dba Tri-Valley Career Center
Pleasanton, CA 94588
United States

Vice Chancellor for Business Services, designated signer
Jonah Nicholas
jnicholas@clpccd.org

Telephone(925) 416-5100
Fax
Web www..trivalleycareercenter.org

Organization Information *top*

1. Business License Number
010043

Questions *top*

1. Select the category that best describes your organization:
(Select only one.)
- [ ] Non-Profit
- [x] Public Agency
- [ ] Other:

2. Please describe your agency's mission (no more than 3 sentences or 250 characters).
The Tri-Valley Career Center (TVCC) is part of the Chabot-Las Positas Community College District (CLPCCD). Our mission is as follows: "We empower individuals and communities to thrive by creating career, education and economic opportunities."

3. Select the category that best describes the project:
(Select only one. For Capital Projects, please contact City Staff ahead of the grant application submission to review additional requirements including the Davis-Bacon/Fair Labor Standards Act)
- [ ] Capital Project
- [x] Public Service Program or Project

4. Is this a "new" service, program, project or activity? "New" is identified as not yet started, implemented or in

operation.

- [ ] Yes
- [x] No

5. Provide a brief summary of the program/project for which your agency is seeking funding (No more than three sentences. This text will be used widely during the review and implementation process to describe your project).
TVCC's Volunteer Income Tax Assistance (VITA) offers free tax preparation services to low- to moderate-income individuals and families, especially Earned Income Tax Credit (EITC)-eligible families. In addition to preparing the current year's taxes, we also help with previous years' taxes, amended taxes, paper returns and extensions.

TVCC is the only accepting agency to prepare taxes for immigrants with ITIN numbers, who are individuals required to have a U.S. taxpayer identification number but who do not have, and are not eligible to obtain, a Social Security number and the only organization to offer free tax service in the Tri-Valley area.

6. Describe the challenges, needs, or service gaps in Dublin your program/project addresses. If you do not receive funding, what would the impact be? (You should reference Dublin demographics, statistics, and reports to make your case.)
Though the TVCC VITA program has grown from 26 returns when we started in 2013 to 619 returns last year, there are still hundreds of families who could benefit from our services. Some simply do not file taxes. Others pay extraordinary fees to have them done by a for-profit company. A 2023 report from the Tri-Valley Anti-Poverty Coalition states that 4.2% of Dublin residents live below the federal poverty line and 16,455 residents receive some form of public assistance.

Despite the large number of households eligible for free tax preparation services, only 90 Dublin residents utilized our services last tax season. This is due in part to lack of consumer awareness of the program and a lack of initial trust that this free service provides the same or better results as a paid service.

Another challenge is the recruitment of volunteers due to COVID and a lack of funding to do extensive outreach. VITA turned away more than 50 residents last year due to a lack of volunteers. Based on the sheer number of Dublin residents living below the federal poverty line and those receiving public assistance, there is a clear need for free tax preparation services and free financial literacy counseling. To reach these residents, we plan to expand our services and outreach.

Currently, TVCC staff provide direct outreach to our clients, referring them to our center for numerous services including the VITA program. More than 80 percent of these residents come from low, very low and extremely low-income households. To reach and serve our most marginalized communities, we need to expand the promotion of VITA to include paid campaigns and the development of online ads in multiple languages.

If our budget comes up short, we cannot afford to pay for the development and placement of advertising, which will negatively affect both volunteer and clients recruitment. Fewer volunteers limit our ability to serve clients, leaving hundreds without access to this program.

7. Estimate the total number of UNDUPLICATED Dublin residents to be served by this project.
(UNDUPLICATED means client is counted only once regardless of number of services received in a year.)
Our goal is to continually increase the number of working families served by the VITA program, and to increase the number of families who receive the federal and state EITC. Our goal for 2024-25 is to file a minimum of 115 Dublin tax returns.

8. Which of the 14 Areas of Concern identified in the Eastern County 2011 Needs Assessment Report does your project identify with? Projects should meet the selected Areas of Concerns as well as helps the City of Dublin archive its Vision Statement that was included in its 2022 Strategic Plan.
The mission and vision statements are available online at www.dublin.ca.gov/1956/Application-Requirements-Process

- [ ] Behavioral Health (mental health and substance abuse)
- [ ] Affordable Housing
- [ ] Health Care (including dental)
- [x] Workforce Development
- [ ] Homelessness
- [ ] Transportation Services and Access
- [ ] Domestic Violence and Child Abuse
- [ ] Disabilities
- [ ] Food and Nutrition
- [ ] Senior Services
- [ ] Youth Services
- [ ] Child Care, Early Childhood Development and Education
- [ ] Changing Demographics and Growing Diversity

- [x] Financial Assistance
- [ ] None of the Above

9. Describe in detail how Dublin grant funds will be used for this project. If the funds are used for staffing, be sure to provide specific details on the number and types of positions being funded. (If capital funding is being requested, this narrative should include a detailed project scope and project timeline. The scope of work should include any land tenure issues. Additional documentation include designs, site plans, etc. can be attached later in the "Documents" tab.)

(What specifically will the grant funds be used for?)

By law, the VITA program is a completely free service. However, it is not free to operate. It takes dedicated organizations and people to establish the services and provide free tax preparation. It takes a small army of volunteers to be certified and prepare the taxes. And it takes funding. The IRS funds organizations nationwide to provide VITA services. In the Bay Area, that funding regularly goes to United Way, which then parcels out its allocation to organizations in seven Bay Area counties, including TVCC. However, this funding does not cover all our expenses to plan, market and execute a successful VITA program in the Tri-Valley. The COVID-19 pandemic has added expenses to the program not needed in prior years such as PPE and secure-sharing software.

Due to our growing number of clients each year, we anticipate an even greater need for support. This year, we are projecting to reach more people through our new location and full-time operating hours. Most of our expenses comes from staff who will dedicate approximately 570 hours plus 45% in fringe benefits to the program. We also need to hire a Co-coordinator who will complete 300 hours, helping to expand the program further throughout the Tri-Valley.

Since TVCC began providing VITA services in 2013, these dedicated individuals have prepared more than 3,470 tax returns, bringing more than $3.4 million dollars back to the Tri-Valley in federal refunds.

The TVCC budget for the 2024-25 VITA program is $100,036.00. This does not include the donated time of volunteers which is estimated to cost approximately $161, 004.38. Should we meet our overall goals of 650 returns filed, residents would receive a combined total of approximately $771,550 in federal refunds. Moreover, research shows there is a multiplier effect of at least 1.5 on the refunds spent in the region meaning the return of the investment in the program could yield $1,157,325 in the Tri-Valley. Thus, the economic effect of the VITA program is far greater for the community than just for the families served.

VITA is a workforce development program as the EITC has been shown to encourage work for low-income families. However, our efforts in this are outside our main workforce development contracts. As such, the program is entirely grant funded and must be exceedingly efficient with its small, dedicated funds. The program's efficiency come from these components:

· By law, the taxes can only be prepared by volunteers. These volunteers must be certified by the IRS in the appropriate tax law and the software used nationally for the returned to be e-filed. TVCC usually has more than 40 volunteers who speak 5 different languages. Our project includes in-kind work of at least 2820 hours from volunteers, which equates to approximately $111,000.

· The College district donates the supervisory management of VITA program. Though the Program Coordinator is the strength of the TVCC VITA program, it does take a manager to oversee it, plan the marketing and write reports. This time is donated to the program.

· TVCC uses its network of other community service providers and as much free marketing placement as is feasible. As a nonprofit, TVCC has become effective in using free media and word of mouth for this program and others.

This year, we plan to offer both in-person and drop-off tax preparation services at our location in Pleasanton. This location has ample parking and is accessible by bus and BART. We also plan to reopen our sites at the Livermore and Pleasanton library (pending library approval and volunteer numbers), providing the community with multiple tax prep sites and increasing accessibility to this service.

We are investing in more education and outreach, along with volunteer recognition (including food for the volunteers as they complete 3 full, 8-hour training days) to ensure we recruit and retain at least 40 volunteers.

Finally, we have been working with VITA for 9 years and have used the same equipment throughout. We have an urgent need for a new copier which will speed up the tax preparation process by allowing us to print and make any copies we need at a faster pace so that we may serve more clients.

10. Describe how you will measure the effectiveness of this program/project. Describe your criteria for success. What results do you expect to have achieved at the end of this grant?

Each year, we track the following measurements, from which we can extrapolate data for Dublin to measure effectiveness:

· Total number of clients

· Percentage increase of clients

· Total federal dollars returned to clients

· Average and Total Earned Income Tax Credits (EITCs) returned to clients

· Average Adjusted Gross Income of clients

· The total number of ITIN applications filed

The goal of the TVCC VITA program is to grow and serve more people in the region who are EITC-eligible. Given the nature of the service, our results are tracked meticulously by the IRS. Each tax return is e-filed through the IRS proprietary system. This system gives us information in aggregate of all our tax clients. Each tax returned e-filed is tracked by the IRS through our location codes. Not long after the end of each tax season, we are able to discern the number of tax returns filed as well as the amount of federal/state refunds, the total EITC returns, and the average household income among other things.

As anti-poverty safety-net program, the population that the VITA program targets are low- to moderate-income working families. Like the Federal Poverty Guidelines, the VITA program sets its income limits at a national level. The federal income limit for the program is $72,000 per household, regardless of family structure. Due to the high cost of living in the Bay Area, we accept clients with incomes up to $75,000. For a family in the Tri-Valley, this is far below the living wage. The average income earned by families we served last tax season was $32,360. This number has been consistently low during the past 5 years that we have offered VITA services.

Many of the families we serve year after year speak a language other than English at home. We offer the services in at least five languages, depending on our volunteers' bi-lingual abilities. Spanish and Tagalog are the main languages other than English that we serve. The VITA Program Coordinator's first language is Spanish and thus, we can help more families in the Tri-Valley who desperately need this service.

Our goal is to reach and serve our most marginalized communities. We will continue to expand on our previous outreach plan, which successfully brought us more than 600 low-income and underrepresented tax filers during the 2022 tax season.

At the end of this grant, we plan to bring in 650 tax filers, of which 115 will be from Dublin and process 10 ITIN applications.

Our partners included in this plan are:

· IRS: monitoring, training, software, tax law, technical support

· United Way: funding, training, oversight

· Pleasanton Library: tax site, marketing, computer and printing use

· Livermore Library: tax site, marketing, computer and printing use (pending volunteer availability)

· Las Positas College: marketing, tax site (pending volunteer availability)

· CityServe of the Tri-Valley: outreach to seniors and low-income families, potential transportation support

Our 2024-2025 outreach plan includes but is not limited to:

· Email blasts to TVCC clients and job seekers in CalJobs database who live in the Tri-Valley region

· Email blasts to Tri-Valley and Alameda County residents receiving unemployment benefits

· Referrals from partnerships with local community-based organizations

· In-person outreach and flyer distribution to:

o Pleasanton low-income housing units

o Local churches

o Local libraries

o Local food banks

With increased funding, we could do outreach to:

· Tax Help (administered by the United Way) materials which provide information in multiple languages.

· E-flyers to Dublin, Livermore, and Pleasanton families through school district's communication systems.

· PeachJar – online flyers to the school system.

11. The City Council updated Dublin's Mission, Vision, and Values in 2020 to include Inclusivity, Diversity and Equity. How does your project further these values?
The full statements are available at www.dublin.ca.gov/72/mission-vision
TVCC supports Dublin's Mission, Vision and Values that include inclusivity, diversity and equity through offering a wide range of services and outreach strategies to low-to-moderate income taxpayers, especially those eligible for the Federal and State Earned Income Tax Credits and who feel most comfortable communicating in a language other than English. We also provide culturally competent services, promoting an inclusive environment that caters to the diversity of East Bay residents.

Our resources include workshops, career counseling and online opportunities designed to guide adult job seekers towards success in today's job market. We prioritize adult clients (18+) from disadvantaged backgrounds including but not limited to refugees, veterans, dislocated workers, individuals with disabilities, unhoused individuals and re-entry participants.

We are the only accepting agency in the Tri-Valley to prepare taxes for immigrants with ITIN numbers. These are individuals required to have a US taxpayer ID number but are not eligible for a Social Security number.

We have career coaches who work with CalWorks/CalFresh recipients, a re-entry coordinator who works with the formally incarcerated and a transition specialist who works with ESL students and adults working to obtain GEDs. They provide direct outreach to our clients, referring them to our center for services including the VITA program. Their referrals, along with the referrals from our community-based partnerships and marketing campaigns, have helped us prepare more than 3,470 Tri-Valley tax returns over the past 10 years.

As discussed earlier, most of these residents come from economically disadvantaged households. To reach and serve our most marginalized communities, we will continue to expand on our previous outreach plan as discussed in questions #6

12. For the Fiscal Year 2024-2025 Human Services Grant Cycle, additional funding may be available through the City's American Rescue Plan Act allocation. Organizations that are eligible for this funding must provide services that are responding to the economic and public health impacts of the COVID-19 Pandemic. If applicable, please describe how your organization's programs and services directly respond to negative economic or public health impacts of the COVID-19 Pandemic.
Enter "NA" if not eligible.
TVCC has been hosted by Chabot-Las Positas Community College District since 1983. TVCC offers career development, skills upgrading and employer services for residents of the Tri-Valley area and other parts of Alameda County.

The TVCC VITA program is one of three programs in the seven Bay Area counties that remained open to provide free, virtual tax services during the 2020 pandemic. These services remain in place today allowing us to provide both in-person and virtual workshops so that our services are available to Tri-Valley residents who cannot get to our offices.

As the financial challenges of COVID continue, we continue to make our services readily available to Tri-Valley residents who do not have the time or resources to get to our offices so that our clients can access our services remotely.

As an organization, we are responding directly to the impacts of the pandemic. We work with Back to Work and Welfare to Work clients who have been affected by COVID-19 to help them get back to work. While we accept all low-income residents, we're targeting residents who are unemployment or coming off unemployment to get them re-employed as quickly as possible. We also provide transportation support in the form of gas/clipper cards to unemployed and low-income clients to help them get to job interviews and trainings.

The VITA program puts cash directly into the hands of clients through EITC and state and federal refunds, allowing residents to catch up on bills, begin or rebuild their savings and invest in their future.

We also partner with employers who have been hit by labor shortages post-pandemic, through training and outreach to our clients. In 2023, we have been working with employers to determine the most in-demand occupations so that our employment service offerings are effective for everyone in the community.

13. ** QUESTIONS 14 THROUGH 24 ARE FOR THOSE ORGANIZATIONS INTERESTED IN APPLYING FOR FEDERAL COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) FUNDING ONLY. ** Are you are interested in applying for CDBG funds?

- ☐ Yes. If so, check box here and answer questions 14 through 25.
- ☑ No. If no, check box here and enter NA

- [ ] Don't know. If you are unsure, please call City staff at (925) 833-6645.

14. CDBG ONLY- Explain your Limited English Proficiency/Language Access Plan (LEP/LAP). How does your agency outreach to limited English speaking residents to encourage access to services? What access accommodations are used? Etc. Provide detail

Please enter "N/A" if you are not interested in qualifying for CDBG funding.

n/a

15. CDBG ONLY - Identify at least one HUD Guiding Principle that relates to your project:

- [ ] Be culturally accessible, appropriate and inclusive
- [ ] Encourage community engagement and involvement
- [ ] Promote energy and resource efficiency
- [ ] Encourage networking and information sharing across service providers
- [ ] Encourage process streamlining
- [ ] Consolidate service delivery
- [x] Not Applicable. Not interested in CDBG funding.

16. CDBG ONLY - Identify at least HUD Consolidated Plan Goal that relates to your project:

(Select Category and Applicable Goals)

- [ ] A) Housing
- [ ] Goal 1: Promote the production, rehabilitation, and preservation of affordable housing (rental and ownership) through acquisition, rehabilitation, new construction, and minor repair.
- [ ] Goal 2: Reduction of housing discrimination through provision of fair housing and tenant/landlord services.
- [ ] Goal 3: Use resources to assist low-income residents make rental assistance payments in response to Covid-19.
- [ ] B) Homeless
- [ ] Goal 1: Use resource to end homelessness by funding and supporting homeless service programs.
- [ ] C) Supportive Housing
- [ ] Goal 1: Increase the availability of services enriched housing for persons with special needs by supporting acquisition and new construction of housing units.
- [ ] D) Community Development
- [ ] Goal 1: Make improvements, including ADA accessibility and rehabilitation to public facilities, such as curbs and sidewalks, neighborhood parks and recreational improvements, homeless facilities and other public facilities/community centers.
- [ ] Goal 2: Fund economic development, micro-enterprise, and on-the-job training.
- [ ] Goal 3: Support public service programs for low income residents, preserving safety net services for families and individuals who are vulnerable or
- [x] F) Not Applicable. Not interested in CDBG funding.

17. CDBG ONLY - Identify at least one HUD Strategic Goal that relates to your project:

- [ ] Public Services
- [ ] Public Facilities
- [ ] Rental Assistance
- [ ] Affordable Housing
- [ ] Increase Opportunities for 1st Time Homebuyers
- [ ] Promote Decent Affordable Rental Housing
- [ ] Strengthen Communities
- [ ] Ensure Equal Opportunity in Housing
- [ ] Reduce Housing Discrimination
- [ ] Promote Participation of Grass-Roots, Faith-Based, and other Community-Based Organizations
- [x] Not Applicable. Not interested in CDBG funding.

18. CDBG ONLY - Select one HUD Objective that relates to your project:

(TIP: When selecting an objective ask yourself, "What is the purpose of the activity? What is the larger community need that I am seeking to address?")

- [ ] Creating a Suitable Living Environment
- [ ] Providing Decent Affordable Housing
- [ ] Creating Economic Opportunities

- [x] Not Applicable. Not interested in CDBG funding.

19. CDBG ONLY - Select one HUD Outcome that relates to your project:
(TIP: When selecting an outcome ask yourself, "What type of change or result am I seeking?")

- [ ] Availability/Accessibility
- [ ] Affordability
- [ ] Sustainability
- [x] Not Applicable. I am not interested in qualifying for CDBG funding.

20. CDBG ONLY - Select one HUD Specific Indicator that relates to your project:

- [ ] Public facility or infrastructure: This indicator shows the number of persons that have been assisted by public facility or infrastructure activities that provide individuals with new or improved access to the facility or infrastructure. If the activity was used to meet a quality standard or to measurably improve quality, then this indicator will report the number of household units that no longer have access to a substandard service.
- [ ] Public Service: This indicator shows the number of persons that have been assisted with new or improved access to a service. If the activity was used to meet a quality standard or to measurably improve quality, then this indicator will report the number of persons that no longer have access to a substandard service.
- [ ] Targeted revitalization: This indicator shows a range of outcomes such as jobs created and retained, businesses assisted, low- and moderate-income persons and households served, slum/blight demolition, number of acres of brownfields remediated, etc. in a targeted area.
- [ ] Commercial facade treatments or business building rehabilitation: This indicator shows the number of commercial facade treatments undertaken and the number of business buildings that were rehabilitated.
- [ ] Brownfields remediated: This indicator shows the number of acres of brownfields that were remediated.
- [ ] Rental units constructed: This indicator shows the number of affordable rental units created, as well as the number of years of affordability, number of units occupied by the elderly, and those units designated for chronically homeless persons and persons with HIV/AIDS.
- [ ] Rental units rehabilitated: This indicator shows the number of affordable rental units rehabilitated as well as the number of years of affordability, units for chronically homeless persons, elderly persons, and persons with HIV/AIDS.
- [ ] Homeownership units constructed or acquired with rehabilitation: This indicator shows the total number of homeownership units constructed, acquired, and/or acquired with rehabilitation per activity. This includes total number of affordable units, number of years of affordability, Energy Star qualified units, section 504 accessible units, and number of households previously living in subsidized housing. In addition, data will be collected on the number of units occupied by the elderly, number of units designated for persons with HIV/AIDS, and number of units for the chronically homeless.
- [ ] Owner occupied units rehabilitated: This indicator shows the total number of owner occupied units rehabilitated, including the number of these units occupied by the elderly, number of units designated for persons with HIV/AIDS, and number of units for the chronically homeless.
- [ ] Direct financial assistance to homebuyers: This indicator shows the number of homebuyers receiving direct financial assistance, housing counseling, and down payment assistance/closing costs.
- [ ] Tenant Based Rental Assistance (TBRA): This indicator shows the total number of households receiving TBRA as well as the number with short-term rental assistance (less than 12 months) and the number of homeless and chronically homeless households assisted.
- [ ] Homeless shelters: This indicator shows the number of homeless persons given overnight shelter.
- [ ] Emergency housing: This indicator shows the number of beds created in an overnight shelter or other emergency housing.
- [ ] Homeless prevention: This indicator shows the number of households that received emergency financial assistance to prevent homelessness and emergency legal assistance to prevent homelessness.
- [ ] Jobs created: Of the total number of jobs created, this indicator shows the number of jobs that have employee-sponsored health care, the types of jobs created (using Economic Development Administration (EDA) classifications) and the number of persons unemployed before taking the job.
- [ ] Jobs retained: Of the total number of jobs retained, this indicator shows the number of jobs retained, the number of jobs with employer-sponsored health care benefits, and the types of jobs retained (using EDA classifications)
- [ ] Business assistance: This indicator shows the total number of businesses assisted. Specifically, it shows the number of new businesses, existing businesses, and the DUNS number of each business so that HUD can track the number of new businesses that remain operational for three years after assistance.
- [ ] Businesses providing goods or services: This indicator shows whether an assisted business provides goods or services to meet the needs of the service area, neighborhood, or community, as determined by the grantee.
- [x] Not Applicable. Not interested in CDBG funding

21. CDBG ONLY - Please choose a common indicator that your agency will use to track clients:

(Select only ONE.)

- [ ] Persons
- [ ] Households
- [x] Not Applicable. Not interested in CDBG funding

22. CDBG ONLY - Based on the common indicator you selected above, please list the number of unduplicated Dublin clients (EITHER Persons OR Households) your agency anticipates serving in each category. If none, please enter "0".

	Seniors (62 and older)
	People with Disabilities
	Female-Headed Households
	Youth
	Homeless
n/a	Not Applicable. Not interested in CDBG funding (Type N/A)
0.00	**TOTAL**

23. CDBG ONLY - Based on the common indicator you selected above, please list the number of unduplicated Dublin clients (EITHER Persons OR Households) your agency anticipates serving in each category. If none, please enter "0".

Area Median Income ("AMI") information is available online at www.dublin.ca.gov/1956/Application-Requirements-Process

	Extremely Low Income (<30% AMI)
	Very Low Income (30%-50% AMI)
	Low Income (50%-80% AMI)
0	Moderate Income (80%-120% AMI)
0.00	**TOTAL**

24. CDBG ONLY - List the number of clients your agency anticipates serving in race/ethnicity categories. Per HUD, "Hispanic" is an ethnicity, not a race.

The sum entered below must match the total clients entered in Question #9 above. If none, please enter "0"

	White
	White + HISPANIC
	Black/African American
	Black/African American + HISPANIC
	Asian
	Asian + HISPANIC
	American Indian/Alaskan Native
	American Indian/Alaskan Native + HISPANIC
	Native Hawaiian/Other Pacific Islander
	Native Hawaiian/Other Pacific Islander + HISPANIC
	American Indian/ Alaskan Native and White
	American Indian/ Alaskan Native and White + HISPANIC
	Asian and White
	Asian and White + HISPANIC
	Black/African American and White
	Black/African American and White + HISPANIC
	American Indian/Alaskan Native and Black/African American
	American Indian/Alaskan Native and Black/African American + HISPANIC
	Multi Racial + HISPANIC OR other Multi Racial
n/a	Not Applicable. Not interested in CDBG funding. (Type N/A)

0.00 **TOTAL**

25. If your agency is submitting more than one application or the same agency has different programs within it, please RANK the priority of this application, with number 1 being the highest priority for funding. There should only be one #1 PER AGENCY

- ☐ #1 - This program/project has the agency's highest priority for funding.
- ☑ #2 - This program/project has the agency's 2nd highest priority for funding.
- ☐ #3 - This program/project has the agency's 3rd highest priority for funding.
- ☐ #4 - This program/project has the agency's 4th highest priority for funding.
- ☐ #5 - This program/project has the agency's 5th highest priority for funding.
- ☐ #6 - This program/project has the agency's 6th highest priority for funding.
- ☐ If you have more than 6 applications per organization, agency, district or entity, check here.

26. Has your organization or a paid employee of your organization made a political contribution to a current City of Dublin Councilmember or Mayor within the last 12 months? Under Section 84308 of the Political Reform Act, elected officials are prohibited from taking part in an entitlement for use proceedings if the official has received a contribution exceeding $250 from a party or participant in the proceeding within the preceding 12 months. More information can be found on the Fair Political Practices Commission (FPPC website) here: https://www.fppc.ca.gov/learn/pay-to-play-limits-and-prohibitions.

If you answer Yes, it will not disqualify you from the process or impact your application. An additional form will be emailed for you to provide details of the contributions for reporting purposes pursuant to the Political Reform Act.

- ☐ Yes
- ☑ No

Budget *top*

Funding Sources/Revenues	Budget Amount	Amount Committed
City of Pleasanton	USD$ 16,914.00	USD$ 0.00
City of Livermore	USD$ 14,914.00	USD$ 0.00
United Way of the Bay Area	USD$ 25,000.00	USD$ 0.00
Chabot-Las Positas Community College District	USD$ 41,495.00	USD$ 41,495.00
Total	**USD$ 98,323.00**	**USD$ 41,495.00**

Funding Uses/Expenses	Budget Amount	Amount Committed
Salaries	USD$ 33,413.00	USD$ 5,121.00
Benefits	USD$ 13,372.00	USD$ 2,304.00
Contracted Coordinator	USD$ 10,500.00	USD$ 2,625.00
Supplies	USD$ 1,698.00	USD$ 424.00
Equipment/Software	USD$ 10,800.00	USD$ 2,700.00
Printing/Copying	USD$ 1,500.00	USD$ 375.00
Rent & Utilities	USD$ 22,140.00	USD$ 5,535.00
Transportation	USD$ 393.00	USD$ 98.00
Marketing	USD$ 2,500.00	USD$ 625.00
Other Program Expenses	USD$ 3,720.00	USD$ 925.00
Total	**USD$ 100,036.00**	**USD$ 20,732.00**

Budget Narrative

Staff Salaries/Benefits/Coordinator: Due to our growing number of clients, we anticipate an even greater need resulting from the pandemic. So many people in the community are without jobs and living expenses are only increasing. This year, we are projecting to reach more people through our new location and full- time operating hours. Majority of our expenses comes from staff which total about 582 hours plus 45% in fringe benefits. We also have a necessity to hire a Co-coordinator for 300 hours, which will help to expand the program to other areas including opening a site at the Livermore and Pleasanton libraries.

.

Supplies/Printing/Marketing: Having adequate supplies and effective marketing will ensure that we recruit and retain a minimum of 35 volunteers. This number will ensure that we meet our tax filing goal.

Equipment/Software: We have been working with VITA for 10 years and have used the same equipment throughout. Our copier, which we use extensively for the program is extremely old and temperamental. Therefore, we need to purchase a new copier to speed up the process and be able to print and make any copies we need at a faster pace.

Transportation: To support staff traveling to our multiple sites across the Tri-Valley to help volunteers and pick up/deliver supplies.

Program Expenses: Includes incentives and recognition for volunteers for in-kind work as required by the VITA program. This expense also includes food for volunteers during their in-person, mandatory, 3 full-day trainings as well as transportation support for low-income clients who travel to our offices for services.

This budget does not include the in-kind work of 4725 hours from 40 volunteers, which is about $111,037.50

Documents top

Documents Requested *	Required?	Attached Documents *
Program Expense Budget for ALL Grant Requests	☑	Program Expense Budget
Financial Information Form for ALL Grant Requests	☑	Financial Information Form
List of Board of Directors (or governing body) with agency contact information	☑	Board of Directors
Current Annual Budget for the Entire Agency	☑	Annual Budget
Copy of most recently submitted IRS 990 form or Tax Return (include complete form)	☑	Tax Exemption Form
Board of Director's (or governing body's) designation of authorized official	☑	BoD Designation of Authorized Official
Board of Director's (or governing body's) authorization to request funding (may be same document as one above)	☑	BoD authorization to request funding
Proof of insurance carried, including bonding, liability and/or workers' compensation	☑	Proof of insurance
STATE AND FEDERAL NON-PROFIT DETERMINATION LETTER. All organizations MUST have approved non-profit status from the State of California and Federal Tax Identification Number at time of application. Non-compliant applicants will be disqualified.	☑	NON-PROFIT DETERMINATION LETTER
Certified Audit and/or Certified Financial Statements	☑	Certified Audit
REQUIRED FOR CDBG ONLY - If requesting Capital Funding, please upload your Capital expenditure budget (your own format is acceptable)		
REQUIRED FOR CDBG ONLY - Personnel Policies Including Affirmative Action Plan and Grievance Procedure		
REQUIRED FOR CDBG ONLY - Agency Audit Requirements and Copy of Last Audit Highlighting "Findings" Section		
REQUIRED FOR CDBG ONLY - Articles of Incorporation and Bylaws		
REQUIRED FOR CDBG ONLY - Conflict of Interest Statement (if not included in Bylaws)		
REQUIRED FOR CDBG ONLY - AGENCY'S LIMITED ENGLISH PROFICIENCY LANGUAGE ACCESS PLAN (LEP/LAP). Must include outreach to limited English speaking residents to encourage access to services & housing. Include what access accommodations are used.		
REQUIRED FOR CDBG ONLY - LEVERAGING		

REPORT- this is due with the 2nd quarter report no later than January 15th	
Supporting Documents such as Agency Strategic Plan, Needs Assessment, etc. (Not Required)	
Other Supporting Documents (Not Required)	

** ZoomGrants™ is not responsible for the content of uploaded documents.*

Application ID: 460973

Become a fan of ZoomGrants™ on Facebook
Problems? Contact us at Questions@ZoomGrants.com
©2002-2024 GrantAnalyst.com. All rights reserved.
"ZoomGrants" and the ZoomGrants logo are trademarks of GrantAnalyst.com, LLC.
Logout | Browser

DUBLIN
CALIFORNIA
Powered by ZoomGrants™ and

City of Dublin
PCS - Human Services Division
City of Dublin, Fiscal Year 2024-25, Human Services Grant Program
Deadline: 1/19/2024

City Serve of the Tri-Valley

Homeless Prevention and Family Stabilization Program

Jump to: Organization Information Questions Budget Documents

USD$ 25,000.00 Requested

Submitted: 1/5/2024 2:15:30 PM (Pacific)

Project Contact
Christine Beitsch-Bahmani
grants@cityservecares.org
Tel: 510-789-5443

Additional Contacts
none entered

City Serve of the Tri-Valley

P.O. Box 1613
Pleasanton, CA 94566
United States

Telephone925-222-2273
Fax
Web www.cityservecares.org

CEO
Christine Beitsch-Bahmani
christine@cityservecares.org

Organization Information *top*

1. Business License Number
BL-109916

Questions *top*

1. Select the category that best describes your organization:
(Select only one.)
- [x] Non-Profit
- [ ] Public Agency
- [ ] Other:

2. Please describe your agency's mission (no more than 3 sentences or 250 characters).
Our vision is to mobilize mercy, practical compassion, in the Tri-Valley by care coordination (case management), outreach to underserved communities and to inspire community engagement; this mobilization is designed to humanize the human services.

3. Select the category that best describes the project:
(Select only one. For Capital Projects, please contact City Staff ahead of the grant application submission to review additional requirements including the Davis-Bacon/Fair Labor Standards Act)
- [ ] Capital Project
- [x] Public Service Program or Project

4. Is this a "new" service, program, project or activity? "New" is identified as not yet started, implemented or in

operation.

- [ ] Yes
- [x] No

5. Provide a brief summary of the program/project for which your agency is seeking funding (No more than three sentences. This text will be used widely during the review and implementation process to describe your project).
The Homeless Prevention and Family Stabilization Program is dedicated to supporting 75 at-risk households in Dublin, impacting 225 individuals. Our comprehensive approach includes safety net fiscal assistance, personalized non-clinical care coordination (inclusive of case management, street outreach, and specialized youth programs), along with targeted workshops focusing on education and skills training for stabilization. We prioritize underserved individuals and families in the extremely low, very low, and low-income categories in Dublin. Funding will be directed towards three pivotal components encompassing prevention, stabilization, and outreach, providing free individualized care and resources for individuals aged 0-59.

6. Describe the challenges, needs, or service gaps in Dublin your program/project addresses. If you do not receive funding, what would the impact be? (You should reference Dublin demographics, statistics, and reports to make your case.)

Our Homeless Prevention and Family Stabilization program strongly aligns with Dublin's 2020 updated Mission, Vision, and Values, particularly emphasizing Inclusivity, Diversity, and Equity.
Inclusivity:
We ensure accessibility to our services for all Dublin residents, irrespective of background. With bilingual staff and translation services, language barriers are mitigated, promoting inclusivity in service delivery.
Diversity:
Acknowledging the diverse needs of Dublin's residents, our program provides tailored support to address individual challenges. Our team is culturally competent, respecting and valuing the unique backgrounds and traditions of the families we serve.
Equity:
The program contributes to equity by bridging gaps in housing and financial stability, ensuring fair access to crucial resources for all individuals and families. Addressing economic disparities, we strive to create equal opportunities for families to secure stable housing and financial independence.

7. Estimate the total number of UNDUPLICATED Dublin residents to be served by this project.
(UNDUPLICATED means client is counted only once regardless of number of services received in a year.)
75

8. Which of the 14 Areas of Concern identified in the Eastern County 2011 Needs Assessment Report does your project identify with? Projects should meet the selected Areas of Concerns as well as helps the City of Dublin archive its Vision Statement that was included in its 2022 Strategic Plan.
The mission and vision statements are available online at www.dublin.ca.gov/1956/Application-Requirements-Process

- [x] Behavioral Health (mental health and substance abuse)
- [x] Affordable Housing
- [x] Health Care (including dental)
- [x] Workforce Development
- [x] Homelessness
- [x] Transportation Services and Access
- [x] Domestic Violence and Child Abuse
- [x] Disabilities
- [x] Food and Nutrition
- [x] Senior Services
- [x] Youth Services
- [x] Child Care, Early Childhood Development and Education
- [x] Changing Demographics and Growing Diversity
- [x] Financial Assistance
- [ ] None of the Above

9. Describe in detail how Dublin grant funds will be used for this project. If the funds are used for staffing, be sure to provide specific details on the number and types of positions being funded. (If capital funding is being requested, this narrative should include a detailed project scope and project timeline. The scope of work should include any land tenure issues. Additional documentation include designs, site plans, etc. can be attached later in the "Documents" tab.)
(What specifically will the grant funds be used for?)

In order to continue providing free services to Dublin residents the Grant Funds will provide salary support for a Part-Time Resource Specialist (care coordinator) (47% of salary and benefits) and Intake/Crisis Call Coordinator (73% salary and benefits) who will be dedicated to serving Dublin residents. During FY 22/23 we answered 229 crisis calls from Dublin residents and have far surpassed that number already in our current contracted year. Without funding the response time and services for Dublin residents would greatly decrease.

10. Describe how you will measure the effectiveness of this program/project. Describe your criteria for success. What results do you expect to have achieved at the end of this grant?

Measuring Program Effectiveness:
Process:
Underserved Resident Reach: Evaluate outreach's effectiveness through demographic data, gauging service reach to underserved populations.
Language Accessibility: Assess language efforts' success in making resources accessible to diverse linguistic communities.
Enrollment Rates: Measure the success of care coordination or specialized program enrollment, indicating participant engagement.
Quality:
Action Plan Progress: Track progress towards established goals, ensuring alignment with participants' needs.
Resource Utilization: Monitor expenses and time spent with participants, ensuring efficient resource allocation.
Measurable Outcomes: Evaluate achievement of collaboratively established outcomes, like housing list placement and increased fiscal literacy.
Impact:
Life Change Assessment: Assess overall impact on participants' lives, examining indicators of sustainable self-sufficiency.
Client Satisfaction: Utilize surveys to gather feedback on perceived program effectiveness and impact.
Reporting:
Demographic Data: Capture critical demographic info, including disability status, race/ethnicity, age, and language needs.
Action Plan Tracking: Regularly update progress towards established action plans, ensuring transparency.
Expense and Time Tracking: Document all expenses and time spent, maintaining accurate records.
Measurable Outcomes Tracking: Continuously track and analyze outcomes, ensuring alignment with program objectives.
HMIS/Well Sky Database Utilization: Leverage the Federal HMIS & Wellsky database for unsheltered client information.
Coordinated Entry Meetings: Participate in regular meetings for effective collaboration with service providers that work with housing.
Criteria for Success:
Quantitative Metrics: Meeting or exceeding predetermined targets in outreach, enrollment, and measurable outcomes.
Qualitative Impact: Demonstrating positive, life-changing impacts on participants.
Client Satisfaction: High satisfaction reported through surveys.
Efficient Resource Utilization: Maximizing impact while minimizing costs.
Database Compliance: Maintaining accurate records in the HMIS & Well Sky database.
Outcomes Expected at End of Grant:
Transformative Changes: Positive, sustainable changes in participants' lives.
Efficient Services: Successful delivery of services with minimal costs.
Empowered Individuals: Participants demonstrating sustainable self-sufficiency.
Database Accuracy: Up-to-date records in database, complying with reporting standards.
In summary, success will be evident in transformative changes for participants, efficient service delivery, and the fulfillment of CityServe's mission.

11. The City Council updated Dublin's Mission, Vision, and Values in 2020 to include Inclusivity, Diversity and Equity. How does your project further these values?

The full statements are available at www.dublin.ca.gov/72/mission-vision

Our Homeless Prevention and Family Stabilization program strongly aligns with Dublin's 2020 updated Mission, Vision, and Values, particularly emphasizing Inclusivity, Diversity, and Equity.
Inclusivity:
We ensure accessibility to our services for all Dublin residents, irrespective of background. With bilingual staff and translation services, language barriers are mitigated, promoting inclusivity in service delivery.
Diversity:
Acknowledging the diverse needs of Dublin's residents, our program provides tailored support to address individual challenges. Our team is culturally competent, respecting and valuing the unique backgrounds and traditions of the families we serve.
Equity:
The program contributes to equity by bridging gaps in housing and financial stability, ensuring fair access to crucial resources for all individuals and families. Addressing economic disparities, we strive to create equal opportunities for families to secure stable housing and financial independence.

12. For the Fiscal Year 2024-2025 Human Services Grant Cycle, additional funding may be available through the

City's American Rescue Plan Act allocation. Organizations that are eligible for this funding must provide services that are responding to the economic and public health impacts of the COVID-19 Pandemic. If applicable, please describe how your organization's programs and services directly respond to negative economic or public health impacts of the COVID-19 Pandemic.

Enter "NA" if not eligible.

In direct response to the economic and public health challenges posed by the COVID-19 pandemic, our organization has quickly adapted and expanded programs to address critical community needs:

Economic Impact Response:

Emergency Financial Assistance: Providing rent and utility assistance to prevent homelessness due to pandemic-related economic hardships.

Employment Support Services: Offering job placement assistance and skill development programs to aid individuals affected by unemployment.

Emergency Hotel Program: Providing shelter for those 65 and above and/or medically fragile that were higher risk for COVID-19 and related illnesses.

Health Education and Resources: Intensifying health education efforts, promoting COVID-19 awareness, and providing resources for healthy practices.

Mental Health Services: Expanding mental health services, including counseling and support groups, to address heightened emotional challenges.

Access to Healthcare: Assisting with paperwork and helping clients navigate telehealth options, and ensuring vulnerable populations receive necessary support-securing mobile health care for the homeless.

Community Wellness Initiatives: Launching supplemental food distribution programs and virtual wellness activities to address food insecurity and promote community well-being.

Adaptability and Innovation:

Remaining flexible and adaptive, we continuously assess community needs, adjusting programs to address emerging challenges and directly respond to the evolving economic and public health landscape. Through these initiatives, we aim to provide comprehensive support, fostering community resilience during these unprecedented times.

13. ** QUESTIONS 14 THROUGH 24 ARE FOR THOSE ORGANIZATIONS INTERESTED IN APPLYING FOR FEDERAL COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) FUNDING ONLY. ** Are you are interested in applying for CDBG funds?

- ☐ Yes. If so, check box here and answer questions 14 through 25.
- ☐ No. If no, check box here and enter NA
- ☑ Don't know. If you are unsure, please call City staff at (925) 833-6645.

14. CDBG ONLY- Explain your Limited English Proficiency/Language Access Plan (LEP/LAP). How does your agency outreach to limited English speaking residents to encourage access to services? What access accommodations are used? Etc. Provide detail

Please enter "N/A" if you are not interested in qualifying for CDBG funding.

Our Limited English Proficiency/Language Access Plan prioritizes inclusivity through:

1. Bilingual Staff and Volunteers: Trained individuals proficient in commonly spoken languages in our community.
2. Translation Services: Professional translation for documents and outreach materials.
3. Multilingual Outreach: Materials and information in multiple languages distributed in relevant areas.
4. Language Access Hotline: Our care coordinators use the county hotline connecting residents to interpreters for immediate assistance.
5. Culturally Competent Programming: Programs designed with cultural awareness to meet diverse needs.
6. Community Partnerships: Collaborations with local organizations to enhance outreach in specific language communities.
7. In-Person Assistance: Staff providing in-person guidance and support at service centers.
8. Ongoing Training: Regular staff training on cultural competence and effective communication.This dynamic plan ensures language is not a barrier, fostering accessibility and trust within our diverse community.

15. CDBG ONLY - Identify at least one HUD Guiding Principle that relates to your project:

- ☑ Be culturally accessible, appropriate and inclusive
- ☑ Encourage community engagement and involvement
- ☐ Promote energy and resource efficiency
- ☑ Encourage networking and information sharing across service providers
- ☑ Encourage process streamlining
- ☑ Consolidate service delivery
- ☐ Not Applicable. Not interested in CDBG funding.

16. CDBG ONLY - Identify at least HUD Consolidated Plan Goal that relates to your project:

(Select Category and Applicable Goals)

- [x] A) Housing
- [x] Goal 1: Promote the production, rehabilitation, and preservation of affordable housing (rental and ownership) through acquisition, rehabilitation, new construction, and minor repair.
- [x] Goal 2: Reduction of housing discrimination through provision of fair housing and tenant/landlord services.
- [x] Goal 3: Use resources to assist low-income residents make rental assistance payments in response to Covid-19.
- [x] B) Homeless
- [x] Goal 1: Use resource to end homelessness by funding and supporting homeless service programs.
- [x] C) Supportive Housing
- [x] Goal 1: Increase the availability of services enriched housing for persons with special needs by supporting acquisition and new construction of housing units.
- [ ] D) Community Development
- [ ] Goal 1: Make improvements, including ADA accessibility and rehabilitation to public facilities, such as curbs and sidewalks, neighborhood parks and recreational improvements, homeless facilities and other public facilities/community centers.
- [ ] Goal 2: Fund economic development, micro-enterprise, and on-the-job training.
- [x] Goal 3: Support public service programs for low income residents, preserving safety net services for families and individuals who are vulnerable or
- [ ] F) Not Applicable. Not interested in CDBG funding.

17. CDBG ONLY - Identify at least one HUD Strategic Goal that relates to your project:

- [x] Public Services
- [ ] Public Facilities
- [x] Rental Assistance
- [x] Affordable Housing
- [ ] Increase Opportunities for 1st Time Homebuyers
- [x] Promote Decent Affordable Rental Housing
- [x] Strengthen Communities
- [x] Ensure Equal Opportunity in Housing
- [x] Reduce Housing Discrimination
- [x] Promote Participation of Grass-Roots, Faith-Based, and other Community-Based Organizations
- [ ] Not Applicable. Not interested in CDBG funding.

18. CDBG ONLY - Select one HUD Objective that relates to your project:

(TIP: When selecting an objective ask yourself, "What is the purpose of the activity? What is the larger community need that I am seeking to address?")

- [x] Creating a Suitable Living Environment
- [ ] Providing Decent Affordable Housing
- [ ] Creating Economic Opportunities
- [ ] Not Applicable. Not interested in CDBG funding.

19. CDBG ONLY - Select one HUD Outcome that relates to your project:

(TIP: When selecting an outcome ask yourself, "What type of change or result am I seeking?")

- [x] Availability/Accessibility
- [ ] Affordability
- [ ] Sustainability
- [ ] Not Applicable. I am not interested in qualifying for CDBG funding.

20. CDBG ONLY - Select one HUD Specific Indicator that relates to your project:

- [ ] Public facility or infrastructure: This indicator shows the number of persons that have been assisted by public facility or infrastructure activities that provide individuals with new or improved access to the facility or infrastructure. If the activity was used to meet a quality standard or to measurably improve quality, then this indicator will report the number of household units that no longer have access to a substandard service.
- [x] Public Service: This indicator shows the number of persons that have been assisted with new or improved access to a service. If the activity was used to meet a quality standard or to measurably improve quality, then this indicator will report the number of persons that no longer have access to a substandard service.
- [ ] Targeted revitalization: This indicator shows a range of outcomes such as jobs created and retained, businesses assisted, low- and moderate-income persons and households served, slum/blight demolition, number of acres of

brownfields remediated, etc. in a targeted area.

- [ ] Commercial facade treatments or business building rehabilitation: This indicator shows the number of commercial facade treatments undertaken and the number of business buildings that were rehabilitated.
- [ ] Brownfields remediated: This indicator shows the number of acres of brownfields that were remediated.
- [ ] Rental units constructed: This indicator shows the number of affordable rental units created, as well as the number of years of affordability, number of units occupied by the elderly, and those units designated for chronically homeless persons and persons with HIV/AIDS.
- [ ] Rental units rehabilitated: This indicator shows the number of affordable rental units rehabilitated as well as the number of years of affordability, units for chronically homeless persons, elderly persons, and persons with HIV/AIDS.
- [ ] Homeownership units constructed or acquired with rehabilitation: This indicator shows the total number of homeownership units constructed, acquired, and/or acquired with rehabilitation per activity. This includes total number of affordable units, number of years of affordability, Energy Star qualified units, section 504 accessible units, and number of households previously living in subsidized housing. In addition, data will be collected on the number of units occupied by the elderly, number of units designated for persons with HIV/AIDS, and number of units for the chronically homeless.
- [ ] Owner occupied units rehabilitated: This indicator shows the total number of owner occupied units rehabilitated, including the number of these units occupied by the elderly, number of units designated for persons with HIV/AIDS, and number of units for the chronically homeless.
- [ ] Direct financial assistance to homebuyers: This indicator shows the number of homebuyers receiving direct financial assistance, housing counseling, and down payment assistance/closing costs.
- [ ] Tenant Based Rental Assistance (TBRA): This indicator shows the total number of households receiving TBRA as well as the number with short-term rental assistance (less than 12 months) and the number of homeless and chronically homeless households assisted.
- [ ] Homeless shelters: This indicator shows the number of homeless persons given overnight shelter.
- [ ] Emergency housing: This indicator shows the number of beds created in an overnight shelter or other emergency housing.
- [ ] Homeless prevention: This indicator shows the number of households that received emergency financial assistance to prevent homelessness and emergency legal assistance to prevent homelessness.
- [ ] Jobs created: Of the total number of jobs created, this indicator shows the number of jobs that have employee-sponsored health care, the types of jobs created (using Economic Development Administration (EDA) classifications) and the number of persons unemployed before taking the job.
- [ ] Jobs retained: Of the total number of jobs retained, this indicator shows the number of jobs retained, the number of jobs with employer-sponsored health care benefits, and the types of jobs retained (using EDA classifications)
- [ ] Business assistance: This indicator shows the total number of businesses assisted. Specifically, it shows the number of new businesses, existing businesses, and the DUNS number of each business so that HUD can track the number of new businesses that remain operational for three years after assistance.
- [ ] Businesses providing goods or services: This indicator shows whether an assisted business provides goods or services to meet the needs of the service area, neighborhood, or community, as determined by the grantee.
- [ ] Not Applicable. Not interested in CDBG funding

21. CDBG ONLY - Please choose a common indicator that your agency will use to track clients:
(Select only ONE.)

- [ ] Persons
- [x] Households
- [ ] Not Applicable. Not interested in CDBG funding

22. CDBG ONLY - Based on the common indicator you selected above, please list the number of unduplicated Dublin clients (EITHER Persons OR Households) your agency anticipates serving in each category. If none, please enter "0".

0	Seniors (62 and older)
18	People with Disabilities
39	Female-Headed Households
5	Youth
13	Homeless
N/A	Not Applicable. Not interested in CDBG funding (Type N/A)
75.00	**TOTAL**

23. CDBG ONLY - Based on the common indicator you selected above, please list the number of unduplicated

Dublin clients (EITHER Persons OR Households) your agency anticipates serving in each category. If none, please enter "0".

Area Median Income ("AMI") information is available online at www.dublin.ca.gov/1956/Application-Requirements-Process

61	Extremely Low Income (<30% AMI)
13	Very Low Income (30%-50% AMI)
1	Low Income (50%-80% AMI)
0	Moderate Income (80%-120% AMI)
75.00	**TOTAL**

24. CDBG ONLY - List the number of clients your agency anticipates serving in race/ethnicity categories. Per HUD, "Hispanic" is an ethnicity, not a race.

The sum entered below must match the total clients entered in Question #9 above. If none, please enter "0"

15	White
6	White + HISPANIC
15	Black/African American
0	Black/African American + HISPANIC
18	Asian
0	Asian + HISPANIC
0	American Indian/Alaskan Native
0	American Indian/Alaskan Native + HISPANIC
1	Native Hawaiian/Other Pacific Islander
0	Native Hawaiian/Other Pacific Islander + HISPANIC
1	American Indian/ Alaskan Native and White
1	American Indian/ Alaskan Native and White + HISPANIC
0	Asian and White
0	Asian and White + HISPANIC
0	Black/African American and White
0	Black/African American and White + HISPANIC
0	American Indian/Alaskan Native and Black/African American
0	American Indian/Alaskan Native and Black/African American + HISPANIC
18	Multi Racial + HISPANIC OR other Multi Racial
N/A	Not Applicable. Not interested in CDBG funding. (Type N/A)
75.00	**TOTAL**

25. If your agency is submitting more than one application or the same agency has different programs within it, please RANK the priority of this application, with number 1 being the highest priority for funding. There should only be one #1 PER AGENCY

- ☐ #1 - This program/project has the agency's highest priority for funding.
- ☑ #2 - This program/project has the agency's 2nd highest priority for funding.
- ☐ #3 - This program/project has the agency's 3rd highest priority for funding.
- ☐ #4 - This program/project has the agency's 4th highest priority for funding.
- ☐ #5 - This program/project has the agency's 5th highest priority for funding.
- ☐ #6 - This program/project has the agency's 6th highest priority for funding.
- ☐ If you have more than 6 applications per organization, agency, district or entity, check here.

26. Has your organization or a paid employee of your organization made a political contribution to a current City of Dublin Councilmember or Mayor within the last 12 months? Under Section 84308 of the Political Reform Act, elected officials are prohibited from taking part in an entitlement for use proceedings if the official has received a contribution exceeding $250 from a party or participant in the proceeding within the preceding 12 months. More information can be found on the Fair Political Practices Commission (FPPC website) here: https://www.fppc.ca.gov/learn/pay-to-play-limits-and-prohibitions.

If you answer Yes, it will not disqualify you from the process or impact your application. An additional form will be emailed for you to provide details of the contributions for reporting purposes pursuant to the Political Reform Act.

- [ ] Yes
- [x] No

Budget top

Funding Sources/Revenues	Budget Amount	Amount Committed
City of Pleasanton (HHC grants)	USD$ 160,000.00	
City of Pleasanton PLHA	USD$ 111,000.00	USD$ 111,000.00
City of Pleasanton General Fund (seniors)	USD$ 88,000.00	USD$ 88,000.00
Alameda County	USD$ 216,218.00	USD$ 216,218.00
City of Livermore	USD$ 226,000.00	
Foundations	USD$ 100,000.00	USD$ 11,000.00
Businesses	USD$ 100,000.00	
Churches	USD$ 43,000.00	USD$ 44,000.00
Individual donors	USD$ 100,000.00	USD$ 48,000.00
Total	**USD$ 1,144,218.00**	**USD$ 518,218.00**

Funding Uses/Expenses	Budget Amount	Amount Committed
Part-Time Resource Specialist (care coordinator) (salary and benefits), Intake/crisis call Coordinator	USD$ 25,000.00	USD$ 518,218.00
Total	**USD$ 25,000.00**	**USD$ 518,218.00**

Budget Narrative

The $25,000 funding we are requesting will all be focused on homelessness prevention and homeless crisis intervention for extremely low, very low, and low income individuals and families in Dublin. It will go towards three critical aspects of prevention/stabilization/outreach -- individualized care and resourcing in the form of a Part-Time Resource Specialist (care coordinator) (47% of salary and benefits), Intake/crisis call Coordinator (75% salary and benefits) who will be dedicated to serving Dublin residents. Total monthly amount approximates $2100.00 and total annual cost equals $25,000.

Documents top

Documents Requested *	Required?	Attached Documents *
Program Expense Budget for ALL Grant Requests	[x]	Program Expense
Financial Information Form for ALL Grant Requests	[x]	Financial Information
List of Board of Directors (or governing body) with agency contact information	[x]	Board of Directors
Current Annual Budget for the Entire Agency	[x]	Annual Budget
Copy of most recently submitted IRS 990 form or Tax Return (include complete form)	[x]	990
Board of Director's (or governing body's) designation of authorized official	[x]	Board Designation
Board of Director's (or governing body's) authorization to request funding (may be same document as one above)	[x]	Board Authorization
Proof of insurance carried, including bonding, liability and/or workers' compensation	[x]	COI Insurance Blanket Insurance General
STATE AND FEDERAL NON-PROFIT DETERMINATION LETTER. All organizations MUST have approved non-profit status from the State of	[x]	Federal Determination Letter

California and Federal Tax Identification Number at time of application. Non-compliant applicants will be disqualified.		
Certified Audit and/or Certified Financial Statements	☑	Audit
REQUIRED FOR CDBG ONLY - If requesting Capital Funding, please upload your Capital expenditure budget (your own format is acceptable)		
REQUIRED FOR CDBG ONLY - Personnel Policies Including Affirmative Action Plan and Grievance Procedure		Employee Handbook
REQUIRED FOR CDBG ONLY - Agency Audit Requirements and Copy of Last Audit Highlighting "Findings" Section		
REQUIRED FOR CDBG ONLY - Articles of Incorporation and Bylaws		Articles of Incorporation
REQUIRED FOR CDBG ONLY - Conflict of Interest Statement (if not included in Bylaws)		
REQUIRED FOR CDBG ONLY - AGENCY'S LIMITED ENGLISH PROFICIENCY LANGUAGE ACCESS PLAN (LEP/LAP). Must include outreach to limited English speaking residents to encourage access to services & housing. Include what access accommodations are used.		
REQUIRED FOR CDBG ONLY - LEVERAGING REPORT- this is due with the 2nd quarter report no later than January 15th		
Supporting Documents such as Agency Strategic Plan, Needs Assessment, etc. (Not Required)		
Other Supporting Documents (Not Required)		Grievance Policy
		Collaborators
		Outreach Strategy
		Impact Report

** ZoomGrants™ is not responsible for the content of uploaded documents.*

Application ID: 459256

Become a fan of ZoomGrants™ on Facebook
Problems? Contact us at Questions@ZoomGrants.com
©2002-2024 GrantAnalyst.com. All rights reserved.
"ZoomGrants" and the ZoomGrants logo are trademarks of GrantAnalyst.com, LLC.
Logout | Browser

DUBLIN
CALIFORNIA
Powered by ZoomGrants™ and

City of Dublin
PCS - Human Services Division
City of Dublin, Fiscal Year 2024-25, Human Services Grant Program
Deadline: 1/19/2024

City Serve of the Tri-Valley

Senior 60+ Stabilization Program

Jump to: Organization Information Questions Budget Documents

USD$ 25,000.00 Requested

Submitted: 1/5/2024 2:12:17 PM (Pacific)

Project Contact
Christine Beitsch-Bahmani
grants@cityservecares.org
Tel: 510-789-5443

Additional Contacts
none entered

City Serve of the Tri-Valley

P.O. Box 1613
Pleasanton, CA 94566
United States

Telephone925-222-2273
Fax
Web www.cityservecares.org

CEO
Christine Beitsch-Bahmani
christine@cityservecares.org

Organization Information top

1. Business License Number
BL-109916

Questions top

1. Select the category that best describes your organization:
(Select only one.)
- [x] Non-Profit
- [ ] Public Agency
- [ ] Other:

2. Please describe your agency's mission (no more than 3 sentences or 250 characters).
Our vision is to mobilize mercy, practical compassion, in the Tri-Valley by care coordination (case management), outreach to underserved communities and to inspire community engagement; this mobilization is designed to humanize the human services.

3. Select the category that best describes the project:
(Select only one. For Capital Projects, please contact City Staff ahead of the grant application submission to review additional requirements including the Davis-Bacon/Fair Labor Standards Act)
- [ ] Capital Project
- [x] Public Service Program or Project

4. Is this a "new" service, program, project or activity? "New" is identified as not yet started, implemented or in

operation.

- [ ] Yes
- [x] No

5. Provide a brief summary of the program/project for which your agency is seeking funding (No more than three sentences. This text will be used widely during the review and implementation process to describe your project).
Our Senior 60+ Stabilization Program provides bilingual: 1) Crisis Intervention: in-home visits (working with adult protective services) or street/car/hotel outreach, 2) Crisis Stabilization: Case Management/Care Coordination (non clinical), and 3) Community Support: Care Advocacy. We serve the most vulnerable Dublin senior residents (as confirmed by data) by supporting them with resourcing for safety net fiscal assistance, food security, transportation, housing navigation, individualized resourcing (aka case management, special programs), and enrollment for workshops focused on health education (Finding Wellness Curriculum), mental health and well-being counseling and/or specific fitness training such as fall prevention classes to ensure stabilization and wellbeing.

6. Describe the challenges, needs, or service gaps in Dublin your program/project addresses. If you do not receive funding, what would the impact be? (You should reference Dublin demographics, statistics, and reports to make your case.)
Our staff has also noticed a large spike in seniors who can care for themselves day to day, but are feeling extremely lonely and isolated. Due to this trend, CityServe has elevated its volunteer programs so that we can uplift and reinvigorate our clients' overall social connection. We are working to connect volunteers with seniors through hand delivering a holiday gift and visiting with the seniors. We are promoting the continuation of this new connection through monthly visits between the volunteers and senior gift recipients. Also, a recent modification made to an existing program that CityServe provides is connecting our volunteer drivers from our dedicated VAST medical transportation service with a Caring Visitor recipient. CityServe is able to provide support for individuals receiving medical rides by pairing them with a Caring Visitor volunteer who will not only drive them to and from their medical appointment within the city of Dublin but will also provide much needed social and emotional connection that many of our older adults clients are lacking. The Caring Visitor VAST driver fulfills CityServe's mission as they care for the senior, coordinate transportation and connect with the senior during their drive. In 2023 our data showed a very concerning trend of seniors becoming homeless. We served 105 Tri-Valley unsheltered seniors and 5 were Dublin residents. Senior 60+ living on a fixed income in the Tri-Valley are extremely vulnerable to becoming homeless. Our program works upstream with many preventative services, but also with those in immediate crisis of potentially losing or have already lost their home. Due to this startling trend, now is not the time to defund CityServe, we are right on the frontlines and if our program does not exist there would be terrible repercussions and a gap in critical care coordination services.

7. Estimate the total number of UNDUPLICATED Dublin residents to be served by this project.
(UNDUPLICATED means client is counted only once regardless of number of services received in a year.)
109

8. Which of the 14 Areas of Concern identified in the Eastern County 2011 Needs Assessment Report does your project identify with? Projects should meet the selected Areas of Concerns as well as helps the City of Dublin archive its Vision Statement that was included in its 2022 Strategic Plan.
The mission and vision statements are available online at www.dublin.ca.gov/1956/Application-Requirements-Process

- [x] Behavioral Health (mental health and substance abuse)
- [x] Affordable Housing
- [x] Health Care (including dental)
- [ ] Workforce Development
- [x] Homelessness
- [x] Transportation Services and Access
- [ ] Domestic Violence and Child Abuse
- [x] Disabilities
- [x] Food and Nutrition
- [x] Senior Services
- [ ] Youth Services
- [ ] Child Care, Early Childhood Development and Education
- [x] Changing Demographics and Growing Diversity
- [x] Financial Assistance
- [ ] None of the Above

9. Describe in detail how Dublin grant funds will be used for this project. If the funds are used for staffing, be sure to provide specific details on the number and types of positions being funded. (If capital funding is being requested, this narrative should include a detailed project scope and project timeline. The scope of work should

include any land tenure issues. Additional documentation include designs, site plans, etc. can be attached later in the "Documents" tab.)

(What specifically will the grant funds be used for?)

CityServe is guided by our mission to care, coordinate and connect individuals to vital services within their community. We provide supportive services in English, Mandarin and Spanish to older adults in need within the city of Dublin. CityServe's Care Wheel guides our employees when interviewing potential clients and helps us understand clients' needs in these 6 safety net areas:

Financial stability
Basic needs
Community
Physical health
Emotional health and wellbeing
Vocational education

CityServe has established a vast network of resources, literature and personal connections from local government agencies, nonprofit organizations, for profit companies, churches and volunteer groups that can help us connect seniors to the resources in the Care Wheel areas that our clients need.

It is our priority to learn about the unique needs of our senior clients and determine their eligibility for the array of services in the Tri-Valley and beyond. Our Care Coordinators listen to the senior, understand their story, and then educate the client in a caring manner so that the senior is able to make informed decisions that can greatly impact their quality of life, mobility and sense of independence, while retaining their personal dignity and sense of self-reliance.

One modification that we are implementing is to streamline how we offer our services across different CityServe programs. We are cross training employees to be able to offer additional services to seniors during our first meeting to better meet their needs. In the past, Senior Support would send different employees to the seniors' home to offer care coordination, a connection to a Caring Visitor, enrollment in VAST and home modifications. We are now cross training employees so we can offer all of these services in one appointment. This wrap around service session reduces client anxiety and builds trust with those we serve. It also is much more efficient allowing us to serve more seniors in need. To ensure this happens we are requesting support for a Part-Time Senior Resource Specialist and Intake Coordinator (75% salary) who will be dedicated to serving Dublin residents.

10. Describe how you will measure the effectiveness of this program/project. Describe your criteria for success. What results do you expect to have achieved at the end of this grant?

Measuring Program Effectiveness:
Process:
Underserved Resident Reach: Evaluate outreach's effectiveness through demographic data, gauging service reach to underserved populations.
Language Accessibility: Assess language efforts' success in making resources accessible to diverse linguistic communities.
Enrollment Rates: Measure the success of care coordination or specialized program enrollment, indicating participant engagement.
Quality:
Action Plan Progress: Track progress towards established goals, ensuring alignment with participants' needs.
Resource Utilization: Monitor expenses and time spent with participants, ensuring efficient resource allocation.
Measurable Outcomes: Evaluate achievement of collaboratively established outcomes, like housing list placement and increased fiscal literacy.
Impact:
Life Change Assessment: Assess overall impact on participants' lives, examining indicators of sustainable self-sufficiency.
Client Satisfaction: Utilize surveys to gather feedback on perceived program effectiveness and impact.
Reporting:
Demographic Data: Capture critical demographic info, including disability status, race/ethnicity, age, and language needs.
Action Plan Tracking: Regularly update progress towards established action plans, ensuring transparency.
Expense and Time Tracking: Document all expenses and time spent, maintaining accurate records.
Measurable Outcomes Tracking: Continuously track and analyze outcomes, ensuring alignment with program objectives.
HMIS/Well Sky Database Utilization: Leverage the Federal HMIS & Wellsky database for unsheltered client information.
Coordinated Entry Meetings: Participate in regular meetings for effective collaboration with service providers that work with housing.
Criteria for Success:
Quantitative Metrics: Meeting or exceeding predetermined targets in outreach, enrollment, and measurable outcomes.
Qualitative Impact: Demonstrating positive, life-changing impacts on participants.
Client Satisfaction: High satisfaction reported through surveys.
Efficient Resource Utilization: Maximizing impact while minimizing costs.
Database Compliance: Maintaining accurate records in the HMIS & Well Sky database.
Outcomes Expected at End of Grant:
Transformative Changes: Positive, sustainable changes in participants' lives.

Efficient Services: Successful delivery of services with minimal costs.
Empowered Individuals: Participants demonstrating sustainable self-sufficiency.
Database Accuracy: Up-to-date records in database, complying with reporting standards.
In summary, success will be evident in transformative changes for participants, efficient service delivery, and the fulfillment of CityServe's mission.

11. The City Council updated Dublin's Mission, Vision, and Values in 2020 to include Inclusivity, Diversity and Equity. How does your project further these values?
The full statements are available at www.dublin.ca.gov/72/mission-vision
The current program goal is to provide the Dublin senior community with crisis intervention, crisis stabilization and with connection to community support. With an established track record of success in Dublin, we are moving forward with previous offerings while adapting to meet the changing demographic of the Tri-Valley by expanding our program's offerings in different languages and locations.

A popular event in the CityServe office is "Foot Care". Seniors can make an appointment with a podiatrist to care for their feet, a critical service that is beneficial in preventing foot problems. As seniors lose their mobility and eyesight, taking care of their feet can become a difficult task. Proper foot care promotes stability, good health, and the ability to manage in their own homes. Due to the high demand for this service and the changing demographic of the clients who attend the foot care event, we have expanded the offering to bring 2 doctors and 2 nurses into our office. They speak English, Mandarin, Cantonese, Farsi, Arabic, Spanish, Tagalog and ASL. We have doubled the appointment capacity for this critical service. A diverse team of VAST volunteers transport non-driving seniors to this event.

12. For the Fiscal Year 2024-2025 Human Services Grant Cycle, additional funding may be available through the City's American Rescue Plan Act allocation. Organizations that are eligible for this funding must provide services that are responding to the economic and public health impacts of the COVID-19 Pandemic. If applicable, please describe how your organization's programs and services directly respond to negative economic or public health impacts of the COVID-19 Pandemic.
Enter "NA" if not eligible.
We understand that seniors face challenges in accessing services especially during and after the pandemic, as it was/can be difficult for some to leave their homes or access information online. We offer in-home appointments, virtual events and partner with locations where seniors live and congregate to offer access to services that will connect them to the social, physical, emotional and wellness programs that we offer. Programs that we offer are:Crisis Intervention: We work with Adult Protective Services, the police department, fire department, county and city staff to stabilize seniors in their homes through connection to services and housing, or to move seniors to residential care facilities where they can receive the higher level of care that they can no longer provide for themselves.Crisis Stabilization: Our Care Coordinators work with seniors in crisis who need a guide as they navigate changing needs incident to the aging process. This may include assistance with health insurance applications, CalFresh applications, IHSS applications, utility assistance, other financial assistance, housing, caregiver support groups, and connection to resources that can help stabilize family or individual crisis situations. We also offer individual counseling sessions for caregivers who are caring for their older adult family members. Community Support: We provide a connection to a network of volunteers and CityServe staff who are dedicated to supporting and caring for seniors as they transition to this different phase of life. Volunteer drivers provide needed rides to medical appointments. Caring visitors visit with seniors in person, in homes, in the community and over the phone. Also, In-home "handyman" type of work connects community volunteer groups with seniors who are no longer able to complete their home maintenance. CityServe staff also teach exercise and wellness classes (virtual and in person) and alcohol and drug education. All our programs are free for seniors.

13. ** QUESTIONS 14 THROUGH 24 ARE FOR THOSE ORGANIZATIONS INTERESTED IN APPLYING FOR FEDERAL COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) FUNDING ONLY. ** Are you are interested in applying for CDBG funds?

- ☐ Yes. If so, check box here and answer questions 14 through 25.
- ☐ No. If no, check box here and enter NA
- ☑ Don't know. If you are unsure, please call City staff at (925) 833-6645.

14. CDBG ONLY- Explain your Limited English Proficiency/Language Access Plan (LEP/LAP). How does your agency outreach to limited English speaking residents to encourage access to services? What access accommodations are used? Etc. Provide detail
Please enter "N/A" if you are not interested in qualifying for CDBG funding.
CityServe has established a vast network of resources, literature and personal connections from local government agencies, nonprofit organizations, for profit companies, churches and volunteer groups that can help us connect seniors to the resources in the Care Wheel areas that our clients need. We provide supportive services in English, Mandarin and Spanish to older adults in need within the city of Dublin.

Classes and events are advertised in local papers, on NextDoor, Facebook, Instagram and Twitter. Recognizing that many

seniors do not have ready access to the Internet, CityServe publishes a monthly "Newszine" magazine style newsletter highlighting all the programs and services available to seniors in Dublin. Flyers for individual classes and events are distributed at senior living, medical offices and public facilities. We are actively engaged with Dublin Senior Center and Eden Housing Carlow at Court and Wicklow Square.

15. CDBG ONLY - Identify at least one HUD Guiding Principle that relates to your project:

- [x] Be culturally accessible, appropriate and inclusive
- [x] Encourage community engagement and involvement
- [ ] Promote energy and resource efficiency
- [x] Encourage networking and information sharing across service providers
- [x] Encourage process streamlining
- [x] Consolidate service delivery
- [ ] Not Applicable. Not interested in CDBG funding.

16. CDBG ONLY - Identify at least HUD Consolidated Plan Goal that relates to your project:
(Select Category and Applicable Goals)

- [x] A) Housing
- [x] Goal 1: Promote the production, rehabilitation, and preservation of affordable housing (rental and ownership) through acquisition, rehabilitation, new construction, and minor repair.
- [x] Goal 2: Reduction of housing discrimination through provision of fair housing and tenant/landlord services.
- [x] Goal 3: Use resources to assist low-income residents make rental assistance payments in response to Covid-19.
- [x] B) Homeless
- [x] Goal 1: Use resource to end homelessness by funding and supporting homeless service programs.
- [x] C) Supportive Housing
- [x] Goal 1: Increase the availability of services enriched housing for persons with special needs by supporting acquisition and new construction of housing units.
- [ ] D) Community Development
- [ ] Goal 1: Make improvements, including ADA accessibility and rehabilitation to public facilities, such as curbs and sidewalks, neighborhood parks and recreational improvements, homeless facilities and other public facilities/community centers.
- [x] Goal 2: Fund economic development, micro-enterprise, and on-the-job training.
- [x] Goal 3: Support public service programs for low income residents, preserving safety net services for families and individuals who are vulnerable or
- [ ] F) Not Applicable. Not interested in CDBG funding.

17. CDBG ONLY - Identify at least one HUD Strategic Goal that relates to your project:

- [x] Public Services
- [ ] Public Facilities
- [x] Rental Assistance
- [ ] Affordable Housing
- [ ] Increase Opportunities for 1st Time Homebuyers
- [x] Promote Decent Affordable Rental Housing
- [x] Strengthen Communities
- [ ] Ensure Equal Opportunity in Housing
- [x] Reduce Housing Discrimination
- [x] Promote Participation of Grass-Roots, Faith-Based, and other Community-Based Organizations
- [ ] Not Applicable. Not interested in CDBG funding.

18. CDBG ONLY - Select one HUD Objective that relates to your project:
(TIP: When selecting an objective ask yourself, "What is the purpose of the activity? What is the larger community need that I am seeking to address?")

- [x] Creating a Suitable Living Environment
- [ ] Providing Decent Affordable Housing
- [ ] Creating Economic Opportunities
- [ ] Not Applicable. Not interested in CDBG funding.

19. CDBG ONLY - Select one HUD Outcome that relates to your project:
(TIP: When selecting an outcome ask yourself, "What type of change or result am I seeking?")

- [x] Availability/Accessibility
- [ ] Affordability
- [ ] Sustainability
- [ ] Not Applicable. I am not interested in qualifying for CDBG funding.

20. CDBG ONLY - Select one HUD Specific Indicator that relates to your project:

- [ ] Public facility or infrastructure: This indicator shows the number of persons that have been assisted by public facility or infrastructure activities that provide individuals with new or improved access to the facility or infrastructure. If the activity was used to meet a quality standard or to measurably improve quality, then this indicator will report the number of household units that no longer have access to a substandard service.
- [x] Public Service: This indicator shows the number of persons that have been assisted with new or improved access to a service. If the activity was used to meet a quality standard or to measurably improve quality, then this indicator will report the number of persons that no longer have access to a substandard service.
- [ ] Targeted revitalization: This indicator shows a range of outcomes such as jobs created and retained, businesses assisted, low- and moderate-income persons and households served, slum/blight demolition, number of acres of brownfields remediated, etc. in a targeted area.
- [ ] Commercial facade treatments or business building rehabilitation: This indicator shows the number of commercial facade treatments undertaken and the number of business buildings that were rehabilitated.
- [ ] Brownfields remediated: This indicator shows the number of acres of brownfields that were remediated.
- [ ] Rental units constructed: This indicator shows the number of affordable rental units created, as well as the number of years of affordability, number of units occupied by the elderly, and those units designated for chronically homeless persons and persons with HIV/AIDS.
- [ ] Rental units rehabilitated: This indicator shows the number of affordable rental units rehabilitated as well as the number of years of affordability, units for chronically homeless persons, elderly persons, and persons with HIV/AIDS.
- [ ] Homeownership units constructed or acquired with rehabilitation: This indicator shows the total number of homeownership units constructed, acquired, and/or acquired with rehabilitation per activity. This includes total number of affordable units, number of years of affordability, Energy Star qualified units, section 504 accessible units, and number of households previously living in subsidized housing. In addition, data will be collected on the number of units occupied by the elderly, number of units designated for persons with HIV/AIDS, and number of units for the chronically homeless.
- [ ] Owner occupied units rehabilitated: This indicator shows the total number of owner occupied units rehabilitated, including the number of these units occupied by the elderly, number of units designated for persons with HIV/AIDS, and number of units for the chronically homeless.
- [ ] Direct financial assistance to homebuyers: This indicator shows the number of homebuyers receiving direct financial assistance, housing counseling, and down payment assistance/closing costs.
- [x] Tenant Based Rental Assistance (TBRA): This indicator shows the total number of households receiving TBRA as well as the number with short-term rental assistance (less than 12 months) and the number of homeless and chronically homeless households assisted.
- [x] Homeless shelters: This indicator shows the number of homeless persons given overnight shelter.
- [ ] Emergency housing: This indicator shows the number of beds created in an overnight shelter or other emergency housing.
- [x] Homeless prevention: This indicator shows the number of households that received emergency financial assistance to prevent homelessness and emergency legal assistance to prevent homelessness.
- [ ] Jobs created: Of the total number of jobs created, this indicator shows the number of jobs that have employee-sponsored health care, the types of jobs created (using Economic Development Administration (EDA) classifications) and the number of persons unemployed before taking the job.
- [ ] Jobs retained: Of the total number of jobs retained, this indicator shows the number of jobs retained, the number of jobs with employer-sponsored health care benefits, and the types of jobs retained (using EDA classifications)
- [ ] Business assistance: This indicator shows the total number of businesses assisted. Specifically, it shows the number of new businesses, existing businesses, and the DUNS number of each business so that HUD can track the number of new businesses that remain operational for three years after assistance.
- [ ] Businesses providing goods or services: This indicator shows whether an assisted business provides goods or services to meet the needs of the service area, neighborhood, or community, as determined by the grantee.
- [ ] Not Applicable. Not interested in CDBG funding

21. CDBG ONLY - Please choose a common indicator that your agency will use to track clients:
(Select only ONE.)

- [ ] Persons

- [x] Households
- [ ] Not Applicable. Not interested in CDBG funding

22. CDBG ONLY - Based on the common indicator you selected above, please list the number of unduplicated Dublin clients (EITHER Persons OR Households) your agency anticipates serving in each category. If none, please enter "0".

109	Seniors (62 and older)
14	People with Disabilities
23	Female-Headed Households
0	Youth
4	Homeless
N/A	Not Applicable. Not interested in CDBG funding (Type N/A)
150.00	**TOTAL**

23. CDBG ONLY - Based on the common indicator you selected above, please list the number of unduplicated Dublin clients (EITHER Persons OR Households) your agency anticipates serving in each category. If none, please enter "0".

Area Median Income ("AMI") information is available online at www.dublin.ca.gov/1956/Application-Requirements-Process

4	Extremely Low Income (<30% AMI)
7	Very Low Income (30%-50% AMI)
98	Low Income (50%-80% AMI)
0	Moderate Income (80%-120% AMI)
109.00	**TOTAL**

24. CDBG ONLY - List the number of clients your agency anticipates serving in race/ethnicity categories. Per HUD, "Hispanic" is an ethnicity, not a race.

The sum entered below must match the total clients entered in Question #9 above. If none, please enter "0"

27	White
2	White + HISPANIC
12	Black/African American
0	Black/African American + HISPANIC
40	Asian
0	Asian + HISPANIC
0	American Indian/Alaskan Native
0	American Indian/Alaskan Native + HISPANIC
0	Native Hawaiian/Other Pacific Islander
0	Native Hawaiian/Other Pacific Islander + HISPANIC
1	American Indian/ Alaskan Native and White
0	American Indian/ Alaskan Native and White + HISPANIC
0	Asian and White
0	Asian and White + HISPANIC
0	Black/African American and White
0	Black/African American and White + HISPANIC
0	American Indian/Alaskan Native and Black/African American
19	American Indian/Alaskan Native and Black/African American + HISPANIC
8	Multi Racial + HISPANIC OR other Multi Racial
N/A	Not Applicable. Not interested in CDBG funding. (Type N/A)
109.00	**TOTAL**

25. If your agency is submitting more than one application or the same agency has different programs within it, please RANK the priority of this application, with number 1 being the highest priority for funding. There should only be one #1 PER AGENCY

- [x] #1 - This program/project has the agency's highest priority for funding.
- [ ] #2 - This program/project has the agency's 2nd highest priority for funding.
- [ ] #3 - This program/project has the agency's 3rd highest priority for funding.
- [ ] #4 - This program/project has the agency's 4th highest priority for funding.
- [ ] #5 - This program/project has the agency's 5th highest priority for funding.
- [ ] #6 - This program/project has the agency's 6th highest priority for funding.
- [ ] If you have more than 6 applications per organization, agency, district or entity, check here.

26. Has your organization or a paid employee of your organization made a political contribution to a current City of Dublin Councilmember or Mayor within the last 12 months? Under Section 84308 of the Political Reform Act, elected officials are prohibited from taking part in an entitlement for use proceedings if the official has received a contribution exceeding $250 from a party or participant in the proceeding within the preceding 12 months. More information can be found on the Fair Political Practices Commission (FPPC website) here: https://www.fppc.ca.gov/learn/pay-to-play-limits-and-prohibitions.

If you answer Yes, it will not disqualify you from the process or impact your application. An additional form will be emailed for you to provide details of the contributions for reporting purposes pursuant to the Political Reform Act.

- [ ] Yes
- [x] No

Budget *top*

Funding Sources/Revenues	Budget Amount	Amount Committed
City of Pleasanton General Fund	USD$ 88,000.00	USD$ 88,000.00
City of Pleasanton (HHC grants)	USD$ 160,000.00	
City of Pleasanton (PLHA funding committed)	USD$ 111,000.00	USD$ 111,000.00
Alameda County (AAA & APS & Measure A)	USD$ 216,218.00	USD$ 216,218.00
City of Livermore	USD$ 226,000.00	
Foundations	USD$ 100,000.00	USD$ 11,000.00
Businesses	USD$ 100,000.00	
Churches	USD$ 43,000.00	USD$ 44,000.00
Individuals	USD$ 100,000.00	USD$ 48,000.00
Total	**USD$ 1,144,218.00**	**USD$ 518,218.00**

Funding Uses/Expenses	Budget Amount	Amount Committed
Part-Time Senior Resource Specialist and Intake Care Coordinator	USD$ 25,000.00	USD$ 518,218.00
Total	**USD$ 25,000.00**	**USD$ 518,218.00**

Budget Narrative

The $25,000 funding we are requesting will provide free services focused on senior homelessness prevention and at risk senior care coordination for extremely low, very low, and low income seniors 60+ in Dublin. It will go towards three critical aspects of prevention/stabilization/outreach -- individualized care and resourcing in the form of a Part-Time Senior Resource Specialist and Intake Coordinator (75% salary) who will be dedicated to serving Dublin residents. Total monthly amount approximates $2100.00 and total annual cost equals $25,000.

Documents *top*

Documents Requested *	Required?	Attached Documents *
Program Expense Budget for ALL Grant Requests	[x]	Program Expense
Financial Information Form for ALL Grant Requests	[x]	Financial Information
List of Board of Directors (or governing body) with agency contact information	[x]	Board of Directors

Current Annual Budget for the Entire Agency	☑	Annual Budget
Copy of most recently submitted IRS 990 form or Tax Return (include complete form)	☑	990
Board of Director's (or governing body's) designation of authorized official	☑	Board Designation
Board of Director's (or governing body's) authorization to request funding (may be same document as one above)	☑	Board Authorization
Proof of insurance carried, including bonding, liability and/or workers' compensation	☑	Insurance General liability/WC Insurance Blanket General
STATE AND FEDERAL NON-PROFIT DETERMINATION LETTER. All organizations MUST have approved non-profit status from the State of California and Federal Tax Identification Number at time of application. Non-compliant applicants will be disqualified.	☑	Federal Determination Letter
Certified Audit and/or Certified Financial Statements	☑	audit
REQUIRED FOR CDBG ONLY - If requesting Capital Funding, please upload your Capital expenditure budget (your own format is acceptable)		
REQUIRED FOR CDBG ONLY - Personnel Policies Including Affirmative Action Plan and Grievance Procedure		Employee Handbook Grievance Policy
REQUIRED FOR CDBG ONLY - Agency Audit Requirements and Copy of Last Audit Highlighting "Findings" Section		
REQUIRED FOR CDBG ONLY - Articles of Incorporation and Bylaws		Articles of Incorporation bylaws
REQUIRED FOR CDBG ONLY - Conflict of Interest Statement (if not included in Bylaws)		
REQUIRED FOR CDBG ONLY - AGENCY'S LIMITED ENGLISH PROFICIENCY LANGUAGE ACCESS PLAN (LEP/LAP). Must include outreach to limited English speaking residents to encourage access to services & housing. Include what access accommodations are used.		
REQUIRED FOR CDBG ONLY - LEVERAGING REPORT- this is due with the 2nd quarter report no later than January 15th		
Supporting Documents such as Agency Strategic Plan, Needs Assessment, etc. (Not Required)		
Other Supporting Documents (Not Required)		Organizational Chart Outreach Strategy CEO Resume Director Senior Services Impact Report

** ZoomGrants™ is not responsible for the content of uploaded documents.*

Application ID: 459218

Become a fan of ZoomGrants™ on Facebook
Problems? Contact us at Questions@ZoomGrants.com
©2002-2024 GrantAnalyst.com. All rights reserved.
"ZoomGrants" and the ZoomGrants logo are trademarks of GrantAnalyst.com, LLC.
Logout | Browser

DUBLIN
CALIFORNIA
Powered by ZoomGrants™ and

City of Dublin
PCS - Human Services Division
City of Dublin, Fiscal Year 2024-25, Human Services Grant Program
Deadline: 1/19/2024

Community Resources for Independent Living

Housing and Independent Living Skills

Jump to: Organization Information Questions Budget Documents

USD$ 16,000.00 Requested

Submitted: 1/19/2024 3:45:15 PM (Pacific)

Project Contact
Alejandra Hacker
Programs@crilhayward.org
Tel: 510 881 5743 x30

Additional Contacts
none entered

Community Resources for Independent Living

439 A Street
Hayward, CA 94541
United States

Telephone (510) 881-5743
Fax (510) 881-1593
Web www.crilhayward.org

Executive Director
Michael Galvan
Michael.Galvan@crilhayward.org

Organization Information *top*

1. Business License Number
BL-009274

Questions *top*

1. Select the category that best describes your organization:
(Select only one.)
- [x] Non-Profit
- [ ] Public Agency
- [ ] Other:

2. Please describe your agency's mission (no more than 3 sentences or 250 characters).
CRIL is a peer-based disability resource agency that provides advocacy, services and resources for people with disabilities to improve lives and make communities fully accessible.

3. Select the category that best describes the project:
(Select only one. For Capital Projects, please contact City Staff ahead of the grant application submission to review additional requirements including the Davis-Bacon/Fair Labor Standards Act)
- [ ] Capital Project
- [x] Public Service Program or Project

4. Is this a "new" service, program, project or activity? "New" is identified as not yet started, implemented or in operation.

- [ ] Yes
- [x] No

5. Provide a brief summary of the program/project for which your agency is seeking funding (No more than three sentences. This text will be used widely during the review and implementation process to describe your project).
CRIL's Independent Living Services for Persons with Disabilities will provide low-income Dublin residents who have a disability with peer counseling, independent living skills & self-advocacy training, personal assistant/homecare worker referrals, benefits advocacy, travel training, housing search assistance and emergency preparation planning. The primary goals of the program are to:
1) Enhance the self-efficiency of low income Dublin residents with disabilities, including youth and seniors with functional limitations;
2) Increase the availability of resources to Dublin's most vulnerable residents; and
3) Improve the integration of existing social services in Dublin.
4) Assist people with disabilities who use life-saving to obtain alternative sources energy during Public Safety Power Shut-offs (PSPS).
5) Assist people with disabilities to access the internet through a computer lab and classes, chromebooks and wifi access.
CRIL will directly serve 40 low-income Dublin residents, In addition, CRIL will indirectly serve 100 more individuals and businesses through disability education, technical assistance and information & referral.

6. Describe the challenges, needs, or service gaps in Dublin your program/project addresses. If you do not receive funding, what would the impact be? (You should reference Dublin demographics, statistics, and reports to make your case.)
CRIL's Housing & Independent Living Services will provide Dublin residents who have a disability with housing search assistance, peer counseling, independent living skills & travel training. In this program, CRIL provides an array of services to encourage independence - this is accomplished through peer work. 80% of CRIL's staff have a disability.

With the COVID pandemic, CRIL has focused work on providing Personal Protective Equipment, Vaccine & Booster Information, addressing the Digital Divide through chromebooks and wifi access, and rental assistance. As recovery from the pandemic has happened, there has been a dramatic increase in the number of Dublin consumers. This is due not only to increased need but also to increased population.

Without Dublin funding, CRIL will attempt to meet the needs of Pleasanton residents but this would place stress on the agency's flexibility and ability to address crises that arise.

7. Estimate the total number of UNDUPLICATED Dublin residents to be served by this project.
(UNDUPLICATED means client is counted only once regardless of number of services received in a year.)
40

8. Which of the 14 Areas of Concern identified in the Eastern County 2011 Needs Assessment Report does your project identify with? Projects should meet the selected Areas of Concerns as well as helps the City of Dublin archive its Vision Statement that was included in its 2022 Strategic Plan.
The mission and vision statements are available online at www.dublin.ca.gov/1956/Application-Requirements-Process

- [ ] Behavioral Health (mental health and substance abuse)
- [x] Affordable Housing
- [ ] Health Care (including dental)
- [ ] Workforce Development
- [x] Homelessness
- [x] Transportation Services and Access
- [x] Domestic Violence and Child Abuse
- [x] Disabilities
- [ ] Food and Nutrition
- [x] Senior Services
- [x] Youth Services
- [ ] Child Care, Early Childhood Development and Education
- [x] Changing Demographics and Growing Diversity
- [x] Financial Assistance
- [ ] None of the Above

9. Describe in detail how Dublin grant funds will be used for this project. If the funds are used for staffing, be sure to provide specific details on the number and types of positions being funded. (If capital funding is being requested, this narrative should include a detailed project scope and project timeline. The scope of work should

include any land tenure issues. Additional documentation include designs, site plans, etc. can be attached later in the "Documents" tab.)

(What specifically will the grant funds be used for?)

The Tri-Valley Program operating budget of $65,000 covers the minimum costs for CRIL to continue operating a full-service branch office for the disabled residents of Livermore, Pleasanton and Dublin. With these funds, CRIL supports an Independent Living Coordinator who provides nearly 200 unduplicated Tri-Valley residents with disabilities with all of CRIL's numerous independent living services including the Housing & IL Services program along. CRIL estimates that 20% of consumers served at the CRIL Livermore Office will be Dublin Livermore Residents. Small portions of supervision and administrative time are also allocated to this program. The remaining non-personnel costs are associated with the necessary operations of an office: rent, utilities, accounting, IT support, insurance & staff travel reimbursement.

10. Describe how you will measure the effectiveness of this program/project. Describe your criteria for success. What results do you expect to have achieved at the end of this grant?

Consumers are also asked to complete a Satisfaction Survey which allows us to evaluate the type & quality of services provided. Consumers provide management & the board of directors with feedback on the impact that our services & supports have had on their level of independence.

CRIL's Housing & IL Services for people with disabilities will provide 40 Dublin residents with improved access to housing, peer counseling, employment & benefits counseling, travel training, I & R, LTSS counseling, assistive technology information & AT device loans and advocacy, COVID vaccine info and access assistance, ipads for persons with speech impediments to access the phone, and chromebboks to assist with internet access.

Housing counseling will include local resource info, application assistance, budgeting & credit counseling, transition services applications to Season of Sharing & Dept. of Rehabilitation's housing transition fund. CRIL will also provide indirect information & referral, technical & assistive technology support, ADA & disability law education and community advocacy to 100 additional Dublin residents & businesses to assist them with increasing their knowledge & independence.

CRIL is now a core member of Alameda County's Aging and Disability Resource Connection (ADRC). The service which will be the ADRC's major focus will be transitions: assisting people with disabilities and older adults to transition from hospital or skilled nursing facility to home.

11. The City Council updated Dublin's Mission, Vision, and Values in 2020 to include Inclusivity, Diversity and Equity. How does your project further these values?

The full statements are available at www.dublin.ca.gov/72/mission-vision

Community Resources for Independent Living (CRIL) is a peer-based disability resource organization that advocates and provides resources for people with disabilities to improve lives and make communities fully accessible. Everyone is welcome regardless of race, ethnicity, the nature of the disability or limitation, age, socioeconomic status, sexual orientation, gender identity, and expression, immigration status, health condition, or any other characteristics.

In working for accessibility, CRIL reflects its commitment to inclusivity, diversity and equity. CRIL believes all people must be included in the fabric of society and CRIL's consumers reflect the diversity of Alameda County. While equality means each individual or group of people is given the same resources or opportunities. Equity recognizes that each person has different circumstances and allocates the exact resources and opportunities needed to reach an equal outcome. A person with disabilities may simply need different resources and opportunities to be fully involved in society.

12. For the Fiscal Year 2024-2025 Human Services Grant Cycle, additional funding may be available through the City's American Rescue Plan Act allocation. Organizations that are eligible for this funding must provide services that are responding to the economic and public health impacts of the COVID-19 Pandemic. If applicable, please describe how your organization's programs and services directly respond to negative economic or public health impacts of the COVID-19 Pandemic.

Enter "NA" if not eligible.

Since March 2020, CRIL has actively reached out to the disability community, as well as the larger community, to provide resources and information. CRIL distributed 70,000 masks, hosted a COVID clinic, emailed vaccine information to over 2,500 people with disabilities, mailed vaccine information to over 600 people with disabilities and called over 4,000 people to provide vaccine information. In addition, CRIL has called its 1,000+ senior consumers three times to check in on their needs: physical and psychological.

13. ** QUESTIONS 14 THROUGH 24 ARE FOR THOSE ORGANIZATIONS INTERESTED IN APPLYING FOR FEDERAL COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) FUNDING ONLY. ** Are you are interested in applying for CDBG funds?

- [x] Yes. If so, check box here and answer questions 14 through 25.
- [ ] No. If no, check box here and enter NA
- [ ] Don't know. If you are unsure, please call City staff at (925) 833-6645.

14. CDBG ONLY- Explain your Limited English Proficiency/Language Access Plan (LEP/LAP). How does your

agency outreach to limited English speaking residents to encourage access to services? What access accommodations are used? Etc. Provide detail

Please enter "N/A" if you are not interested in qualifying for CDBG funding.

CRIL strives to offer services in languages which are used in Eastern and Southern Alameda County. Services are offered in English, Spanish, ASL, Farsi, Pashto, Hindi, Punjabi, Bosnian, Croatian and Serbian. For other languages, CRIL uses Alameda County's Language Line.

All printed materials are in English, Spanish, large font and available in electronic format. CRIL's most used materials are also in Chinese..

CRIL participates in over 50 outreaches throughout Alameda County. These outreaches include different language groups, as well as, different cultural groups.

15. CDBG ONLY - Identify at least one HUD Guiding Principle that relates to your project:

- [x] Be culturally accessible, appropriate and inclusive
- [ ] Encourage community engagement and involvement
- [ ] Promote energy and resource efficiency
- [ ] Encourage networking and information sharing across service providers
- [ ] Encourage process streamlining
- [ ] Consolidate service delivery
- [ ] Not Applicable. Not interested in CDBG funding.

16. CDBG ONLY - Identify at least HUD Consolidated Plan Goal that relates to your project:

(Select Category and Applicable Goals)

- [ ] A) Housing
- [ ] Goal 1: Promote the production, rehabilitation, and preservation of affordable housing (rental and ownership) through acquisition, rehabilitation, new construction, and minor repair.
- [ ] Goal 2: Reduction of housing discrimination through provision of fair housing and tenant/landlord services.
- [ ] Goal 3: Use resources to assist low-income residents make rental assistance payments in response to Covid-19.
- [ ] B) Homeless
- [ ] Goal 1: Use resource to end homelessness by funding and supporting homeless service programs.
- [ ] C) Supportive Housing
- [ ] Goal 1: Increase the availability of services enriched housing for persons with special needs by supporting acquisition and new construction of housing units.
- [x] D) Community Development
- [x] Goal 1: Make improvements, including ADA accessibility and rehabilitation to public facilities, such as curbs and sidewalks, neighborhood parks and recreational improvements, homeless facilities and other public facilities/community centers.
- [ ] Goal 2: Fund economic development, micro-enterprise, and on-the-job training.
- [x] Goal 3: Support public service programs for low income residents, preserving safety net services for families and individuals who are vulnerable or
- [ ] F) Not Applicable. Not interested in CDBG funding.

17. CDBG ONLY - Identify at least one HUD Strategic Goal that relates to your project:

- [x] Public Services
- [x] Public Facilities
- [x] Rental Assistance
- [x] Affordable Housing
- [ ] Increase Opportunities for 1st Time Homebuyers
- [x] Promote Decent Affordable Rental Housing
- [x] Strengthen Communities
- [x] Ensure Equal Opportunity in Housing
- [x] Reduce Housing Discrimination
- [x] Promote Participation of Grass-Roots, Faith-Based, and other Community-Based Organizations
- [ ] Not Applicable. Not interested in CDBG funding.

18. CDBG ONLY - Select one HUD Objective that relates to your project:

(TIP: When selecting an objective ask yourself, "What is the purpose of the activity? What is the larger community need tha

I am seeking to address?")

- [x] Creating a Suitable Living Environment
- [ ] Providing Decent Affordable Housing
- [ ] Creating Economic Opportunities
- [ ] Not Applicable. Not interested in CDBG funding.

19. CDBG ONLY - Select one HUD Outcome that relates to your project:
(TIP: When selecting an outcome ask yourself, "What type of change or result am I seeking?")

- [x] Availability/Accessibility
- [ ] Affordability
- [ ] Sustainability
- [ ] Not Applicable. I am not interested in qualifying for CDBG funding.

20. CDBG ONLY - Select one HUD Specific Indicator that relates to your project:

- [ ] Public facility or infrastructure: This indicator shows the number of persons that have been assisted by public facility or infrastructure activities that provide individuals with new or improved access to the facility or infrastructure. If the activity was used to meet a quality standard or to measurably improve quality, then this indicator will report the number of household units that no longer have access to a substandard service.
- [x] Public Service: This indicator shows the number of persons that have been assisted with new or improved access to a service. If the activity was used to meet a quality standard or to measurably improve quality, then this indicator will report the number of persons that no longer have access to a substandard service.
- [ ] Targeted revitalization: This indicator shows a range of outcomes such as jobs created and retained, businesses assisted, low- and moderate-income persons and households served, slum/blight demolition, number of acres of brownfields remediated, etc. in a targeted area.
- [ ] Commercial facade treatments or business building rehabilitation: This indicator shows the number of commercial facade treatments undertaken and the number of business buildings that were rehabilitated.
- [ ] Brownfields remediated: This indicator shows the number of acres of brownfields that were remediated.
- [ ] Rental units constructed: This indicator shows the number of affordable rental units created, as well as the number of years of affordability, number of units occupied by the elderly, and those units designated for chronically homeless persons and persons with HIV/AIDS.
- [ ] Rental units rehabilitated: This indicator shows the number of affordable rental units rehabilitated as well as the number of years of affordability, units for chronically homeless persons, elderly persons, and persons with HIV/AIDS.
- [ ] Homeownership units constructed or acquired with rehabilitation: This indicator shows the total number of homeownership units constructed, acquired, and/or acquired with rehabilitation per activity. This includes total number of affordable units, number of years of affordability, Energy Star qualified units, section 504 accessible units, and number of households previously living in subsidized housing. In addition, data will be collected on the number of units occupied by the elderly, number of units designated for persons with HIV/AIDS, and number of units for the chronically homeless.
- [ ] Owner occupied units rehabilitated: This indicator shows the total number of owner occupied units rehabilitated, including the number of these units occupied by the elderly, number of units designated for persons with HIV/AIDS, and number of units for the chronically homeless.
- [ ] Direct financial assistance to homebuyers: This indicator shows the number of homebuyers receiving direct financial assistance, housing counseling, and down payment assistance/closing costs.
- [ ] Tenant Based Rental Assistance (TBRA): This indicator shows the total number of households receiving TBRA as well as the number with short-term rental assistance (less than 12 months) and the number of homeless and chronically homeless households assisted.
- [ ] Homeless shelters: This indicator shows the number of homeless persons given overnight shelter.
- [ ] Emergency housing: This indicator shows the number of beds created in an overnight shelter or other emergency housing.
- [ ] Homeless prevention: This indicator shows the number of households that received emergency financial assistance to prevent homelessness and emergency legal assistance to prevent homelessness.
- [ ] Jobs created: Of the total number of jobs created, this indicator shows the number of jobs that have employee-sponsored health care, the types of jobs created (using Economic Development Administration (EDA) classifications) and the number of persons unemployed before taking the job.
- [ ] Jobs retained: Of the total number of jobs retained, this indicator shows the number of jobs retained, the number of jobs with employer-sponsored health care benefits, and the types of jobs retained (using EDA classifications)
- [ ] Business assistance: This indicator shows the total number of businesses assisted. Specifically, it shows the number of new businesses, existing businesses, and the DUNS number of each business so that HUD can track the number of new businesses that remain operational for three years after assistance.
- [ ] Businesses providing goods or services: This indicator shows whether an assisted business provides goods or services

to meet the needs of the service area, neighborhood, or community, as determined by the grantee.

- [ ] Not Applicable. Not interested in CDBG funding

21. CDBG ONLY - Please choose a common indicator that your agency will use to track clients:
(Select only ONE.)

- [x] Persons
- [ ] Households
- [ ] Not Applicable. Not interested in CDBG funding

22. CDBG ONLY - Based on the common indicator you selected above, please list the number of unduplicated Dublin clients (EITHER Persons OR Households) your agency anticipates serving in each category. If none, please enter "0".

20	Seniors (62 and older)
25	People with Disabilities
5	Female-Headed Households
10	Youth
2	Homeless
	Not Applicable. Not interested in CDBG funding (Type N/A)
62.00	**TOTAL**

23. CDBG ONLY - Based on the common indicator you selected above, please list the number of unduplicated Dublin clients (EITHER Persons OR Households) your agency anticipates serving in each category. If none, please enter "0".
Area Median Income ("AMI") information is available online at www.dublin.ca.gov/1956/Application-Requirements-Process

50	Extremely Low Income (<30% AMI)
30	Very Low Income (30%-50% AMI)
15	Low Income (50%-80% AMI)
10	Moderate Income (80%-120% AMI)
105.00	**TOTAL**

24. CDBG ONLY - List the number of clients your agency anticipates serving in race/ethnicity categories. Per HUD, "Hispanic" is an ethnicity, not a race.
The sum entered below must match the total clients entered in Question #9 above. If none, please enter "0"

20	White
5	White + HISPANIC
10	Black/African American
0	Black/African American + HISPANIC
10	Asian
0	Asian + HISPANIC
	American Indian/Alaskan Native
	American Indian/Alaskan Native + HISPANIC
	Native Hawaiian/Other Pacific Islander
	Native Hawaiian/Other Pacific Islander + HISPANIC
	American Indian/ Alaskan Native and White
	American Indian/ Alaskan Native and White + HISPANIC
	Asian and White
	Asian and White + HISPANIC
	Black/African American and White
	Black/African American and White + HISPANIC
	American Indian/Alaskan Native and Black/African American

	American Indian/Alaskan Native and Black/African American + HISPANIC
5	Multi Racial + HISPANIC OR other Multi Racial
	Not Applicable. Not interested in CDBG funding. (Type N/A)
50.00	**TOTAL**

25. If your agency is submitting more than one application or the same agency has different programs within it, please RANK the priority of this application, with number 1 being the highest priority for funding. There should only be one #1 PER AGENCY

- [x] #1 - This program/project has the agency's highest priority for funding.
- [ ] #2 - This program/project has the agency's 2nd highest priority for funding.
- [ ] #3 - This program/project has the agency's 3rd highest priority for funding.
- [ ] #4 - This program/project has the agency's 4th highest priority for funding.
- [ ] #5 - This program/project has the agency's 5th highest priority for funding.
- [ ] #6 - This program/project has the agency's 6th highest priority for funding.
- [ ] If you have more than 6 applications per organization, agency, district or entity, check here.

26. Has your organization or a paid employee of your organization made a political contribution to a current City of Dublin Councilmember or Mayor within the last 12 months? Under Section 84308 of the Political Reform Act, elected officials are prohibited from taking part in an entitlement for use proceedings if the official has received a contribution exceeding $250 from a party or participant in the proceeding within the preceding 12 months. More information can be found on the Fair Political Practices Commission (FPPC website) here: https://www.fppc.ca.gov/learn/pay-to-play-limits-and-prohibitions.

If you answer Yes, it will not disqualify you from the process or impact your application. An additional form will be emailed for you to provide details of the contributions for reporting purposes pursuant to the Political Reform Act.

- [ ] Yes
- [x] No

Budget top

Funding Sources/Revenues	Budget Amount	Amount Committed
City of Dublin	USD$ 16,000.00	
City of Pleasanton	USD$ 16,000.00	
City of Livermore	USD$ 15,000.00	
Department of Rehabilitation: AB204/GF		USD$ 5,000.00
Administration of Community Living: ACL		USD$ 11,590.00
Total	**USD$ 47,000.00**	**USD$ 16,590.00**

Funding Uses/Expenses	Budget Amount	Amount Committed
Personnel: Salaries	USD$ 10,500.00	USD$ 3,200.00
Personnel: Benefits	USD$ 4,000.00	USD$ 1,265.00
Operating: Supplies	USD$ 200.00	USD$ 100.00
Operating: Printing/Copying	USD$ 100.00	USD$ 25.00
Operating: Postage	USD$ 150.00	USD$ 50.00
Operating: Telephone	USD$ 545.00	USD$ 200.00
Operating: Accounting & Audit	USD$ 125.00	USD$ 50.00
Operating: Contracted Services	USD$ 150.00	USD$ 75.00
Operating: Dues	USD$ 100.00	USD$ 25.00
Operating: Insurance	USD$ 80.00	USD$ 20.00
Operating: Travel (Mileage)	USD$ 50.00	USD$ 15.00
Total	**USD$ 16,000.00**	**USD$ 5,025.00**

Documents top

Documents Requested *	Required?	Attached Documents *

Program Expense Budget for ALL Grant Requests	☑	Program Expense
Financial Information Form for ALL Grant Requests	☑	Financial Information
List of Board of Directors (or governing body) with agency contact information	☑	Board Roster
Current Annual Budget for the Entire Agency	☑	Budget 23.24
Copy of most recently submitted IRS 990 form or Tax Return (include complete form)	☑	990
Board of Director's (or governing body's) designation of authorized official	☑	Signature Authorization
Board of Director's (or governing body's) authorization to request funding (may be same document as one above)	☑	Board Resolution
Proof of insurance carried, including bonding, liability and/or workers' compensation	☑	Insurance
STATE AND FEDERAL NON-PROFIT DETERMINATION LETTER. All organizations MUST have approved non-profit status from the State of California and Federal Tax Identification Number at time of application. Non-compliant applicants will be disqualified.	☑	IRS Determination
Certified Audit and/or Certified Financial Statements	☑	Audit
REQUIRED FOR CDBG ONLY - If requesting Capital Funding, please upload your Capital expenditure budget (your own format is acceptable)		
REQUIRED FOR CDBG ONLY - Personnel Policies Including Affirmative Action Plan and Grievance Procedure		
REQUIRED FOR CDBG ONLY - Agency Audit Requirements and Copy of Last Audit Highlighting "Findings" Section		
REQUIRED FOR CDBG ONLY - Articles of Incorporation and Bylaws		
REQUIRED FOR CDBG ONLY - Conflict of Interest Statement (if not included in Bylaws)		
REQUIRED FOR CDBG ONLY - AGENCY'S LIMITED ENGLISH PROFICIENCY LANGUAGE ACCESS PLAN (LEP/LAP). Must include outreach to limited English speaking residents to encourage access to services & housing. Include what access accommodations are used.		
REQUIRED FOR CDBG ONLY - LEVERAGING REPORT- this is due with the 2nd quarter report no later than January 15th		
Supporting Documents such as Agency Strategic Plan, Needs Assessment, etc. (Not Required)		
Other Supporting Documents (Not Required)		

** ZoomGrants™ is not responsible for the content of uploaded documents.*

Application ID: 458794

Become a fan of ZoomGrants™ on Facebook
Problems? Contact us at Questions@ZoomGrants.com
©2002-2024 GrantAnalyst.com. All rights reserved.
"ZoomGrants" and the ZoomGrants logo are trademarks of GrantAnalyst.com, LLC.
Logout | Browser

DUBLIN
CALIFORNIA
Powered by ZoomGrants™ and

City of Dublin
PCS - Human Services Division
City of Dublin, Fiscal Year 2024-25, Human Services Grant Program
Deadline: 1/19/2024

Easterseals Northern California

Kaleidoscope Community Adult Program: 2024/2025

Jump to: Organization Information Questions Budget Documents

USD$ 25,000.00 Requested

Submitted: 1/19/2024 1:38:23 PM (Pacific)

Project Contact
Jasmine Bacot
development@esnorcal.org
Tel: 925-532-9864

Additional Contacts
none entered

Easterseals Northern California

5601 Arnold Road
Suite 104
Dublin, CA 94568
United States

Telephone(925) 326-0072
Fax
Web www.esnorcal.org

CEO
Andrea Pettiford
development@esnorcal.org

Organization Information *top*

1. Business License Number
BL-005301

Questions *top*

1. Select the category that best describes your organization:
(Select only one.)
- [x] Non-Profit
- [ ] Public Agency
- [ ] Other:

2. Please describe your agency's mission (no more than 3 sentences or 250 characters).
Easterseals Northern California is leading the way to ensure that individuals and families affected by disabilities and special needs can live, learn, work, and play to their fullest potential.

3. Select the category that best describes the project:
(Select only one. For Capital Projects, please contact City Staff ahead of the grant application submission to review additional requirements including the Davis-Bacon/Fair Labor Standards Act)
- [ ] Capital Project
- [x] Public Service Program or Project

4. Is this a "new" service, program, project or activity? "New" is identified as not yet started, implemented or in operation.

- [ ] Yes
- [x] No

5. Provide a brief summary of the program/project for which your agency is seeking funding (No more than three sentences. This text will be used widely during the review and implementation process to describe your project).
The Kaleidoscope Community Adult Program provides specialized programming for adults with intellectual and developmental disabilities, fostering community integration and enhancing life skills. Our dedicated team of Life Skills Coaches, currently serving 44 participants, including 7.5 Dublin residents, plays a pivotal role in guiding goal setting, facilitating interactions, and ensuring safety. Beyond participant support, our coaches also extend their expertise to provide valuable training and assistance to parents and caregivers.

6. Describe the challenges, needs, or service gaps in Dublin your program/project addresses. If you do not receive funding, what would the impact be? (You should reference Dublin demographics, statistics, and reports to make your case.)
The Kaleidoscope Community Adult Program is attuned to addressing various challenges, needs, and service gaps in Dublin, particularly concerning adults with intellectual and developmental disabilities. Kaleidoscope is strategically positioned to expand, transitioning from 44 participants to at least 60 participants in 2024. This ambitious endeavor necessitates 20 total staff members (5 additional new staff members) to our dedicated team, ensuring that participant-staff ratios align with compliance standards and uphold safety measures.

ESNorCal enjoys a prominent reputation within the Dublin community, with approximately 75% of our community engagements centered in the city of Dublin. These activities include patronizing local businesses and eateries, engaging in bowling events, and contributing to the local economy. Our commitment to community involvement extends across all the regions we serve, evident through our participation in transition fairs, transition class tours, and hosting Open Houses at Kaleidoscope. Moreover, our proactive outreach involves strategically placing informational flyers at prominent locations such as local eateries, libraries, and Starbucks, contributing to our establishment as a widely recognized and esteemed program within the community.

The significance of grant funds cannot be overstated. Without the financial support from grants, the ability to hire additional staff members becomes precarious, posing a risk to the Kaleidoscope program's expansion and the corresponding increase in support and services provided to families. A potential consequence is that up to 8 participants, including 2 Dublin residents, may remain on our interest list in 2024, facing delays in accessing vital services.

7. Estimate the total number of UNDUPLICATED Dublin residents to be served by this project.
(UNDUPLICATED means client is counted only once regardless of number of services received in a year.)
9

8. Which of the 14 Areas of Concern identified in the Eastern County 2011 Needs Assessment Report does your project identify with? Projects should meet the selected Areas of Concerns as well as helps the City of Dublin archive its Vision Statement that was included in its 2022 Strategic Plan.
The mission and vision statements are available online at www.dublin.ca.gov/1956/Application-Requirements-Process

- [x] Behavioral Health (mental health and substance abuse)
- [ ] Affordable Housing
- [ ] Health Care (including dental)
- [x] Workforce Development
- [ ] Homelessness
- [x] Transportation Services and Access
- [ ] Domestic Violence and Child Abuse
- [x] Disabilities
- [x] Food and Nutrition
- [ ] Senior Services
- [ ] Youth Services
- [ ] Child Care, Early Childhood Development and Education
- [x] Changing Demographics and Growing Diversity
- [ ] Financial Assistance
- [ ] None of the Above

9. Describe in detail how Dublin grant funds will be used for this project. If the funds are used for staffing, be sure to provide specific details on the number and types of positions being funded. (If capital funding is being requested, this narrative should include a detailed project scope and project timeline. The scope of work should include any land tenure issues. Additional documentation include designs, site plans, etc. can be attached later i

the "Documents" tab.)
(What specifically will the grant funds be used for?)
Securing grant funding from the City of Dublin is crucial to bolster the Kaleidoscope Community Adult Program's 2024 initiative of hiring 5 full-time Life Skills Coaches. These dedicated professionals play a pivotal role in guiding participants and their families through the establishment of goals outlined in Individual Program Plans (IPP). Beyond goal setting, our coaches excel in fostering positive peer interactions, delivering safety training, addressing hygienic needs, and orchestrating enriching activities and trips.

Grant support will directly contribute to supplementing the salaries of 5 new Life Skills Coaches, ensuring their commitment to comprehensive care and support remains unwavering. In addition to their direct impact on program participants, our coaches extend their expertise to provide invaluable support and training to parents and caregivers, thereby enriching the overall quality of life for individuals with intellectual and developmental disabilities within the Dublin community. The grant funds will play a pivotal role in achieving our staffing goals and, by extension, enhancing the effectiveness and reach of our program.

10. Describe how you will measure the effectiveness of this program/project. Describe your criteria for success. What results do you expect to have achieved at the end of this grant?
Successful outcomes within the Kaleidoscope Community Adult Program are systematically tracked through the participant's Individual Program Plan (IPP), a comprehensive document updated bi-yearly. This collaborative process involves active participation from parents, caregivers, guardians, case managers from the Regional Center of the East Bay program, and the participants themselves, ensuring a holistic and inclusive approach to goal-setting and outcome assessment. Establishing baselines at the commencement of the program, our methodology guarantees that there is no regression to IPP goals, with ongoing tracking facilitated through participant attendance and engagement metrics.

As a testament to our commitment to growth and impact, we anticipate expanding the program from 44 participants to 60 or more participants by the conclusion of the grant period. This expansion aligns with our overarching goal of reaching and positively impacting a broader demographic within the community, showcasing the tangible outcomes achieved through the support and resources garnered from the grant.

11. The City Council updated Dublin's Mission, Vision, and Values in 2020 to include Inclusivity, Diversity and Equity. How does your project further these values?
The full statements are available at www.dublin.ca.gov/72/mission-vision
As an institution with a longstanding history of advocating for and supporting individuals with disabilities for nearly a century, our unwavering commitment remains steadfast towards the realization of equal rights and freedoms for all. Effecting such transformative change necessitates the cultivation of diverse, inclusive, and innovative perspectives, coupled with meticulous planning and execution. We firmly uphold the belief that the promotion of diversity, equity, and inclusion is a collective responsibility that extends to every individual, each day, and in perpetuity.

12. For the Fiscal Year 2024-2025 Human Services Grant Cycle, additional funding may be available through the City's American Rescue Plan Act allocation. Organizations that are eligible for this funding must provide services that are responding to the economic and public health impacts of the COVID-19 Pandemic. If applicable, please describe how your organization's programs and services directly respond to negative economic or public health impacts of the COVID-19 Pandemic.
Enter "NA" if not eligible.
NA

13. ** QUESTIONS 14 THROUGH 24 ARE FOR THOSE ORGANIZATIONS INTERESTED IN APPLYING FOR FEDERAL COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) FUNDING ONLY. ** Are you are interested in applying for CDBG funds?

- ☐ Yes. If so, check box here and answer questions 14 through 25.
- ☑ No. If no, check box here and enter NA
- ☐ Don't know. If you are unsure, please call City staff at (925) 833-6645.

14. CDBG ONLY- Explain your Limited English Proficiency/Language Access Plan (LEP/LAP). How does your agency outreach to limited English speaking residents to encourage access to services? What access accommodations are used? Etc. Provide detail
Please enter "N/A" if you are not interested in qualifying for CDBG funding.
NA

15. CDBG ONLY - Identify at least one HUD Guiding Principle that relates to your project:

- ☐ Be culturally accessible, appropriate and inclusive
- ☐ Encourage community engagement and involvement
- ☐ Promote energy and resource efficiency
- ☐ Encourage networking and information sharing across service providers
- ☐ Encourage process streamlining

- [ ] Consolidate service delivery
- [x] Not Applicable. Not interested in CDBG funding.

16. CDBG ONLY - Identify at least HUD Consolidated Plan Goal that relates to your project:
(Select Category and Applicable Goals)

- [ ] A) Housing
- [ ] Goal 1: Promote the production, rehabilitation, and preservation of affordable housing (rental and ownership) through acquisition, rehabilitation, new construction, and minor repair.
- [ ] Goal 2: Reduction of housing discrimination through provision of fair housing and tenant/landlord services.
- [ ] Goal 3: Use resources to assist low-income residents make rental assistance payments in response to Covid-19.
- [ ] B) Homeless
- [ ] Goal 1: Use resource to end homelessness by funding and supporting homeless service programs.
- [ ] C) Supportive Housing
- [ ] Goal 1: Increase the availability of services enriched housing for persons with special needs by supporting acquisition and new construction of housing units.
- [ ] D) Community Development
- [ ] Goal 1: Make improvements, including ADA accessibility and rehabilitation to public facilities, such as curbs and sidewalks, neighborhood parks and recreational improvements, homeless facilities and other public facilities/community centers.
- [ ] Goal 2: Fund economic development, micro-enterprise, and on-the-job training.
- [ ] Goal 3: Support public service programs for low income residents, preserving safety net services for families and individuals who are vulnerable or
- [x] F) Not Applicable. Not interested in CDBG funding.

17. CDBG ONLY - Identify at least one HUD Strategic Goal that relates to your project:

- [ ] Public Services
- [ ] Public Facilities
- [ ] Rental Assistance
- [ ] Affordable Housing
- [ ] Increase Opportunities for 1st Time Homebuyers
- [ ] Promote Decent Affordable Rental Housing
- [ ] Strengthen Communities
- [ ] Ensure Equal Opportunity in Housing
- [ ] Reduce Housing Discrimination
- [ ] Promote Participation of Grass-Roots, Faith-Based, and other Community-Based Organizations
- [x] Not Applicable. Not interested in CDBG funding.

18. CDBG ONLY - Select one HUD Objective that relates to your project:
(TIP: When selecting an objective ask yourself, "What is the purpose of the activity? What is the larger community need that I am seeking to address?")

- [ ] Creating a Suitable Living Environment
- [ ] Providing Decent Affordable Housing
- [ ] Creating Economic Opportunities
- [x] Not Applicable. Not interested in CDBG funding.

19. CDBG ONLY - Select one HUD Outcome that relates to your project:
(TIP: When selecting an outcome ask yourself, "What type of change or result am I seeking?")

- [ ] Availability/Accessibility
- [ ] Affordability
- [ ] Sustainability
- [x] Not Applicable. I am not interested in qualifying for CDBG funding.

20. CDBG ONLY - Select one HUD Specific Indicator that relates to your project:

- [ ] Public facility or infrastructure: This indicator shows the number of persons that have been assisted by public facility or infrastructure activities that provide individuals with new or improved access to the facility or infrastructure. If the activity was used to meet a quality standard or to measurably improve quality, then this indicator will report the number of household units that no longer have access to a substandard service.

- [ ] Public Service: This indicator shows the number of persons that have been assisted with new or improved access to a service. If the activity was used to meet a quality standard or to measurably improve quality, then this indicator will report the number of persons that no longer have access to a substandard service.
- [ ] Targeted revitalization: This indicator shows a range of outcomes such as jobs created and retained, businesses assisted, low- and moderate-income persons and households served, slum/blight demolition, number of acres of brownfields remediated, etc. in a targeted area.
- [ ] Commercial facade treatments or business building rehabilitation: This indicator shows the number of commercial facade treatments undertaken and the number of business buildings that were rehabilitated.
- [ ] Brownfields remediated: This indicator shows the number of acres of brownfields that were remediated.
- [ ] Rental units constructed: This indicator shows the number of affordable rental units created, as well as the number of years of affordability, number of units occupied by the elderly, and those units designated for chronically homeless persons and persons with HIV/AIDS.
- [ ] Rental units rehabilitated: This indicator shows the number of affordable rental units rehabilitated as well as the number of years of affordability, units for chronically homeless persons, elderly persons, and persons with HIV/AIDS.
- [ ] Homeownership units constructed or acquired with rehabilitation: This indicator shows the total number of homeownership units constructed, acquired, and/or acquired with rehabilitation per activity. This includes total number of affordable units, number of years of affordability, Energy Star qualified units, section 504 accessible units, and number of households previously living in subsidized housing. In addition, data will be collected on the number of units occupied by the elderly, number of units designated for persons with HIV/AIDS, and number of units for the chronically homeless.
- [ ] Owner occupied units rehabilitated: This indicator shows the total number of owner occupied units rehabilitated, including the number of these units occupied by the elderly, number of units designated for persons with HIV/AIDS, and number of units for the chronically homeless.
- [ ] Direct financial assistance to homebuyers: This indicator shows the number of homebuyers receiving direct financial assistance, housing counseling, and down payment assistance/closing costs.
- [ ] Tenant Based Rental Assistance (TBRA): This indicator shows the total number of households receiving TBRA as well as the number with short-term rental assistance (less than 12 months) and the number of homeless and chronically homeless households assisted.
- [ ] Homeless shelters: This indicator shows the number of homeless persons given overnight shelter.
- [ ] Emergency housing: This indicator shows the number of beds created in an overnight shelter or other emergency housing.
- [ ] Homeless prevention: This indicator shows the number of households that received emergency financial assistance to prevent homelessness and emergency legal assistance to prevent homelessness.
- [ ] Jobs created: Of the total number of jobs created, this indicator shows the number of jobs that have employee-sponsored health care, the types of jobs created (using Economic Development Administration (EDA) classifications) and the number of persons unemployed before taking the job.
- [ ] Jobs retained: Of the total number of jobs retained, this indicator shows the number of jobs retained, the number of jobs with employer-sponsored health care benefits, and the types of jobs retained (using EDA classifications)
- [ ] Business assistance: This indicator shows the total number of businesses assisted. Specifically, it shows the number of new businesses, existing businesses, and the DUNS number of each business so that HUD can track the number of new businesses that remain operational for three years after assistance.
- [ ] Businesses providing goods or services: This indicator shows whether an assisted business provides goods or services to meet the needs of the service area, neighborhood, or community, as determined by the grantee.
- [x] Not Applicable. Not interested in CDBG funding

21. CDBG ONLY - Please choose a common indicator that your agency will use to track clients:
(Select only ONE.)

- [ ] Persons
- [ ] Households
- [x] Not Applicable. Not interested in CDBG funding

22. CDBG ONLY - Based on the common indicator you selected above, please list the number of unduplicated Dublin clients (EITHER Persons OR Households) your agency anticipates serving in each category. If none, please enter "0".

NA	Seniors (62 and older)
	People with Disabilities
	Female-Headed Households
	Youth
	Homeless

0.00	Not Applicable. Not interested in CDBG funding (Type N/A)
0.00	**TOTAL**

23. CDBG ONLY - Based on the common indicator you selected above, please list the number of unduplicated Dublin clients (EITHER Persons OR Households) your agency anticipates serving in each category. If none, please enter "0".

Area Median Income ("AMI") information is available online at www.dublin.ca.gov/1956/Application-Requirements-Process

	Extremely Low Income (<30% AMI)
	Very Low Income (30%-50% AMI)
	Low Income (50%-80% AMI)
0.00	Moderate Income (80%-120% AMI)
0.00	**TOTAL**

24. CDBG ONLY - List the number of clients your agency anticipates serving in race/ethnicity categories. Per HUD, "Hispanic" is an ethnicity, not a race.

The sum entered below must match the total clients entered in Question #9 above. If none, please enter "0"

	White
	White + HISPANIC
	Black/African American
	Black/African American + HISPANIC
	Asian
	Asian + HISPANIC
	American Indian/Alaskan Native
	American Indian/Alaskan Native + HISPANIC
	Native Hawaiian/Other Pacific Islander
	Native Hawaiian/Other Pacific Islander + HISPANIC
	American Indian/ Alaskan Native and White
	American Indian/ Alaskan Native and White + HISPANIC
	Asian and White
	Asian and White + HISPANIC
	Black/African American and White
	Black/African American and White + HISPANIC
	American Indian/Alaskan Native and Black/African American
	American Indian/Alaskan Native and Black/African American + HISPANIC
	Multi Racial + HISPANIC OR other Multi Racial
0.00	Not Applicable. Not interested in CDBG funding. (Type N/A)
0.00	**TOTAL**

25. If your agency is submitting more than one application or the same agency has different programs within it, please RANK the priority of this application, with number 1 being the highest priority for funding. There should only be one #1 PER AGENCY

- [x] #1 - This program/project has the agency's highest priority for funding.
- [ ] #2 - This program/project has the agency's 2nd highest priority for funding.
- [ ] #3 - This program/project has the agency's 3rd highest priority for funding.
- [ ] #4 - This program/project has the agency's 4th highest priority for funding.
- [ ] #5 - This program/project has the agency's 5th highest priority for funding.
- [ ] #6 - This program/project has the agency's 6th highest priority for funding.
- [ ] If you have more than 6 applications per organization, agency, district or entity, check here.

26. Has your organization or a paid employee of your organization made a political contribution to a current City

of Dublin Councilmember or Mayor within the last 12 months? Under Section 84308 of the Political Reform Act, elected officials are prohibited from taking part in an entitlement for use proceedings if the official has received a contribution exceeding $250 from a party or participant in the proceeding within the preceding 12 months. More information can be found on the Fair Political Practices Commission (FPPC website) here: https://www.fppc.ca.gov/learn/pay-to-play-limits-and-prohibitions.

If you answer Yes, it will not disqualify you from the process or impact your application. An additional form will be emailed for you to provide details of the contributions for reporting purposes pursuant to the Political Reform Act.

- ☐ Yes
- ☑ No

Budget *top*

Funding Sources/Revenues	Budget Amount	Amount Committed
Foundation Grant	USD$ 100,000.00	USD$ 100,000.00
Regional Center of East Bay	USD$ 1,406,551.00	USD$ 1,406,551.00
Federal Grants	USD$ 44,735.00	
Total	**USD$ 1,551,286.00**	**USD$ 1,506,551.00**

Funding Uses/Expenses	Budget Amount	Amount Committed
Personnel Cost	USD$ 1,533,758.00	
Program Supplies	USD$ 187,854.00	
Rent Occupancy	USD$ 84,246.00	
	USD$ 0.00	
Total	**USD$ 1,805,858.00**	**USD$ 0.00**

Documents *top*

Documents Requested *	Required?	Attached Documents *
Program Expense Budget for ALL Grant Requests	☑	ProgramExpenseForm 2024
Financial Information Form for ALL Grant Requests	☑	FinancialInformationForm 2024
List of Board of Directors (or governing body) with agency contact information	☑	BOD List 2024
Current Annual Budget for the Entire Agency	☑	ESNorCal Budget
Copy of most recently submitted IRS 990 form or Tax Return (include complete form)	☑	IRS 990 Form ESNorCal
Board of Director's (or governing body's) designation of authorized official	☑	A Pettiford Authorization for J Bacot
Board of Director's (or governing body's) authorization to request funding (may be same document as one above)	☑	A Pettiford Authorization for J Bacot
Proof of insurance carried, including bonding, liability and/or workers' compensation	☑	ESNorCal Insurance
STATE AND FEDERAL NON-PROFIT DETERMINATION LETTER. All organizations MUST have approved non-profit status from the State of California and Federal Tax Identification Number at time of application. Non-compliant applicants will be disqualified.	☑	Exemption Letter
Certified Audit and/or Certified Financial Statements	☑	2022 Audited Financials (Cat+ESNorCal+ESH)
REQUIRED FOR CDBG ONLY - If requesting Capital Funding, please upload your Capital expenditure budget (your own format is acceptable)		

REQUIRED FOR CDBG ONLY - Personnel Policies Including Affirmative Action Plan and Grievance Procedure	
REQUIRED FOR CDBG ONLY - Agency Audit Requirements and Copy of Last Audit Highlighting "Findings" Section	
REQUIRED FOR CDBG ONLY - Articles of Incorporation and Bylaws	
REQUIRED FOR CDBG ONLY - Conflict of Interest Statement (if not included in Bylaws)	
REQUIRED FOR CDBG ONLY - AGENCY'S LIMITED ENGLISH PROFICIENCY LANGUAGE ACCESS PLAN (LEP/LAP). Must include outreach to limited English speaking residents to encourage access to services & housing. Include what access accommodations are used.	
REQUIRED FOR CDBG ONLY - LEVERAGING REPORT- this is due with the 2nd quarter report no later than January 15th	
Supporting Documents such as Agency Strategic Plan, Needs Assessment, etc. (Not Required)	
Other Supporting Documents (Not Required)	

** ZoomGrants™ is not responsible for the content of uploaded documents.*

Application ID: 460081

Become a fan of ZoomGrants™ on Facebook
Problems? Contact us at Questions@ZoomGrants.com
©2002-2024 GrantAnalyst.com. All rights reserved.
"ZoomGrants" and the ZoomGrants logo are trademarks of GrantAnalyst.com, LLC.
Logout | Browser

DUBLIN
CALIFORNIA
Powered by ZoomGrants™ and

City of Dublin
PCS - Human Services Division
City of Dublin, Fiscal Year 2024-25, Human Services Grant Program
Deadline: 1/19/2024

Goodness Village
Goodness Village

Jump to: Organization Information Questions Budget Documents

USD$ 25,000.00 Requested

Submitted: 1/18/2024 10:49:46 AM (Pacific)

Project Contact
Kim Curtis
Kim@gvlivermore.org
Tel: 925-237-1108

Additional Contacts
info@gvlivermore.org

Goodness Village

1660 Freisman Rd
Livermore, CA 94551
United States

Telephone925-237-1108
Fax
Web www.gvlivermore.org

Executive Director
Kim Curtis
Kim@gvlivermore.org

Organization Information top

1. Business License Number
BL-114154

Questions top

1. Select the category that best describes your organization:
(Select only one.)
- [x] Non-Profit
- [ ] Public Agency
- [ ] Other:

2. Please describe your agency's mission (no more than 3 sentences or 250 characters).
Our mission is to provide the Tri-Valley's formerly unhoused neighbors a safe and supportive community to live independently, heal, and thrive!

3. Select the category that best describes the project:
(Select only one. For Capital Projects, please contact City Staff ahead of the grant application submission to review additional requirements including the Davis-Bacon/Fair Labor Standards Act)
- [ ] Capital Project
- [x] Public Service Program or Project

4. Is this a "new" service, program, project or activity? "New" is identified as not yet started, implemented or in operation.

- [ ] Yes
- [x] No

5. Provide a brief summary of the program/project for which your agency is seeking funding (No more than three sentences. This text will be used widely during the review and implementation process to describe your project).
We seek to renew our awarded funding from last year and request to increase the amount inorder to continue to provide current program and meet the cost of living increase for staffing and materials.

6. Describe the challenges, needs, or service gaps in Dublin your program/project addresses. If you do not receive funding, what would the impact be? (You should reference Dublin demographics, statistics, and reports to make your case.)
Goodness Village addresses chronic homelessness in the TriValley. We currently have 28 tiny homes and a 24 hour mental health focused program that supports our participants (GV neighbors) decrease negative behaviors that increase risk of returning to homelessness while increasing coping skills and improving quality of life. A vocational program is also available for neighbors to opt into, at this time 26 of our 28 neighbors are actively engaged in the program despite 13 of of 28 neighbors being 62 or older. The median age at the village is 59. The average number of years unsheltered is 5.6. Our 3 neighbors who identify as former Dublin residents prior to become homeless and while homeless are 58, 62, and 77 years old. 2 were unsheltered 6 years and our 77 year old female neighbor resided in her car for 3 years prior to moving to the village.
Our village neighbors are required to pay a monthly program fee of 30% of their income, normally around $400. Some of our neighbors do not have an income or they have GA, these individuals are encouraged to work for the village 24 hours a month. Through this vocational program opportunity 3 were able to apply for SSI and 2 have secured employment off site. Those with an income and paying the monthly program fee are able to reduce their program fee by working at the village as a means to use their SSI/SSDI/SSA/VA to pay off a debt or to save for something approved by the Housing Manager such as car registration, insurance, medical, groceries, gas, home items, gifts for family/friends, etc.
Our monthly Shared Land Cost Fee to Crosswinds is $9200 a month, our utilities is between $5-6000 a month. Our 24 hour staff are hourly between $22-25, and their mental health skills have resulted in 0 neighbors utilizing forensic or psychiatric emergency services since we opened in 2021, a huge savings for our Tri-Valley community members.

7. Estimate the total number of UNDUPLICATED Dublin residents to be served by this project.
(UNDUPLICATED means client is counted only once regardless of number of services received in a year.)
3

8. Which of the 14 Areas of Concern identified in the Eastern County 2011 Needs Assessment Report does your project identify with? Projects should meet the selected Areas of Concerns as well as helps the City of Dublin archive its Vision Statement that was included in its 2022 Strategic Plan.
The mission and vision statements are available online at www.dublin.ca.gov/1956/Application-Requirements-Process

- [x] Behavioral Health (mental health and substance abuse)
- [x] Affordable Housing
- [ ] Health Care (including dental)
- [ ] Workforce Development
- [x] Homelessness
- [x] Transportation Services and Access
- [ ] Domestic Violence and Child Abuse
- [x] Disabilities
- [x] Food and Nutrition
- [x] Senior Services
- [ ] Youth Services
- [ ] Child Care, Early Childhood Development and Education
- [ ] Changing Demographics and Growing Diversity
- [ ] Financial Assistance
- [ ] None of the Above

9. Describe in detail how Dublin grant funds will be used for this project. If the funds are used for staffing, be sure to provide specific details on the number and types of positions being funded. (If capital funding is being requested, this narrative should include a detailed project scope and project timeline. The scope of work should include any land tenure issues. Additional documentation include designs, site plans, etc. can be attached later in the "Documents" tab.)
(What specifically will the grant funds be used for?)
We fortunately were awarded a large grant that covers the village budget through Aug 31, 2024. When the greater TriValley learned of our award of this grant for our operations and direct services from Congressman Swalwell and of our Capital Build grant from Senator Glazer we experienced a significant drop in giving. We are actively working to change our image of being

fully funded and are asking the three cities to help bridge the gap in funds for late 2024 going in to 2025. The funding will cover the cost of our 24 hour support program staff as workday has awarded a $200,000 grant for general operations in 2024 and has promised to continue our partnership in 2025.

10. Describe how you will measure the effectiveness of this program/project. Describe your criteria for success. What results do you expect to have achieved at the end of this grant?
Our effectiveness is shown through housing retention: 19 of our original 28 neighbors that moved in to the village during the summer of 2021 have retained their housing. 3 neighbors experienced a dignified death, 2 relocated independently to pursue less supportive housing, 3 neighbors have been asked to exit the program but are eligible to reapply if their position/situations change, and 2 have relocated to reside with family. At the end of this grant we are expecting a continued success in housing retention for those who are utilizing the program's intensive support as a means to retain housing, we also expect a small percentage to relocate to family, as our population continues to age we expect a small percentage to transition to higher level medical placements and others to experience a dignified death surrounded by a neighborhood that cares for them greatly. Since our opening in 2021 none of our neighbors have been arrested or psychiatrically hospitalized, we expect this to continue as our value is to assist our neighbors in remaining in the less restrictive housing possible.
Another success is that our neighbors are advocating for village growth and have their friends on the waitlist. We hope to continue to work with Livermore, the county and the state on our goal to add additional homes to the village.

11. The City Council updated Dublin's Mission, Vision, and Values in 2020 to include Inclusivity, Diversity and Equity. How does your project further these values?
The full statements are available at www.dublin.ca.gov/72/mission-vision
3 of Goodness Village's 10 core values (available to view on our website) are community, unity and inclusion. We value the contribution and innovation a diversified staff brings to our village. Our village is primarily caucasian directly reflecting the unsheltered populations, this has allowed our participants to engage with persons of color in ways they may not have ever had the opportunity to in the past. A few of our original neighbors even voiced their desire to not have a person of color as their case manager nor would they enter the shared community space if the staff were present. With time they began to seek services and a relationship of trust and respect was formed. With staff and village neighbors we allowed for more grace and rapport building due to the complexity of the population we serve. Amongst staff we have a zero tolerance policy. We've also been awarded a 3 year grant from John Muir Health to address Structural Racism in the workplace which has allowed us to offer opportunities to increase equity with in our employment opportunities. An area of struggle has been with the board which I understand is a shared struggle for the nonprofits in this area.

12. For the Fiscal Year 2024-2025 Human Services Grant Cycle, additional funding may be available through the City's American Rescue Plan Act allocation. Organizations that are eligible for this funding must provide services that are responding to the economic and public health impacts of the COVID-19 Pandemic. If applicable, please describe how your organization's programs and services directly respond to negative economic or public health impacts of the COVID-19 Pandemic.
Enter "NA" if not eligible.
N/A

13. ** QUESTIONS 14 THROUGH 24 ARE FOR THOSE ORGANIZATIONS INTERESTED IN APPLYING FOR FEDERAL COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) FUNDING ONLY. ** Are you are interested in applying for CDBG funds?

- ☐ Yes. If so, check box here and answer questions 14 through 25.
- ☑ No. If no, check box here and enter NA
- ☐ Don't know. If you are unsure, please call City staff at (925) 833-6645.

14. CDBG ONLY- Explain your Limited English Proficiency/Language Access Plan (LEP/LAP). How does your agency outreach to limited English speaking residents to encourage access to services? What access accommodations are used? Etc. Provide detail
Please enter "N/A" if you are not interested in qualifying for CDBG funding.
N/A

15. CDBG ONLY - Identify at least one HUD Guiding Principle that relates to your project:

- ☐ Be culturally accessible, appropriate and inclusive
- ☐ Encourage community engagement and involvement
- ☐ Promote energy and resource efficiency
- ☐ Encourage networking and information sharing across service providers
- ☐ Encourage process streamlining
- ☐ Consolidate service delivery
- ☑ Not Applicable. Not interested in CDBG funding.

16. CDBG ONLY - Identify at least HUD Consolidated Plan Goal that relates to your project:

(Select Category and Applicable Goals)

- ☐ A) Housing
- ☐ Goal 1: Promote the production, rehabilitation, and preservation of affordable housing (rental and ownership) through acquisition, rehabilitation, new construction, and minor repair.
- ☐ Goal 2: Reduction of housing discrimination through provision of fair housing and tenant/landlord services.
- ☐ Goal 3: Use resources to assist low-income residents make rental assistance payments in response to Covid-19.
- ☐ B) Homeless
- ☐ Goal 1: Use resource to end homelessness by funding and supporting homeless service programs.
- ☐ C) Supportive Housing
- ☐ Goal 1: Increase the availability of services enriched housing for persons with special needs by supporting acquisition and new construction of housing units.
- ☐ D) Community Development
- ☐ Goal 1: Make improvements, including ADA accessibility and rehabilitation to public facilities, such as curbs and sidewalks, neighborhood parks and recreational improvements, homeless facilities and other public facilities/community centers.
- ☐ Goal 2: Fund economic development, micro-enterprise, and on-the-job training.
- ☐ Goal 3: Support public service programs for low income residents, preserving safety net services for families and individuals who are vulnerable or
- ☑ F) Not Applicable. Not interested in CDBG funding.

17. CDBG ONLY - Identify at least one HUD Strategic Goal that relates to your project:

- ☐ Public Services
- ☐ Public Facilities
- ☐ Rental Assistance
- ☐ Affordable Housing
- ☐ Increase Opportunities for 1st Time Homebuyers
- ☐ Promote Decent Affordable Rental Housing
- ☐ Strengthen Communities
- ☐ Ensure Equal Opportunity in Housing
- ☐ Reduce Housing Discrimination
- ☐ Promote Participation of Grass-Roots, Faith-Based, and other Community-Based Organizations
- ☑ Not Applicable. Not interested in CDBG funding.

18. CDBG ONLY - Select one HUD Objective that relates to your project:

(TIP: When selecting an objective ask yourself, "What is the purpose of the activity? What is the larger community need that I am seeking to address?")

- ☐ Creating a Suitable Living Environment
- ☐ Providing Decent Affordable Housing
- ☐ Creating Economic Opportunities
- ☑ Not Applicable. Not interested in CDBG funding.

19. CDBG ONLY - Select one HUD Outcome that relates to your project:

(TIP: When selecting an outcome ask yourself, "What type of change or result am I seeking?")

- ☐ Availability/Accessibility
- ☐ Affordability
- ☐ Sustainability
- ☑ Not Applicable. I am not interested in qualifying for CDBG funding.

20. CDBG ONLY - Select one HUD Specific Indicator that relates to your project:

- ☐ Public facility or infrastructure: This indicator shows the number of persons that have been assisted by public facility or infrastructure activities that provide individuals with new or improved access to the facility or infrastructure. If the activity was used to meet a quality standard or to measurably improve quality, then this indicator will report the number of household units that no longer have access to a substandard service.
- ☐ Public Service: This indicator shows the number of persons that have been assisted with new or improved access to a service. If the activity was used to meet a quality standard or to measurably improve quality, then this indicator will report the number of persons that no longer have access to a substandard service.
- ☐ Targeted revitalization: This indicator shows a range of outcomes such as jobs created and retained, businesses

assisted, low- and moderate-income persons and households served, slum/blight demolition, number of acres of brownfields remediated, etc. in a targeted area.

- [ ] Commercial facade treatments or business building rehabilitation: This indicator shows the number of commercial facade treatments undertaken and the number of business buildings that were rehabilitated.
- [ ] Brownfields remediated: This indicator shows the number of acres of brownfields that were remediated.
- [ ] Rental units constructed: This indicator shows the number of affordable rental units created, as well as the number of years of affordability, number of units occupied by the elderly, and those units designated for chronically homeless persons and persons with HIV/AIDS.
- [ ] Rental units rehabilitated: This indicator shows the number of affordable rental units rehabilitated as well as the number of years of affordability, units for chronically homeless persons, elderly persons, and persons with HIV/AIDS.
- [ ] Homeownership units constructed or acquired with rehabilitation: This indicator shows the total number of homeownership units constructed, acquired, and/or acquired with rehabilitation per activity. This includes total number of affordable units, number of years of affordability, Energy Star qualified units, section 504 accessible units, and number of households previously living in subsidized housing. In addition, data will be collected on the number of units occupied by the elderly, number of units designated for persons with HIV/AIDS, and number of units for the chronically homeless.
- [ ] Owner occupied units rehabilitated: This indicator shows the total number of owner occupied units rehabilitated, including the number of these units occupied by the elderly, number of units designated for persons with HIV/AIDS, and number of units for the chronically homeless.
- [ ] Direct financial assistance to homebuyers: This indicator shows the number of homebuyers receiving direct financial assistance, housing counseling, and down payment assistance/closing costs.
- [ ] Tenant Based Rental Assistance (TBRA): This indicator shows the total number of households receiving TBRA as well as the number with short-term rental assistance (less than 12 months) and the number of homeless and chronically homeless households assisted.
- [ ] Homeless shelters: This indicator shows the number of homeless persons given overnight shelter.
- [ ] Emergency housing: This indicator shows the number of beds created in an overnight shelter or other emergency housing.
- [ ] Homeless prevention: This indicator shows the number of households that received emergency financial assistance to prevent homelessness and emergency legal assistance to prevent homelessness.
- [ ] Jobs created: Of the total number of jobs created, this indicator shows the number of jobs that have employee-sponsored health care, the types of jobs created (using Economic Development Administration (EDA) classifications) and the number of persons unemployed before taking the job.
- [ ] Jobs retained: Of the total number of jobs retained, this indicator shows the number of jobs retained, the number of jobs with employer-sponsored health care benefits, and the types of jobs retained (using EDA classifications)
- [ ] Business assistance: This indicator shows the total number of businesses assisted. Specifically, it shows the number of new businesses, existing businesses, and the DUNS number of each business so that HUD can track the number of new businesses that remain operational for three years after assistance.
- [ ] Businesses providing goods or services: This indicator shows whether an assisted business provides goods or services to meet the needs of the service area, neighborhood, or community, as determined by the grantee.
- [x] Not Applicable. Not interested in CDBG funding

21. CDBG ONLY - Please choose a common indicator that your agency will use to track clients:
(Select only ONE.)

- [ ] Persons
- [ ] Households
- [x] Not Applicable. Not interested in CDBG funding

22. CDBG ONLY - Based on the common indicator you selected above, please list the number of unduplicated Dublin clients (EITHER Persons OR Households) your agency anticipates serving in each category. If none, please enter "0".

0	Seniors (62 and older)
0	People with Disabilities
0	Female-Headed Households
0	Youth
0	Homeless
N/A	Not Applicable. Not interested in CDBG funding (Type N/A)
0.00	**TOTAL**

23. CDBG ONLY - Based on the common indicator you selected above, please list the number of unduplicated Dublin clients (EITHER Persons OR Households) your agency anticipates serving in each category. If none, please enter "0".

Area Median Income ("AMI") information is available online at www.dublin.ca.gov/1956/Application-Requirements-Process

0	Extremely Low Income (<30% AMI)
0	Very Low Income (30%-50% AMI)
0	Low Income (50%-80% AMI)
0	Moderate Income (80%-120% AMI)
0.00	**TOTAL**

24. CDBG ONLY - List the number of clients your agency anticipates serving in race/ethnicity categories. Per HUD, "Hispanic" is an ethnicity, not a race.

The sum entered below must match the total clients entered in Question #9 above. If none, please enter "0"

0	White
0	White + HISPANIC
0	Black/African American
0	Black/African American + HISPANIC
0	Asian
0	Asian + HISPANIC
0	American Indian/Alaskan Native
0	American Indian/Alaskan Native + HISPANIC
0	Native Hawaiian/Other Pacific Islander
0	Native Hawaiian/Other Pacific Islander + HISPANIC
0	American Indian/ Alaskan Native and White
0	American Indian/ Alaskan Native and White + HISPANIC
0	Asian and White
0	Asian and White + HISPANIC
0	Black/African American and White
0	Black/African American and White + HISPANIC
0	American Indian/Alaskan Native and Black/African American
0	American Indian/Alaskan Native and Black/African American + HISPANIC
0	Multi Racial + HISPANIC OR other Multi Racial
N/A	Not Applicable. Not interested in CDBG funding. (Type N/A)
0.00	**TOTAL**

25. If your agency is submitting more than one application or the same agency has different programs within it, please RANK the priority of this application, with number 1 being the highest priority for funding. There should only be one #1 PER AGENCY

- [x] #1 - This program/project has the agency's highest priority for funding.
- [ ] #2 - This program/project has the agency's 2nd highest priority for funding.
- [ ] #3 - This program/project has the agency's 3rd highest priority for funding.
- [ ] #4 - This program/project has the agency's 4th highest priority for funding.
- [ ] #5 - This program/project has the agency's 5th highest priority for funding.
- [ ] #6 - This program/project has the agency's 6th highest priority for funding.
- [ ] If you have more than 6 applications per organization, agency, district or entity, check here.

26. Has your organization or a paid employee of your organization made a political contribution to a current City of Dublin Councilmember or Mayor within the last 12 months? Under Section 84308 of the Political Reform Act, elected officials are prohibited from taking part in an entitlement for use proceedings if the official has received a contribution exceeding $250 from a party or participant in the proceeding within the preceding 12 months. More information can be found on the Fair Political Practices Commission (FPPC website) here:

https://www.fppc.ca.gov/learn/pay-to-play-limits-and-prohibitions.
If you answer Yes, it will not disqualify you from the process or impact your application. An additional form will be emailed for you to provide details of the contributions for reporting purposes pursuant to the Political Reform Act.

- [ ] Yes
- [x] No

Budget *top*

Funding Sources/Revenues	Budget Amount	Amount Committed
ACF-OPRE	USD$ 1,000,000.00	
John Muir	USD$ 62,000.00	
Workday Foundation	USD$ 200,000.00	
Individual Donors	USD$ 100,000.00	
Annual fundraiser events	USD$ 110,000.00	
3VCF	USD$ 20,000.00	
1st Pres Foundation	USD$ 16,000.00	
Total	**USD$ 1,508,000.00**	**USD$ 0.00**

Funding Uses/Expenses	Budget Amount	Amount Committed
General Administration	USD$ 68,310.00	
Personnel	USD$ 1,034,520.00	
Fundraising	USD$ 27,030.00	
Operations/Maintenance	USD$ 165,892.00	
Utilities	USD$ 75,400.00	
Shared Land Fee to Crosswinds	USD$ 95,004.00	
Total	**USD$ 1,466,156.00**	**USD$ 0.00**

Budget Narrative

The ACF-OPRE funds are from Swalwell who covers the village financially from Jan-Aug minus the Shared Land Cost fee increase we received from Crosswinds this year which totals $4300 more a month as well as a payroll increase due to state law requirements. We have a small shortfall in a budget near the end of the year however we believe the city grants will bridge that gap while primarily being used for direct services and operations Jan-June 2025.

Documents *top*

Documents Requested *	Required?	Attached Documents *
Program Expense Budget for ALL Grant Requests	[x]	Dublin expense 2024/25
Financial Information Form for ALL Grant Requests	[x]	Dublin Financials 2024
List of Board of Directors (or governing body) with agency contact information	[x]	Board Document 2024
Current Annual Budget for the Entire Agency	[x]	Budget 2024
Copy of most recently submitted IRS 990 form or Tax Return (include complete form)	[x]	990
Board of Director's (or governing body's) designation of authorized official	[x]	Board Document
Board of Director's (or governing body's) authorization to request funding (may be same document as one above)	[x]	Board doc
Proof of insurance carried, including bonding, liability and/or workers' compensation	[x]	WC 2024 Insurance
STATE AND FEDERAL NON-PROFIT DETERMINATION LETTER. All organizations MUST have approved non-profit status from the State of	[x]	State Certificate IRS Certificate

California and Federal Tax Identification Number at time of application. Non-compliant applicants will be disqualified.		
Certified Audit and/or Certified Financial Statements	☑	2024 Audit Explanation-GV CPA report for 2023
REQUIRED FOR CDBG ONLY - If requesting Capital Funding, please upload your Capital expenditure budget (your own format is acceptable)		
REQUIRED FOR CDBG ONLY - Personnel Policies Including Affirmative Action Plan and Grievance Procedure		
REQUIRED FOR CDBG ONLY - Agency Audit Requirements and Copy of Last Audit Highlighting "Findings" Section		
REQUIRED FOR CDBG ONLY - Articles of Incorporation and Bylaws		
REQUIRED FOR CDBG ONLY - Conflict of Interest Statement (if not included in Bylaws)		
REQUIRED FOR CDBG ONLY - AGENCY'S LIMITED ENGLISH PROFICIENCY LANGUAGE ACCESS PLAN (LEP/LAP). Must include outreach to limited English speaking residents to encourage access to services & housing. Include what access accommodations are used.		
REQUIRED FOR CDBG ONLY - LEVERAGING REPORT- this is due with the 2nd quarter report no later than January 15th		
Supporting Documents such as Agency Strategic Plan, Needs Assessment, etc. (Not Required)		
Other Supporting Documents (Not Required)		

** ZoomGrants™ is not responsible for the content of uploaded documents.*

Application ID: 459382

Become a fan of ZoomGrants™ on Facebook
Problems? Contact us at Questions@ZoomGrants.com
©2002-2024 GrantAnalyst.com. All rights reserved.
"ZoomGrants" and the ZoomGrants logo are trademarks of GrantAnalyst.com, LLC.
Logout | Browser

DUBLIN
CALIFORNIA
Powered by ZoomGrants™ and

City of Dublin
PCS - Human Services Division
City of Dublin, Fiscal Year 2024-25, Human Services Grant Program
Deadline: 1/19/2024

Hively

Hively Family Resource Center & Navigation Services

Jump to: Organization Information Questions Budget Documents

USD$ 25,000.00 Requested

Submitted: 1/19/2024 7:49:02 AM (Pacific)

Project Contact
Mary Hekl
kelly@behively.org
Tel: (925) 417-8733

Additional Contacts
kbrace@behively.org, cduperroir@behively.org, mary@behively.org

Hively

7901 Stoneridge Dr Ste 150
Pleasanton, CA 94588
United States

Telephone(925) 417-8733
Fax
Web www.behively.org

CEO
Mary Hekl
mary@behively.org

Organization Information *top*

1. Business License Number
BL-109890

Questions *top*

1. Select the category that best describes your organization:
(Select only one.)
- [x] Non-Profit
- [ ] Public Agency
- [ ] Other:

2. Please describe your agency's mission (no more than 3 sentences or 250 characters).
At Hively, the family is the center of all we do. Our mission is to strengthen Alameda County families so that everyone in our community can thrive. We offer child care stipends/referrals, family resources and clinical mental health services.

3. Select the category that best describes the project:
(Select only one. For Capital Projects, please contact City Staff ahead of the grant application submission to review additional requirements including the Davis-Bacon/Fair Labor Standards Act)
- [ ] Capital Project
- [x] Public Service Program or Project

4. Is this a "new" service, program, project or activity? "New" is identified as not yet started, implemented or in

operation.

- [ ] Yes
- [x] No

5. Provide a brief summary of the program/project for which your agency is seeking funding (No more than three sentences. This text will be used widely during the review and implementation process to describe your project).
The Hively Family Resource Center (HFRC), conveniently located in Dublin near the 580 and 680 freeways, offers a variety of family resources, free-of-charge to meet the needs of the lowest income and most vulnerable families in the Tri-Valley. Since its opening in December 2021, the HFRC has grown to become a "one-stop shop," providing not only family goods and necessities (food; clothing; diapers), but also essential community resources for growth & wellness (child care resource, referral & subsidy; mental health services, parenting classes; early childhood activities; and employment and housing search assistance). Funding is needed on a yearly basis to sustain operations, support families with increased staff and resource navigation, and multiply our impact in the community.

6. Describe the challenges, needs, or service gaps in Dublin your program/project addresses. If you do not receive funding, what would the impact be? (You should reference Dublin demographics, statistics, and reports to make your case.)
Like many Bay Area residents, Dublin families are burdened with high cost of living and the rise of inflation. Basic needs are more expensive, transportation costs are high and parents seeking employment must first solve the problem of child care. In our first year (2021-22), we supported 1,720 families via the Hively Family Resource Center (HFRC). Last year, we served 200 additional families. This year we already see increased need and project that with additional hours and staff we'll double the number of Tri-Valley clients served.

Sustained funding for the HFRC is key to maintaining support. When families first access the center it is to secure basic goods (food, diapers and clothing). But, as our staff build relationships with these families, they begin to gain much more. Those families that access the center regularly see it as a community hub where they can gather. This frequency leads to increased engagement. Our bilingual (English/Spanish) staff then work to connect families with additional resources (child care, job search and our clinical mental health services). Staff can customize the support that will help move a family forward. Our community services team also designs year-round programming to promote community engagement and education.

Additionally, the Hively Family Resource Center exists to support local child care providers. Due to the global pandemic, we lost 30% of child care providers in the Tri-Valley between 2020-2022. As we work to bring them back, the HFRC acts as a critical hub for providers where we distribute supplies and connect them to business resources in an effort to restore their work and the available supply of child care spaces in the Tri-Valley. When families can access affordable child care, they go to work or school and secure a better future for themselves and their children.

7. Estimate the total number of UNDUPLICATED Dublin residents to be served by this project.
(UNDUPLICATED means client is counted only once regardless of number of services received in a year.)
1200

8. Which of the 14 Areas of Concern identified in the Eastern County 2011 Needs Assessment Report does your project identify with? Projects should meet the selected Areas of Concerns as well as helps the City of Dublin archive its Vision Statement that was included in its 2022 Strategic Plan.
The mission and vision statements are available online at www.dublin.ca.gov/1956/Application-Requirements-Process

- [x] Behavioral Health (mental health and substance abuse)
- [ ] Affordable Housing
- [ ] Health Care (including dental)
- [x] Workforce Development
- [x] Homelessness
- [ ] Transportation Services and Access
- [x] Domestic Violence and Child Abuse
- [x] Disabilities
- [x] Food and Nutrition
- [ ] Senior Services
- [x] Youth Services
- [x] Child Care, Early Childhood Development and Education
- [ ] Changing Demographics and Growing Diversity
- [x] Financial Assistance
- [ ] None of the Above

9. Describe in detail how Dublin grant funds will be used for this project. If the funds are used for staffing, be sure to provide specific details on the number and types of positions being funded. (If capital funding is being requested, this narrative should include a detailed project scope and project timeline. The scope of work should include any land tenure issues. Additional documentation include designs, site plans, etc. can be attached later in the "Documents" tab.)

(What specifically will the grant funds be used for?)

Dublin grant funds will be used to both sustain operations and grow offerings at the Hively Family Resource Center (HFRC). This vital one-stop shop requires ongoing fiscal support for staffing, supplies, transportation of donated goods, and educational programming.

A grant of $25k from the City of Dublin would support a portion of the projected personnel costs for the coming year. The Community Outreach Coordinator is an existing role that requires sustained funding. This staff member is essential and required for the FRC to run day-to-day. Our engagement with families shows that there is an increasing need for a Family Resource Navigator to further assist the growing number of families accessing the HFRC. A portion of grant funds will be used to support the Navigator. This person will provide one-on-one assistance and customized support to families. Remaining personnel funds help pay a portion of the VP of Community Services role. This person reports directly to the CEO and is in charge of overseeing staff, budget, operations and development at the HFRC.

Last year, we offered our first series of in-person “Parent Cafes,” an educational support group for families. Parents expressed that they valued having a “safe space to talk and connect.” The program was subsequently highlighted in The Independent in November of 2023. The Cafes were developed, using the Strengthening Families Approach and the Five Protective Factors, which are: parental resilience, social connections, concrete support in times of need, knowledge of parenting and child development, and social and emotional competence of children. The Hively Parent Cafes exist to provide an outlet for families to meet, children to play and relationships to be built with Hively staff. This year, we intend to offer the Parent Cafes on a monthly basis, expanding our reach, increasing our education budget to $2500/per month. Grant funds will help support this important community offering and strengthen Dublin families.

10. Describe how you will measure the effectiveness of this program/project. Describe your criteria for success. What results do you expect to have achieved at the end of this grant?

The Family Resource Center is a sustained and vital Hively program. We derive usage and impact data from the center on a yearly basis. Last fiscal year, the FRC in Dublin served 1,960 families, over 200 more than the previous year. Since its inception, the center has grown to serve more families each year. One criteria for success will be in the data. How many more families were we able to serve with additional staff and programming? Our expectation, based on our past data and increased staffing/programming projections is that we will double the number of households we serve this fiscal year.

Regularly we also survey Tri-Valley families and childcare providers to learn how, when and why they access the HFRC. We learn which resources they value the most and what additional resources would aid them further. Additionally, we can calculate the store “transactions” both as donations and outgoing support. As a referring agent for services, we don’t merely hand-off a client to another agency. We follow-up with every single family we refer out to ensure the client received the support they needed.

As the HFRC grows to connect families with more support, we can also tally the number of families we are able to serve with additional resources. Many families find us via the HFRC. As we establish relationships with them, we can multiply our support. In one example, a parent learned about Hively when she saw the advertisement for our Parent Cafe series. She attended all six cafes this past Fall. Over the course of those meetings, she expressed that she needed help paying for child care. Through our enhanced referral process, Hivey staff were able to locate care for her children.

Last year, Hively provided 6,335 Child Care Referrals for Tri-Valley families and our agency enrolled 762 additional Alameda County children in child care subsidies. Furthermore, Hively Mental Health provided 2,527 individual therapy sessions and has grown to 3 locations. The Hively Family Resource Center is often the starting point for this impact. It is critical to maintaining our outreach and addressing the needs of families in the Tri-Valley.

11. The City Council updated Dublin’s Mission, Vision, and Values in 2020 to include Inclusivity, Diversity and Equity. How does your project further these values?

The full statements are available at www.dublin.ca.gov/72/mission-vision

At Hively, not only do we share and embrace the same values of Inclusivity, Diversity and Equity as the City of Dublin, but we live them in our work. Strengthening families involves providing access to ALL and then nurturing relationships with clients from all backgrounds so we can support them in the best way possible.

At Hively, we promote inclusivity, diversity and equity by ensuring that low-income families are treated with dignity and respect. Our multilingual staff is able to communicate to clients in their native language and understand their culture, creating ease of communication and more fluid connection to support and services. In addition, we regularly offer flyers and written resources in Spanish.

Our community services team is also certified and trained in family stress and trauma. In 2022, our entire staff completed a year-long training program with the Center for Leadership Equity and Research in Early Learning (CLEREL). CLEREL's mission is to provide education to examine racism, sexism, ableism and cultural learning policies and practices impacting children's outcomes. Volunteers are also trained on how to approach clients with sensitivity. Furthermore, when we refer families to other agencies we don't just dump them off. We follow up with a call or email. We take the time to ensure that they receive the help they need.

12. For the Fiscal Year 2024-2025 Human Services Grant Cycle, additional funding may be available through the City's American Rescue Plan Act allocation. Organizations that are eligible for this funding must provide services that are responding to the economic and public health impacts of the COVID-19 Pandemic. If applicable, please describe how your organization's programs and services directly respond to negative economic or public health impacts of the COVID-19 Pandemic.

Enter "NA" if not eligible.

During the pandemic, we never once closed our doors. We provided whatever remote assistance we could to keep families afloat. In 2021-22 we were able to more fully engage clients in-person. We moved from providing the basics (diapers and food) to hosting vaccine clinics for children. As we began to emerge from the restrictions, children were free to return to school and parents could return to work. But, child care providers were devastated from the pandemic and many child care spaces were lost. Our work turned to intense, unwavering support for child care providers as they sought to bring their businesses back on line. Last year, we assisted with adding 2,276 new child care spaces in the Tri-Valley. We could not have done this without ARPA.

As providers come back on line, our child care enrollments are up. We are making progress in this area. However, families remain emotionally and financially scarred from the pandemic. The support they need now often involves parenting support, mental health services for both parents and children and connection with the community. As we continue to build back from the pandemic, the HFRC will continue to be a critical hub for both families and providers to access the support they need.

13. ** QUESTIONS 14 THROUGH 24 ARE FOR THOSE ORGANIZATIONS INTERESTED IN APPLYING FOR FEDERAL COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) FUNDING ONLY. ** Are you are interested in applying for CDBG funds?

- ☐ Yes. If so, check box here and answer questions 14 through 25.
- ☑ No. If no, check box here and enter NA
- ☐ Don't know. If you are unsure, please call City staff at (925) 833-6645.

14. CDBG ONLY- Explain your Limited English Proficiency/Language Access Plan (LEP/LAP). How does your agency outreach to limited English speaking residents to encourage access to services? What access accommodations are used? Etc. Provide detail

Please enter "N/A" if you are not interested in qualifying for CDBG funding.

NA

15. CDBG ONLY - Identify at least one HUD Guiding Principle that relates to your project:

- ☐ Be culturally accessible, appropriate and inclusive
- ☐ Encourage community engagement and involvement
- ☐ Promote energy and resource efficiency
- ☐ Encourage networking and information sharing across service providers
- ☐ Encourage process streamlining
- ☐ Consolidate service delivery
- ☑ Not Applicable. Not interested in CDBG funding.

16. CDBG ONLY - Identify at least HUD Consolidated Plan Goal that relates to your project:

(Select Category and Applicable Goals)

- ☐ A) Housing
- ☐ Goal 1: Promote the production, rehabilitation, and preservation of affordable housing (rental and ownership) through acquisition, rehabilitation, new construction, and minor repair.
- ☐ Goal 2: Reduction of housing discrimination through provision of fair housing and tenant/landlord services.
- ☐ Goal 3: Use resources to assist low-income residents make rental assistance payments in response to Covid-19.
- ☐ B) Homeless
- ☐ Goal 1: Use resource to end homelessness by funding and supporting homeless service programs.
- ☐ C) Supportive Housing

- [ ] Goal 1: Increase the availability of services enriched housing for persons with special needs by supporting acquisition and new construction of housing units.
- [ ] D) Community Development
- [ ] Goal 1: Make improvements, including ADA accessibility and rehabilitation to public facilities, such as curbs and sidewalks, neighborhood parks and recreational improvements, homeless facilities and other public facilities/community centers.
- [ ] Goal 2: Fund economic development, micro-enterprise, and on-the-job training.
- [ ] Goal 3: Support public service programs for low income residents, preserving safety net services for families and individuals who are vulnerable or
- [x] F) Not Applicable. Not interested in CDBG funding.

17. CDBG ONLY - Identify at least one HUD Strategic Goal that relates to your project:

- [ ] Public Services
- [ ] Public Facilities
- [ ] Rental Assistance
- [ ] Affordable Housing
- [ ] Increase Opportunities for 1st Time Homebuyers
- [ ] Promote Decent Affordable Rental Housing
- [ ] Strengthen Communities
- [ ] Ensure Equal Opportunity in Housing
- [ ] Reduce Housing Discrimination
- [ ] Promote Participation of Grass-Roots, Faith-Based, and other Community-Based Organizations
- [x] Not Applicable. Not interested in CDBG funding.

18. CDBG ONLY - Select one HUD Objective that relates to your project:

(TIP: When selecting an objective ask yourself, "What is the purpose of the activity? What is the larger community need that I am seeking to address?")

- [ ] Creating a Suitable Living Environment
- [ ] Providing Decent Affordable Housing
- [ ] Creating Economic Opportunities
- [x] Not Applicable. Not interested in CDBG funding.

19. CDBG ONLY - Select one HUD Outcome that relates to your project:

(TIP: When selecting an outcome ask yourself, "What type of change or result am I seeking?")

- [ ] Availability/Accessibility
- [ ] Affordability
- [ ] Sustainability
- [x] Not Applicable. I am not interested in qualifying for CDBG funding.

20. CDBG ONLY - Select one HUD Specific Indicator that relates to your project:

- [ ] Public facility or infrastructure: This indicator shows the number of persons that have been assisted by public facility or infrastructure activities that provide individuals with new or improved access to the facility or infrastructure. If the activity was used to meet a quality standard or to measurably improve quality, then this indicator will report the number of household units that no longer have access to a substandard service.
- [ ] Public Service: This indicator shows the number of persons that have been assisted with new or improved access to a service. If the activity was used to meet a quality standard or to measurably improve quality, then this indicator will report the number of persons that no longer have access to a substandard service.
- [ ] Targeted revitalization: This indicator shows a range of outcomes such as jobs created and retained, businesses assisted, low- and moderate-income persons and households served, slum/blight demolition, number of acres of brownfields remediated, etc. in a targeted area.
- [ ] Commercial facade treatments or business building rehabilitation: This indicator shows the number of commercial facade treatments undertaken and the number of business buildings that were rehabilitated.
- [ ] Brownfields remediated: This indicator shows the number of acres of brownfields that were remediated.
- [ ] Rental units constructed: This indicator shows the number of affordable rental units created, as well as the number of years of affordability, number of units occupied by the elderly, and those units designated for chronically homeless persons and persons with HIV/AIDS.
- [ ] Rental units rehabilitated: This indicator shows the number of affordable rental units rehabilitated as well as the number of years of affordability, units for chronically homeless persons, elderly persons, and persons with HIV/AIDS.

- [ ] Homeownership units constructed or acquired with rehabilitation: This indicator shows the total number of homeownership units constructed, acquired, and/or acquired with rehabilitation per activity. This includes total number of affordable units, number of years of affordability, Energy Star qualified units, section 504 accessible units, and number of households previously living in subsidized housing. In addition, data will be collected on the number of units occupied by the elderly, number of units designated for persons with HIV/AIDS, and number of units for the chronically homeless.
- [ ] Owner occupied units rehabilitated: This indicator shows the total number of owner occupied units rehabilitated, including the number of these units occupied by the elderly, number of units designated for persons with HIV/AIDS, and number of units for the chronically homeless.
- [ ] Direct financial assistance to homebuyers: This indicator shows the number of homebuyers receiving direct financial assistance, housing counseling, and down payment assistance/closing costs.
- [ ] Tenant Based Rental Assistance (TBRA): This indicator shows the total number of households receiving TBRA as well as the number with short-term rental assistance (less than 12 months) and the number of homeless and chronically homeless households assisted.
- [ ] Homeless shelters: This indicator shows the number of homeless persons given overnight shelter.
- [ ] Emergency housing: This indicator shows the number of beds created in an overnight shelter or other emergency housing.
- [ ] Homeless prevention: This indicator shows the number of households that received emergency financial assistance to prevent homelessness and emergency legal assistance to prevent homelessness.
- [ ] Jobs created: Of the total number of jobs created, this indicator shows the number of jobs that have employee-sponsored health care, the types of jobs created (using Economic Development Administration (EDA) classifications) and the number of persons unemployed before taking the job.
- [ ] Jobs retained: Of the total number of jobs retained, this indicator shows the number of jobs retained, the number of jobs with employer-sponsored health care benefits, and the types of jobs retained (using EDA classifications)
- [ ] Business assistance: This indicator shows the total number of businesses assisted. Specifically, it shows the number of new businesses, existing businesses, and the DUNS number of each business so that HUD can track the number of new businesses that remain operational for three years after assistance.
- [ ] Businesses providing goods or services: This indicator shows whether an assisted business provides goods or services to meet the needs of the service area, neighborhood, or community, as determined by the grantee.
- [x] Not Applicable. Not interested in CDBG funding

21. CDBG ONLY - Please choose a common indicator that your agency will use to track clients:
(Select only ONE.)

- [ ] Persons
- [ ] Households
- [x] Not Applicable. Not interested in CDBG funding

22. CDBG ONLY - Based on the common indicator you selected above, please list the number of unduplicated Dublin clients (EITHER Persons OR Households) your agency anticipates serving in each category. If none, please enter "0".

	Seniors (62 and older)
	People with Disabilities
	Female-Headed Households
	Youth
	Homeless
N/A	Not Applicable. Not interested in CDBG funding (Type N/A)
0.00	**TOTAL**

23. CDBG ONLY - Based on the common indicator you selected above, please list the number of unduplicated Dublin clients (EITHER Persons OR Households) your agency anticipates serving in each category. If none, please enter "0".
Area Median Income ("AMI") information is available online at www.dublin.ca.gov/1956/Application-Requirements-Process

0	Extremely Low Income (<30% AMI)
0	Very Low Income (30%-50% AMI)
0	Low Income (50%-80% AMI)
0	Moderate Income (80%-120% AMI)
0.00	**TOTAL**

24. CDBG ONLY - List the number of clients your agency anticipates serving in race/ethnicity categories. Per HUD, "Hispanic" is an ethnicity, not a race.

The sum entered below must match the total clients entered in Question #9 above. If none, please enter "0"

	White
	White + HISPANIC
	Black/African American
	Black/African American + HISPANIC
	Asian
	Asian + HISPANIC
	American Indian/Alaskan Native
	American Indian/Alaskan Native + HISPANIC
	Native Hawaiian/Other Pacific Islander
	Native Hawaiian/Other Pacific Islander + HISPANIC
	American Indian/ Alaskan Native and White
	American Indian/ Alaskan Native and White + HISPANIC
	Asian and White
	Asian and White + HISPANIC
	Black/African American and White
	Black/African American and White + HISPANIC
	American Indian/Alaskan Native and Black/African American
	American Indian/Alaskan Native and Black/African American + HISPANIC
	Multi Racial + HISPANIC OR other Multi Racial
N/A	Not Applicable. Not interested in CDBG funding. (Type N/A)
0.00	**TOTAL**

25. If your agency is submitting more than one application or the same agency has different programs within it, please RANK the priority of this application, with number 1 being the highest priority for funding. There should only be one #1 PER AGENCY

- [x] #1 - This program/project has the agency's highest priority for funding.
- [ ] #2 - This program/project has the agency's 2nd highest priority for funding.
- [ ] #3 - This program/project has the agency's 3rd highest priority for funding.
- [ ] #4 - This program/project has the agency's 4th highest priority for funding.
- [ ] #5 - This program/project has the agency's 5th highest priority for funding.
- [ ] #6 - This program/project has the agency's 6th highest priority for funding.
- [ ] If you have more than 6 applications per organization, agency, district or entity, check here.

26. Has your organization or a paid employee of your organization made a political contribution to a current City of Dublin Councilmember or Mayor within the last 12 months? Under Section 84308 of the Political Reform Act, elected officials are prohibited from taking part in an entitlement for use proceedings if the official has received a contribution exceeding $250 from a party or participant in the proceeding within the preceding 12 months. More information can be found on the Fair Political Practices Commission (FPPC website) here: https://www.fppc.ca.gov/learn/pay-to-play-limits-and-prohibitions.

If you answer Yes, it will not disqualify you from the process or impact your application. An additional form will be emailed for you to provide details of the contributions for reporting purposes pursuant to the Political Reform Act.

- [ ] Yes
- [x] No

Budget top

Funding Sources/Revenues	Budget Amount	Amount Committed

CDSS CRRP		USD$ 60,000.00
City of Dublin	USD$ 25,000.00	USD$ 0.00
City of Livermore	USD$ 43,500.00	USD$ 0.00
City of Pleasanton	USD$ 36,000.00	USD$ 0.00
Other Grant Revenue	USD$ 0.00	USD$ 118,500.00
Sunlight Giving	USD$ 0.00	USD$ 35,000.00
Albertsons Companies Foundation	USD$ 0.00	USD$ 10,000.00
Total	**USD$ 104,500.00**	**USD$ 223,500.00**

Funding Uses/Expenses	Budget Amount	Amount Committed
Personnel Salaries	USD$ 196,118.00	
Operating: Supplies	USD$ 30,000.00	
Operating: Rent & Utilities	USD$ 91,882.00	
Operating: Other	USD$ 10,000.00	
Total	**USD$ 328,000.00**	**USD$ 0.00**

Budget Narrative

The Hively Family Resource Center (HFRC) provides a one-stop shop for families to obtain all the basic necessities they need, free of charge. Families will receive navigation services to find and pay for child care, mental health and wellness resources as well as Parent Cafes and education.

Personnel

The HFRC Coordinator supports both in the daily operations of the Hively Family Resource Center's (HFRC), as well as coordinating associated events and projects.

The Navigator provides one on one assistance and support to access Hively programs and services as well ascommunity resources that meet the family's needs.

Program objectives and community supports are overseen by the VP of Community Services (20% of time)

Personnel costs are budgeted at the average salary for the role, with benefits estimated at 24%.

Operating

Operating expenses include rent and utilities (including internet, maintenance, cleaning) of 7066 Village Parkway Dublin.

Parent Cafes are organized monthly at the HFRC and are budgeted at $2,500 per cafe.

Parent Cafes and education support families in the development of raising safe and healthy children using the Five Protective Factors. These Cafes are in person at the Hively Family Resource Center where families are able to meet other families and build a safe place of community.

Other operating expenses include accounting & operations support and services.

Funds received from City of Dublin would offset personnel costs supporting roughly 30% of the HFRC Coordinator.

Documents top

Documents Requested *	**Required?**	**Attached Documents ***
Program Expense Budget for ALL Grant Requests	☑	Program Expense Budget
Financial Information Form for ALL Grant Requests	☑	Financial Information
List of Board of Directors (or governing body) with agency contact information	☑	Hively Board of Directors
Current Annual Budget for the Entire Agency	☑	Annual Budget
Copy of most recently submitted IRS 990 form or Tax Return (include complete form)	☑	IRS 990
Board of Director's (or governing body's) designation of authorized official	☑	Designation of Authorized Official
Board of Director's (or governing body's) authorization to request funding (may be same document as one above)	☑	Authorization to Request Funding
Proof of insurance carried, including bonding, liability and/or workers' compensation	☑	Insurance

STATE AND FEDERAL NON-PROFIT DETERMINATION LETTER. All organizations MUST have approved non-profit status from the State of California and Federal Tax Identification Number at time of application. Non-compliant applicants will be disqualified.	☑	501c3 Determination
Certified Audit and/or Certified Financial Statements	☑	Audit Report
REQUIRED FOR CDBG ONLY - If requesting Capital Funding, please upload your Capital expenditure budget (your own format is acceptable)		
REQUIRED FOR CDBG ONLY - Personnel Policies Including Affirmative Action Plan and Grievance Procedure		
REQUIRED FOR CDBG ONLY - Agency Audit Requirements and Copy of Last Audit Highlighting "Findings" Section		
REQUIRED FOR CDBG ONLY - Articles of Incorporation and Bylaws		
REQUIRED FOR CDBG ONLY - Conflict of Interest Statement (if not included in Bylaws)		
REQUIRED FOR CDBG ONLY - AGENCY'S LIMITED ENGLISH PROFICIENCY LANGUAGE ACCESS PLAN (LEP/LAP). Must include outreach to limited English speaking residents to encourage access to services & housing. Include what access accommodations are used.		
REQUIRED FOR CDBG ONLY - LEVERAGING REPORT- this is due with the 2nd quarter report no later than January 15th		
Supporting Documents such as Agency Strategic Plan, Needs Assessment, etc. (Not Required)		
Other Supporting Documents (Not Required)		

** ZoomGrants™ is not responsible for the content of uploaded documents.*

Application ID: 459151

Become a fan of ZoomGrants™ on Facebook
Problems? Contact us at Questions@ZoomGrants.com
©2002-2024 GrantAnalyst.com. All rights reserved.
"ZoomGrants" and the ZoomGrants logo are trademarks of GrantAnalyst.com, LLC.
Logout | Browser

DUBLIN
CALIFORNIA
Powered by ZoomGrants™ and

City of Dublin
PCS - Human Services Division
City of Dublin, Fiscal Year 2024-25, Human Services Grant Program
Deadline: 1/19/2024

Hope Hospice & Health Services

Grief Support Services and Volunteer Services

Jump to: Organization Information Questions Budget Documents

USD$ 20,000.00 Requested

Submitted: 1/12/2024 1:42:42 PM (Pacific)

Project Contact
Marc Rovetti
marcr@hopehospice.com
Tel: 4153109703

Additional Contacts
none entered

Hope Hospice & Health Services

6377 Clark Avenue, Suite 100
Dublin, CA 94568
United States

Telephone4153109703
Fax
Web https://hopehospice.com/

CEO
Jennifer Hansen
Jenniferh@hopehospice.com

Organization Information top

1. Business License Number

Questions top

1. Select the category that best describes your organization:
(Select only one.)
- [x] Non-Profit
- [ ] Public Agency
- [ ] Other:

2. Please describe your agency's mission (no more than 3 sentences or 250 characters).
Hope is committed to supporting patients and their loved ones with exceptional care, compassion, and dignity.

3. Select the category that best describes the project:
(Select only one. For Capital Projects, please contact City Staff ahead of the grant application submission to review additional requirements including the Davis-Bacon/Fair Labor Standards Act)
- [ ] Capital Project
- [x] Public Service Program or Project

4. Is this a "new" service, program, project or activity? "New" is identified as not yet started, implemented or in operation.
- [ ] Yes
- [x] No

5. Provide a brief summary of the program/project for which your agency is seeking funding (No more than three sentences. This text will be used widely during the review and implementation process to describe your project).
Hope is seeking funding to help support our Grief Support Services and Volunteer Support programs. These two vital programs are provided free of charge, to help fill essential gaps of support within our community.

6. Describe the challenges, needs, or service gaps in Dublin your program/project addresses. If you do not receive funding, what would the impact be? (You should reference Dublin demographics, statistics, and reports to make your case.)
The Grief and Volunteer support programs at Hope Hospice address several challenges and critical needs in the Dublin community while catering to service gaps of missed opportunities that might otherwise go unmet.

This past year we served a total of 772 patients, 700 of which were new admissions, resulting in a 2.9 percent increase over last year. As we bring on new patients, the need for continued emotional support for their families and loved ones is essential.

The transition from leading a normal life to being thrust into the reality of a loved one being recommended for hospice is a jaring one. Most often we think of bereavement counseling or grief support as a means to an end after a loved one has passed, however this is not usually the case with hospice. The grieving support usually starts earlier, knowing that the end of life for a loved one might be near.

Additionally, many of our family members of patients we cared for transition from using our grief support to supporting our work through volunteering to help others. This volunteer support takes on many forms. Some volunteers help current patients by reading books or just spending time with our patients. We have some volunteers who sit "vigil" with patients when they have no family. Others give back by volunteering to help at our events or by writing cards to patients. The volunteer opportunities we offer to the community help bridge the gap of transition to a new life without their loved one into a productive path to giving back and supporting others.

These two programs rely soley on and exist only because of the support of community contrbutions and grants. Diversifying sources of charitable funding becomes imperative to ensure the continuous availability and quality maintenance of these programs, guaranteeing that compassionate grief support and our volunteer program remain accessible to all individuals in the Dublin community, regardless of financial constraints.

7. Estimate the total number of UNDUPLICATED Dublin residents to be served by this project.
(UNDUPLICATED means client is counted only once regardless of number of services received in a year.)
800

8. Which of the 14 Areas of Concern identified in the Eastern County 2011 Needs Assessment Report does your project identify with? Projects should meet the selected Areas of Concerns as well as helps the City of Dublin archive its Vision Statement that was included in its 2022 Strategic Plan.
The mission and vision statements are available online at www.dublin.ca.gov/1956/Application-Requirements-Process

- [ ] Behavioral Health (mental health and substance abuse)
- [ ] Affordable Housing
- [x] Health Care (including dental)
- [ ] Workforce Development
- [ ] Homelessness
- [ ] Transportation Services and Access
- [ ] Domestic Violence and Child Abuse
- [ ] Disabilities
- [ ] Food and Nutrition
- [x] Senior Services
- [ ] Youth Services
- [ ] Child Care, Early Childhood Development and Education
- [ ] Changing Demographics and Growing Diversity
- [ ] Financial Assistance
- [ ] None of the Above

9. Describe in detail how Dublin grant funds will be used for this project. If the funds are used for staffing, be sure

to provide specific details on the number and types of positions being funded. (If capital funding is being requested, this narrative should include a detailed project scope and project timeline. The scope of work should include any land tenure issues. Additional documentation include designs, site plans, etc. can be attached later in the "Documents" tab.)

(What specifically will the grant funds be used for?)

It's evident that Hope Hospice plays a crucial role in supporting families and patients during incredibly challenging times. The funding from the City of Dublin is instrumental to our work in maintaining and improving the quality of services we provide. The specific allocation of these grants funds to support the Director of Grief Support and the Manager of Volunteer services underscores the importance of specialized roles in addressing the diverse needs of the community.

The statistics highlighting the shift in patient demographics, with a larger portion facing conditions like memory-related illnesses, are significant. This emphasizes the increasing demand for specialized care and family support that Hope Hospice strives to provide.

The emphasis on allowing patients to remian at home, where they feel more comfortable, supported by a professional team and dedicated volunteers, not only improves the patients quality of life but also helps families navigate this difficult journey with more ease and reduced financial strain.

The involvement of volunteers as companions, providing emotional support and respite to caregivers, is commendable. Their contribution not only enriches the lives of patients and families but also helps in cost reduction, enabling the hospice to allocate resources more effectively.

The availability to offer free grief support services is a vital aspect of Hope's mission, offering a safe space for individuals and families to process their emotions and seek guidance during difficult times. This support can significantly impact their ability to cope and move forward positively.

Overall, it's clear that the funding is essential to sustaining these critical services and ensuring that the community has access to quality support from our agency. In essence, the funding secured from the City of Dublin is not merely financial support; it's an investment in humanity, compassion, and the well-being of the community.

10. Describe how you will measure the effectiveness of this program/project. Describe your criteria for success. What results do you expect to have achieved at the end of this grant?

Our organization maintains a comprehensive database management system to meticulously track service contacts and sessions for both the grief and volunteer support programs. In doing so, we can assess client progress, program success or areas needing more attention.

Grief support diligently gathers client satisfaction surveys post-program, alongside evaluations from hospice families up to 13 months after their loss. These evaluations guage perceptions and access the coping mechanisms of participants in the grief journey. We also use this feedback to refine our work and approach to situations that may have been difficult or unique. From July 1, 2023 through December 31, 2023 our grief support team conducted 680 individual sessions free of charge to members fo the community.

In addition to our work in grief support, our cohort of amazing volunteers are without question an important aspect of our work. The volunteers are part of a larger more diverse network of folks who help us adhere to our mission of serving the community.

Each volunteer candidate will undergo an initial interview to identify their interests and commitment level. This important first step allows our volunteer manager the opportunity to provide details about the expectations and guidelines required to be successful and supportive in this role.

For some volunteers, they prefer to help out at events or light duties assisting staff in the office, while others want to serve patients directly. Many of the volunteers who prefer to be with patients will read, play music or just a couple times a week for companionship. One of the most selfless types of volunteer opportunities we have is "sitting vigil"- This is when a volunteer will sit with a patient when they are close to death so that they don't die alone. Sometimes our patients have no family or none that are close enough to get to the patient before they pass.

Once a volunteer is processed and has put in the 20 hours of orientation they are ready to move forward to be with patients. We then meticulously log and monitor their progress, hours, and interests. This is highly valuable information and keeps us keen to the preferences of our volunteers. The volunteer support program forms a unique component of our hospice patient care and mission. Given the sensitive nature of our environment, we are always evaluating, monitoring and recording the training and activities within our comprehensive database system.

Families also contribute by completing satisfaction surveys, enabling us to grasp and address evolving needs of those under our care, including our volunteers services. Moreover, our case managers, registered nurses, and medical social workers maintain constant contact with our patients and their families. We regularly conduct needs assessments and guage satisfaction levels. Additionally, our clinical staff undergoes annual evaluations by The Joint Comission, the regulating body of accreditation of health care facilities. Through this regulation, we remain aligned with best practices and compliance standards within our industry.

Our Chief of Quality and Compliance, a vital member of our executive leadership team, constantly reviews the outcomes of these evaluations. Subsequently, they report all findings to our staff and board of directors. This weeklong process involes opening up of random patient files, charts and history of our care with each patient. This rigorous scrutiny help us to be better at what we do and ensures both quality service provision and adherence to all regulatory standards.

Lastly, as we continue to evaluate and refine our work with our patients, volunteers and through the regulatory bodies, we are constantly looking for innovation of new services to offer to our community.

11. The City Council updated Dublin's Mission, Vision, and Values in 2020 to include Inclusivity, Diversity and Equity. How does your project further these values?
The full statements are available at www.dublin.ca.gov/72/mission-vision
All of our services are open and available to anyone, regardless of ability to pay or if they are on our current service or not. These services are complimentary to all. No one who seeks our help or service will be turned away for any reason.

12. For the Fiscal Year 2024-2025 Human Services Grant Cycle, additional funding may be available through the City's American Rescue Plan Act allocation. Organizations that are eligible for this funding must provide services that are responding to the economic and public health impacts of the COVID-19 Pandemic. If applicable, please describe how your organization's programs and services directly respond to negative economic or public health impacts of the COVID-19 Pandemic.
Enter "NA" if not eligible.
N/A

13. ** QUESTIONS 14 THROUGH 24 ARE FOR THOSE ORGANIZATIONS INTERESTED IN APPLYING FOR FEDERAL COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) FUNDING ONLY. ** Are you are interested in applying for CDBG funds?

- ☐ Yes. If so, check box here and answer questions 14 through 25.
- ☑ No. If no, check box here and enter NA
- ☐ Don't know. If you are unsure, please call City staff at (925) 833-6645.

14. CDBG ONLY- Explain your Limited English Proficiency/Language Access Plan (LEP/LAP). How does your agency outreach to limited English speaking residents to encourage access to services? What access accommodations are used? Etc. Provide detail
Please enter "N/A" if you are not interested in qualifying for CDBG funding.
N/A

15. CDBG ONLY - Identify at least one HUD Guiding Principle that relates to your project:

- ☐ Be culturally accessible, appropriate and inclusive

- [ ] Encourage community engagement and involvement
- [ ] Promote energy and resource efficiency
- [ ] Encourage networking and information sharing across service providers
- [ ] Encourage process streamlining
- [ ] Consolidate service delivery
- [x] Not Applicable. Not interested in CDBG funding.

16. CDBG ONLY - Identify at least HUD Consolidated Plan Goal that relates to your project:
(Select Category and Applicable Goals)

- [ ] A) Housing
- [ ] Goal 1: Promote the production, rehabilitation, and preservation of affordable housing (rental and ownership) through acquisition, rehabilitation, new construction, and minor repair.
- [ ] Goal 2: Reduction of housing discrimination through provision of fair housing and tenant/landlord services.
- [ ] Goal 3: Use resources to assist low-income residents make rental assistance payments in response to Covid-19.
- [ ] B) Homeless
- [ ] Goal 1: Use resource to end homelessness by funding and supporting homeless service programs.
- [ ] C) Supportive Housing
- [ ] Goal 1: Increase the availability of services enriched housing for persons with special needs by supporting acquisition and new construction of housing units.
- [ ] D) Community Development
- [ ] Goal 1: Make improvements, including ADA accessibility and rehabilitation to public facilities, such as curbs and sidewalks, neighborhood parks and recreational improvements, homeless facilities and other public facilities/community centers.
- [ ] Goal 2: Fund economic development, micro-enterprise, and on-the-job training.
- [ ] Goal 3: Support public service programs for low income residents, preserving safety net services for families and individuals who are vulnerable or
- [x] F) Not Applicable. Not interested in CDBG funding.

17. CDBG ONLY - Identify at least one HUD Strategic Goal that relates to your project:

- [ ] Public Services
- [ ] Public Facilities
- [ ] Rental Assistance
- [ ] Affordable Housing
- [ ] Increase Opportunities for 1st Time Homebuyers
- [ ] Promote Decent Affordable Rental Housing
- [ ] Strengthen Communities
- [ ] Ensure Equal Opportunity in Housing
- [ ] Reduce Housing Discrimination
- [ ] Promote Participation of Grass-Roots, Faith-Based, and other Community-Based Organizations
- [x] Not Applicable. Not interested in CDBG funding.

18. CDBG ONLY - Select one HUD Objective that relates to your project:
(TIP: When selecting an objective ask yourself, "What is the purpose of the activity? What is the larger community need that I am seeking to address?")

- [ ] Creating a Suitable Living Environment
- [ ] Providing Decent Affordable Housing
- [ ] Creating Economic Opportunities
- [x] Not Applicable. Not interested in CDBG funding.

19. CDBG ONLY - Select one HUD Outcome that relates to your project:
(TIP: When selecting an outcome ask yourself, "What type of change or result am I seeking?")

- [ ] Availability/Accessibility
- [ ] Affordability
- [ ] Sustainability
- [x] Not Applicable. I am not interested in qualifying for CDBG funding.

20. CDBG ONLY - Select one HUD Specific Indicator that relates to your project:

- ☐ Public facility or infrastructure: This indicator shows the number of persons that have been assisted by public facility or infrastructure activities that provide individuals with new or improved access to the facility or infrastructure. If the activity was used to meet a quality standard or to measurably improve quality, then this indicator will report the number of household units that no longer have access to a substandard service.
- ☐ Public Service: This indicator shows the number of persons that have been assisted with new or improved access to a service. If the activity was used to meet a quality standard or to measurably improve quality, then this indicator will report the number of persons that no longer have access to a substandard service.
- ☐ Targeted revitalization: This indicator shows a range of outcomes such as jobs created and retained, businesses assisted, low- and moderate-income persons and households served, slum/blight demolition, number of acres of brownfields remediated, etc. in a targeted area.
- ☐ Commercial facade treatments or business building rehabilitation: This indicator shows the number of commercial facade treatments undertaken and the number of business buildings that were rehabilitated.
- ☐ Brownfields remediated: This indicator shows the number of acres of brownfields that were remediated.
- ☐ Rental units constructed: This indicator shows the number of affordable rental units created, as well as the number of years of affordability, number of units occupied by the elderly, and those units designated for chronically homeless persons and persons with HIV/AIDS.
- ☐ Rental units rehabilitated: This indicator shows the number of affordable rental units rehabilitated as well as the number of years of affordability, units for chronically homeless persons, elderly persons, and persons with HIV/AIDS.
- ☐ Homeownership units constructed or acquired with rehabilitation: This indicator shows the total number of homeownership units constructed, acquired, and/or acquired with rehabilitation per activity. This includes total number of affordable units, number of years of affordability, Energy Star qualified units, section 504 accessible units, and number of households previously living in subsidized housing. In addition, data will be collected on the number of units occupied by the elderly, number of units designated for persons with HIV/AIDS, and number of units for the chronically homeless.
- ☐ Owner occupied units rehabilitated: This indicator shows the total number of owner occupied units rehabilitated, including the number of these units occupied by the elderly, number of units designated for persons with HIV/AIDS, and number of units for the chronically homeless.
- ☐ Direct financial assistance to homebuyers: This indicator shows the number of homebuyers receiving direct financial assistance, housing counseling, and down payment assistance/closing costs.
- ☐ Tenant Based Rental Assistance (TBRA): This indicator shows the total number of households receiving TBRA as well as the number with short-term rental assistance (less than 12 months) and the number of homeless and chronically homeless households assisted.
- ☐ Homeless shelters: This indicator shows the number of homeless persons given overnight shelter.
- ☐ Emergency housing: This indicator shows the number of beds created in an overnight shelter or other emergency housing.
- ☐ Homeless prevention: This indicator shows the number of households that received emergency financial assistance to prevent homelessness and emergency legal assistance to prevent homelessness.
- ☐ Jobs created: Of the total number of jobs created, this indicator shows the number of jobs that have employee-sponsored health care, the types of jobs created (using Economic Development Administration (EDA) classifications) and the number of persons unemployed before taking the job.
- ☐ Jobs retained: Of the total number of jobs retained, this indicator shows the number of jobs retained, the number of jobs with employer-sponsored health care benefits, and the types of jobs retained (using EDA classifications)
- ☐ Business assistance: This indicator shows the total number of businesses assisted. Specifically, it shows the number of new businesses, existing businesses, and the DUNS number of each business so that HUD can track the number of new businesses that remain operational for three years after assistance.
- ☐ Businesses providing goods or services: This indicator shows whether an assisted business provides goods or services to meet the needs of the service area, neighborhood, or community, as determined by the grantee.
- ☑ Not Applicable. Not interested in CDBG funding

21. CDBG ONLY - Please choose a common indicator that your agency will use to track clients:
(Select only ONE.)

- ☐ Persons
- ☐ Households
- ☑ Not Applicable. Not interested in CDBG funding

22. CDBG ONLY - Based on the common indicator you selected above, please list the number of unduplicated Dublin clients (EITHER Persons OR Households) your agency anticipates serving in each category. If none, please enter "0".

_____ Seniors (62 and older)

	People with Disabilities
	Female-Headed Households
	Youth
	Homeless
N/A	Not Applicable. Not interested in CDBG funding (Type N/A)
0.00	**TOTAL**

23. CDBG ONLY - Based on the common indicator you selected above, please list the number of unduplicated Dublin clients (EITHER Persons OR Households) your agency anticipates serving in each category. If none, please enter "0".

Area Median Income ("AMI") information is available online at www.dublin.ca.gov/1956/Application-Requirements-Process

	Extremely Low Income (<30% AMI)
	Very Low Income (30%-50% AMI)
	Low Income (50%-80% AMI)
0	Moderate Income (80%-120% AMI)
0.00	**TOTAL**

24. CDBG ONLY - List the number of clients your agency anticipates serving in race/ethnicity categories. Per HUD, "Hispanic" is an ethnicity, not a race.

The sum entered below must match the total clients entered in Question #9 above. If none, please enter "0"

	White
	White + HISPANIC
	Black/African American
	Black/African American + HISPANIC
	Asian
	Asian + HISPANIC
	American Indian/Alaskan Native
	American Indian/Alaskan Native + HISPANIC
	Native Hawaiian/Other Pacific Islander
	Native Hawaiian/Other Pacific Islander + HISPANIC
	American Indian/ Alaskan Native and White
	American Indian/ Alaskan Native and White + HISPANIC
	Asian and White
	Asian and White + HISPANIC
	Black/African American and White
	Black/African American and White + HISPANIC
	American Indian/Alaskan Native and Black/African American
	American Indian/Alaskan Native and Black/African American + HISPANIC
	Multi Racial + HISPANIC OR other Multi Racial
N/A	Not Applicable. Not interested in CDBG funding. (Type N/A)
0.00	**TOTAL**

25. If your agency is submitting more than one application or the same agency has different programs within it, please RANK the priority of this application, with number 1 being the highest priority for funding. There should only be one #1 PER AGENCY

- [x] #1 - This program/project has the agency's highest priority for funding.
- [ ] #2 - This program/project has the agency's 2nd highest priority for funding.
- [ ] #3 - This program/project has the agency's 3rd highest priority for funding.
- [ ] #4 - This program/project has the agency's 4th highest priority for funding.

- [ ] #5 - This program/project has the agency's 5th highest priority for funding.
- [ ] #6 - This program/project has the agency's 6th highest priority for funding.
- [ ] If you have more than 6 applications per organization, agency, district or entity, check here.

26. Has your organization or a paid employee of your organization made a political contribution to a current City of Dublin Councilmember or Mayor within the last 12 months? Under Section 84308 of the Political Reform Act, elected officials are prohibited from taking part in an entitlement for use proceedings if the official has received a contribution exceeding $250 from a party or participant in the proceeding within the preceding 12 months. More information can be found on the Fair Political Practices Commission (FPPC website) here: https://www.fppc.ca.gov/learn/pay-to-play-limits-and-prohibitions.

If you answer Yes, it will not disqualify you from the process or impact your application. An additional form will be emailed for you to provide details of the contributions for reporting purposes pursuant to the Political Reform Act.

- [ ] Yes
- [x] No

Budget top

Funding Sources/Revenues	Budget Amount	Amount Committed
City of Dublin	USD$ 20,000.00	USD$ 0.00
Pleasanton Rotary North	USD$ 5,000.00	USD$ 0.00
Community Funding	USD$ 179,854.00	USD$ 179,854.00
Event Sponsorships	USD$ 60,000.00	USD$ 60,000.00
Program specific donors	USD$ 6,000.00	USD$ 6,000.00
Sunstate Equipment Foundation	USD$ 3,047.00	USD$ 3,047.00
Tri-Valley Non-profit fund	USD$ 3,000.00	USD$ 3,000.00
Rotarian Foundation of Livermore	USD$ 5,000.00	USD$ 5,000.00
Total	**USD$ 281,901.00**	**USD$ 256,901.00**

Funding Uses/Expenses	Budget Amount	Amount Committed
Salaries	USD$ 213,590.00	USD$ 213,590.00
Benefits	USD$ 41,655.00	USD$ 41,655.00
Operational expenses	USD$ 26,656.00	USD$ 26,656.00
General administrative		
Total	**USD$ 281,901.00**	**USD$ 281,901.00**

Documents top

Documents Requested *	Required?	Attached Documents *
Program Expense Budget for ALL Grant Requests	[x]	Program Expense
Financial Information Form for ALL Grant Requests	[x]	Financial Expense
List of Board of Directors (or governing body) with agency contact information	[x]	Board of Directors
Current Annual Budget for the Entire Agency	[x]	FY23-FY24 Annual Budget
Copy of most recently submitted IRS 990 form or Tax Return (include complete form)	[x]	Hope Hospice, Inc 990
Board of Director's (or governing body's) designation of authorized official	[x]	Board of Director's resolution
Board of Director's (or governing body's) authorization to request funding (may be same document as one above)	[x]	Board of Director's resolution
Proof of insurance carried, including bonding, liability and/or workers' compensation	[x]	Proof of Insurance
STATE AND FEDERAL NON-PROFIT	[x]	State and Federal Non-Profit Determination Letter

DETERMINATION LETTER. All organizations MUST have approved non-profit status from the State of California and Federal Tax Identification Number at time of application. Non-compliant applicants will be disqualified.		
Certified Audit and/or Certified Financial Statements	☑	Audited Financial Statement
REQUIRED FOR CDBG ONLY - If requesting Capital Funding, please upload your Capital expenditure budget (your own format is acceptable)		
REQUIRED FOR CDBG ONLY - Personnel Policies Including Affirmative Action Plan and Grievance Procedure		
REQUIRED FOR CDBG ONLY - Agency Audit Requirements and Copy of Last Audit Highlighting "Findings" Section		
REQUIRED FOR CDBG ONLY - Articles of Incorporation and Bylaws		
REQUIRED FOR CDBG ONLY - Conflict of Interest Statement (if not included in Bylaws)		
REQUIRED FOR CDBG ONLY - AGENCY'S LIMITED ENGLISH PROFICIENCY LANGUAGE ACCESS PLAN (LEP/LAP). Must include outreach to limited English speaking residents to encourage access to services & housing. Include what access accommodations are used.		
REQUIRED FOR CDBG ONLY - LEVERAGING REPORT- this is due with the 2nd quarter report no later than January 15th		
Supporting Documents such as Agency Strategic Plan, Needs Assessment, etc. (Not Required)		
Other Supporting Documents (Not Required)		Annual Report

** ZoomGrants™ is not responsible for the content of uploaded documents.*

Application ID: 457023

Become a fan of ZoomGrants™ on Facebook
Problems? Contact us at Questions@ZoomGrants.com
©2002-2024 GrantAnalyst.com. All rights reserved.
"ZoomGrants" and the ZoomGrants logo are trademarks of GrantAnalyst.com, LLC.
Logout | Browser

DUBLIN
CALIFORNIA
Powered by ZoomGrants™ and

City of Dublin
PCS - Human Services Division
City of Dublin, Fiscal Year 2024-25, Human Services Grant Program
Deadline: 1/19/2024

Legal Assistance for Seniors

Legal and Supportive Services, Medicare Counseling and Education for Dublin Seniors

Jump to: Organization Information Questions Budget Documents

USD$ 12,000.00 Requested

Submitted: 1/19/2024 3:51:16 PM (Pacific)

Project Contact
Caitlin Chan
cchan@lashicap.org
Tel: (510) 832-3040 x316

Additional Contacts
emercado@lashicap.org

Legal Assistance for Seniors

333 Hegenberger Road
Suite 850
Oakland, CA 94621
United States

Telephone (510) 832-3040
Fax (510) 842-1080
Web www.lashicap.org

Executive Director
Caitlin Chan
cchan@lashicap.org

Organization Information top

1. Business License Number
BL-110718

Questions top

1. Select the category that best describes your organization:
(Select only one.)
- [x] Non-Profit
- [ ] Public Agency
- [ ] Other:

2. Please describe your agency's mission (no more than 3 sentences or 250 characters).
The mission of Legal Assistance for Seniors (LAS) is to ensure the independence and dignity of seniors by protecting their legal rights through education, counseling, and advocacy.

3. Select the category that best describes the project:
(Select only one. For Capital Projects, please contact City Staff ahead of the grant application submission to review additional requirements including the Davis-Bacon/Fair Labor Standards Act)
- [ ] Capital Project
- [x] Public Service Program or Project

4. Is this a "new" service, program, project or activity? "New" is identified as not yet started, implemented or in

operation.

- [ ] Yes
- [x] No

5. Provide a brief summary of the program/project for which your agency is seeking funding (No more than three sentences. This text will be used widely during the review and implementation process to describe your project).
Legal Assistance for Seniors (LAS) will provide free legal services to Dublin's seniors in the areas of elder abuse, guardianship, naturalization, public benefits, consumer protection, health law and housing. LAS will provide free community education and outreach to seniors, their families, and service providers. LAS's Health Insurance Counseling and Advocacy Program (HICAP) will provide free, individualized counseling on Medicare and related health insurance issues.

6. Describe the challenges, needs, or service gaps in Dublin your program/project addresses. If you do not receive funding, what would the impact be? (You should reference Dublin demographics, statistics, and reports to make your case.)
Though as a percentage, Dublin's population aged 65 and older held steady between the 2010 and 2020 US Census, at 9.4%, the absolute number of seniors grew by approximately 2,400 residents because of the City's overall population growth. Along with the growth of the senior population in general, the growth of low-income seniors also continues to climb.

The Eastern Alameda County Human Services Needs Assessment notes that along with the growing senior population and the rise in poverty, the demand for human services is growing, especially since seniors are often more dependent on such services. Specifically, the Dublin Housing & Human Services Grant Priorities include services to keep seniors housed and safety net access for seniors. LAS addresses these needs so that low-income seniors can live with greater independence and dignity.

LAS's housing program assists seniors at risk of homelessness, both through legal advice and representation. To help clients access safety net programs, LAS provides public benefits legal assistance, ensuring seniors are receiving all benefits for which they are eligible, including Social Security, Supplemental Security Income (SSI), and Medi-Cal.

Without support from the City of Dublin, we might not be able to serve as many Dublin residents.

7. Estimate the total number of UNDUPLICATED Dublin residents to be served by this project.
(UNDUPLICATED means client is counted only once regardless of number of services received in a year.)
15

8. Which of the 14 Areas of Concern identified in the Eastern County 2011 Needs Assessment Report does your project identify with? Projects should meet the selected Areas of Concerns as well as helps the City of Dublin archive its Vision Statement that was included in its 2022 Strategic Plan.
The mission and vision statements are available online at www.dublin.ca.gov/1956/Application-Requirements-Process

- [ ] Behavioral Health (mental health and substance abuse)
- [x] Affordable Housing
- [x] Health Care (including dental)
- [ ] Workforce Development
- [x] Homelessness
- [ ] Transportation Services and Access
- [x] Domestic Violence and Child Abuse
- [ ] Disabilities
- [ ] Food and Nutrition
- [x] Senior Services
- [ ] Youth Services
- [ ] Child Care, Early Childhood Development and Education
- [ ] Changing Demographics and Growing Diversity
- [ ] Financial Assistance
- [ ] None of the Above

9. Describe in detail how Dublin grant funds will be used for this project. If the funds are used for staffing, be sure to provide specific details on the number and types of positions being funded. (If capital funding is being requested, this narrative should include a detailed project scope and project timeline. The scope of work should include any land tenure issues. Additional documentation include designs, site plans, etc. can be attached later in the "Documents" tab.)
(What specifically will the grant funds be used for?)
LAS will provide services to a total of 305 unduplicated Dublin seniors across the legal services, Health Insurance Counseling

and Education Program (HICAP) and community education departments. While services are available to residents of any income, LAS focuses its efforts on serving low-income clients by conducting outreach in low-income areas and partnering with agencies that serve low-income communities.

LAS will provide free legal services to 15 Dublin seniors. Areas of law covered by LAS include elder abuse, housing, conservatorship, guardianship, public benefits, health law, limited conservatorship, and naturalization. Services will be provided to Dublin residents ages 60 and older, or 50 and older for guardianship. For elder abuse, LAS will assist those 65 or older, or dependent adults of any age. Services range from legal counsel and advice to full representation in court. Legal services will be provided by LAS's 8 attorneys, a case manager, legal advocates, and legal volunteers.

LAS will provide free Medicare counseling to 40 Dublin Medicare recipients through its HICAP division. While most Medicare recipients are seniors, LAS will also provide HICAP counseling to younger individuals who are eligible for Medicare due to disability. Our HICAP counselors help clients enroll in Medicare plans, supplemental insurance and prescription drug plans, and apply for cost-saving programs. Counselors also assist clients in resolving coverage issues, referring to LAS's legal program when needed. HICAP counseling is provided by our team of 30 state-registered volunteer HICAP counselors, who are supervised and supported by 10 paid staff counselors. HICAP appointments are available both in-person and virtually.

LAS will provide 10 community education presentations and/or outreach events, reaching a total of 250 Dublin residents. These presentations will be targeted to Dublin seniors, pre-retirees, caregivers, and senior and disability service providers. Presentations will cover a wide variety of topics that are relevant to seniors' lives, including health care, avoiding scams and fraud, hiring and working with caregivers, and public benefits. LAS frequently gives in-person presentations at the Dublin Senior Center and Dublin Ranch Senior Apartments. The presentations are provided by our Community Education Coordinator and Advocate, by highly trained volunteers, and by other staff members as appropriate.

Funds from the City of Dublin will contribute to salaries for LAS's program staff, including staff attorneys and advocates. Funds will also be used for overhead costs, primarily rent.

To ensure services are provided in a cost-effective manner, LAS works extensively with volunteers who provide both overall program support and direct services to clients, with supervision and support from program staff. LAS also brings on legal interns and summer law clerks to provide support to the legal program, including legal research, writing, and intake.

Because LAS has provided legal, educational, and HICAP services in Dublin for many years, we are able to base the current year's budget on past results. This budget is leveraged with additional public and private grants.

10. Describe how you will measure the effectiveness of this program/project. Describe your criteria for success. What results do you expect to have achieved at the end of this grant?

LAS evaluates success through the lens of our mission: was the client able to retain their independence, safety, and dignity because of the interventions we provided? We collect these case outcomes by entering each client's information into a database, including the level of service provided, the result of the case, and whether the client recovered or saved any funds as a result of our interventions. Specifically for housing, the evaluation is focused on whether the client was able to retain housing with the supports and services necessary to make that housing permanent.

We request feedback from our clients at the conclusion of services, including whether they felt supported and had their concerns addressed. Our goal is for every client to feel satisfied with the service they received, even if their case could not be resolved in an ideal manner due to outside factors. In addition to client feedback, LAS consults with its community partners to evaluate how we may be better able to serve their communities. We also evaluate our client data using equity, diversity and inclusion metrics.

To measure whether the desired legal and HICAP outcomes were achieved, LAS's Legal Director and HICAP Manager review case notes for all completed cases, which are written by the staff or volunteer assigned to the case and include the client's goals, actions taken, and the outcome of the case. Examples of legal outcomes include obtaining an elder abuse restraining order, preventing eviction, obtaining guardianship of a minor in the client's care, or restoring a client's public benefits. HICAP outcomes include a client successfully enrolling in a Medicare Part D plan or applying for a cost-savings program. To measure effectiveness of community education activities, participant evaluations are used to determine if the education was informative and increased the person's knowledge of the subject.

To measure client satisfaction, LAS's management team reviews completed client evaluations for all three programs. If there is any negative feedback, a member of the management team will follow up with the client to better understand the comments and determine whether the client needs further assistance.

By the end of the grant, we expect to complete or exceed our program goals. We expect most clients will achieve their desired outcomes and the vast majority of returned evaluations will indicate that clients were satisfied with the services they received.

11. The City Council updated Dublin's Mission, Vision, and Values in 2020 to include Inclusivity, Diversity and Equity. How does your project further these values?

The full statements are available at www.dublin.ca.gov/72/mission-vision
LAS continues to find new ways to reach previously underserved communities through our diversity, equity, and inclusion (DEI) work. LAS's DEI Client Data Group as well as Equity, Diversity and Inclusion (EDI) Committee look at the demographics of the clients we serve and address any gaps in services we find. Ideas that have come out of the DEI Client Data Group include more robust translation and distribution of materials, more targeted community outreach, and trainings on white-dominant culture and implicit bias. LAS recently applied for a State Bar of California DEI Leadership Seal, using the seal's application process to make our DEI efforts more data-driven.

We will soon be bringing our Board into our DEI work more meaningfully, as having a DEI framework is critical to proper governance of LAS. LAS's Board is currently 42% BIPOC and 42% women. LAS actively recruits board members from diverse backgrounds, as we believe our leadership should reflect the community we serve.

12. For the Fiscal Year 2024-2025 Human Services Grant Cycle, additional funding may be available through the City's American Rescue Plan Act allocation. Organizations that are eligible for this funding must provide services that are responding to the economic and public health impacts of the COVID-19 Pandemic. If applicable, please describe how your organization's programs and services directly respond to negative economic or public health impacts of the COVID-19 Pandemic.
Enter "NA" if not eligible.
N/A

13. ** QUESTIONS 14 THROUGH 24 ARE FOR THOSE ORGANIZATIONS INTERESTED IN APPLYING FOR FEDERAL COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) FUNDING ONLY. ** Are you are interested in applying for CDBG funds?

- [x] Yes. If so, check box here and answer questions 14 through 25.
- [ ] No. If no, check box here and enter NA
- [ ] Don't know. If you are unsure, please call City staff at (925) 833-6645.

14. CDBG ONLY- Explain your Limited English Proficiency/Language Access Plan (LEP/LAP). How does your agency outreach to limited English speaking residents to encourage access to services? What access accommodations are used? Etc. Provide detail
Please enter "N/A" if you are not interested in qualifying for CDBG funding.
LAS does not allow language to prevent clients from meaningfully accessing services. Our Language Access Plan requires that all program notices include a statement that translators will be available upon request for presentations, meetings, and other client activities.

LAS staff and volunteers provide verbal and written translation in multiple languages, including Spanish, French, Mandarin, Cantonese, Danish, German, Ukrainian, Hindi, Punjabi, Korean, Urdu and Japanese. LAS also uses a telephone interpreter service (Language Line) for its legal and HICAP counseling services, which provides translators in 240 different languages.

LAS recruits and trains HICAP counselors whose ethnicities and language capabilities reflect the diverse communities we serve. LAS arranges interpreter services with the courts in legal cases. LAS's educational presentations are all offered in multiple languages.

To encourage limited English-speaking residents to access LAS's services, we coordinate with partnering agencies that specialize in serving seniors for whom English is not their primary language.

15. CDBG ONLY - Identify at least one HUD Guiding Principle that relates to your project:

- [x] Be culturally accessible, appropriate and inclusive
- [ ] Encourage community engagement and involvement
- [ ] Promote energy and resource efficiency
- [ ] Encourage networking and information sharing across service providers
- [ ] Encourage process streamlining
- [x] Consolidate service delivery
- [ ] Not Applicable. Not interested in CDBG funding.

16. CDBG ONLY - Identify at least HUD Consolidated Plan Goal that relates to your project:
(Select Category and Applicable Goals)

- [ ] A) Housing
- [ ] Goal 1: Promote the production, rehabilitation, and preservation of affordable housing (rental and ownership) through acquisition, rehabilitation, new construction, and minor repair.
- [x] Goal 2: Reduction of housing discrimination through provision of fair housing and tenant/landlord services.

- [ ] Goal 3: Use resources to assist low-income residents make rental assistance payments in response to Covid-19.
- [ ] B) Homeless
- [ ] Goal 1: Use resource to end homelessness by funding and supporting homeless service programs.
- [ ] C) Supportive Housing
- [ ] Goal 1: Increase the availability of services enriched housing for persons with special needs by supporting acquisition and new construction of housing units.
- [ ] D) Community Development
- [ ] Goal 1: Make improvements, including ADA accessibility and rehabilitation to public facilities, such as curbs and sidewalks, neighborhood parks and recreational improvements, homeless facilities and other public facilities/community centers.
- [ ] Goal 2: Fund economic development, micro-enterprise, and on-the-job training.
- [x] Goal 3: Support public service programs for low income residents, preserving safety net services for families and individuals who are vulnerable or
- [ ] F) Not Applicable. Not interested in CDBG funding.

17. CDBG ONLY - Identify at least one HUD Strategic Goal that relates to your project:

- [ ] Public Services
- [ ] Public Facilities
- [ ] Rental Assistance
- [ ] Affordable Housing
- [ ] Increase Opportunities for 1st Time Homebuyers
- [ ] Promote Decent Affordable Rental Housing
- [x] Strengthen Communities
- [x] Ensure Equal Opportunity in Housing
- [x] Reduce Housing Discrimination
- [ ] Promote Participation of Grass-Roots, Faith-Based, and other Community-Based Organizations
- [ ] Not Applicable. Not interested in CDBG funding.

18. CDBG ONLY - Select one HUD Objective that relates to your project:

(TIP: When selecting an objective ask yourself, "What is the purpose of the activity? What is the larger community need that I am seeking to address?")

- [x] Creating a Suitable Living Environment
- [ ] Providing Decent Affordable Housing
- [ ] Creating Economic Opportunities
- [ ] Not Applicable. Not interested in CDBG funding.

19. CDBG ONLY - Select one HUD Outcome that relates to your project:

(TIP: When selecting an outcome ask yourself, "What type of change or result am I seeking?")

- [ ] Availability/Accessibility
- [ ] Affordability
- [x] Sustainability
- [ ] Not Applicable. I am not interested in qualifying for CDBG funding.

20. CDBG ONLY - Select one HUD Specific Indicator that relates to your project:

- [ ] Public facility or infrastructure: This indicator shows the number of persons that have been assisted by public facility or infrastructure activities that provide individuals with new or improved access to the facility or infrastructure. If the activity was used to meet a quality standard or to measurably improve quality, then this indicator will report the number of household units that no longer have access to a substandard service.
- [ ] Public Service: This indicator shows the number of persons that have been assisted with new or improved access to a service. If the activity was used to meet a quality standard or to measurably improve quality, then this indicator will report the number of persons that no longer have access to a substandard service.
- [ ] Targeted revitalization: This indicator shows a range of outcomes such as jobs created and retained, businesses assisted, low- and moderate-income persons and households served, slum/blight demolition, number of acres of brownfields remediated, etc. in a targeted area.
- [ ] Commercial facade treatments or business building rehabilitation: This indicator shows the number of commercial facade treatments undertaken and the number of business buildings that were rehabilitated.
- [ ] Brownfields remediated: This indicator shows the number of acres of brownfields that were remediated.

- [ ] Rental units constructed: This indicator shows the number of affordable rental units created, as well as the number of years of affordability, number of units occupied by the elderly, and those units designated for chronically homeless persons and persons with HIV/AIDS.
- [ ] Rental units rehabilitated: This indicator shows the number of affordable rental units rehabilitated as well as the number of years of affordability, units for chronically homeless persons, elderly persons, and persons with HIV/AIDS.
- [ ] Homeownership units constructed or acquired with rehabilitation: This indicator shows the total number of homeownership units constructed, acquired, and/or acquired with rehabilitation per activity. This includes total number of affordable units, number of years of affordability, Energy Star qualified units, section 504 accessible units, and number of households previously living in subsidized housing. In addition, data will be collected on the number of units occupied by the elderly, number of units designated for persons with HIV/AIDS, and number of units for the chronically homeless.
- [ ] Owner occupied units rehabilitated: This indicator shows the total number of owner occupied units rehabilitated, including the number of these units occupied by the elderly, number of units designated for persons with HIV/AIDS, and number of units for the chronically homeless.
- [ ] Direct financial assistance to homebuyers: This indicator shows the number of homebuyers receiving direct financial assistance, housing counseling, and down payment assistance/closing costs.
- [ ] Tenant Based Rental Assistance (TBRA): This indicator shows the total number of households receiving TBRA as well as the number with short-term rental assistance (less than 12 months) and the number of homeless and chronically homeless households assisted.
- [ ] Homeless shelters: This indicator shows the number of homeless persons given overnight shelter.
- [ ] Emergency housing: This indicator shows the number of beds created in an overnight shelter or other emergency housing.
- [x] Homeless prevention: This indicator shows the number of households that received emergency financial assistance to prevent homelessness and emergency legal assistance to prevent homelessness.
- [ ] Jobs created: Of the total number of jobs created, this indicator shows the number of jobs that have employee-sponsored health care, the types of jobs created (using Economic Development Administration (EDA) classifications) and the number of persons unemployed before taking the job.
- [ ] Jobs retained: Of the total number of jobs retained, this indicator shows the number of jobs retained, the number of jobs with employer-sponsored health care benefits, and the types of jobs retained (using EDA classifications)
- [ ] Business assistance: This indicator shows the total number of businesses assisted. Specifically, it shows the number of new businesses, existing businesses, and the DUNS number of each business so that HUD can track the number of new businesses that remain operational for three years after assistance.
- [ ] Businesses providing goods or services: This indicator shows whether an assisted business provides goods or services to meet the needs of the service area, neighborhood, or community, as determined by the grantee.
- [ ] Not Applicable. Not interested in CDBG funding

21. CDBG ONLY - Please choose a common indicator that your agency will use to track clients:
(Select only ONE.)

- [x] Persons
- [ ] Households
- [ ] Not Applicable. Not interested in CDBG funding

22. CDBG ONLY - Based on the common indicator you selected above, please list the number of unduplicated Dublin clients (EITHER Persons OR Households) your agency anticipates serving in each category. If none, please enter "0".

15	Seniors (62 and older)
3	People with Disabilities
5	Female-Headed Households
0	Youth
3	Homeless
	Not Applicable. Not interested in CDBG funding (Type N/A)
26.00	**TOTAL**

23. CDBG ONLY - Based on the common indicator you selected above, please list the number of unduplicated Dublin clients (EITHER Persons OR Households) your agency anticipates serving in each category. If none, please enter "0".
Area Median Income ("AMI") information is available online at www.dublin.ca.gov/1956/Application-Requirements-Process

12	Extremely Low Income (<30% AMI)

1	Very Low Income (30%-50% AMI)
1	Low Income (50%-80% AMI)
1	Moderate Income (80%-120% AMI)
15.00	**TOTAL**

24. CDBG ONLY - List the number of clients your agency anticipates serving in race/ethnicity categories. Per HUD, "Hispanic" is an ethnicity, not a race.

The sum entered below must match the total clients entered in Question #9 above. If none, please enter "0"

7	White
2	White + HISPANIC
3	Black/African American
	Black/African American + HISPANIC
2	Asian
	Asian + HISPANIC
	American Indian/Alaskan Native
	American Indian/Alaskan Native + HISPANIC
	Native Hawaiian/Other Pacific Islander
	Native Hawaiian/Other Pacific Islander + HISPANIC
	American Indian/ Alaskan Native and White
	American Indian/ Alaskan Native and White + HISPANIC
	Asian and White
	Asian and White + HISPANIC
	Black/African American and White
	Black/African American and White + HISPANIC
	American Indian/Alaskan Native and Black/African American
	American Indian/Alaskan Native and Black/African American + HISPANIC
1	Multi Racial + HISPANIC OR other Multi Racial
	Not Applicable. Not interested in CDBG funding. (Type N/A)
15.00	**TOTAL**

25. If your agency is submitting more than one application or the same agency has different programs within it, please RANK the priority of this application, with number 1 being the highest priority for funding. There should only be one #1 PER AGENCY

- [x] #1 - This program/project has the agency's highest priority for funding.
- [ ] #2 - This program/project has the agency's 2nd highest priority for funding.
- [ ] #3 - This program/project has the agency's 3rd highest priority for funding.
- [ ] #4 - This program/project has the agency's 4th highest priority for funding.
- [ ] #5 - This program/project has the agency's 5th highest priority for funding.
- [ ] #6 - This program/project has the agency's 6th highest priority for funding.
- [ ] If you have more than 6 applications per organization, agency, district or entity, check here.

26. Has your organization or a paid employee of your organization made a political contribution to a current City of Dublin Councilmember or Mayor within the last 12 months? Under Section 84308 of the Political Reform Act, elected officials are prohibited from taking part in an entitlement for use proceedings if the official has received a contribution exceeding $250 from a party or participant in the proceeding within the preceding 12 months. More information can be found on the Fair Political Practices Commission (FPPC website) here: https://www.fppc.ca.gov/learn/pay-to-play-limits-and-prohibitions.

If you answer Yes, it will not disqualify you from the process or impact your application. An additional form will be emailed for you to provide details of the contributions for reporting purposes pursuant to the Political Reform Act.

- [ ] Yes
- [x] No

Budget *top*

Funding Sources/Revenues	Budget Amount	Amount Committed
Government/State of California Office of Emergency Services	USD$ 123,600.00	USD$ 61,800.00
Government/Alameda County Social Services Agency: Title IIIB Legal Services, General Revenue, Adult Protective Services, Title VII, HICAP, MIPPA, Department of Children and Family Services (DCFS) and OAAR.	USD$ 1,206,619.00	USD$ 0.00
Government/Contra Costa County HICAP	USD$ 15,000.00	USD$ 0.00
Government/Cities of Alameda, Dublin, Fremont, Hayward, Livermore, Pleasanton & Union City	USD$ 127,000.00	USD$ 0.00
Corporation/State Bar of California: IOLTA, EAF, Housing Preservation, Homelessness Prevention, EAP Guardianship, EAP Limited Conservatorship & Bank Grant.	USD$ 319,641.00	USD$ 159,821.00
Foundations/Corporations: San Francisco Foundation, Bigglesworth, CHA, Hindu Community & Cultural Center, Stern Memorial Trust, VLS/Rembe Rock, West Davis & Bergard, Bernard E &Alba Witkin Charitable Foundation, Senior Assistance Foundation East Bay (SAFE	USD$ 666,000.00	USD$ 580,000.00
Court Awarded Fees	USD$ 160,000.00	USD$ 0.00
Individual Donations, Annual Appeal, Fundraising Event		USD$ 0.00
Elder Abuse Conference sponsorships & registration fees	USD$ 50,000.00	USD$ 0.00
Other Revenue	USD$ 30,000.00	USD$ 0.00
Total	**USD$ 2,697,860.00**	**USD$ 801,621.00**

Funding Uses/Expenses	Budget Amount	Amount Committed
Personnel: Salaries* (see instructions below)	USD$ 2,093,448.00	USD$ 537,537.00
Personnel: Benefits* (see instructions below)	USD$ 453,411.00	USD$ 116,423.00
Operating: Supplies	USD$ 22,330.00	USD$ 0.00
Operating: Printing	USD$ 3,677.00	USD$ 0.00
Operating: Postage	USD$ 3,418.00	USD$ 0.00
Operating: Telephone	USD$ 35,000.00	USD$ 0.00
Operating: Rent and Occupancy Building and Maintenance and Repair	USD$ 229,674.00	USD$ 58,974.00
Operating: Accounting/Audit/Payroll Fees	USD$ 197,721.00	USD$ 50,769.00
Operating: Bank Charges/Taxes and Filing Fees	USD$ 3,000.00	
Operating: Contracted Services: Accounting, Information Technology, General, FR/Elder Abuse Conference Food& Entertainment	USD$ 81,285.00	USD$ 20,872.00
Operating: Insurance/Dues & Memberships/Subscriptions & Publications/Client Litigations Costs/Advertising.	USD$ 56,288.00	USD$ 14,453.00
Operating: Computer Supplies/Computer Software/Equipment Lease & Rental/Depreciation.	USD$ 10,101.00	USD$ 2,593.00
Operating: Training & Seminar Fees/Recruitment/Travel/Volunteer Recognition.	USD$ 53,705.00	
Total	**USD$ 3,243,058.00**	**USD$ 801,621.00**

Budget Narrative

Legal Director (1% @ $93 p/mo/$1,113 per annum); 3 Supervising Attorneys (each @ 1%, $59 p/mo/$713 per annum each = $2,139), 5 Staff Attorneys (each @ 1%, $42 p/mo/$509 per annum each = $2,545); Advocate (1% @ $49 p/mo/ $598 per annum) and Community Educator/Advocate (1% @ $48 p/mo/$580 per annum).

Fringe Benefits include FICAer (7.65%), SUI & workers compensation (1%), health/dental/vision/life insurance (10.85%)

and retirement/benefit plan fees (3%) for a total of $2,025 (22.5%). Actual agency fringe benefits are approximately 27%; the remaining 4.5% of benefits for staff salaries will be underwritten by the agency.

Operating expenses include only rent ($3,000). The requested grant amount represents less than 1% of the total LAS agency budget.

Our program services of legal assistance (guardianship, elder abuse prevention, immigration/naturalization, housing & public assistance), HICAP (Health Insurance Counseling and Advocacy) and community education presentation of these matters to the general public as well as assistance providers are all services that our agency provides to all Alameda County residents that enables their ability to live independently in safety and with dignity.

In addition, LAS recognized in fiscal year 2022/23 in kind volunteer service hours (902) of combined attorneys and advocates with a value of $347,270. In addition, HICAP volunteer counselors provided 3,109 volunteer hours.

Documents *top*

Documents Requested *	Required?	Attached Documents *
Program Expense Budget for ALL Grant Requests	☑	Program Expense Form
Financial Information Form for ALL Grant Requests	☑	Financial Information Form
List of Board of Directors (or governing body) with agency contact information	☑	Board Roster
Current Annual Budget for the Entire Agency	☑	Annual Budget
Copy of most recently submitted IRS 990 form or Tax Return (include complete form)	☑	LAS 990
Board of Director's (or governing body's) designation of authorized official	☑	BOD Authorization
Board of Director's (or governing body's) authorization to request funding (may be same document as one above)	☑	BOD Authorization
Proof of insurance carried, including bonding, liability and/or workers' compensation	☑	General Liability and Auto COI Workers Compensation COI
STATE AND FEDERAL NON-PROFIT DETERMINATION LETTER. All organizations MUST have approved non-profit status from the State of California and Federal Tax Identification Number at time of application. Non-compliant applicants will be disqualified.	☑	IRS Determination Letter State Determination Letter
Certified Audit and/or Certified Financial Statements	☑	Audited Financial Statement
REQUIRED FOR CDBG ONLY - If requesting Capital Funding, please upload your Capital expenditure budget (your own format is acceptable)		
REQUIRED FOR CDBG ONLY - Personnel Policies Including Affirmative Action Plan and Grievance Procedure		Personnel Policies
REQUIRED FOR CDBG ONLY - Agency Audit Requirements and Copy of Last Audit Highlighting "Findings" Section		Audit Requirements
REQUIRED FOR CDBG ONLY - Articles of Incorporation and Bylaws		Articles of Incorporation By Laws
REQUIRED FOR CDBG ONLY - Conflict of Interest Statement (if not included in Bylaws)		Conflict of Interest Statement
REQUIRED FOR CDBG ONLY - AGENCY'S LIMITED ENGLISH PROFICIENCY LANGUAGE ACCESS PLAN (LEP/LAP). Must include outreach to limited English speaking residents to encourage access to services & housing. Include what access		Language Access Plan

accommodations are used.	
REQUIRED FOR CDBG ONLY - LEVERAGING REPORT- this is due with the 2nd quarter report no later than January 15th	
Supporting Documents such as Agency Strategic Plan, Needs Assessment, etc. (Not Required)	
Other Supporting Documents (Not Required)	

** ZoomGrants™ is not responsible for the content of uploaded documents.*

Application ID: 459733

Become a fan of ZoomGrants™ on Facebook
Problems? Contact us at Questions@ZoomGrants.com
©2002-2024 GrantAnalyst.com. All rights reserved.
"ZoomGrants" and the ZoomGrants logo are trademarks of GrantAnalyst.com, LLC.
Logout | Browser

DUBLIN
CALIFORNIA
Powered by ZoomGrants™ and

City of Dublin
PCS - Human Services Division
City of Dublin, Fiscal Year 2024-25, Human Services Grant Program
Deadline: 1/19/2024

Lions Center for the Visually Impaired

Dublin Seniors Vision Health

Jump to: Organization Information Questions Budget Documents

USD$ 7,500.00 Requested

Submitted: 1/6/2024 7:51:12 PM (Pacific)

Project Contact
Yolanda Braxton
ybraxton@lcvi.org
Tel: 925-432-3013

Additional Contacts
none entered

Lions Center for the Visually Impaired

175 Alvarado Avenue
Pittsburg, CA 94565
United States

Executive Director
Yolanda Braxton
ybraxton@lcvi.org

Telephone 925-432-3013
Fax 925-432-7014
Web www.LCVI.org

Organization Information *top*

1. Business License Number
BL-114796

Questions *top*

1. Select the category that best describes your organization:
(Select only one.)
- [x] Non-Profit
- [ ] Public Agency
- [ ] Other:

2. Please describe your agency's mission (no more than 3 sentences or 250 characters).
Our Mission is to preserve vision, foster independence and enhance the quality of life for adults who are blind or at risk for vision impairments and to serve as a trusted source of information and expertise on blindness in the community.

3. Select the category that best describes the project:
(Select only one. For Capital Projects, please contact City Staff ahead of the grant application submission to review additional requirements including the Davis-Bacon/Fair Labor Standards Act)
- [ ] Capital Project
- [x] Public Service Program or Project

4. Is this a "new" service, program, project or activity? "New" is identified as not yet started, implemented or in operation.

- [ ] Yes
- [x] No

5. Provide a brief summary of the program/project for which your agency is seeking funding (No more than three sentences. This text will be used widely during the review and implementation process to describe your project).
Dublin Seniors Vision Health will provide supportive services to seniors who are blind and visually impaired in City of Dublin.

6. Describe the challenges, needs, or service gaps in Dublin your program/project addresses. If you do not receive funding, what would the impact be? (You should reference Dublin demographics, statistics, and reports to make your case.)
It is extremely difficult for older adults to maintain their health if they are unable to see well enough to read labels on their medication, prepare meals safely or get themselves to medical appointments. Based on statistics from the American Institute for the Blind as well as data from the US Census, we estimate at least 790 seniors in the city of Dublin are living with significant visual impairment-impairments; severe enough to need training in orientation, mobility, and independent living skills in order to maintain their independence and quality of life. The number of blind adults is expected to increase dramatically in the next five to ten years as the population ages. In fact, the Federal Department of Rehabilitation, Older Adults who are Blind estimates that there will be a 200% increase in blindness in adults 65 and older. This increase is borne out in a rising demand for the services we provide and is reflected in our service statistics. With targeted outreach efforts we have made and will continue to make significant strides in serving more Native Americans, Hispanics/Latinos Americans, Asian Americans, and African Americans; in the next several years we would like to expand our targeted outreach to include more cultural-ethnic groups, as well as LGBTQ+, Veterans, and Homeless as they make up a significant part of the population. We have conducted and will continue to focus our outreach efforts with a focus on vulnerable seniors with vision disabilities.

7. Estimate the total number of UNDUPLICATED Dublin residents to be served by this project.
(UNDUPLICATED means client is counted only once regardless of number of services received in a year.)
15

8. Which of the 14 Areas of Concern identified in the Eastern County 2011 Needs Assessment Report does your project identify with? Projects should meet the selected Areas of Concerns as well as helps the City of Dublin archive its Vision Statement that was included in its 2022 Strategic Plan.
The mission and vision statements are available online at www.dublin.ca.gov/1956/Application-Requirements-Process

- [ ] Behavioral Health (mental health and substance abuse)
- [ ] Affordable Housing
- [ ] Health Care (including dental)
- [ ] Workforce Development
- [ ] Homelessness
- [ ] Transportation Services and Access
- [ ] Domestic Violence and Child Abuse
- [x] Disabilities
- [ ] Food and Nutrition
- [x] Senior Services
- [ ] Youth Services
- [ ] Child Care, Early Childhood Development and Education
- [ ] Changing Demographics and Growing Diversity
- [ ] Financial Assistance
- [ ] None of the Above

9. Describe in detail how Dublin grant funds will be used for this project. If the funds are used for staffing, be sure to provide specific details on the number and types of positions being funded. (If capital funding is being requested, this narrative should include a detailed project scope and project timeline. The scope of work should include any land tenure issues. Additional documentation include designs, site plans, etc. can be attached later in the "Documents" tab.)
(What specifically will the grant funds be used for?)
Funds will be used to expand our vision health services throughout the city of Dublin, specifically for staffing. The following staff will administer the Dublin Seniors Vision Health program:

Executive Director
Manager of Operations
Orientation & Access Services Manager
EDP Vision Screening Coordinator
Activities & Marketing Coordinator

Vision Health Outreach Senior Specialist
Office Administrator

Our professional staff (orientation and mobility teacher and outreach/vision specialist) provide one-on-one in-home assessment, orientation and training to adults with vision impairments helping them to make the best possible adjustment to their vision loss so that they regain or maintain independence and dignity for as long as possible. Practical, professional help includes teaching clients how to shop and cook safely so they can maintain good nutrition, training them to use white canes and public transit to cross streets and travel safely in their community, teaching them how to manage their medications even when they are unable to see the labels, provide visual aids (such as lighted hand magnifiers), giving them instructions in adaptive living skills such as personal grooming, housekeeping, and financial management and linking them to peer support groups, and activities so they can maintain good mental and emotional health. Staff and outreach materials in Spanish, Chinese, Punjabi, Tagalog ensure that services are culturally appropriate and accessible for those with limited English. When a person loses their vision they tend to stay at home where they feel safe. The idea of leaving their home is very frightening, but social isolation and inactivity often leads to boredom, depression, and self-hurt. In addition to home visits by our staff we also regularly sponsor group classes and activities in order to meet our clients' need for recreation and socialization and even provide clients with vouchers for free transit to encourage their participation. These activities include one adult day program tailored for the visually impaired and other programs such as arts & crafts and exercise and field trips. Our center sponsors Support/Discussion groups by professionals (our own staff) at sites throughout the city to help clients share their personal fears, anger and frustration and receive practical tips and support from their peers.

10. Describe how you will measure the effectiveness of this program/project. Describe your criteria for success. What results do you expect to have achieved at the end of this grant?
The goal of Dublin Seniors Vision Health, indeed all our services is to preserve functional eyesight and prevent further vision loss, foster independence and safety for visually impaired seniors and improve their quality of life. We know that our services are successful with our target population as it shows in our quantitative and qualitative evaluation process, and with feedback from our consumers.

11. The City Council updated Dublin's Mission, Vision, and Values in 2020 to include Inclusivity, Diversity and Equity. How does your project further these values?
The full statements are available at www.dublin.ca.gov/72/mission-vision
From reflections on our Board of Directors, to staff, to the community we serve, LCVI has always embraced all who are in need of our supportive services. We ensure that our outreach efforts are reflective of the population we serve and that our high quality services from one-on-one to print materials and excursions reflect the cultural needs of the population. We serve with kindness and provide all of our resources free of charge to benefit those who are experiencing financial insecurity.

12. For the Fiscal Year 2024-2025 Human Services Grant Cycle, additional funding may be available through the City's American Rescue Plan Act allocation. Organizations that are eligible for this funding must provide services that are responding to the economic and public health impacts of the COVID-19 Pandemic. If applicable, please describe how your organization's programs and services directly respond to negative economic or public health impacts of the COVID-19 Pandemic.
Enter "NA" if not eligible.
As an organization we have experienced the impact of the COVID-19 pandemic. As a result, our services are hybrid, thus if any senior choose to utilize onsite or virtual options, both are available, and they are still able to have their vision health needs met.

Post-pandemic, we continue to manage the most frequent and consistent barriers encountered for seniors who are blind and/or with visual impairments, including fear, transportation and lack of resources. Older adults often have mobility issues and other age-related challenges in addition to their visual impairment. This makes them fearful of venturing outside their own home, let alone traveling to an unfamiliar community. The paratransit systems in place are often inadequate and inconvenient. Despite offering free transportation to activities at LCVI facility, we have had limited success (although it has increased) in getting consumers from distant communities to come to our facility in Pittsburg for services. We have experienced greater success by bringing services to consumers in their homes. This is what sets us apart from other agencies and what has led to our success in serving the target population for in our program throughout the pandemic and beyond.

Additionally, members of our target population are often not tech-savvy and are frequently afraid to try something new or are unable to develop new patterns of behavior. We have found that lots of patience on the part of staff is required to help consumers through the steep learning curve. This was most notable during the COVID-19 pandemic where we were able to successfully transition our consumers into virtual services.

Lastly, the issue of insufficient resources continues to hinder us. The demand for our services grows every year as the Baby Boomers enter their senior years. The additional ARPA funds we may receive will allow much needed service expansion.

13. ** QUESTIONS 14 THROUGH 24 ARE FOR THOSE ORGANIZATIONS INTERESTED IN APPLYING FOR FEDERAL COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) FUNDING ONLY. ** Are you are interested in applying for

CDBG funds?

- [x] Yes. If so, check box here and answer questions 14 through 25.
- [ ] No. If no, check box here and enter NA
- [ ] Don't know. If you are unsure, please call City staff at (925) 833-6645.

14. CDBG ONLY- Explain your Limited English Proficiency/Language Access Plan (LEP/LAP). How does your agency outreach to limited English speaking residents to encourage access to services? What access accommodations are used? Etc. Provide detail

Please enter "N/A" if you are not interested in qualifying for CDBG funding.

Our organization engages in an annual multi-cultural Outreach Campaign. This includes use of social and traditional media. We utilize multiple languages in print to engage in Outreach that is Residential, Faith-Based Organization Postcard related, Public Transportation (i.e., BART, Bus), Billboard and Reader Boards, Cell Phone Adverts, etc. Engagement with multiple senior centers, senior residential facilities, and community centers all are included.

15. CDBG ONLY - Identify at least one HUD Guiding Principle that relates to your project:

- [x] Be culturally accessible, appropriate and inclusive
- [x] Encourage community engagement and involvement
- [ ] Promote energy and resource efficiency
- [ ] Encourage networking and information sharing across service providers
- [ ] Encourage process streamlining
- [ ] Consolidate service delivery
- [ ] Not Applicable. Not interested in CDBG funding.

16. CDBG ONLY - Identify at least HUD Consolidated Plan Goal that relates to your project:

(Select Category and Applicable Goals)

- [ ] A) Housing
- [ ] Goal 1: Promote the production, rehabilitation, and preservation of affordable housing (rental and ownership) through acquisition, rehabilitation, new construction, and minor repair.
- [ ] Goal 2: Reduction of housing discrimination through provision of fair housing and tenant/landlord services.
- [ ] Goal 3: Use resources to assist low-income residents make rental assistance payments in response to Covid-19.
- [ ] B) Homeless
- [ ] Goal 1: Use resource to end homelessness by funding and supporting homeless service programs.
- [ ] C) Supportive Housing
- [ ] Goal 1: Increase the availability of services enriched housing for persons with special needs by supporting acquisition and new construction of housing units.
- [ ] D) Community Development
- [ ] Goal 1: Make improvements, including ADA accessibility and rehabilitation to public facilities, such as curbs and sidewalks, neighborhood parks and recreational improvements, homeless facilities and other public facilities/community centers.
- [ ] Goal 2: Fund economic development, micro-enterprise, and on-the-job training.
- [x] Goal 3: Support public service programs for low income residents, preserving safety net services for families and individuals who are vulnerable or
- [ ] F) Not Applicable. Not interested in CDBG funding.

17. CDBG ONLY - Identify at least one HUD Strategic Goal that relates to your project:

- [x] Public Services
- [ ] Public Facilities
- [ ] Rental Assistance
- [ ] Affordable Housing
- [ ] Increase Opportunities for 1st Time Homebuyers
- [ ] Promote Decent Affordable Rental Housing
- [x] Strengthen Communities
- [ ] Ensure Equal Opportunity in Housing
- [ ] Reduce Housing Discrimination
- [x] Promote Participation of Grass-Roots, Faith-Based, and other Community-Based Organizations
- [ ] Not Applicable. Not interested in CDBG funding.

18. CDBG ONLY - Select one HUD Objective that relates to your project:
(TIP: When selecting an objective ask yourself, "What is the purpose of the activity? What is the larger community need that I am seeking to address?")

- [x] Creating a Suitable Living Environment
- [ ] Providing Decent Affordable Housing
- [ ] Creating Economic Opportunities
- [ ] Not Applicable. Not interested in CDBG funding.

19. CDBG ONLY - Select one HUD Outcome that relates to your project:
(TIP: When selecting an outcome ask yourself, "What type of change or result am I seeking?")

- [x] Availability/Accessibility
- [ ] Affordability
- [ ] Sustainability
- [ ] Not Applicable. I am not interested in qualifying for CDBG funding.

20. CDBG ONLY - Select one HUD Specific Indicator that relates to your project:

- [ ] Public facility or infrastructure: This indicator shows the number of persons that have been assisted by public facility or infrastructure activities that provide individuals with new or improved access to the facility or infrastructure. If the activity was used to meet a quality standard or to measurably improve quality, then this indicator will report the number of household units that no longer have access to a substandard service.
- [x] Public Service: This indicator shows the number of persons that have been assisted with new or improved access to a service. If the activity was used to meet a quality standard or to measurably improve quality, then this indicator will report the number of persons that no longer have access to a substandard service.
- [ ] Targeted revitalization: This indicator shows a range of outcomes such as jobs created and retained, businesses assisted, low- and moderate-income persons and households served, slum/blight demolition, number of acres of brownfields remediated, etc. in a targeted area.
- [ ] Commercial facade treatments or business building rehabilitation: This indicator shows the number of commercial facade treatments undertaken and the number of business buildings that were rehabilitated.
- [ ] Brownfields remediated: This indicator shows the number of acres of brownfields that were remediated.
- [ ] Rental units constructed: This indicator shows the number of affordable rental units created, as well as the number of years of affordability, number of units occupied by the elderly, and those units designated for chronically homeless persons and persons with HIV/AIDS.
- [ ] Rental units rehabilitated: This indicator shows the number of affordable rental units rehabilitated as well as the number of years of affordability, units for chronically homeless persons, elderly persons, and persons with HIV/AIDS.
- [ ] Homeownership units constructed or acquired with rehabilitation: This indicator shows the total number of homeownership units constructed, acquired, and/or acquired with rehabilitation per activity. This includes total number of affordable units, number of years of affordability, Energy Star qualified units, section 504 accessible units, and number of households previously living in subsidized housing. In addition, data will be collected on the number of units occupied by the elderly, number of units designated for persons with HIV/AIDS, and number of units for the chronically homeless.
- [ ] Owner occupied units rehabilitated: This indicator shows the total number of owner occupied units rehabilitated, including the number of these units occupied by the elderly, number of units designated for persons with HIV/AIDS, and number of units for the chronically homeless.
- [ ] Direct financial assistance to homebuyers: This indicator shows the number of homebuyers receiving direct financial assistance, housing counseling, and down payment assistance/closing costs.
- [ ] Tenant Based Rental Assistance (TBRA): This indicator shows the total number of households receiving TBRA as well as the number with short-term rental assistance (less than 12 months) and the number of homeless and chronically homeless households assisted.
- [ ] Homeless shelters: This indicator shows the number of homeless persons given overnight shelter.
- [ ] Emergency housing: This indicator shows the number of beds created in an overnight shelter or other emergency housing.
- [ ] Homeless prevention: This indicator shows the number of households that received emergency financial assistance to prevent homelessness and emergency legal assistance to prevent homelessness.
- [ ] Jobs created: Of the total number of jobs created, this indicator shows the number of jobs that have employee-sponsored health care, the types of jobs created (using Economic Development Administration (EDA) classifications) and the number of persons unemployed before taking the job.
- [ ] Jobs retained: Of the total number of jobs retained, this indicator shows the number of jobs retained, the number of jobs with employer-sponsored health care benefits, and the types of jobs retained (using EDA classifications)
- [ ] Business assistance: This indicator shows the total number of businesses assisted. Specifically, it shows the number of new businesses, existing businesses, and the DUNS number of each business so that HUD can track the number of

new businesses that remain operational for three years after assistance.

- [ ] Businesses providing goods or services: This indicator shows whether an assisted business provides goods or services to meet the needs of the service area, neighborhood, or community, as determined by the grantee.
- [ ] Not Applicable. Not interested in CDBG funding

21. CDBG ONLY - Please choose a common indicator that your agency will use to track clients:
(Select only ONE.)

- [x] Persons
- [ ] Households
- [ ] Not Applicable. Not interested in CDBG funding

22. CDBG ONLY - Based on the common indicator you selected above, please list the number of unduplicated Dublin clients (EITHER Persons OR Households) your agency anticipates serving in each category. If none, please enter "0".

15	Seniors (62 and older)
15	People with Disabilities
	Female-Headed Households
	Youth
	Homeless
	Not Applicable. Not interested in CDBG funding (Type N/A)
30.00	**TOTAL**

23. CDBG ONLY - Based on the common indicator you selected above, please list the number of unduplicated Dublin clients (EITHER Persons OR Households) your agency anticipates serving in each category. If none, please enter "0".
Area Median Income ("AMI") information is available online at www.dublin.ca.gov/1956/Application-Requirements-Process

3	Extremely Low Income (<30% AMI)
5	Very Low Income (30%-50% AMI)
7	Low Income (50%-80% AMI)
	Moderate Income (80%-120% AMI)
15.00	**TOTAL**

24. CDBG ONLY - List the number of clients your agency anticipates serving in race/ethnicity categories. Per HUD, "Hispanic" is an ethnicity, not a race.
The sum entered below must match the total clients entered in Question #9 above. If none, please enter "0"

7	White
2	White + HISPANIC
3	Black/African American
	Black/African American + HISPANIC
3	Asian
	Asian + HISPANIC
	American Indian/Alaskan Native
	American Indian/Alaskan Native + HISPANIC
	Native Hawaiian/Other Pacific Islander
	Native Hawaiian/Other Pacific Islander + HISPANIC
	American Indian/ Alaskan Native and White
	American Indian/ Alaskan Native and White + HISPANIC
	Asian and White
	Asian and White + HISPANIC
	Black/African American and White

	Black/African American and White + HISPANIC
	American Indian/Alaskan Native and Black/African American
	American Indian/Alaskan Native and Black/African American + HISPANIC
	Multi Racial + HISPANIC OR other Multi Racial
	Not Applicable. Not interested in CDBG funding. (Type N/A)
15.00	**TOTAL**

25. If your agency is submitting more than one application or the same agency has different programs within it, please RANK the priority of this application, with number 1 being the highest priority for funding. There should only be one #1 PER AGENCY

- [x] #1 - This program/project has the agency's highest priority for funding.
- [ ] #2 - This program/project has the agency's 2nd highest priority for funding.
- [ ] #3 - This program/project has the agency's 3rd highest priority for funding.
- [ ] #4 - This program/project has the agency's 4th highest priority for funding.
- [ ] #5 - This program/project has the agency's 5th highest priority for funding.
- [ ] #6 - This program/project has the agency's 6th highest priority for funding.
- [ ] If you have more than 6 applications per organization, agency, district or entity, check here.

26. Has your organization or a paid employee of your organization made a political contribution to a current City of Dublin Councilmember or Mayor within the last 12 months? Under Section 84308 of the Political Reform Act, elected officials are prohibited from taking part in an entitlement for use proceedings if the official has received a contribution exceeding $250 from a party or participant in the proceeding within the preceding 12 months. More information can be found on the Fair Political Practices Commission (FPPC website) here: https://www.fppc.ca.gov/learn/pay-to-play-limits-and-prohibitions.

If you answer Yes, it will not disqualify you from the process or impact your application. An additional form will be emailed for you to provide details of the contributions for reporting purposes pursuant to the Political Reform Act.

- [ ] Yes
- [x] No

Budget *top*

Funding Sources/Revenues	Budget Amount	Amount Committed
City of Dublin	USD$ 7,500.00	
DOR-OIB-Title VII	USD$ 139,000.00	USD$ 139,000.00
East Bay Community Foundation	USD$ 12,000.00	USD$ 12,000.00
Wells Fargo Foundation	USD$ 20,000.00	USD$ 20,000.00
San Francisco Foundation	USD$ 100,000.00	USD$ 100,000.00
Shirley Perry Foundation	USD$ 79,000.00	USD$ 79,000.00
SAFE/Senior Assistance Foundation Eastbay	USD$ 139,000.00	USD$ 139,000.00
Mechanics Bank Foundation	USD$ 2,500.00	USD$ 2,500.00
Dermody Properties Foundation	USD$ 2,500.00	USD$ 2,500.00
District 4C3 Lions Club	USD$ 75,000.00	USD$ 75,000.00
Total	**USD$ 576,500.00**	**USD$ 569,000.00**

Funding Uses/Expenses	Budget Amount	Amount Committed
Personnel: Salaries	USD$ 374,000.00	USD$ 374,000.00
Personnel: Benefits	USD$ 45,000.00	USD$ 45,000.00
Operating: Supplies	USD$ 77,000.00	USD$ 77,000.00
Operating: Printing/Copying	USD$ 25,000.00	USD$ 25,000.00
Operating: Postage	USD$ 15,000.00	USD$ 15,000.00
Operating: Telephone	USD$ 15,000.00	USD$ 15,000.00
Operating: Rent & Utilities	USD$ 15,000.00	USD$ 15,000.00
Operating: Accounting/Audit	USD$ 20,000.00	USD$ 20,000.00
Contractual Services	USD$ 45,000.00	USD$ 45,000.00
Total	**USD$ 631,000.00**	**USD$ 631,000.00**

Budget Narrative

Salary support for:
Manager of Operations - Joseph Wise - $57,000 (3% of HHSG funds)
Vision Screening Coordinator - Botanesh Negash- $45,000 (4% of HHSG funds)
Activities & Marketing Coordinator - Richard Grange - $40,320 (5% of HHSG funds)
Vision Health Outreach Coordinator - Marilou Bautista - $40,320 (5% of HHSG funds)
Orientation & Access Manager - Vicki McDaniel - $55,680 (3% of HHSG funds)

Documents *top*

Documents Requested *	Required?	Attached Documents *
Program Expense Budget for ALL Grant Requests	☑	Budget
Financial Information Form for ALL Grant Requests	☑	Financial Template
List of Board of Directors (or governing body) with agency contact information	☑	LCVI Board of Directors
Current Annual Budget for the Entire Agency	☑	Operating Budget
Copy of most recently submitted IRS 990 form or Tax Return (include complete form)	☑	990
Board of Director's (or governing body's) designation of authorized official	☑	Designation Letter
Board of Director's (or governing body's) authorization to request funding (may be same document as one above)	☑	Request Authorization
Proof of insurance carried, including bonding, liability and/or workers' compensation	☑	Insurance Certificates
STATE AND FEDERAL NON-PROFIT DETERMINATION LETTER. All organizations MUST have approved non-profit status from the State of California and Federal Tax Identification Number at time of application. Non-compliant applicants will be disqualified.	☑	State & Federal Letter
Certified Audit and/or Certified Financial Statements	☑	Audit
REQUIRED FOR CDBG ONLY - If requesting Capital Funding, please upload your Capital expenditure budget (your own format is acceptable)		
REQUIRED FOR CDBG ONLY - Personnel Policies Including Affirmative Action Plan and Grievance Procedure		
REQUIRED FOR CDBG ONLY - Agency Audit Requirements and Copy of Last Audit Highlighting "Findings" Section		
REQUIRED FOR CDBG ONLY - Articles of Incorporation and Bylaws		
REQUIRED FOR CDBG ONLY - Conflict of Interest Statement (if not included in Bylaws)		
REQUIRED FOR CDBG ONLY - AGENCY'S LIMITED ENGLISH PROFICIENCY LANGUAGE ACCESS PLAN (LEP/LAP). Must include outreach to limited English speaking residents to encourage access to services & housing. Include what access accommodations are used.		
REQUIRED FOR CDBG ONLY - LEVERAGING REPORT- this is due with the 2nd quarter report no later than January 15th		

Supporting Documents such as Agency Strategic Plan, Needs Assessment, etc. (Not Required)	
Other Supporting Documents (Not Required)	

** ZoomGrants™ is not responsible for the content of uploaded documents.*

Application ID: 458964

Become a fan of ZoomGrants™ on Facebook
Problems? Contact us at Questions@ZoomGrants.com
©2002-2024 GrantAnalyst.com. All rights reserved.
"ZoomGrants" and the ZoomGrants logo are trademarks of GrantAnalyst.com, LLC.
Logout | Browser

DUBLIN
CALIFORNIA
Powered by ZoomGrants™ and

City of Dublin
PCS - Human Services Division
City of Dublin, Fiscal Year 2024-25, Human Services Grant Program
Deadline: 1/19/2024

Love Never Fails

Dublin Street Outreach and Referrals to Transformational Solutions

Jump to: Organization Information Questions Budget Documents

USD$ 25,000.00 Requested

Submitted: 1/19/2024 11:18:49 AM (Pacific)

Project Contact
Vanessa Russell
vanessa@loveneverfailsus.com
Tel: 16507765833

Additional Contacts
none entered

Love Never Fails

6937 Village Parkway
2074
Dublin, CA 94568
United States

Telephone16284009230
Fax
Web www.loveneverfailsus.com

Founding Executive Director
Vanessa Russell
vanessa@loveneverfailsus.com

Organization Information top

1. Business License Number
45-5551029

Questions top

1. Select the category that best describes your organization:
(Select only one.)
- [x] Non-Profit
- [ ] Public Agency
- [ ] Other:

2. Please describe your agency's mission (no more than 3 sentences or 250 characters).
Love Never Fails restores, educates, and protects survivors of human trafficking by providing community-led comprehensive services to those being exploited or at risk of exploitation through integrated housing and wraparound restorative services.

3. Select the category that best describes the project:
(Select only one. For Capital Projects, please contact City Staff ahead of the grant application submission to review additional requirements including the Davis-Bacon/Fair Labor Standards Act)
- [ ] Capital Project
- [x] Public Service Program or Project

4. Is this a "new" service, program, project or activity? "New" is identified as not yet started, implemented or in operation.

- [ ] Yes
- [x] No

5. Provide a brief summary of the program/project for which your agency is seeking funding (No more than three sentences. This text will be used widely during the review and implementation process to describe your project).
In response to the scale of human trafficking (HT) and the number of unhoused people in Dublin, LNF has implemented an intervention strategy to directly reach exploited individuals in the City's top human trafficking spots. Through this strategy, LNF delivers life-changing, trauma-informed, and culturally relevant services and referrals to long-term solutions such as safe housing, therapy, and workforce development, thus breaking the cycle of revictimization. LNF requests $25,000 from the City of Dublin Human Services Grants Program to support these efforts.

6. Describe the challenges, needs, or service gaps in Dublin your program/project addresses. If you do not receive funding, what would the impact be? (You should reference Dublin demographics, statistics, and reports to make your case.)
The relationship between homelessness and vulnerability to HT is strongly correlated, and a lack of adequate housing for those experiencing homelessness is a well-documented problem in Alameda County, including cities like Dublin and Livermore (with a 79% increase in homeless individuals from 2017-2022).

The LNF approach to restorative housing is based on holistic wrap-around services with partnering organizations. This means partnering with community businesses and service providers to provide residents therapy, coaching, classes, and educational opportunities. LNF operates three safe housing options for survivors providing personalized wraparound restorative services.

LNF is one of the only organizations in the county doing outreach to deliver these life-changing services directly to those who need them most. While other organizations provide in-house mental health services, the wait time is up to five weeks. People being trafficked or homeless generally do not have transportation or access to a phone for therapy sessions in order to provide a safe exit strategy; services are needed on the streets where they are.

Without funding, outreach services to unhoused and at-risk individuals in Dublin will impact the number of people our collaborative program is able to serve. According to the San Francisco Chronicle, the number of people experiencing homelessness is quickly rising in the East Bay suburbs like Dublin (https://www.sfchronicle.com/eastbay/article/east-bay-homeless-17179271.php). With only two homeless shelters in the Dublin area, the number of unhoused individuals still needing wraparound services is soaring. The overall effects of homelessness are profound and unhoused individuals are at an increased risk of exposure to diseases, requiring the most expensive publicly-funded services (U.S. Interagency Council on Homelessness), negatively impacting their community's economy. The only long-term solution is individualized care and wraparound services.

7. Estimate the total number of UNDUPLICATED Dublin residents to be served by this project.
(UNDUPLICATED means client is counted only once regardless of number of services received in a year.)
50 unhoused individuals per month for a total of 600 individuals annually.

8. Which of the 14 Areas of Concern identified in the Eastern County 2011 Needs Assessment Report does your project identify with? Projects should meet the selected Areas of Concerns as well as helps the City of Dublin archive its Vision Statement that was included in its 2022 Strategic Plan.
The mission and vision statements are available online at www.dublin.ca.gov/1956/Application-Requirements-Process

- [x] Behavioral Health (mental health and substance abuse)
- [x] Affordable Housing
- [ ] Health Care (including dental)
- [ ] Workforce Development
- [x] Homelessness
- [ ] Transportation Services and Access
- [x] Domestic Violence and Child Abuse
- [ ] Disabilities
- [x] Food and Nutrition
- [ ] Senior Services
- [x] Youth Services
- [ ] Child Care, Early Childhood Development and Education
- [x] Changing Demographics and Growing Diversity
- [x] Financial Assistance
- [ ] None of the Above

9. Describe in detail how Dublin grant funds will be used for this project. If the funds are used for staffing, be sure

to provide specific details on the number and types of positions being funded. (If capital funding is being requested, this narrative should include a detailed project scope and project timeline. The scope of work should include any land tenure issues. Additional documentation include designs, site plans, etc. can be attached later in the "Documents" tab.)

(What specifically will the grant funds be used for?)

LNF's outreach strategy aims to reach 600 at-risk individuals annually through a two-pronged approach: 1) Centralized outreach resources from a human trafficking hot spot, providing harm reduction supplies (showers, bathroom access, clothing), meals and food distribution; and 2) A Mobile Outreach vehicle is dispatched weekly to offer wrap-around services such as family reunification and referrals to long term housing, workforce development, legal services, etc., as well as to distribute harm reduction supplies.

In addition, in some locations, LNF provides Mobile Outreach counseling services, which are instant, on-the-street therapy sessions to help people get off the streets as soon as possible. The goal is to stabilize the individual in crisis and begin to create an appropriate plan for the next steps, including referrals to long-term solutions. Every outreach volunteer and staff member is trained in up-to-date de-escalation methods and trauma-informed therapeutic support specifically tailored to each person's lived experiences and needs.

The following testimonial from a volunteer demonstrates LNF's effectiveness in building trust through this trauma-informed approach: "Alexis, age 17, and her family of eight (including her mom, a toddler, and four-month-old twins) were living in two cars near an LNF outreach location. Every time Alexis would see the LNF van pull up, she would run over with a big smile on her face to help unload supplies. Alexis seemed to look forward to weekly arrivals, and she often requested items like hygiene kits, body wipes, water, snacks, clothes, and toilet tissue. After setting up, she would invite others in the neighborhood to our Mobile Outreach Station. In time, we earned the trust of Alexis and her family. As a result, we have now helped them off the street and on a new journey toward healing with the assistance they so desperately need. This makes outreach well worth it - knowing that we have an opportunity to bring joy and relief to others."

Funds from the Dublin Tri-City Human Services Grant will be used to help staff one full-time outreach manager and one full-time outreach coordinator and provide harm reduction supplies (food, water, toiletries, blankets, access to showers/bathrooms) to unhoused and trafficked people.

10. Describe how you will measure the effectiveness of this program/project. Describe your criteria for success. What results do you expect to have achieved at the end of this grant?

LNF's goal is to reach 600 exploited and unhoused individuals annually (50 individuals per month) and those impacted by human trafficking in Dublin to provide harm reduction resources and supplies, trauma-informed care, counseling, mentoring, family reunification, and long-term stabilization referrals, including safe housing and workforce development. These combined services will ultimately enable these vulnerable individuals to make life-changing decisions.

The projected outcomes of this goal are:

Outcome 1: Increased knowledge about and resources utilized for exiting exploitation.
Who and how many: 50 exploited individuals per month
Timeline: 12 months
Measure: Track the number of people reached, services received, and referrals made.

Outcome 2: Increased access to mental health services
Who and how many: 50 exploited individuals per month
Timeline: 12-months
Measure: Track the number of people reached, services received, and referrals made.

Outcome 3: Receive 600 referrals to long-term stabilization services such as housing, workforce development, and mental health programs provided by LNF and our community partners.
Who and how many: 600 exploited individuals annually
Timeline: 12-months
Measure: Track the number of referrals.

LNF has established clear metrics and goals for each program. We maintain in-depth data collection practices and data-driven evaluations to track a program's effectiveness and make necessary adjustments for continuous improvement. We utilize Salesforce to track key metrics for outreach activities. This includes names, gender, age, services provided, location of the meeting, and outcome of outreach efforts. We maintain strict data management practices, including tracking long-term outcomes and impact.

LNF's programs have a robust track record of consistently meeting the needs of survivors and victims of human trafficking. LNF's safe and transitional housing programs have an 80% completion rate as participants heal, become empowered, and transform their lives through economic sustainability and education. LNF's IT workforce development training experiences have an 89% retention rate, with 61% of graduates securing a paid internship or living wage job within just six months of graduation

11. The City Council updated Dublin's Mission, Vision, and Values in 2020 to include Inclusivity, Diversity and Equity. How does your project further these values?
The full statements are available at www.dublin.ca.gov/72/mission-vision
LNF was founded with diversity, equity, and inclusion (DEI) as a core value. It is central to employee compensation practices, hiring, marketing, program design, volunteer recruitment, fundraising, and service delivery. As a result, 80% of the LNF staff and Board are BIPOC, and 80% are women. Our DEI goals are 1) uphold a diverse blend of gender, religious beliefs, LGBTQIA+ identities, ethnic backgrounds, cultural traditions, socioeconomic statuses, and generational representation to enrich our community. And 2) foster an inclusive environment committed to ongoing education and continuous DEI growth. We track our progress in maintaining these goals by monitoring organizational DEI KPIs and reviewing them at an annual strategic planning meeting. LNF is committed to creating and maintaining a workplace where all employees can participate and contribute to the business's success and are valued for their skills, experience, and unique perspectives.

Additionally, LNF works with law enforcement agencies, community organizations and other stakeholders to combat human trafficking at a systemic level. By advocating for policy changes, raising awareness, and promoting community engagement, the organization aims to create a safer environment for vulnerable individuals and survivors of human trafficking.

12. For the Fiscal Year 2024-2025 Human Services Grant Cycle, additional funding may be available through the City's American Rescue Plan Act allocation. Organizations that are eligible for this funding must provide services that are responding to the economic and public health impacts of the COVID-19 Pandemic. If applicable, please describe how your organization's programs and services directly respond to negative economic or public health impacts of the COVID-19 Pandemic.
Enter "NA" if not eligible.
In the Bay Area, there has been an alarming rise in human trafficking cases since the pandemic. This increase can be attributed to the heightened mental and economic instability experienced by individuals already grappling with poverty and generational trauma. Additionally, multiple policy changes and a general scarcity of resources to address the growing demand for assistance have further exacerbated the situation.

A recent survey conducted by the Center for Disease Control (CDC) during the COVID-19 pandemic revealed that nearly 41% of respondents are grappling with mental health challenges stemming from the crisis. Out of the 5,412 individuals surveyed, 31% reported experiencing symptoms of anxiety or depression, 26% reported symptoms of trauma or stressor-related disorders, 13% reported starting or increasing substance use, and 11% reported seriously considering suicide within the last 30 days.

Furthermore, in addition to these mental health issues, a significant number of Dublin residents face unemployment, under-employment, and Adverse Childhood Experiences (ACES) which cause ongoing trauma. These further exacerbate vulnerabilities during this challenging time. Love Never Fails addresses each need by offering outreach and intervention services to people at risk through counseling, food, clothing, showers, access to bathrooms, and ongoing long-term stabilization referrals, and job training.

13. ** QUESTIONS 14 THROUGH 24 ARE FOR THOSE ORGANIZATIONS INTERESTED IN APPLYING FOR FEDERAL COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) FUNDING ONLY. ** Are you are interested in applying for CDBG funds?

- ☐ Yes. If so, check box here and answer questions 14 through 25.
- ☑ No. If no, check box here and enter NA
- ☐ Don't know. If you are unsure, please call City staff at (925) 833-6645.

14. CDBG ONLY- Explain your Limited English Proficiency/Language Access Plan (LEP/LAP). How does your agency outreach to limited English speaking residents to encourage access to services? What access accommodations are used? Etc. Provide detail
Please enter "N/A" if you are not interested in qualifying for CDBG funding.
N/A

15. CDBG ONLY - Identify at least one HUD Guiding Principle that relates to your project:

- ☐ Be culturally accessible, appropriate and inclusive
- ☐ Encourage community engagement and involvement
- ☐ Promote energy and resource efficiency
- ☐ Encourage networking and information sharing across service providers
- ☐ Encourage process streamlining
- ☐ Consolidate service delivery
- ☑ Not Applicable. Not interested in CDBG funding.

16. CDBG ONLY - Identify at least HUD Consolidated Plan Goal that relates to your project:
(Select Category and Applicable Goals)

- [ ] A) Housing
- [ ] Goal 1: Promote the production, rehabilitation, and preservation of affordable housing (rental and ownership) through acquisition, rehabilitation, new construction, and minor repair.
- [ ] Goal 2: Reduction of housing discrimination through provision of fair housing and tenant/landlord services.
- [ ] Goal 3: Use resources to assist low-income residents make rental assistance payments in response to Covid-19.
- [ ] B) Homeless
- [ ] Goal 1: Use resource to end homelessness by funding and supporting homeless service programs.
- [ ] C) Supportive Housing
- [ ] Goal 1: Increase the availability of services enriched housing for persons with special needs by supporting acquisition and new construction of housing units.
- [ ] D) Community Development
- [ ] Goal 1: Make improvements, including ADA accessibility and rehabilitation to public facilities, such as curbs and sidewalks, neighborhood parks and recreational improvements, homeless facilities and other public facilities/community centers.
- [ ] Goal 2: Fund economic development, micro-enterprise, and on-the-job training.
- [ ] Goal 3: Support public service programs for low income residents, preserving safety net services for families and individuals who are vulnerable or
- [x] F) Not Applicable. Not interested in CDBG funding.

17. CDBG ONLY - Identify at least one HUD Strategic Goal that relates to your project:

- [ ] Public Services
- [ ] Public Facilities
- [ ] Rental Assistance
- [ ] Affordable Housing
- [ ] Increase Opportunities for 1st Time Homebuyers
- [ ] Promote Decent Affordable Rental Housing
- [ ] Strengthen Communities
- [ ] Ensure Equal Opportunity in Housing
- [ ] Reduce Housing Discrimination
- [ ] Promote Participation of Grass-Roots, Faith-Based, and other Community-Based Organizations
- [x] Not Applicable. Not interested in CDBG funding.

18. CDBG ONLY - Select one HUD Objective that relates to your project:

(TIP: When selecting an objective ask yourself, "What is the purpose of the activity? What is the larger community need that I am seeking to address?")

- [ ] Creating a Suitable Living Environment
- [ ] Providing Decent Affordable Housing
- [ ] Creating Economic Opportunities
- [x] Not Applicable. Not interested in CDBG funding.

19. CDBG ONLY - Select one HUD Outcome that relates to your project:

(TIP: When selecting an outcome ask yourself, "What type of change or result am I seeking?")

- [ ] Availability/Accessibility
- [ ] Affordability
- [ ] Sustainability
- [x] Not Applicable. I am not interested in qualifying for CDBG funding.

20. CDBG ONLY - Select one HUD Specific Indicator that relates to your project:

- [ ] Public facility or infrastructure: This indicator shows the number of persons that have been assisted by public facility or infrastructure activities that provide individuals with new or improved access to the facility or infrastructure. If the activity was used to meet a quality standard or to measurably improve quality, then this indicator will report the number of household units that no longer have access to a substandard service.
- [ ] Public Service: This indicator shows the number of persons that have been assisted with new or improved access to a service. If the activity was used to meet a quality standard or to measurably improve quality, then this indicator will report the number of persons that no longer have access to a substandard service.
- [ ] Targeted revitalization: This indicator shows a range of outcomes such as jobs created and retained, businesses assisted, low- and moderate-income persons and households served, slum/blight demolition, number of acres of

brownfields remediated, etc. in a targeted area.

- [ ] Commercial facade treatments or business building rehabilitation: This indicator shows the number of commercial facade treatments undertaken and the number of business buildings that were rehabilitated.
- [ ] Brownfields remediated: This indicator shows the number of acres of brownfields that were remediated.
- [ ] Rental units constructed: This indicator shows the number of affordable rental units created, as well as the number of years of affordability, number of units occupied by the elderly, and those units designated for chronically homeless persons and persons with HIV/AIDS.
- [ ] Rental units rehabilitated: This indicator shows the number of affordable rental units rehabilitated as well as the number of years of affordability, units for chronically homeless persons, elderly persons, and persons with HIV/AIDS.
- [ ] Homeownership units constructed or acquired with rehabilitation: This indicator shows the total number of homeownership units constructed, acquired, and/or acquired with rehabilitation per activity. This includes total number of affordable units, number of years of affordability, Energy Star qualified units, section 504 accessible units, and number of households previously living in subsidized housing. In addition, data will be collected on the number of units occupied by the elderly, number of units designated for persons with HIV/AIDS, and number of units for the chronically homeless.
- [ ] Owner occupied units rehabilitated: This indicator shows the total number of owner occupied units rehabilitated, including the number of these units occupied by the elderly, number of units designated for persons with HIV/AIDS, and number of units for the chronically homeless.
- [ ] Direct financial assistance to homebuyers: This indicator shows the number of homebuyers receiving direct financial assistance, housing counseling, and down payment assistance/closing costs.
- [ ] Tenant Based Rental Assistance (TBRA): This indicator shows the total number of households receiving TBRA as well as the number with short-term rental assistance (less than 12 months) and the number of homeless and chronically homeless households assisted.
- [ ] Homeless shelters: This indicator shows the number of homeless persons given overnight shelter.
- [ ] Emergency housing: This indicator shows the number of beds created in an overnight shelter or other emergency housing.
- [ ] Homeless prevention: This indicator shows the number of households that received emergency financial assistance to prevent homelessness and emergency legal assistance to prevent homelessness.
- [ ] Jobs created: Of the total number of jobs created, this indicator shows the number of jobs that have employee-sponsored health care, the types of jobs created (using Economic Development Administration (EDA) classifications) and the number of persons unemployed before taking the job.
- [ ] Jobs retained: Of the total number of jobs retained, this indicator shows the number of jobs retained, the number of jobs with employer-sponsored health care benefits, and the types of jobs retained (using EDA classifications)
- [ ] Business assistance: This indicator shows the total number of businesses assisted. Specifically, it shows the number of new businesses, existing businesses, and the DUNS number of each business so that HUD can track the number of new businesses that remain operational for three years after assistance.
- [ ] Businesses providing goods or services: This indicator shows whether an assisted business provides goods or services to meet the needs of the service area, neighborhood, or community, as determined by the grantee.
- [x] Not Applicable. Not interested in CDBG funding

21. CDBG ONLY - Please choose a common indicator that your agency will use to track clients:
(Select only ONE.)

- [ ] Persons
- [ ] Households
- [x] Not Applicable. Not interested in CDBG funding

22. CDBG ONLY - Based on the common indicator you selected above, please list the number of unduplicated Dublin clients (EITHER Persons OR Households) your agency anticipates serving in each category. If none, please enter "0".

	Seniors (62 and older)
	People with Disabilities
	Female-Headed Households
	Youth
	Homeless
N/A	Not Applicable. Not interested in CDBG funding (Type N/A)
0.00	**TOTAL**

23. CDBG ONLY - Based on the common indicator you selected above, please list the number of unduplicated

Dublin clients (EITHER Persons OR Households) your agency anticipates serving in each category. If none, please enter "0".

Area Median Income ("AMI") information is available online at www.dublin.ca.gov/1956/Application-Requirements-Process

0	Extremely Low Income (<30% AMI)
0	Very Low Income (30%-50% AMI)
0	Low Income (50%-80% AMI)
0	Moderate Income (80%-120% AMI)
0.00	**TOTAL**

24. CDBG ONLY - List the number of clients your agency anticipates serving in race/ethnicity categories. Per HUD, "Hispanic" is an ethnicity, not a race.

The sum entered below must match the total clients entered in Question #9 above. If none, please enter "0"

	White
	White + HISPANIC
	Black/African American
	Black/African American + HISPANIC
	Asian
	Asian + HISPANIC
	American Indian/Alaskan Native
	American Indian/Alaskan Native + HISPANIC
	Native Hawaiian/Other Pacific Islander
	Native Hawaiian/Other Pacific Islander + HISPANIC
	American Indian/ Alaskan Native and White
	American Indian/ Alaskan Native and White + HISPANIC
	Asian and White
	Asian and White + HISPANIC
	Black/African American and White
	Black/African American and White + HISPANIC
	American Indian/Alaskan Native and Black/African American
	American Indian/Alaskan Native and Black/African American + HISPANIC
	Multi Racial + HISPANIC OR other Multi Racial
N/A	Not Applicable. Not interested in CDBG funding. (Type N/A)
0.00	**TOTAL**

25. If your agency is submitting more than one application or the same agency has different programs within it, please RANK the priority of this application, with number 1 being the highest priority for funding. There should only be one #1 PER AGENCY

- [x] #1 - This program/project has the agency's highest priority for funding.
- [ ] #2 - This program/project has the agency's 2nd highest priority for funding.
- [ ] #3 - This program/project has the agency's 3rd highest priority for funding.
- [ ] #4 - This program/project has the agency's 4th highest priority for funding.
- [ ] #5 - This program/project has the agency's 5th highest priority for funding.
- [ ] #6 - This program/project has the agency's 6th highest priority for funding.
- [ ] If you have more than 6 applications per organization, agency, district or entity, check here.

26. Has your organization or a paid employee of your organization made a political contribution to a current City of Dublin Councilmember or Mayor within the last 12 months? Under Section 84308 of the Political Reform Act, elected officials are prohibited from taking part in an entitlement for use proceedings if the official has received a contribution exceeding $250 from a party or participant in the proceeding within the preceding 12 months. More information can be found on the Fair Political Practices Commission (FPPC website) here: https://www.fppc.ca.gov/learn/pay-to-play-limits-and-prohibitions.

If you answer Yes, it will not disqualify you from the process or impact your application. An additional form will be emailed for you to provide details of the contributions for reporting purposes pursuant to the Political Reform Act.

- [ ] Yes
- [x] No

Budget *top*

Funding Sources/Revenues	Budget Amount	Amount Committed
Tri-City Human Services Grant - City of Dublin	USD$ 25,000.00	USD$ 0.00
Total	**USD$ 25,000.00**	**USD$ 0.00**

Funding Uses/Expenses	Budget Amount	Amount Committed
Outreach Manager	USD$ 8,000.00	USD$ 8,000.00
Outreach Coordinator	USD$ 8,000.00	USD$ 8,000.00
Payroll Tax & Benefits	USD$ 3,504.00	USD$ 3,504.00
Outreach Supplies	USD$ 5,496.00	USD$ 5,496.00
Total	**USD$ 25,000.00**	**USD$ 25,000.00**

Budget Narrative

The City of Dublin's generous investment of $25,000 will contribute to staff support (100% direct program cost) and harm reduction supplies.

More specifically, costs include:
Outreach Manager $ 8,000.00 .11 FTE
Outreach Coordinator $ 8,000.00 .18 FTE
Payroll Tax & Benefits @ 21.9% (Workers Comp - 3%, Unemployment - .25%, FICA - 7.65%, Medical 11%) $ 3,504.00
Outreach supplies $5,496 for water, food, toiletries, bippy bags, wipes.

Documents *top*

Documents Requested *	Required?	Attached Documents *
Program Expense Budget for ALL Grant Requests	[x]	LNF Dublin Outreach Budget
Financial Information Form for ALL Grant Requests	[x]	LNF Financial Form
List of Board of Directors (or governing body) with agency contact information	[x]	LNF BOD
Current Annual Budget for the Entire Agency	[x]	LNF 2023 Annual Budget
Copy of most recently submitted IRS 990 form or Tax Return (include complete form)	[x]	LNF 990
Board of Director's (or governing body's) designation of authorized official	[x]	LNF BOD Designation
Board of Director's (or governing body's) authorization to request funding (may be same document as one above)	[x]	LNF BOD Designation for Funding
Proof of insurance carried, including bonding, liability and/or workers' compensation	[x]	Proof of Insurance
STATE AND FEDERAL NON-PROFIT DETERMINATION LETTER. All organizations MUST have approved non-profit status from the State of California and Federal Tax Identification Number at time of application. Non-compliant applicants will be disqualified.	[x]	LNF State IRS Letter LNF IRS Letter
Certified Audit and/or Certified Financial Statements	[x]	LNF Audited Financials
REQUIRED FOR CDBG ONLY - If requesting Capital		

Funding, please upload your Capital expenditure budget (your own format is acceptable)	
REQUIRED FOR CDBG ONLY - Personnel Policies Including Affirmative Action Plan and Grievance Procedure	
REQUIRED FOR CDBG ONLY - Agency Audit Requirements and Copy of Last Audit Highlighting "Findings" Section	
REQUIRED FOR CDBG ONLY - Articles of Incorporation and Bylaws	
REQUIRED FOR CDBG ONLY - Conflict of Interest Statement (if not included in Bylaws)	
REQUIRED FOR CDBG ONLY - AGENCY'S LIMITED ENGLISH PROFICIENCY LANGUAGE ACCESS PLAN (LEP/LAP). Must include outreach to limited English speaking residents to encourage access to services & housing. Include what access accommodations are used.	
REQUIRED FOR CDBG ONLY - LEVERAGING REPORT- this is due with the 2nd quarter report no later than January 15th	
Supporting Documents such as Agency Strategic Plan, Needs Assessment, etc. (Not Required)	
Other Supporting Documents (Not Required)	LNF Outreach Overview

** ZoomGrants™ is not responsible for the content of uploaded documents.*

Application ID: 459439

Become a fan of ZoomGrants™ on Facebook
Problems? Contact us at Questions@ZoomGrants.com
©2002-2024 GrantAnalyst.com. All rights reserved.
"ZoomGrants" and the ZoomGrants logo are trademarks of GrantAnalyst.com, LLC.
Logout | Browser

DUBLIN
CALIFORNIA
Powered by ZoomGrants™ and

City of Dublin
PCS - Human Services Division
City of Dublin, Fiscal Year 2024-25, Human Services Grant Program
Deadline: 1/19/2024

Narika

Culturally Responsive Domestic Violence Intervention & Prevention Services

Jump to: Organization Information Questions Budget Documents

USD$ 13,141.00 Requested

Submitted: 1/19/2024 3:19:45 PM (Pacific)

Project Contact
Shailaja Dixit
narika@narika.org
Tel: 9256999012

Additional Contacts
none entered

Narika

P O Box 1708
Fremont, CA 94538

Executive Director
Shailaja Dixit
shailaja@narika.org

Telephone5104446068
Fax
Web https://www.narika.org

Organization Information top

1. Business License Number
94-3162871

Questions top

1. Select the category that best describes your organization:
(Select only one.)
- [x] Non-Profit
- [ ] Public Agency
- [ ] Other:

2. Please describe your agency's mission (no more than 3 sentences or 250 characters).
Narika's mission is to promote women's independence, economic empowerment and well-being by helping domestic violence survivors with advocacy, support and education. Narika specializes in supporting South Asian & immigrant survivors of domestic violence.

3. Select the category that best describes the project:
(Select only one. For Capital Projects, please contact City Staff ahead of the grant application submission to review additional requirements including the Davis-Bacon/Fair Labor Standards Act)
- [ ] Capital Project
- [x] Public Service Program or Project

4. Is this a "new" service, program, project or activity? "New" is identified as not yet started, implemented or in

operation.

- [ ] Yes
- [x] No

5. Provide a brief summary of the program/project for which your agency is seeking funding (No more than three sentences. This text will be used widely during the review and implementation process to describe your project).
Narika seeks funding to boost the awareness and impact of our culturally responsive services for Dublin residents. We request support for our in-person Tri Valley 'Saheli' support group that was initiated in Dublin last year as well as funding to enhance outreach and education for Dublin residents about the availability of Narika's culturally responsive services. We are also requesting funds to host two community wide information sessions for SAPHAL, Narika's Parenting Curriculum, developed under our Violence Prevention Program.

6. Describe the challenges, needs, or service gaps in Dublin your program/project addresses. If you do not receive funding, what would the impact be? (You should reference Dublin demographics, statistics, and reports to make your case.)
According to the 2020 Census, Dublin is over 50% Asian and 40% foreign-born, a dramatic increase over the last few decades. And yet, the domestic violence movement has not diversified to meet the demand for culturally responsive services.

Approximately ~40% of South Asian women in the U.S. report intimate partner violence—higher than the national average at 25%. They also experience unique forms of abuse, such as immigration-related (26%) and in-laws related (19%), and and a higher rate of physical abuse (48%), attesting to the need for culturally & linguistically responsive services from advocates who understand these complexities. According to a Michigan State University study, "Asian victims…were at least 4x less likely to use mental health services" than other groups. They also underreport domestic violence significantly.

According to the Dept. of Justice, there has been a 147% increase in domestic violence calls since 2013 in Dublin. Almost half involved a weapon, such as a firearm.
Given these statistics, there is a great need to grow awareness of our culturally responsive intervention services among Dublin residents. Narika requests funding to provide year long sustained outreach and flyering in Dublin. We also request funds for our Tri-Valley 'Saheli' support group that is conducted weekly in Dublin. We further request funding for two informational workshops in Dublin on Narika's Parenting Curriculum, SAPHAL, designed to break future pathways to violence. Without funding, domestic violence survivors will remain under-served or unserved and cycles of inter-generational trauma will continue. Without funding we also may not be able to provide nourishment in our groups, which is critical to promote healing, community and wellness.
Narika served 11 survivors in 2023 from Dublin and 30 survivors from the Tri-Valley area overall.

7. Estimate the total number of UNDUPLICATED Dublin residents to be served by this project.
(UNDUPLICATED means client is counted only once regardless of number of services received in a year.)
We expect to serve a total of 350 unduplicated Dublin residents through quarterly outreach campaigns, Narika services (referred by our outreach), 15 in-person support group sessions, and 2 parenting (SAPHAL) education sessions.

8. Which of the 14 Areas of Concern identified in the Eastern County 2011 Needs Assessment Report does your project identify with? Projects should meet the selected Areas of Concerns as well as helps the City of Dublin archive its Vision Statement that was included in its 2022 Strategic Plan.
The mission and vision statements are available online at www.dublin.ca.gov/1956/Application-Requirements-Process

- [x] Behavioral Health (mental health and substance abuse)
- [ ] Affordable Housing
- [ ] Health Care (including dental)
- [ ] Workforce Development
- [ ] Homelessness
- [ ] Transportation Services and Access
- [x] Domestic Violence and Child Abuse
- [ ] Disabilities
- [x] Food and Nutrition
- [ ] Senior Services
- [ ] Youth Services
- [ ] Child Care, Early Childhood Development and Education
- [x] Changing Demographics and Growing Diversity
- [ ] Financial Assistance
- [ ] None of the Above

9. Describe in detail how Dublin grant funds will be used for this project. If the funds are used for staffing, be sure to provide specific details on the number and types of positions being funded. (If capital funding is being requested, this narrative should include a detailed project scope and project timeline. The scope of work should include any land tenure issues. Additional documentation include designs, site plans, etc. can be attached later in the "Documents" tab.)

(What specifically will the grant funds be used for?)

Funds will cover the following:

(1) Our in-person Tri-Valley 'Saheli' ('Girlfriend' in Hindi) Support Group which provides a culturally responsive space for survivors of domestic violence to process, share and heal. This is an intervention model that we have practiced for years that offers South Asian, immigrant and all survivors of abuse/violence a safe space to nurture community, foster self-care and mutual support, and learn grounding self-care techniques. The support group builds a space for conversation, self-examination, and connection through crafts, book discussions, mindfulness activities, movie nights, and breathing exercises & stretches. The support group occasionally also invites therapists and speakers to provide psychoeducation on subjects like coping with anxiety, grief, loss, building self esteem as well as self care. The support group is facilitated by Narika's Contra Costa Advocate (funded by other sources) and our trained direct service volunteers, as well as supervised by Narika's Executive Director. We request funding ($1550) for fresh food and nourishment for 15 sessions and 4 psychoeducation sessions with a bilingual therapist. All sessions provide chai, hot food, and other refreshments as offering food is necessary to welcome and support healing in our culture. It also ensures that survivors struggling to meet basic needs are able to gain crucial nutrition. We estimate our Dublin in-person support group sessions will serve 5-10 Dublin residents.

(2) In-person culturally responsive info sessions in Dublin about our South Asian Parents & Caregivers Heal & Learn (SAPHAL) Parenting & Domestic Violence Prevention Program. SAPHAL creates safe spaces for parents & caregivers to learn with each other and build a community of care that promotes healthy relationships. For this project, it would take the form of two info sessions in Dublin sharing the details of the culturally responsive curriculum we have developed, covering topics like boundary setting, emotional regulation, praise and apology, self-compassion and more. Participants will be invited to access workbooks, videos and podcast episodes on healthy parenting and relationship-building as part of our effort to prevent domestic violence across multiple generations. All SAPHAL programming is backed by evidence-based practices and developed in collaboration with Sangita Biswas, a local bilingual Licensed Marriage and Family Therapist who has extensive experience working with the South Asian community. Narika requests funding ($5000) to support hours for an independent community facilitator, Megha Sharma Narang, and Sangita Biswas to facilitate these workshops and to coordinate food and program materials. These workshops will be supported by Narika's Executive Director and are intended to be offered in collaboration with local community centers, such as Rewire Community, Dublin Unified School District and the Dublin Library. We anticipate engaging 40 Dublin residents through these information sessions.

(3) Quarterly outreach campaigns involve flyering and speaking/tabling at culturally relevant locations such as religious sites, cultural organizations, performances & events, all to bolster awareness of Narika's services and programs. We are partnering with local volunteer-based entities, such as Rewire Community, for this outreach. Every quarter, three volunteers will flyer Narika's key materials to identified locations in Dublin including ethnic grocery stores, beauty salons, cultural spaces and community spaces like Dublin Library. We request funding to provide $100 gift cards each for 3 volunteers to perform these tasks every quarter. We anticipate over 300 Dublin residents will be served through this outreach effort in the Dublin community. All outreach initiatives will be designed and led by Narika's Outreach Specialist and supervised by Narika's Executive Director.

(4) Narika also requests funds to cover our Executive Director's time ($4,992 base salary at 0.05 FTE) to supervise all of the Dublin-related initiatives listed above.

Please note: Counts for participants supported by our support groups and parenting groups are based on the number of registrations since all registered participants receive ongoing communication and support from Narika, including pathways to our other services. Group participants may belong to Dublin and/or other local cities. Narika will track and report counts for Dublin residents as well as other cities.

Narika is providing conservative estimates for all in person sessions since we are still facing barriers for in person attendance, post pandemic.

This project includes both prevention & intervention programming in recognition of the cyclical and deeply culturally-rooted nature of domestic violence. For every survivor we support, we hope to prevent another from experiencing domestic violence.

10. Describe how you will measure the effectiveness of this program/project. Describe your criteria for success. What results do you expect to have achieved at the end of this grant?

By the end of this grant period, we expect to serve approximately 350 Dublin residents through outreach with 300+ touch points, Narika helpline support (made possible through these outreach efforts) for 5-10 Dublin survivors, in-person support group sessions engaging 5-10 Dublin residents, and parenting workshops engaging approximately 40 Dublin residents.

Please note that Narika is providing conservative estimates for all in-person sessions since we face lingering post-pandemic

barriers, despite clear interest in in-person programs. Furthermore, our target audience is primarily immigrant and low-income survivors of domestic violence & intimate partner abuse with our typical survivor being a low-income and/or unemployed woman with children seeking shelter and recovery from an abusive household or partner. Barriers also include lack of transportation and model minority pressures. Given the high-risk, complicated, and unpredictable nature of domestic violence, survivors may struggle with in-person attendance.

We will measure the impact of this project through the following methods:

-The effectiveness of our 'Saheli' support group sessions will be measured by number of registrations, number of attendees, qualitative and quantitative feedback and evaluation from participants, as well as client testimonials.

-The effectiveness of our SAPHAL parenting information sessions will be measured by number of registrations, number of attendees, attendee feedback and self administered evaluation. Narika will also request all attendees to share their intent to continue their education by downloading our free, more detailed curriculum available online.

-The effectiveness of our outreach will be measured by the number of locations reached, number of flyering initiatives completed, number of volunteers engaged, and number of estimated touch points generated. Narika will also track the number of Dublin based clients served by our agency through our Helpline, as an impact of increased outreach.

Please note: Counts for attendees supported through our 'Saheli' Circle and SAPHAL sessions are based on number of registrations since all registered participants receive ongoing communication and support from Narika, including pathways to our other services. All in person sessions may also include residents from other locations, since Narika's services are open to all.

We will ensure our outreach strategy targets spaces and communities in which immigrant and low-income women frequent without their abuser, like grocery stores, public restrooms, medical centers, places of worship, hair/nail/threading salons & spas, cultural centers and local businesses.

To ensure accessibility of our programs, we have funding from other grants to support transportation and childcare for those who need it. Our flyers are translated into different languages.

11. The City Council updated Dublin's Mission, Vision, and Values in 2020 to include Inclusivity, Diversity and Equity. How does your project further these values?

The full statements are available at www.dublin.ca.gov/72/mission-vision

Narika promotes diversity & inclusivity by sustaining a workforce of trained advocates who represent the identities of our clients. 100% of our direct service staff and leadership are South Asians who collectively speak over 5 South Asian languages and understand the complexities immigrant survivors face: lack of family support in the US, lack of awareness of local resources, social stigmas, taboos around divorce and mental health, challenges to immigration status, fear of law enforcement, isolation, language barriers, and more. Furthermore, our programs promote inclusive access to mental health services, legal support, housing, economic empowerment, and community engagement & awareness for the diverse South Asian communities of the Bay Area.

Over 90% of our clients identify as South Asian women with little to no access to or awareness of their finances due to financial abuse and would therefore be defined as low-income, very low-income, or extremely low-income.

Our project specifically furthers these values by targeting the documented needs of a high-risk diverse population of low-income, South Asian & immigrant survivors in Dublin with high demand for culturally responsive wellness-related programming (addressed by our 'Saheli' program), as well as culturally-responsive domestic violence prevention & awareness (addressed by our SAPHAL program and outreach). This project will foster equity by supporting survivors' escape from the cycle of abuse which will increase long-term safety, financial empowerment, housing stability, and mental wellbeing, necessary steps for women of color to build equity for themselves and future generations.

Given the intersectionality of domestic violence, this project would, altogether, directly address the following Areas of Concern: domestic violence, behavioral health, and food & nutrition, as well as indirectly provide support for childcare, housing, workforce development, and homelessness through pathways to our other progra

12. For the Fiscal Year 2024-2025 Human Services Grant Cycle, additional funding may be available through the City's American Rescue Plan Act allocation. Organizations that are eligible for this funding must provide services that are responding to the economic and public health impacts of the COVID-19 Pandemic. If applicable, please describe how your organization's programs and services directly respond to negative economic or public health impacts of the COVID-19 Pandemic.

Enter "NA" if not eligible.

Narika was profoundly impacted by the pandemic with our total number of survivors served increasing by almost 74% from 2020-2023. The rise in domestic violence cases during the COVID-19 pandemic is often referred to as the "shadow pandemic"

with survivors forced to shelter-in-place with their abusers, impacting their ability to escape or seek help. This was made worse by immigration and court slowdowns.

Narika's programs directly responded to the impact on survivors and continue to do so as these trends linger. This includes: (1) an increase in mental health-related programming to serve survivors dealing with loneliness, shame, grief, and trauma as a result of the pandemic and the isolation and abuse they experienced, (2) increased virtual case management sessions, support groups, and economic empowerment workshops to support the increase in clients, (3) an increase in economic empowerment and life skills programming, such as job trainings, financial literacy, English as Second Language trainings, resume & cover letter workshops, and more, to support clients laid off or furloughed, and (4) an increase in legal support through temporary restraining order support and partnerships with legal agencies to help survivors experiencing immigration & family court slowdowns, (5) food & transportation to help survivors meet basic needs through economic turmoil, (6) increased virtual community outreach through social media, radio, and webinars to facilitate community engagement & prevention of violence.

To this day, Narika's services offer crucial long-term pathways out of the cycle of abuse by providing wraparound support to survivors experiencing the continued economic, mental health, legal, housing, and immigration-related challenges exacerbated by the pandemic. Narika would be grateful to receive additional funds to support our life skills and economic empowerment programs as well as legal services which have been in high demand since the pandemic.

13. ** QUESTIONS 14 THROUGH 24 ARE FOR THOSE ORGANIZATIONS INTERESTED IN APPLYING FOR FEDERAL COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) FUNDING ONLY. ** Are you are interested in applying for CDBG funds?

- ☐ Yes. If so, check box here and answer questions 14 through 25.
- ☑ No. If no, check box here and enter NA
- ☐ Don't know. If you are unsure, please call City staff at (925) 833-6645.

14. CDBG ONLY- Explain your Limited English Proficiency/Language Access Plan (LEP/LAP). How does your agency outreach to limited English speaking residents to encourage access to services? What access accommodations are used? Etc. Provide detail

Please enter "N/A" if you are not interested in qualifying for CDBG funding.

N/A

15. CDBG ONLY - Identify at least one HUD Guiding Principle that relates to your project:

- ☐ Be culturally accessible, appropriate and inclusive
- ☐ Encourage community engagement and involvement
- ☐ Promote energy and resource efficiency
- ☐ Encourage networking and information sharing across service providers
- ☐ Encourage process streamlining
- ☐ Consolidate service delivery
- ☑ Not Applicable. Not interested in CDBG funding.

16. CDBG ONLY - Identify at least HUD Consolidated Plan Goal that relates to your project:

(Select Category and Applicable Goals)

- ☐ A) Housing
- ☐ Goal 1: Promote the production, rehabilitation, and preservation of affordable housing (rental and ownership) through acquisition, rehabilitation, new construction, and minor repair.
- ☐ Goal 2: Reduction of housing discrimination through provision of fair housing and tenant/landlord services.
- ☐ Goal 3: Use resources to assist low-income residents make rental assistance payments in response to Covid-19.
- ☐ B) Homeless
- ☐ Goal 1: Use resource to end homelessness by funding and supporting homeless service programs.
- ☐ C) Supportive Housing
- ☐ Goal 1: Increase the availability of services enriched housing for persons with special needs by supporting acquisition and new construction of housing units.
- ☐ D) Community Development
- ☐ Goal 1: Make improvements, including ADA accessibility and rehabilitation to public facilities, such as curbs and sidewalks, neighborhood parks and recreational improvements, homeless facilities and other public facilities/community centers.
- ☐ Goal 2: Fund economic development, micro-enterprise, and on-the-job training.
- ☐ Goal 3: Support public service programs for low income residents, preserving safety net services for families and

individuals who are vulnerable or

- [x] F) Not Applicable. Not interested in CDBG funding.

17. CDBG ONLY - Identify at least one HUD Strategic Goal that relates to your project:

- [ ] Public Services
- [ ] Public Facilities
- [ ] Rental Assistance
- [ ] Affordable Housing
- [ ] Increase Opportunities for 1st Time Homebuyers
- [ ] Promote Decent Affordable Rental Housing
- [ ] Strengthen Communities
- [ ] Ensure Equal Opportunity in Housing
- [ ] Reduce Housing Discrimination
- [ ] Promote Participation of Grass-Roots, Faith-Based, and other Community-Based Organizations
- [x] Not Applicable. Not interested in CDBG funding.

18. CDBG ONLY - Select one HUD Objective that relates to your project:

(TIP: When selecting an objective ask yourself, "What is the purpose of the activity? What is the larger community need that I am seeking to address?")

- [ ] Creating a Suitable Living Environment
- [ ] Providing Decent Affordable Housing
- [ ] Creating Economic Opportunities
- [x] Not Applicable. Not interested in CDBG funding.

19. CDBG ONLY - Select one HUD Outcome that relates to your project:

(TIP: When selecting an outcome ask yourself, "What type of change or result am I seeking?")

- [ ] Availability/Accessibility
- [ ] Affordability
- [ ] Sustainability
- [x] Not Applicable. I am not interested in qualifying for CDBG funding.

20. CDBG ONLY - Select one HUD Specific Indicator that relates to your project:

- [ ] Public facility or infrastructure: This indicator shows the number of persons that have been assisted by public facility or infrastructure activities that provide individuals with new or improved access to the facility or infrastructure. If the activity was used to meet a quality standard or to measurably improve quality, then this indicator will report the number of household units that no longer have access to a substandard service.
- [ ] Public Service: This indicator shows the number of persons that have been assisted with new or improved access to a service. If the activity was used to meet a quality standard or to measurably improve quality, then this indicator will report the number of persons that no longer have access to a substandard service.
- [ ] Targeted revitalization: This indicator shows a range of outcomes such as jobs created and retained, businesses assisted, low- and moderate-income persons and households served, slum/blight demolition, number of acres of brownfields remediated, etc. in a targeted area.
- [ ] Commercial facade treatments or business building rehabilitation: This indicator shows the number of commercial facade treatments undertaken and the number of business buildings that were rehabilitated.
- [ ] Brownfields remediated: This indicator shows the number of acres of brownfields that were remediated.
- [ ] Rental units constructed: This indicator shows the number of affordable rental units created, as well as the number of years of affordability, number of units occupied by the elderly, and those units designated for chronically homeless persons and persons with HIV/AIDS.
- [ ] Rental units rehabilitated: This indicator shows the number of affordable rental units rehabilitated as well as the number of years of affordability, units for chronically homeless persons, elderly persons, and persons with HIV/AIDS.
- [ ] Homeownership units constructed or acquired with rehabilitation: This indicator shows the total number of homeownership units constructed, acquired, and/or acquired with rehabilitation per activity. This includes total number of affordable units, number of years of affordability, Energy Star qualified units, section 504 accessible units, and number of households previously living in subsidized housing. In addition, data will be collected on the number of units occupied by the elderly, number of units designated for persons with HIV/AIDS, and number of units for the chronically homeless.
- [ ] Owner occupied units rehabilitated: This indicator shows the total number of owner occupied units rehabilitated, including the number of these units occupied by the elderly, number of units designated for persons with HIV/AIDS, and number of units for the chronically homeless.

- [ ] Direct financial assistance to homebuyers: This indicator shows the number of homebuyers receiving direct financial assistance, housing counseling, and down payment assistance/closing costs.
- [ ] Tenant Based Rental Assistance (TBRA): This indicator shows the total number of households receiving TBRA as well as the number with short-term rental assistance (less than 12 months) and the number of homeless and chronically homeless households assisted.
- [ ] Homeless shelters: This indicator shows the number of homeless persons given overnight shelter.
- [ ] Emergency housing: This indicator shows the number of beds created in an overnight shelter or other emergency housing.
- [ ] Homeless prevention: This indicator shows the number of households that received emergency financial assistance to prevent homelessness and emergency legal assistance to prevent homelessness.
- [ ] Jobs created: Of the total number of jobs created, this indicator shows the number of jobs that have employee-sponsored health care, the types of jobs created (using Economic Development Administration (EDA) classifications) and the number of persons unemployed before taking the job.
- [ ] Jobs retained: Of the total number of jobs retained, this indicator shows the number of jobs retained, the number of jobs with employer-sponsored health care benefits, and the types of jobs retained (using EDA classifications)
- [ ] Business assistance: This indicator shows the total number of businesses assisted. Specifically, it shows the number of new businesses, existing businesses, and the DUNS number of each business so that HUD can track the number of new businesses that remain operational for three years after assistance.
- [ ] Businesses providing goods or services: This indicator shows whether an assisted business provides goods or services to meet the needs of the service area, neighborhood, or community, as determined by the grantee.
- [x] Not Applicable. Not interested in CDBG funding

21. CDBG ONLY - Please choose a common indicator that your agency will use to track clients:
(Select only ONE.)

- [ ] Persons
- [ ] Households
- [x] Not Applicable. Not interested in CDBG funding

22. CDBG ONLY - Based on the common indicator you selected above, please list the number of unduplicated Dublin clients (EITHER Persons OR Households) your agency anticipates serving in each category. If none, please enter "0".

	Seniors (62 and older)
	People with Disabilities
	Female-Headed Households
	Youth
	Homeless
N/A	Not Applicable. Not interested in CDBG funding (Type N/A)
0.00	**TOTAL**

23. CDBG ONLY - Based on the common indicator you selected above, please list the number of unduplicated Dublin clients (EITHER Persons OR Households) your agency anticipates serving in each category. If none, please enter "0".
Area Median Income ("AMI") information is available online at www.dublin.ca.gov/1956/Application-Requirements-Process

N/A	Extremely Low Income (<30% AMI)
N/A	Very Low Income (30%-50% AMI)
N/A	Low Income (50%-80% AMI)
N/A	Moderate Income (80%-120% AMI)
0.00	**TOTAL**

24. CDBG ONLY - List the number of clients your agency anticipates serving in race/ethnicity categories. Per HUD, "Hispanic" is an ethnicity, not a race.
The sum entered below must match the total clients entered in Question #9 above. If none, please enter "0"

	White
	White + HISPANIC
	Black/African American

	Black/African American + HISPANIC
	Asian
	Asian + HISPANIC
	American Indian/Alaskan Native
	American Indian/Alaskan Native + HISPANIC
	Native Hawaiian/Other Pacific Islander
	Native Hawaiian/Other Pacific Islander + HISPANIC
	American Indian/ Alaskan Native and White
	American Indian/ Alaskan Native and White + HISPANIC
	Asian and White
	Asian and White + HISPANIC
	Black/African American and White
	Black/African American and White + HISPANIC
	American Indian/Alaskan Native and Black/African American
	American Indian/Alaskan Native and Black/African American + HISPANIC
	Multi Racial + HISPANIC OR other Multi Racial
N/A	Not Applicable. Not interested in CDBG funding. (Type N/A)
0.00	**TOTAL**

25. If your agency is submitting more than one application or the same agency has different programs within it, please RANK the priority of this application, with number 1 being the highest priority for funding. There should only be one #1 PER AGENCY

- [x] #1 - This program/project has the agency's highest priority for funding.
- [ ] #2 - This program/project has the agency's 2nd highest priority for funding.
- [ ] #3 - This program/project has the agency's 3rd highest priority for funding.
- [ ] #4 - This program/project has the agency's 4th highest priority for funding.
- [ ] #5 - This program/project has the agency's 5th highest priority for funding.
- [ ] #6 - This program/project has the agency's 6th highest priority for funding.
- [ ] If you have more than 6 applications per organization, agency, district or entity, check here.

26. Has your organization or a paid employee of your organization made a political contribution to a current City of Dublin Councilmember or Mayor within the last 12 months? Under Section 84308 of the Political Reform Act, elected officials are prohibited from taking part in an entitlement for use proceedings if the official has received a contribution exceeding $250 from a party or participant in the proceeding within the preceding 12 months. More information can be found on the Fair Political Practices Commission (FPPC website) here: https://www.fppc.ca.gov/learn/pay-to-play-limits-and-prohibitions.

If you answer Yes, it will not disqualify you from the process or impact your application. An additional form will be emailed for you to provide details of the contributions for reporting purposes pursuant to the Political Reform Act.

- [ ] Yes
- [x] No

Budget *top*

Funding Sources/Revenues	Budget Amount	Amount Committed
CAL OES UV funds the salary and benefits for two key staff positions supporting outreach to underserved populations: Contra Costa Advocate and Outreach Specialist. 0.10 FTE assumed for this program budget	USD$ 12,183.00	USD$ 12,183.00
CAL OES UV funds Support Group and access needs like childcare, transportation, etc.	USD$ 2,600.00	USD$ 2,600.00
City of Dublin	USD$ 13,141.00	USD$ 0.00

Kaiser Grant for food for 15 support group session and 4 psychoeducation sessions	USD$ 1,550.00	USD$ 1,550.00
CalOES SD 21 contractor hours for designing online social media campaigns for SAPHAL	USD$ 1,138.00	USD$ 1,138.00
	USD$ 0.00	USD$ 0.00
Total	**USD$ 30,612.00**	**USD$ 17,471.00**

Funding Uses/Expenses	Budget Amount	Amount Committed
Salary and benefits for Executive Director. Calculated at 0.05FTE	USD$ 5,391.00	USD$ 0.00
Salary and benefits for Outreach Specialist and Contra Costa Advocate , 0.10 FTE	USD$ 0.00	USD$ 12,183.00
Contract services for facilitation of 2 parenting information sessions and 4 Pyschoeducation groups	USD$ 5,000.00	USD$ 0.00
Food and nourishment for 15 support groups	USD$ 750.00	USD$ 0.00
Support group: childcare, transportation	USD$ 0.00	USD$ 2,600.00
Contractor services for designing SAPHAL online campaigns	USD$ 0.00	USD$ 1,138.00
Food for 15 support group sessions and 4 psychoeducational grouops	USD$ 0.00	USD$ 1,550.00
Reimbursement for 4 psychoeducation sessions	USD$ 800.00	USD$ 0.00
Gift cards for volunteers leading outreach campaigns	USD$ 1,200.00	USD$ 0.00
Total	**USD$ 13,141.00**	**USD$ 17,471.00**

Budget Narrative

Narika requests $13,141 for the following:

-$1200 for gift cards to appreciate volunteers spearheading quarterly outreach & flyering efforts in Dublin. We anticipate 3 volunteers every quarter and would like to offer a $100 gift card as appreciation to each volunteer. 3 volunteers x $100 gift cards each x 4 outreach campaigns = $1200
-$1550 to support 15 support groups in Dublin. We request $50 per session to provide fresh food, nourishment. 15 sessions X $50 each = $750.
-We also request $800 to engage a local bilingual therapist to provide 4 sessions of psychoeducation to attendees. Hourly charge for therapist = $200. $200 x 4 sessions = $800
$5000 to support 2 parent education sessions in Dublin. The $5000 breaks down as follows: we request $1000 for a bilingual community based facilitator at the hourly rate of $50. We anticipate each session to take 10 hours of the community facilitator's time, including planning, design, recruitment and facilitation. $50/Hr x 10 hours x 2= $1000. We request $3,200 to reimburse the bilingual therapist who is also the co-creator of SAPHAL, to work with our community facilitator at the rate of $200/Hr. We anticipate 8 hours of the therapist's time per parent information session. $200/Hr x 8 hours x 2 sessions = $3,200. Lastly, we request $400 per session to cover costs for fresh food, and program materials. $400 per session x 2 sessions = $800. $1000+$3,200+$800= total of $5,000
-Coverage of 0.5 FTE of our Executive Director's time to oversee all intervention and prevention efforts related to Dublin. 0.05FTE x $48/Hr = $4,992 + $399 benefits (at 0.08%)

Total Budget = $1200+$1550+$5000+$4992+$399= $13,141

Government funding sources do not allow spending on food which is a critical part of our culturally responsive care. Funding for our prevention program has also faced budget cuts just when we had all materials prepared to disseminate in our local communities.

Documents *top*

Documents Requested *	**Required?**	**Attached Documents ***
Program Expense Budget for ALL Grant Requests	☑	Program Budget Form
		Itemized Budget
Financial Information Form for ALL Grant Requests	☑	Financial Information Form
List of Board of Directors (or governing body) with agency contact information	☑	Board List
Current Annual Budget for the Entire Agency	☑	Narika Budget 2024

Copy of most recently submitted IRS 990 form or Tax Return (include complete form)	☑	2022 990
Board of Director's (or governing body's) designation of authorized official	☑	Authorization Letter - Designation
Board of Director's (or governing body's) authorization to request funding (may be same document as one above)	☑	Authorization Letter - Request Funding
Proof of insurance carried, including bonding, liability and/or workers' compensation	☑	Proof of Insurance
STATE AND FEDERAL NON-PROFIT DETERMINATION LETTER. All organizations MUST have approved non-profit status from the State of California and Federal Tax Identification Number at time of application. Non-compliant applicants will be disqualified.	☑	CA Tax Letter Fed Tax Letter CA Certificate of Status
Certified Audit and/or Certified Financial Statements	☑	2023 Financial Statement 2021 Financial Review
REQUIRED FOR CDBG ONLY - If requesting Capital Funding, please upload your Capital expenditure budget (your own format is acceptable) REQUIRED FOR CDBG ONLY - Personnel Policies Including Affirmative Action Plan and Grievance Procedure REQUIRED FOR CDBG ONLY - Agency Audit Requirements and Copy of Last Audit Highlighting "Findings" Section REQUIRED FOR CDBG ONLY - Articles of Incorporation and Bylaws		
REQUIRED FOR CDBG ONLY - Conflict of Interest Statement (if not included in Bylaws) REQUIRED FOR CDBG ONLY - AGENCY'S LIMITED ENGLISH PROFICIENCY LANGUAGE ACCESS PLAN (LEP/LAP). Must include outreach to limited English speaking residents to encourage access to services & housing. Include what access accommodations are used. REQUIRED FOR CDBG ONLY - LEVERAGING REPORT- this is due with the 2nd quarter report no later than January 15th Supporting Documents such as Agency Strategic Plan, Needs Assessment, etc. (Not Required)		
Other Supporting Documents (Not Required)		Executive Director Resume SAPHAL Facilitator Resume SAPHAL Facilitator 2 Resume Tri-Valley Saheli Circle Flyer SAPHAL Sample Flyer

** ZoomGrants™ is not responsible for the content of uploaded documents.*

Application ID: 460442

Become a fan of ZoomGrants™ on Facebook
Problems? Contact us at Questions@ZoomGrants.com
©2002-2024 GrantAnalyst.com. All rights reserved.
"ZoomGrants" and the ZoomGrants logo are trademarks of GrantAnalyst.com, LLC.
Logout | Browser

DUBLIN
CALIFORNIA
Powered by ZoomGrants™ and

City of Dublin
PCS - Human Services Division
City of Dublin, Fiscal Year 2024-25, Human Services Grant Program
Deadline: 1/19/2024

One Nation Dream Makers

One Nation Dream Makers Last Mile Delivery and Food Recovery Program

Jump to: Organization Information Questions Budget Documents

USD$ 25,000.00 Requested

Submitted: 1/19/2024 11:20:45 PM (Pacific)

Project Contact
Thomas Forbes
Thomas@onenationdreammakers.org
Tel: (510) 385-5035

Additional Contacts
Ronnie@onenationdreammakers.org

One Nation Dream Makers

PO Box 92
Livermore, CA 94551
United States

Telephone (510) 205-0484
Fax N/A
Web onenationdreammakers.org

Director of Finance
Thomas Forbes
Thomas@onenationdreammakers.org

Organization Information *top*

1. Business License Number

Questions *top*

1. Select the category that best describes your organization:
(Select only one.)
- [x] Non-Profit
- [ ] Public Agency
- [ ] Other:

2. Please describe your agency's mission (no more than 3 sentences or 250 characters).
ONDM brings nutritious food to all individuals and families in need. We at ONDM help veterans and anyone else who needs to have hope restored, to get back on track and to become positive forces within their families and in their communities

3. Select the category that best describes the project:
(Select only one. For Capital Projects, please contact City Staff ahead of the grant application submission to review additional requirements including the Davis-Bacon/Fair Labor Standards Act)
- [ ] Capital Project
- [x] Public Service Program or Project

4. Is this a "new" service, program, project or activity? "New" is identified as not yet started, implemented or in operation.
- [ ] Yes

- [x] No

5. Provide a brief summary of the program/project for which your agency is seeking funding (No more than three sentences. This text will be used widely during the review and implementation process to describe your project).
We have been delivering dried food boxes and nutritious recovered food/groceries helping to meet the growing food and nutritional needs of home-bound seniors, youth, medically vulnerable individuals, and individuals and families that are experiencing food insecurity and hunger as a result of the aftermath of the Coronavirus (COVID-19) pandemic and those experiencing adverse economic conditions.

6. Describe the challenges, needs, or service gaps in Dublin your program/project addresses. If you do not receive funding, what would the impact be? (You should reference Dublin demographics, statistics, and reports to make your case.)
Our project addresses those who are experiencing food insecurity at all tangible levels. Those who are employed and have household budgetary insufficiencies and those who are unemployed greatly benefit from the services ONDM provides. The unhoused population also benefits from ONDM's services as it provides those community members with vital nutrition. If ONDM is unable to attain the funding sought in this grant application, it is probable that the services provided to the Dublin community, by ONDM may be at risk. The operational costs associated with the project providing nutritious food to those community members in need, are present and rising due to fluctuating inflation conditions.

7. Estimate the total number of UNDUPLICATED Dublin residents to be served by this project.
(UNDUPLICATED means client is counted only once regardless of number of services received in a year.)
We project from 8,500 to 10,000 unduplicated Dublin residents will be served by this project.

8. Which of the 14 Areas of Concern identified in the Eastern County 2011 Needs Assessment Report does your project identify with? Projects should meet the selected Areas of Concerns as well as helps the City of Dublin archive its Vision Statement that was included in its 2022 Strategic Plan.
The mission and vision statements are available online at www.dublin.ca.gov/1956/Application-Requirements-Process

- [ ] Behavioral Health (mental health and substance abuse)
- [ ] Affordable Housing
- [ ] Health Care (including dental)
- [ ] Workforce Development
- [ ] Homelessness
- [ ] Transportation Services and Access
- [ ] Domestic Violence and Child Abuse
- [ ] Disabilities
- [x] Food and Nutrition
- [ ] Senior Services
- [ ] Youth Services
- [ ] Child Care, Early Childhood Development and Education
- [ ] Changing Demographics and Growing Diversity
- [ ] Financial Assistance
- [ ] None of the Above

9. Describe in detail how Dublin grant funds will be used for this project. If the funds are used for staffing, be sure to provide specific details on the number and types of positions being funded. (If capital funding is being requested, this narrative should include a detailed project scope and project timeline. The scope of work should include any land tenure issues. Additional documentation include designs, site plans, etc. can be attached later in the "Documents" tab.)
(What specifically will the grant funds be used for?)
We are requesting the maximum award of $25,000 in this grant application. The sought after funds will be utilized for vehicle maintenance, fuel expenses and vehicle insurance costs.

10. Describe how you will measure the effectiveness of this program/project. Describe your criteria for success. What results do you expect to have achieved at the end of this grant?
We plan to measure the effectiveness on our project by taking surveys and performing analysis of those surveys to examine the level of established mitigation and positive impact the services of ONDM is providing to those interfacing with food insecurity.

Our criteria for project success will be documented on the surveying and analysis of those duplicate community members we have the honor to provide services to. We believe that the pool of community members who are experiencing food insecurity will be positively impacted by the ONDM project services. We expect to provide individuals and families with the opportunity to

have flexibility within their personal and or household budgets, which will hopefully allow them to reallocate their financial resources toward other areas of need, whether it be medical expenses, educational expenses or utility expenses.

11. The City Council updated Dublin's Mission, Vision, and Values in 2020 to include Inclusivity, Diversity and Equity. How does your project further these values?

The full statements are available at www.dublin.ca.gov/72/mission-vision

One Nation Dream Maker's project provides dried food boxes and recovered food groceries helping to meet the growing food and nutritional needs of home-bound seniors, youth, medically vulnerable individuals, and individuals and families that are experiencing food insecurity and hunger as a result of the aftermath of Coronavirus (COVID-19) pandemic and fluctuating economic conditions. Those community members that ONDM is honored to serve and assist are of all ethnic, race, creed and economic backgrounds, Having a desire to assist all community members who are experience food insecurity and at any level, we believe furthers the values of the Dublin City Council's updated Mission, Vision and Values in 2020.

12. For the Fiscal Year 2024-2025 Human Services Grant Cycle, additional funding may be available through the City's American Rescue Plan Act allocation. Organizations that are eligible for this funding must provide services that are responding to the economic and public health impacts of the COVID-19 Pandemic. If applicable, please describe how your organization's programs and services directly respond to negative economic or public health impacts of the COVID-19 Pandemic.

Enter "NA" if not eligible.

The priority and/or target populations that ONDM has served and continues to serve are home-bound seniors, youth, medically vulnerable individuals, and individuals and families that are experiencing food insecurity and hunger as an initial result of the Coronavirus (COVID-19). In an effort to significantly mitigate the nutritional needs of the abovementioned target population, ONDM will maintain and enhance the current model of providing "Last Mile," delivery and pop up food distribution sites close in proximity to or directly to the targeted population. ONDM currently delivers to over 34 locations weekly. This includes home-bound seniors, youth, medically vulnerable individuals, and individuals and families that are experiencing food insecurity and hunger as an initial result of the Coronavirus (COVID-19).

13. ** QUESTIONS 14 THROUGH 24 ARE FOR THOSE ORGANIZATIONS INTERESTED IN APPLYING FOR FEDERAL COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) FUNDING ONLY. ** Are you are interested in applying for CDBG funds?

- [x] Yes. If so, check box here and answer questions 14 through 25.
- [ ] No. If no, check box here and enter NA
- [ ] Don't know. If you are unsure, please call City staff at (925) 833-6645.

14. CDBG ONLY- Explain your Limited English Proficiency/Language Access Plan (LEP/LAP). How does your agency outreach to limited English speaking residents to encourage access to services? What access accommodations are used? Etc. Provide detail

Please enter "N/A" if you are not interested in qualifying for CDBG funding.

Through our staff and volunteers, we intend to inform and advise the community members about the services ONDM provides, Through our staff and volunteer network, we are currently able to provide information translated into Spanish, Tagalog, Korean and Mandarin Chinese.

15. CDBG ONLY - Identify at least one HUD Guiding Principle that relates to your project:

- [x] Be culturally accessible, appropriate and inclusive
- [x] Encourage community engagement and involvement
- [ ] Promote energy and resource efficiency
- [x] Encourage networking and information sharing across service providers
- [ ] Encourage process streamlining
- [ ] Consolidate service delivery
- [ ] Not Applicable. Not interested in CDBG funding.

16. CDBG ONLY - Identify at least HUD Consolidated Plan Goal that relates to your project:

(Select Category and Applicable Goals)

- [ ] A) Housing
- [ ] Goal 1: Promote the production, rehabilitation, and preservation of affordable housing (rental and ownership) through acquisition, rehabilitation, new construction, and minor repair.
- [ ] Goal 2: Reduction of housing discrimination through provision of fair housing and tenant/landlord services.
- [x] Goal 3: Use resources to assist low-income residents make rental assistance payments in response to Covid-19.
- [ ] B) Homeless
- [ ] Goal 1: Use resource to end homelessness by funding and supporting homeless service programs.
- [ ] C) Supportive Housing

- [ ] Goal 1: Increase the availability of services enriched housing for persons with special needs by supporting acquisition and new construction of housing units.
- [ ] D) Community Development
- [ ] Goal 1: Make improvements, including ADA accessibility and rehabilitation to public facilities, such as curbs and sidewalks, neighborhood parks and recreational improvements, homeless facilities and other public facilities/community centers.
- [ ] Goal 2: Fund economic development, micro-enterprise, and on-the-job training.
- [x] Goal 3: Support public service programs for low income residents, preserving safety net services for families and individuals who are vulnerable or
- [ ] F) Not Applicable. Not interested in CDBG funding.

17. CDBG ONLY - Identify at least one HUD Strategic Goal that relates to your project:

- [x] Public Services
- [ ] Public Facilities
- [ ] Rental Assistance
- [ ] Affordable Housing
- [ ] Increase Opportunities for 1st Time Homebuyers
- [ ] Promote Decent Affordable Rental Housing
- [x] Strengthen Communities
- [ ] Ensure Equal Opportunity in Housing
- [ ] Reduce Housing Discrimination
- [x] Promote Participation of Grass-Roots, Faith-Based, and other Community-Based Organizations
- [ ] Not Applicable. Not interested in CDBG funding.

18. CDBG ONLY - Select one HUD Objective that relates to your project:

(TIP: When selecting an objective ask yourself, "What is the purpose of the activity? What is the larger community need that I am seeking to address?")

- [x] Creating a Suitable Living Environment
- [ ] Providing Decent Affordable Housing
- [ ] Creating Economic Opportunities
- [ ] Not Applicable. Not interested in CDBG funding.

19. CDBG ONLY - Select one HUD Outcome that relates to your project:

(TIP: When selecting an outcome ask yourself, "What type of change or result am I seeking?")

- [x] Availability/Accessibility
- [ ] Affordability
- [ ] Sustainability
- [ ] Not Applicable. I am not interested in qualifying for CDBG funding.

20. CDBG ONLY - Select one HUD Specific Indicator that relates to your project:

- [ ] Public facility or infrastructure: This indicator shows the number of persons that have been assisted by public facility or infrastructure activities that provide individuals with new or improved access to the facility or infrastructure. If the activity was used to meet a quality standard or to measurably improve quality, then this indicator will report the number of household units that no longer have access to a substandard service.
- [x] Public Service: This indicator shows the number of persons that have been assisted with new or improved access to a service. If the activity was used to meet a quality standard or to measurably improve quality, then this indicator will report the number of persons that no longer have access to a substandard service.
- [ ] Targeted revitalization: This indicator shows a range of outcomes such as jobs created and retained, businesses assisted, low- and moderate-income persons and households served, slum/blight demolition, number of acres of brownfields remediated, etc. in a targeted area.
- [ ] Commercial facade treatments or business building rehabilitation: This indicator shows the number of commercial facade treatments undertaken and the number of business buildings that were rehabilitated.
- [ ] Brownfields remediated: This indicator shows the number of acres of brownfields that were remediated.
- [ ] Rental units constructed: This indicator shows the number of affordable rental units created, as well as the number of years of affordability, number of units occupied by the elderly, and those units designated for chronically homeless persons and persons with HIV/AIDS.
- [ ] Rental units rehabilitated: This indicator shows the number of affordable rental units rehabilitated as well as the number of years of affordability, units for chronically homeless persons, elderly persons, and persons with HIV/AIDS.

- ☐ Homeownership units constructed or acquired with rehabilitation: This indicator shows the total number of homeownership units constructed, acquired, and/or acquired with rehabilitation per activity. This includes total number of affordable units, number of years of affordability, Energy Star qualified units, section 504 accessible units, and number of households previously living in subsidized housing. In addition, data will be collected on the number of units occupied by the elderly, number of units designated for persons with HIV/AIDS, and number of units for the chronically homeless.
- ☐ Owner occupied units rehabilitated: This indicator shows the total number of owner occupied units rehabilitated, including the number of these units occupied by the elderly, number of units designated for persons with HIV/AIDS, and number of units for the chronically homeless.
- ☐ Direct financial assistance to homebuyers: This indicator shows the number of homebuyers receiving direct financial assistance, housing counseling, and down payment assistance/closing costs.
- ☐ Tenant Based Rental Assistance (TBRA): This indicator shows the total number of households receiving TBRA as well as the number with short-term rental assistance (less than 12 months) and the number of homeless and chronically homeless households assisted.
- ☐ Homeless shelters: This indicator shows the number of homeless persons given overnight shelter.
- ☐ Emergency housing: This indicator shows the number of beds created in an overnight shelter or other emergency housing.
- ☐ Homeless prevention: This indicator shows the number of households that received emergency financial assistance to prevent homelessness and emergency legal assistance to prevent homelessness.
- ☐ Jobs created: Of the total number of jobs created, this indicator shows the number of jobs that have employee-sponsored health care, the types of jobs created (using Economic Development Administration (EDA) classifications) and the number of persons unemployed before taking the job.
- ☐ Jobs retained: Of the total number of jobs retained, this indicator shows the number of jobs retained, the number of jobs with employer-sponsored health care benefits, and the types of jobs retained (using EDA classifications)
- ☐ Business assistance: This indicator shows the total number of businesses assisted. Specifically, it shows the number of new businesses, existing businesses, and the DUNS number of each business so that HUD can track the number of new businesses that remain operational for three years after assistance.
- ☐ Businesses providing goods or services: This indicator shows whether an assisted business provides goods or services to meet the needs of the service area, neighborhood, or community, as determined by the grantee.
- ☐ Not Applicable. Not interested in CDBG funding

21. CDBG ONLY - Please choose a common indicator that your agency will use to track clients:
(Select only ONE.)

- ☑ Persons
- ☐ Households
- ☐ Not Applicable. Not interested in CDBG funding

22. CDBG ONLY - Based on the common indicator you selected above, please list the number of unduplicated Dublin clients (EITHER Persons OR Households) your agency anticipates serving in each category. If none, please enter "0".

500+	Seniors (62 and older)
100+	People with Disabilities
250+	Female-Headed Households
100+	Youth
200+	Homeless
	Not Applicable. Not interested in CDBG funding (Type N/A)
1,150.00	**TOTAL**

23. CDBG ONLY - Based on the common indicator you selected above, please list the number of unduplicated Dublin clients (EITHER Persons OR Households) your agency anticipates serving in each category. If none, please enter "0".
Area Median Income ("AMI") information is available online at www.dublin.ca.gov/1956/Application-Requirements-Process

500+	Extremely Low Income (<30% AMI)
400+	Very Low Income (30%-50% AMI)
400+	Low Income (50%-80% AMI)
300+	Moderate Income (80%-120% AMI)
1,600.00	**TOTAL**

24. CDBG ONLY - List the number of clients your agency anticipates serving in race/ethnicity categories. Per HUD, "Hispanic" is an ethnicity, not a race.

The sum entered below must match the total clients entered in Question #9 above. If none, please enter "0"

300+	White
300+	White + HISPANIC
400+	Black/African American
400+	Black/African American + HISPANIC
250+	Asian
350+	Asian + HISPANIC
100+	American Indian/Alaskan Native
150+	American Indian/Alaskan Native + HISPANIC
100+	Native Hawaiian/Other Pacific Islander
100+	Native Hawaiian/Other Pacific Islander + HISPANIC
200+	American Indian/ Alaskan Native and White
250+	American Indian/ Alaskan Native and White + HISPANIC
100+	Asian and White
125+	Asian and White + HISPANIC
300+	Black/African American and White
350+	Black/African American and White + HISPANIC
400+	American Indian/Alaskan Native and Black/African American
400+	American Indian/Alaskan Native and Black/African American + HISPANIC
500+	Multi Racial + HISPANIC OR other Multi Racial
	Not Applicable. Not interested in CDBG funding. (Type N/A)
5,075.00	**TOTAL**

25. If your agency is submitting more than one application or the same agency has different programs within it, please RANK the priority of this application, with number 1 being the highest priority for funding. There should only be one #1 PER AGENCY

- [x] #1 - This program/project has the agency's highest priority for funding.
- [ ] #2 - This program/project has the agency's 2nd highest priority for funding.
- [ ] #3 - This program/project has the agency's 3rd highest priority for funding.
- [ ] #4 - This program/project has the agency's 4th highest priority for funding.
- [ ] #5 - This program/project has the agency's 5th highest priority for funding.
- [ ] #6 - This program/project has the agency's 6th highest priority for funding.
- [ ] If you have more than 6 applications per organization, agency, district or entity, check here.

26. Has your organization or a paid employee of your organization made a political contribution to a current City of Dublin Councilmember or Mayor within the last 12 months? Under Section 84308 of the Political Reform Act, elected officials are prohibited from taking part in an entitlement for use proceedings if the official has received a contribution exceeding $250 from a party or participant in the proceeding within the preceding 12 months. More information can be found on the Fair Political Practices Commission (FPPC website) here: https://www.fppc.ca.gov/learn/pay-to-play-limits-and-prohibitions.

If you answer Yes, it will not disqualify you from the process or impact your application. An additional form will be emailed for you to provide details of the contributions for reporting purposes pursuant to the Political Reform Act.

- [ ] Yes
- [x] No

Budget top

Funding Sources/Revenues	Budget Amount	Amount Committed

City of Dublin CDBG (Pending)	USD$ 25,000.00	USD$ 0.00
StopWaste, Inc	USD$ 20,000.00	USD$ 8,000.00
Alameda County BOS District II ARPA Grant (Pending)	USD$ 50,000.00	USD$ 0.00
Individual Contributions	USD$ 45,000.00	USD$ 22,000.00
Corporate Donations (Pending)	USD$ 110,000.00	USD$ 0.00
Total	**USD$ 250,000.00**	**USD$ 30,000.00**

Funding Uses/Expenses	Budget Amount	Amount Committed
Vehicle Maintenance - Repairs, Tires, Oil Changes	USD$ 36,830.00	USD$ 9,880.00
Vehicle Fuel -	USD$ 38,510.00	USD$ 7,085.00
ONDM seeks CDBG funding of $25,000 for vehicle expenses		
Total	**USD$ 75,340.00**	**USD$ 16,965.00**

Budget Narrative

The Last Mile Delivery and Food Recovery project targets home-bound seniors, youth, medically vulnerable individuals, and individuals and families that are experiencing food insecurity and hunger initially as a result of the Coronavirus (COVID-19) pandemic and the subsequent economic fallout and or constraints that has occurred in the aftermath of the pandemic. In an effort to significantly mitigate the nutritional needs of the abovementioned target populations, ONDM will maintain and enhance the current model of providing "Last Mile," delivery and pop up food distribution sites close in proximity to or directly to the targeted populations. ONDM currently delivers nutritious food to over 34 locations weekly. The associated operational budgetary costs allocated to vehicle maintenance and fuel expenses for the project amount to $75,340.00 base upon fuel cost accruals from the last 18 months and projections of fuel costs at current fuel prices. The vehicle maintenance costs have been deduced utilizing the same mathematical analysis.

This application for CBDG Funding of $25,000 is a request to assist in solely mitigating ONDM's vehicle maintenance expenses.

Documents top

Documents Requested *	Required?	Attached Documents *
Program Expense Budget for ALL Grant Requests	☑	Program Expense Budget
Financial Information Form for ALL Grant Requests	☑	Financial Information for All Grant Requests
List of Board of Directors (or governing body) with agency contact information	☑	List of Board of Directors
Current Annual Budget for the Entire Agency	☑	ONDM Budget for Entire Organization
Copy of most recently submitted IRS 990 form or Tax Return (include complete form)	☑	ONDM - 990 2022
Board of Director's (or governing body's) designation of authorized official	☑	ONDM Board Designation of Authorized Official
Board of Director's (or governing body's) authorization to request funding (may be same document as one above)	☑	ONDM Board Designation of Authorized Official
Proof of insurance carried, including bonding, liability and/or workers' compensation	☑	Proof of Insurance
STATE AND FEDERAL NON-PROFIT DETERMINATION LETTER. All organizations MUST have approved non-profit status from the State of California and Federal Tax Identification Number at time of application. Non-compliant applicants will be disqualified.	☑	State and Federal Non Profit Designation Letters
Certified Audit and/or Certified Financial Statements	☑	Certified Audit of ONDM 2022 Financial Position
REQUIRED FOR CDBG ONLY - If requesting Capital Funding, please upload your Capital expenditure budget (your own format is acceptable)		
REQUIRED FOR CDBG ONLY - Personnel Policies		Personnel Policies including AAP

Including Affirmative Action Plan and Grievance Procedure	
REQUIRED FOR CDBG ONLY - Agency Audit Requirements and Copy of Last Audit Highlighting "Findings" Section	ONDM Audited Financials with Highlighted Findings
REQUIRED FOR CDBG ONLY - Articles of Incorporation and Bylaws	Articles of Organization and By-Laws
REQUIRED FOR CDBG ONLY - Conflict of Interest Statement (if not included in Bylaws)	Conflict of Interest Statement
REQUIRED FOR CDBG ONLY - AGENCY'S LIMITED ENGLISH PROFICIENCY LANGUAGE ACCESS PLAN (LEP/LAP). Must include outreach to limited English speaking residents to encourage access to services & housing. Include what access accommodations are used.	ONDM - LEP
REQUIRED FOR CDBG ONLY - LEVERAGING REPORT- this is due with the 2nd quarter report no later than January 15th	
Supporting Documents such as Agency Strategic Plan, Needs Assessment, etc. (Not Required)	
Other Supporting Documents (Not Required)	

** ZoomGrants™ is not responsible for the content of uploaded documents.*

Application ID: 459494

Become a fan of ZoomGrants™ on Facebook
Problems? Contact us at Questions@ZoomGrants.com
©2002-2024 GrantAnalyst.com. All rights reserved.
"ZoomGrants" and the ZoomGrants logo are trademarks of GrantAnalyst.com, LLC.
Logout | Browser

DUBLIN
CALIFORNIA
Powered by ZoomGrants™ and

City of Dublin
PCS - Human Services Division
City of Dublin, Fiscal Year 2024-25, Human Services Grant Program
Deadline: 1/19/2024

Open Heart Kitchen
Senior Meal Program

Jump to: Organization Information Questions Budget Documents

USD$ 25,000.00 Requested

Submitted: 1/17/2024 7:02:30 PM (Pacific)

Project Contact
John Bost
executivedirector@openheartkitchen.org
Tel: 925-580-1616

Additional Contacts
none entered

Open Heart Kitchen

1141 Catalina Drive #137
Livermore, CA 94550
United States

Telephone(925) 580-1616
Fax
Web www.openheartkitchen.org

Executive Director
John Bost
john@openheartkitchen.org

Organization Information *top*

1. Business License Number
BL-009270

Questions *top*

1. Select the category that best describes your organization:
(Select only one.)
- [x] Non-Profit
- [ ] Public Agency
- [ ] Other:

2. Please describe your agency's mission (no more than 3 sentences or 250 characters).
Open Heart Kitchen's mission is to provide nutritious food today, while building a food secure tomorrow. We distribute nutritious meals and groceries for free in the Tri-Valley, and we are expanding soon to include a food bank and an overnight shelter.

3. Select the category that best describes the project:
(Select only one. For Capital Projects, please contact City Staff ahead of the grant application submission to review additional requirements including the Davis-Bacon/Fair Labor Standards Act)
- [ ] Capital Project
- [x] Public Service Program or Project

4. Is this a "new" service, program, project or activity? "New" is identified as not yet started, implemented or in

operation.

- [ ] Yes
- [x] No

5. Provide a brief summary of the program/project for which your agency is seeking funding (No more than three sentences. This text will be used widely during the review and implementation process to describe your project).
The Open Heart Kitchen Senior Meal Program offers a place for Tri-Valley seniors to feel welcome as they seek nutrition support that fits their budgets and lifestyles. Our freshly prepared meals are tailored to the dietary needs of active seniors, and are served on weekdays in congregate dining rooms at the Dublin Senior Center, the Pleasanton Senior Center, and the Robert Livermore Community Center. These meals are offered free of charge to all seniors, bringing together a community into our dining rooms that encourages vital social-emotional support.

6. Describe the challenges, needs, or service gaps in Dublin your program/project addresses. If you do not receive funding, what would the impact be? (You should reference Dublin demographics, statistics, and reports to make your case.)
Our Senior Meal Program serves the senior community of the Tri-Valley by providing a free and social lunch program. Seniors can visit the Dublin Senior Center and take a seat at a communal dining table where they are served a meal consisting of a cup of soup, an entree course, fruit, and milk. According to a study by the Older Americans Act, participants in programs such as ours receive 40% of their daily calories and 35% - 47% of their daily recommended nutrition intake by eating these meals.
Mounting hurdles that can hinder individuals from cooking as they age. Planning a list, traveling to the grocery store, and getting the groceries home (especially when alone and traveling by bus or ride share) can feel exhausting, and that's all before the actual cooking and cleaning. Financial barriers can lead to purchasing cheap, convenient foods that lack nutrients. As the cost of everyday goods increases, low-income seniors are already struggling to make ends meet. The Tri-Valley NonProfit Alliance (TVNPA) is a nonprofit organization established to create a collaborative network for Tri-Valley community-based organizations. TVNPA noted in their 2023 report, "Just Getting By in the Tri-Valley", that 25.9% of Tri-Valley seniors have an annual income of less than $40,000, compared to $58,258 which is needed for someone to get by in our area.
We receive funding from multiple sources. The largest funder is Alameda County, which accounts for 58% of the program's budget. We apply for city-specific funding from the cities of Livermore and Pleasanton, and we also seek out grant funding throughout the year from corporations, small businesses, social and charitable groups, and places of worship. If we do not receive this requested funding we will continue to operate in Dublin, but may have to consider reducing our daily meal count maximum and implementing a tiered eligibility system.

7. Estimate the total number of UNDUPLICATED Dublin residents to be served by this project.
(UNDUPLICATED means client is counted only once regardless of number of services received in a year.)
250

8. Which of the 14 Areas of Concern identified in the Eastern County 2011 Needs Assessment Report does your project identify with? Projects should meet the selected Areas of Concerns as well as helps the City of Dublin archive its Vision Statement that was included in its 2022 Strategic Plan.
The mission and vision statements are available online at www.dublin.ca.gov/1956/Application-Requirements-Process

- [ ] Behavioral Health (mental health and substance abuse)
- [ ] Affordable Housing
- [ ] Health Care (including dental)
- [ ] Workforce Development
- [ ] Homelessness
- [ ] Transportation Services and Access
- [ ] Domestic Violence and Child Abuse
- [ ] Disabilities
- [x] Food and Nutrition
- [x] Senior Services
- [ ] Youth Services
- [ ] Child Care, Early Childhood Development and Education
- [ ] Changing Demographics and Growing Diversity
- [ ] Financial Assistance
- [ ] None of the Above

9. Describe in detail how Dublin grant funds will be used for this project. If the funds are used for staffing, be sure to provide specific details on the number and types of positions being funded. (If capital funding is being requested, this narrative should include a detailed project scope and project timeline. The scope of work should include any land tenure issues. Additional documentation include designs, site plans, etc. can be attached later in

the "Documents" tab.)

(What specifically will the grant funds be used for?)

Dublin grant funds will be used for our Senior Meal Program operations at the Dublin Senior Center. These funds will be used for general program operations, including the purchasing of food and supplies.

We take cost-saving measures to get fresh ingredients in bulk and at a discount. We participate in a group purchasing program through our food provider to cut food costs. Open Heart Kitchen is also a member agency of the Alameda County Community Food Bank (ACCFB). Later in 2024 we will be launching the Open Heart Food Bank, acting as an extension of ACCFB into the Tri-Valley. This will give us even greater capacity to receive items in bulk at a discount while also accepting larger food donations.

Our paid staff oversee services to ensure sanitation, safety, and quality standards are upheld. We rely on a volunteer network to work alongside our team and keep salary costs down. We have been rebuilding our volunteer network since returning to pre-pandemic services. All of our volunteers must be at least 16 years old, and those over 18 must pass a background check. Volunteers are then subject to additional training depending on their assignment. Some program funds are allocated to volunteer training. Overseeing the team at our Dublin Senior Center location is Site Supervisor Evelyn, along with Food Service Assistant, Asiwarya. Evelyn has been with Open Heart Kitchen an impressive 16 years across multiple programs and sites, and has heavily contributed to our culture of service. Evelyn and Aiswarya are each scheduled to work 15 hours per week to administer our meal services at the Center, which includes overseeing setup of the kitchen and dining room, checking in and seating guests, plating and serving meals during a sit-down meal service, followed up with cleaning.

10. Describe how you will measure the effectiveness of this program/project. Describe your criteria for success. What results do you expect to have achieved at the end of this grant?

Our overall goal is to provide nutrition access. Our meals follow Older Americans Act Nutrition Services Dietary Guidance for levels of fiber, vitamins A & C, protein content, and sodium. Our Registered Dietician works with our Chef and Operations Director to review each month's menu in advance to make sure that daily and weekly nutrition goals are being met. We want our guests to feel empowered to use food as a medicine to enhance their lives.

The secondary pillar to this program is social-emotional support. The 'effectiveness of established friendships' is not easy to quantify, but we know that for us it starts in the dining room. During the pandemic our communal dining room had to be shuttered as we shifted our services between walk-up and drive-thru setups. During those isolating times, many clients told our teams that their daily meal pickup was their only guaranteed interaction to look forward to. The return to original operations has given our staff and clients the opportunity to bond again and strengthen their community. We expect to continue to retain our core group of daily diners, as well as welcome new diners to our program during the grant period who will establish a regular dining frequency. We expect that our monthly meal counts will remain within our budget.

11. The City Council updated Dublin's Mission, Vision, and Values in 2020 to include Inclusivity, Diversity and Equity. How does your project further these values?

The full statements are available at www.dublin.ca.gov/72/mission-vision

Open Heart Kitchen's vision is to work with community partners to meet the most basic needs of vulnerable people in our community by empowering them to build better futures. We work toward this vision by using our guiding principles of dignity, innovation, advocacy, and collaboration.

Open Heart Kitchen has invested time, energy, and resources into the principles of IDEAL: Inclusion, Diversity, Equity, Access, and Liberation. We began our IDEAL adoption journey through our extensive work with the Center for Excellence in Nonprofits, including instructor-led virtual workshops for our team. In 2023 we partnered with the professional development coaches at LAR Workgroup to plan and facilitate a custom in-person workshop for our team to receive a refresher on these values. The members of our team put great effort and pride into fostering welcoming experiences for all guests, including volunteers. Since our founding in 1995, Open Heart Kitchen has become a trusted name in the Tri-Valley with a reputation for providing a space for community members to come together in an impactful way.

Our senior meals are accessible to all seniors aged 60 or older, although there are exceptions including seniors' spouses or caregivers under the age of 60. Our meals are not only a source of sustenance, but also the result of carefully-calculated nutrition choices. By serving our guests the balanced meals that they need, we are supporting their ability to continue or regain an active lifestyle.

Customer service skills are required when working with the public. Our team is aware that on any given day a client may be using our services while facing their largest life obstacles. We owe our clients the patience and understanding to help them fully participate in our services. Maintaining safety is always our team's priority. Our team has received de-escalation training and we review safety manuals regularly to help ensure a safe dining and workspace for everyone who comes to us.

12. For the Fiscal Year 2024-2025 Human Services Grant Cycle, additional funding may be available through the City's American Rescue Plan Act allocation. Organizations that are eligible for this funding must provide services that are responding to the economic and public health impacts of the COVID-19 Pandemic. If applicable, please describe how your organization's programs and services directly respond to negative economic or public health impacts of the COVID-19 Pandemic.

Enter "NA" if not eligible.

We are still seeing our community recover from the pandemic, and that includes older Americans living on fixed incomes despite rising costs of goods and the slashing of pandemic-era emergency assistance programs. According to the Tri-Valley NonProfit Alliance's report, "Just Getting By in the Tri-Valley", the emergency assistance programs operated during the pandemic pulled many people further out of poverty, but that great progress will not last as the benefits are cut for vulnerable

community members.
Senior Meal Program dining services have returned to pre-pandemic operations, which means diners are seated at communal tables. However, Open Heart Kitchen continues to monitor all guidelines and updates issued by the Alameda County Public Health Department in the event of another emergency health order.

13. ** QUESTIONS 14 THROUGH 24 ARE FOR THOSE ORGANIZATIONS INTERESTED IN APPLYING FOR FEDERAL COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) FUNDING ONLY. ** Are you are interested in applying for CDBG funds?

- [x] Yes. If so, check box here and answer questions 14 through 25.
- [ ] No. If no, check box here and enter NA
- [ ] Don't know. If you are unsure, please call City staff at (925) 833-6645.

14. CDBG ONLY- Explain your Limited English Proficiency/Language Access Plan (LEP/LAP). How does your agency outreach to limited English speaking residents to encourage access to services? What access accommodations are used? Etc. Provide detail

Please enter "N/A" if you are not interested in qualifying for CDBG funding.

Our team, volunteers, and clients all come from varied backgrounds. One of our guiding principles is dignity, which takes the form of every person interacting with our organization being treated with respect. A way that we can acknowledge and respect one another is by supporting our clients' language needs. According to the Tri-Valley NonProfit Alliance report, "Just Getting by in the Tri-Valley", 50% of Dublin households use a language other than English at home, and 54% of those households speak an Asian or Pacific Island language. Our menus are translated into simplified Chinese, Spanish, and Korean, and all four languages are printed on one paper so that no one has to feel singled out for requesting their copy in another language. These languages were chosen based on the needs of our guests, and efforts are taken to offer services in additional languages as well. Our onsite teams are trained to use iSpeak cards to identify a client's language, and to then call a real-time translation service called Boostlingo so that they can put the phone on speaker and communicate with their non English-speaking clients. Clients who call our administrative offices can also speak with our team members using the Boostlingo service by dialing a translator into the call. Through this process we have assisted community members with CalFresh eligibility applications, provided referrals to local resources, and signed guests up for our programs. Nutrition access and participation in community services should be guaranteed to all Tri-Valley community members. All languages are welcome at our dining tables.

15. CDBG ONLY - Identify at least one HUD Guiding Principle that relates to your project:

- [x] Be culturally accessible, appropriate and inclusive
- [x] Encourage community engagement and involvement
- [ ] Promote energy and resource efficiency
- [x] Encourage networking and information sharing across service providers
- [ ] Encourage process streamlining
- [ ] Consolidate service delivery
- [ ] Not Applicable. Not interested in CDBG funding.

16. CDBG ONLY - Identify at least HUD Consolidated Plan Goal that relates to your project:

(Select Category and Applicable Goals)

- [ ] A) Housing
- [ ] Goal 1: Promote the production, rehabilitation, and preservation of affordable housing (rental and ownership) through acquisition, rehabilitation, new construction, and minor repair.
- [ ] Goal 2: Reduction of housing discrimination through provision of fair housing and tenant/landlord services.
- [ ] Goal 3: Use resources to assist low-income residents make rental assistance payments in response to Covid-19.
- [ ] B) Homeless
- [ ] Goal 1: Use resource to end homelessness by funding and supporting homeless service programs.
- [ ] C) Supportive Housing
- [ ] Goal 1: Increase the availability of services enriched housing for persons with special needs by supporting acquisition and new construction of housing units.
- [ ] D) Community Development
- [ ] Goal 1: Make improvements, including ADA accessibility and rehabilitation to public facilities, such as curbs and sidewalks, neighborhood parks and recreational improvements, homeless facilities and other public facilities/community centers.
- [ ] Goal 2: Fund economic development, micro-enterprise, and on-the-job training.
- [x] Goal 3: Support public service programs for low income residents, preserving safety net services for families and individuals who are vulnerable or

- [ ] F) Not Applicable. Not interested in CDBG funding.

17. CDBG ONLY - Identify at least one HUD Strategic Goal that relates to your project:

- [x] Public Services
- [ ] Public Facilities
- [ ] Rental Assistance
- [ ] Affordable Housing
- [ ] Increase Opportunities for 1st Time Homebuyers
- [ ] Promote Decent Affordable Rental Housing
- [x] Strengthen Communities
- [ ] Ensure Equal Opportunity in Housing
- [ ] Reduce Housing Discrimination
- [ ] Promote Participation of Grass-Roots, Faith-Based, and other Community-Based Organizations
- [ ] Not Applicable. Not interested in CDBG funding.

18. CDBG ONLY - Select one HUD Objective that relates to your project:
(TIP: When selecting an objective ask yourself, "What is the purpose of the activity? What is the larger community need that I am seeking to address?")

- [x] Creating a Suitable Living Environment
- [ ] Providing Decent Affordable Housing
- [ ] Creating Economic Opportunities
- [ ] Not Applicable. Not interested in CDBG funding.

19. CDBG ONLY - Select one HUD Outcome that relates to your project:
(TIP: When selecting an outcome ask yourself, "What type of change or result am I seeking?")

- [x] Availability/Accessibility
- [ ] Affordability
- [ ] Sustainability
- [ ] Not Applicable. I am not interested in qualifying for CDBG funding.

20. CDBG ONLY - Select one HUD Specific Indicator that relates to your project:

- [ ] Public facility or infrastructure: This indicator shows the number of persons that have been assisted by public facility or infrastructure activities that provide individuals with new or improved access to the facility or infrastructure. If the activity was used to meet a quality standard or to measurably improve quality, then this indicator will report the number of household units that no longer have access to a substandard service.
- [x] Public Service: This indicator shows the number of persons that have been assisted with new or improved access to a service. If the activity was used to meet a quality standard or to measurably improve quality, then this indicator will report the number of persons that no longer have access to a substandard service.
- [ ] Targeted revitalization: This indicator shows a range of outcomes such as jobs created and retained, businesses assisted, low- and moderate-income persons and households served, slum/blight demolition, number of acres of brownfields remediated, etc. in a targeted area.
- [ ] Commercial facade treatments or business building rehabilitation: This indicator shows the number of commercial facade treatments undertaken and the number of business buildings that were rehabilitated.
- [ ] Brownfields remediated: This indicator shows the number of acres of brownfields that were remediated.
- [ ] Rental units constructed: This indicator shows the number of affordable rental units created, as well as the number of years of affordability, number of units occupied by the elderly, and those units designated for chronically homeless persons and persons with HIV/AIDS.
- [ ] Rental units rehabilitated: This indicator shows the number of affordable rental units rehabilitated as well as the number of years of affordability, units for chronically homeless persons, elderly persons, and persons with HIV/AIDS.
- [ ] Homeownership units constructed or acquired with rehabilitation: This indicator shows the total number of homeownership units constructed, acquired, and/or acquired with rehabilitation per activity. This includes total number of affordable units, number of years of affordability, Energy Star qualified units, section 504 accessible units, and number of households previously living in subsidized housing. In addition, data will be collected on the number of units occupied by the elderly, number of units designated for persons with HIV/AIDS, and number of units for the chronically homeless.
- [ ] Owner occupied units rehabilitated: This indicator shows the total number of owner occupied units rehabilitated, including the number of these units occupied by the elderly, number of units designated for persons with HIV/AIDS, and number of units for the chronically homeless.
- [ ] Direct financial assistance to homebuyers: This indicator shows the number of homebuyers receiving direct financial

assistance, housing counseling, and down payment assistance/closing costs.

- [ ] Tenant Based Rental Assistance (TBRA): This indicator shows the total number of households receiving TBRA as well as the number with short-term rental assistance (less than 12 months) and the number of homeless and chronically homeless households assisted.
- [ ] Homeless shelters: This indicator shows the number of homeless persons given overnight shelter.
- [ ] Emergency housing: This indicator shows the number of beds created in an overnight shelter or other emergency housing.
- [ ] Homeless prevention: This indicator shows the number of households that received emergency financial assistance to prevent homelessness and emergency legal assistance to prevent homelessness.
- [ ] Jobs created: Of the total number of jobs created, this indicator shows the number of jobs that have employee-sponsored health care, the types of jobs created (using Economic Development Administration (EDA) classifications) and the number of persons unemployed before taking the job.
- [ ] Jobs retained: Of the total number of jobs retained, this indicator shows the number of jobs retained, the number of jobs with employer-sponsored health care benefits, and the types of jobs retained (using EDA classifications)
- [ ] Business assistance: This indicator shows the total number of businesses assisted. Specifically, it shows the number of new businesses, existing businesses, and the DUNS number of each business so that HUD can track the number of new businesses that remain operational for three years after assistance.
- [ ] Businesses providing goods or services: This indicator shows whether an assisted business provides goods or services to meet the needs of the service area, neighborhood, or community, as determined by the grantee.
- [ ] Not Applicable. Not interested in CDBG funding

21. CDBG ONLY - Please choose a common indicator that your agency will use to track clients:
(Select only ONE.)

- [x] Persons
- [ ] Households
- [ ] Not Applicable. Not interested in CDBG funding

22. CDBG ONLY - Based on the common indicator you selected above, please list the number of unduplicated Dublin clients (EITHER Persons OR Households) your agency anticipates serving in each category. If none, please enter "0".

250	Seniors (62 and older)
34	People with Disabilities
60	Female-Headed Households
0	Youth
1	Homeless
	Not Applicable. Not interested in CDBG funding (Type N/A)
345.00	**TOTAL**

23. CDBG ONLY - Based on the common indicator you selected above, please list the number of unduplicated Dublin clients (EITHER Persons OR Households) your agency anticipates serving in each category. If none, please enter "0".
Area Median Income ("AMI") information is available online at www.dublin.ca.gov/1956/Application-Requirements-Process

183	Extremely Low Income (<30% AMI)
49	Very Low Income (30%-50% AMI)
18	Low Income (50%-80% AMI)
	Moderate Income (80%-120% AMI)
250.00	**TOTAL**

24. CDBG ONLY - List the number of clients your agency anticipates serving in race/ethnicity categories. Per HUD, "Hispanic" is an ethnicity, not a race.
The sum entered below must match the total clients entered in Question #9 above. If none, please enter "0"

49	White
12	White + HISPANIC
7	Black/African American

	Black/African American + HISPANIC
130	Asian
6	Asian + HISPANIC
2	American Indian/Alaskan Native
3	American Indian/Alaskan Native + HISPANIC
	Native Hawaiian/Other Pacific Islander
	Native Hawaiian/Other Pacific Islander + HISPANIC
	American Indian/ Alaskan Native and White
	American Indian/ Alaskan Native and White + HISPANIC
8	Asian and White
	Asian and White + HISPANIC
1	Black/African American and White
	Black/African American and White + HISPANIC
	American Indian/Alaskan Native and Black/African American
	American Indian/Alaskan Native and Black/African American + HISPANIC
32	Multi Racial + HISPANIC OR other Multi Racial
	Not Applicable. Not interested in CDBG funding. (Type N/A)
250.00	**TOTAL**

25. If your agency is submitting more than one application or the same agency has different programs within it, please RANK the priority of this application, with number 1 being the highest priority for funding. There should only be one #1 PER AGENCY

- [x] #1 - This program/project has the agency's highest priority for funding.
- [ ] #2 - This program/project has the agency's 2nd highest priority for funding.
- [ ] #3 - This program/project has the agency's 3rd highest priority for funding.
- [ ] #4 - This program/project has the agency's 4th highest priority for funding.
- [ ] #5 - This program/project has the agency's 5th highest priority for funding.
- [ ] #6 - This program/project has the agency's 6th highest priority for funding.
- [ ] If you have more than 6 applications per organization, agency, district or entity, check here.

26. Has your organization or a paid employee of your organization made a political contribution to a current City of Dublin Councilmember or Mayor within the last 12 months? Under Section 84308 of the Political Reform Act, elected officials are prohibited from taking part in an entitlement for use proceedings if the official has received a contribution exceeding $250 from a party or participant in the proceeding within the preceding 12 months. More information can be found on the Fair Political Practices Commission (FPPC website) here: https://www.fppc.ca.gov/learn/pay-to-play-limits-and-prohibitions.

If you answer Yes, it will not disqualify you from the process or impact your application. An additional form will be emailed for you to provide details of the contributions for reporting purposes pursuant to the Political Reform Act.

- [ ] Yes
- [x] No

Budget top

Funding Sources/Revenues	Budget Amount	Amount Committed
City of Dublin	USD$ 25,000.00	
City of Livermore (for Livermore residents)	USD$ 25,000.00	
City of Pleasanton (for Pleasanton residents)	USD$ 50,000.00	
County of Alameda	USD$ 396,000.00	
Individual Contributions	USD$ 57,500.00	
In-Kind Contributions	USD$ 122,000.00	
Total	**USD$ 675,500.00**	**USD$ 0.00**

Funding Uses/Expenses	Budget Amount	Amount Committed
Salaries	USD$ 346,000.00	
Benefits	USD$ 61,500.00	
Auto (food transport)	USD$ 9,500.00	
Facilities and equipment maintenance	USD$ 10,000.00	
Food and kitchen supplies	USD$ 163,000.00	
Information technology, telephone	USD$ 7,500.00	
Insurance	USD$ 4,000.00	
Postage and printing	USD$ 3,000.00	
Rent and utilities	USD$ 43,000.00	
Other expenses	USD$ 28,000.00	
Total	**USD$ 675,500.00**	**USD$ 0.00**

Budget Narrative

Other expenses include: uniforms, occupational health, office expenses, etc.

The $25,000 request from the City of Dublin will help defray 4% of the costs attributed to the Senior Meal program operations. The total budget for the Senior Meal program is 19% of Open Heart Kitchen's overall organization budget.

Documents *top*

Documents Requested *	Required?	Attached Documents *
Program Expense Budget for ALL Grant Requests	☑	Program Expense Budget
Financial Information Form for ALL Grant Requests	☑	Financial Information
List of Board of Directors (or governing body) with agency contact information	☑	List of Board of Directors
Current Annual Budget for the Entire Agency	☑	Budget
Copy of most recently submitted IRS 990 form or Tax Return (include complete form)	☑	Form 990
Board of Director's (or governing body's) designation of authorized official	☑	Board Designation
Board of Director's (or governing body's) authorization to request funding (may be same document as one above)	☑	Authorization
Proof of insurance carried, including bonding, liability and/or workers' compensation	☑	COI Endorsement
STATE AND FEDERAL NON-PROFIT DETERMINATION LETTER. All organizations MUST have approved non-profit status from the State of California and Federal Tax Identification Number at time of application. Non-compliant applicants will be disqualified.	☑	Federal State
Certified Audit and/or Certified Financial Statements	☑	Audit
REQUIRED FOR CDBG ONLY - If requesting Capital Funding, please upload your Capital expenditure budget (your own format is acceptable)		
REQUIRED FOR CDBG ONLY - Personnel Policies Including Affirmative Action Plan and Grievance Procedure		Employee Handbook
REQUIRED FOR CDBG ONLY - Agency Audit Requirements and Copy of Last Audit Highlighting "Findings" Section		Audit Requirements Audit Summary page 28

REQUIRED FOR CDBG ONLY - Articles of Incorporation and Bylaws	Articles Bylaws
REQUIRED FOR CDBG ONLY - Conflict of Interest Statement (if not included in Bylaws)	Conflict of Interest Policy
REQUIRED FOR CDBG ONLY - AGENCY'S LIMITED ENGLISH PROFICIENCY LANGUAGE ACCESS PLAN (LEP/LAP). Must include outreach to limited English speaking residents to encourage access to services & housing. Include what access accommodations are used.	LEP Plan
REQUIRED FOR CDBG ONLY - LEVERAGING REPORT- this is due with the 2nd quarter report no later than January 15th	
Supporting Documents such as Agency Strategic Plan, Needs Assessment, etc. (Not Required)	
Other Supporting Documents (Not Required)	

** ZoomGrants™ is not responsible for the content of uploaded documents.*

Application ID: 457376

Become a fan of ZoomGrants™ on Facebook
Problems? Contact us at Questions@ZoomGrants.com
©2002-2024 GrantAnalyst.com. All rights reserved.
"ZoomGrants" and the ZoomGrants logo are trademarks of GrantAnalyst.com, LLC.
Logout | Browser

DUBLIN
CALIFORNIA
Powered by ZoomGrants™ and

City of Dublin
PCS - Human Services Division
City of Dublin, Fiscal Year 2024-25, Human Services Grant Program
Deadline: 1/19/2024

Partners for Change Tri-Valley

Alleviating Poverty and Homelessness in the Tri-Valley

Jump to: Organization Information Questions Budget Documents

USD$ 15,000.00 Requested

Submitted: 12/29/2023 11:57:03 AM (Pacific)

Project Contact
Terri Molano
director@pfctv.org
Tel: 5107736356

Additional Contacts
none entered

Partners for Change Tri-Valley

4743 East Ave.
Livermore, CA 94550
United States

Telephone5107736356
Fax
Web www.pfctv.org

Executive Director
Terri Molano
director@pfctv.org

Organization Information *top*

1. Business License Number
BL-114846

Questions *top*

1. Select the category that best describes your organization:
(Select only one.)
- [x] Non-Profit
- [ ] Public Agency
- [ ] Other:

2. Please describe your agency's mission (no more than 3 sentences or 250 characters).
We equip and empower people to chart their course out of poverty to self-sustainability through transformative education and mentorship. We foster positive, supportive community by intentionally creating relationships that bridge socioeconomic lines.

3. Select the category that best describes the project:
(Select only one. For Capital Projects, please contact City Staff ahead of the grant application submission to review additional requirements including the Davis-Bacon/Fair Labor Standards Act)
- [ ] Capital Project
- [x] Public Service Program or Project

4. Is this a "new" service, program, project or activity? "New" is identified as not yet started, implemented or in operation.

- [ ] Yes
- [x] No

5. Provide a brief summary of the program/project for which your agency is seeking funding (No more than three sentences. This text will be used widely during the review and implementation process to describe your project).
We equip and empower people to chart their course out of poverty to self-sustainability through a research-based, transformative, long-term education and mentorship program. We foster positive community by intentionally creating relationships that bridge socioeconomic lines and building a supportive team for our participants..

Our Vision is to end poverty in the Tri-Valley.

6. Describe the challenges, needs, or service gaps in Dublin your program/project addresses. If you do not receive funding, what would the impact be? (You should reference Dublin demographics, statistics, and reports to make your case.)
There is a high return rate to destabilization when crisis support is not combined with whole person, long-term care. HACA reports they have <10 openings a month for Section 8 housing, & applicants can wait years, if ever, to be selected. Selection is based on a scoring system, & many of the Tri-Valley unhoused will never score high enough to find an opportunity. PFCTV provides essential solutions to reducing poverty in Tri-Valley. We offer casework & long-term mentorship to assist in completing housing applications & support to address gaps in their score which improves their chances. If for example, they are advised to get mental heath support, we provide a direct referral to mental health counseling at Axis. Their mentors check-in to ensure they're following through w/ treatment & continued care.
We provide financial literacy & individual casework addressing derogatory credit items that would eliminate them from private housing options. Participants can set goals to seek and improve employment & enter college, so they are not dependent on the lottery of current housing programs. We remove barriers that would prevent them from attending class by providing free childcare, a hot meal donated by Open Heart Kitchen & transportation solutions. Our curriculum provides an in-depth education on trauma resiliency, so they can begin to cope with their past and present in healthy ways. This is crucial in avoiding setbacks. In our weekly classes we offer a supportive experience where people can be fed, build community and feel safe.
We believe long-term education & mentoring is the answer to lowering return rate to crisis-mode and the need to solicit assistance from existing care providers & community organizations. Our Soc Svs system does not have the funding to help all those in need w/ the current perspective of focusing on just crisis support.
Without funding, numbers won't grow & fewer people will experience the transformative life change our Participants have seen

7. Estimate the total number of UNDUPLICATED Dublin residents to be served by this project.
(UNDUPLICATED means client is counted only once regardless of number of services received in a year.)
100

8. Which of the 14 Areas of Concern identified in the Eastern County 2011 Needs Assessment Report does your project identify with? Projects should meet the selected Areas of Concerns as well as helps the City of Dublin archive its Vision Statement that was included in its 2022 Strategic Plan.
The mission and vision statements are available online at www.dublin.ca.gov/1956/Application-Requirements-Process

- [x] Behavioral Health (mental health and substance abuse)
- [x] Affordable Housing
- [ ] Health Care (including dental)
- [x] Workforce Development
- [x] Homelessness
- [ ] Transportation Services and Access
- [ ] Domestic Violence and Child Abuse
- [ ] Disabilities
- [x] Food and Nutrition
- [x] Senior Services
- [x] Youth Services
- [ ] Child Care, Early Childhood Development and Education
- [ ] Changing Demographics and Growing Diversity
- [x] Financial Assistance
- [ ] None of the Above

9. Describe in detail how Dublin grant funds will be used for this project. If the funds are used for staffing, be sure to provide specific details on the number and types of positions being funded. (If capital funding is being requested, this narrative should include a detailed project scope and project timeline. The scope of work should include any land tenure issues. Additional documentation include designs, site plans, etc. can be attached later i

the "Documents" tab.)
(What specifically will the grant funds be used for?)
Our pressing issue is that we do need to bring on a Program Facilitator to support the growth of our program and the significant uptick in casework. Previous years found most of our participants living in subsidized housing who had some level of stabilization. This year 50% of our Tuesday cohort came to us unhoused, either living in hotels, in their cars at safe parking or on the streets. They represent the full spectrum of the unhoused and low-income including a teenager up to senior citizens, recovering addicts, people with mental and physical health issues, parents of Special Needs children, abused women, transgender youth, and all of them carry with them the significant trauma of their life experiences.
Partners for Change Tri-Valley uses a transformative, research-based life skills curriculum to provide weekly education classes and mentorship to the under-resourced community. The classes are designed to equip and empower our participants to navigate their way out of poverty and into self-sustainability. Our curriculum provides an education around holistic poverty, financial literacy, personal introspection, all forms of addiction, racial equity, aspects of privilege, social capital, and the role of personal and community trauma. Reciprocal relationships are built over time through a shared cohort experience.
Graduates of our program leave with skills for work-readiness, financial literacy, goal setting, planning, interpersonal skills, focus, self-awareness, self-control, flexibility, and resilience, all designed for better outcomes at home, school, work, and life. We cannot however continue to grow without additional support.

Additional funds will support program supplies, transportation vouchers to attend class and funds to build out a Participant manual to align with our current curriculum so our Participants have a reference for when they are not in class.

10. Describe how you will measure the effectiveness of this program/project. Describe your criteria for success. What results do you expect to have achieved at the end of this grant?
Our criteria for success varies for each individual participant. We have previously seen our participants access housing, vehicles, better paying jobs, enroll in college, improve their English for our ESL participants, open a bank account for the first time, and get their drivers licenses. There are also less tangible outcomes such as experiencing improvement in interpersonal relationships, significant increases in self-worth, identifying how past trauma is affecting their present and moving through it, and changing their relationship with money.
We expect to see similar results with each cohort.
Our classes help alter perspectives around self-responsibility and capability, that in turn, improves confidence and self-esteem, making life's challenges more surmountable.
In addition, we foster positive community by intentionally creating personal relationships between our participants and mentors that bridge socioeconomic lines. This provides a supportive family and long-lasting relationships.
Program success will be measured by increased numbers of Participants we see in class and are able to offer personalized casework to. We would like to offer more in-person cohorts at our local low-income housing projects so families can get support right where they live. We are working with a school in West Alameda County to come onsite as their in-house service provider as 70% of their students are considered low-income. All of this explains why bringing on a Program Facilitator is critical to the success of our growth and program.

11. The City Council updated Dublin's Mission, Vision, and Values in 2020 to include Inclusivity, Diversity and Equity. How does your project further these values?
The full statements are available at www.dublin.ca.gov/72/mission-vision
Our current demographics are made up of
42% White
30% Hispanic
23% African American
3% Middle Eastern
2% Asian

This is historically typical in our program and we believe it will continue to be.
Empowering and mentoring individuals from economically disadvantaged backgrounds within any demographic is a crucial step towards fostering equity, ensuring equality, and promoting inclusion for that entire community.

12. For the Fiscal Year 2024-2025 Human Services Grant Cycle, additional funding may be available through the City's American Rescue Plan Act allocation. Organizations that are eligible for this funding must provide services that are responding to the economic and public health impacts of the COVID-19 Pandemic. If applicable, please describe how your organization's programs and services directly respond to negative economic or public health impacts of the COVID-19 Pandemic.
Enter "NA" if not eligible.
NA

13. ** QUESTIONS 14 THROUGH 24 ARE FOR THOSE ORGANIZATIONS INTERESTED IN APPLYING FOR FEDERAL COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) FUNDING ONLY. ** Are you are interested in applying for CDBG funds?

- [x] Yes. If so, check box here and answer questions 14 through 25.
- [ ] No. If no, check box here and enter NA
- [ ] Don't know. If you are unsure, please call City staff at (925) 833-6645.

14. CDBG ONLY- Explain your Limited English Proficiency/Language Access Plan (LEP/LAP). How does your agency outreach to limited English speaking residents to encourage access to services? What access accommodations are used? Etc. Provide detail

Please enter "N/A" if you are not interested in qualifying for CDBG funding.

Our Referring Partners serve a diverse domographic within the Hispanic community, and we have actively fostered collaborations with them to facilitate client referrals. Our Executive Director is a fluent Spanish speaker and has many years of involvement in the Hispanic community. These relationships also attract Spanish speaking participants.

In our current cohort, 30% of our participants are Spanish speaking. We offer bi-lingual curriculum in our weekly classes as needed. Interestingly, a noteworthy proportion of our Spanish-speaking participants express a preference for the English language, recognizing its role in enhancing their proficiency. This linguistic diversity enriches the cultural tapestry of our program, promoting inclusivity and effective communication.

15. CDBG ONLY - Identify at least one HUD Guiding Principle that relates to your project:

- [x] Be culturally accessible, appropriate and inclusive
- [x] Encourage community engagement and involvement
- [ ] Promote energy and resource efficiency
- [x] Encourage networking and information sharing across service providers
- [x] Encourage process streamlining
- [x] Consolidate service delivery
- [ ] Not Applicable. Not interested in CDBG funding.

16. CDBG ONLY - Identify at least HUD Consolidated Plan Goal that relates to your project:

(Select Category and Applicable Goals)

- [ ] A) Housing
- [ ] Goal 1: Promote the production, rehabilitation, and preservation of affordable housing (rental and ownership) through acquisition, rehabilitation, new construction, and minor repair.
- [ ] Goal 2: Reduction of housing discrimination through provision of fair housing and tenant/landlord services.
- [ ] Goal 3: Use resources to assist low-income residents make rental assistance payments in response to Covid-19.
- [x] B) Homeless
- [x] Goal 1: Use resource to end homelessness by funding and supporting homeless service programs.
- [ ] C) Supportive Housing
- [ ] Goal 1: Increase the availability of services enriched housing for persons with special needs by supporting acquisition and new construction of housing units.
- [x] D) Community Development
- [ ] Goal 1: Make improvements, including ADA accessibility and rehabilitation to public facilities, such as curbs and sidewalks, neighborhood parks and recreational improvements, homeless facilities and other public facilities/community centers.
- [ ] Goal 2: Fund economic development, micro-enterprise, and on-the-job training.
- [x] Goal 3: Support public service programs for low income residents, preserving safety net services for families and individuals who are vulnerable or
- [ ] F) Not Applicable. Not interested in CDBG funding.

17. CDBG ONLY - Identify at least one HUD Strategic Goal that relates to your project:

- [x] Public Services
- [ ] Public Facilities
- [ ] Rental Assistance
- [ ] Affordable Housing
- [ ] Increase Opportunities for 1st Time Homebuyers
- [ ] Promote Decent Affordable Rental Housing
- [x] Strengthen Communities
- [ ] Ensure Equal Opportunity in Housing
- [ ] Reduce Housing Discrimination

- [x] Promote Participation of Grass-Roots, Faith-Based, and other Community-Based Organizations
- [ ] Not Applicable. Not interested in CDBG funding.

18. CDBG ONLY - Select one HUD Objective that relates to your project:
(TIP: When selecting an objective ask yourself, "What is the purpose of the activity? What is the larger community need that I am seeking to address?")

- [x] Creating a Suitable Living Environment
- [ ] Providing Decent Affordable Housing
- [ ] Creating Economic Opportunities
- [ ] Not Applicable. Not interested in CDBG funding.

19. CDBG ONLY - Select one HUD Outcome that relates to your project:
(TIP: When selecting an outcome ask yourself, "What type of change or result am I seeking?")

- [ ] Availability/Accessibility
- [ ] Affordability
- [x] Sustainability
- [ ] Not Applicable. I am not interested in qualifying for CDBG funding.

20. CDBG ONLY - Select one HUD Specific Indicator that relates to your project:

- [ ] Public facility or infrastructure: This indicator shows the number of persons that have been assisted by public facility or infrastructure activities that provide individuals with new or improved access to the facility or infrastructure. If the activity was used to meet a quality standard or to measurably improve quality, then this indicator will report the number of household units that no longer have access to a substandard service.
- [x] Public Service: This indicator shows the number of persons that have been assisted with new or improved access to a service. If the activity was used to meet a quality standard or to measurably improve quality, then this indicator will report the number of persons that no longer have access to a substandard service.
- [ ] Targeted revitalization: This indicator shows a range of outcomes such as jobs created and retained, businesses assisted, low- and moderate-income persons and households served, slum/blight demolition, number of acres of brownfields remediated, etc. in a targeted area.
- [ ] Commercial facade treatments or business building rehabilitation: This indicator shows the number of commercial facade treatments undertaken and the number of business buildings that were rehabilitated.
- [ ] Brownfields remediated: This indicator shows the number of acres of brownfields that were remediated.
- [ ] Rental units constructed: This indicator shows the number of affordable rental units created, as well as the number of years of affordability, number of units occupied by the elderly, and those units designated for chronically homeless persons and persons with HIV/AIDS.
- [ ] Rental units rehabilitated: This indicator shows the number of affordable rental units rehabilitated as well as the number of years of affordability, units for chronically homeless persons, elderly persons, and persons with HIV/AIDS.
- [ ] Homeownership units constructed or acquired with rehabilitation: This indicator shows the total number of homeownership units constructed, acquired, and/or acquired with rehabilitation per activity. This includes total number of affordable units, number of years of affordability, Energy Star qualified units, section 504 accessible units, and number of households previously living in subsidized housing. In addition, data will be collected on the number of units occupied by the elderly, number of units designated for persons with HIV/AIDS, and number of units for the chronically homeless.
- [ ] Owner occupied units rehabilitated: This indicator shows the total number of owner occupied units rehabilitated, including the number of these units occupied by the elderly, number of units designated for persons with HIV/AIDS, and number of units for the chronically homeless.
- [ ] Direct financial assistance to homebuyers: This indicator shows the number of homebuyers receiving direct financial assistance, housing counseling, and down payment assistance/closing costs.
- [ ] Tenant Based Rental Assistance (TBRA): This indicator shows the total number of households receiving TBRA as well as the number with short-term rental assistance (less than 12 months) and the number of homeless and chronically homeless households assisted.
- [ ] Homeless shelters: This indicator shows the number of homeless persons given overnight shelter.
- [ ] Emergency housing: This indicator shows the number of beds created in an overnight shelter or other emergency housing.
- [ ] Homeless prevention: This indicator shows the number of households that received emergency financial assistance to prevent homelessness and emergency legal assistance to prevent homelessness.
- [ ] Jobs created: Of the total number of jobs created, this indicator shows the number of jobs that have employee-sponsored health care, the types of jobs created (using Economic Development Administration (EDA) classifications) and the number of persons unemployed before taking the job.
- [ ] Jobs retained: Of the total number of jobs retained, this indicator shows the number of jobs retained, the number of jobs

with employer-sponsored health care benefits, and the types of jobs retained (using EDA classifications)

- [ ] Business assistance: This indicator shows the total number of businesses assisted. Specifically, it shows the number of new businesses, existing businesses, and the DUNS number of each business so that HUD can track the number of new businesses that remain operational for three years after assistance.
- [ ] Businesses providing goods or services: This indicator shows whether an assisted business provides goods or services to meet the needs of the service area, neighborhood, or community, as determined by the grantee.
- [ ] Not Applicable. Not interested in CDBG funding

21. CDBG ONLY - Please choose a common indicator that your agency will use to track clients:
(Select only ONE.)

- [x] Persons
- [ ] Households
- [ ] Not Applicable. Not interested in CDBG funding

22. CDBG ONLY - Based on the common indicator you selected above, please list the number of unduplicated Dublin clients (EITHER Persons OR Households) your agency anticipates serving in each category. If none, please enter "0".

10	Seniors (62 and older)
0	People with Disabilities
10	Female-Headed Households
0	Youth
5	Homeless
	Not Applicable. Not interested in CDBG funding (Type N/A)
25.00	**TOTAL**

23. CDBG ONLY - Based on the common indicator you selected above, please list the number of unduplicated Dublin clients (EITHER Persons OR Households) your agency anticipates serving in each category. If none, please enter "0".
Area Median Income ("AMI") information is available online at www.dublin.ca.gov/1956/Application-Requirements-Process

13	Extremely Low Income (<30% AMI)
12	Very Low Income (30%-50% AMI)
	Low Income (50%-80% AMI)
	Moderate Income (80%-120% AMI)
25.00	**TOTAL**

24. CDBG ONLY - List the number of clients your agency anticipates serving in race/ethnicity categories. Per HUD, "Hispanic" is an ethnicity, not a race.
The sum entered below must match the total clients entered in Question #9 above. If none, please enter "0"

7	White
8	White + HISPANIC
8	Black/African American
	Black/African American + HISPANIC
	Asian
	Asian + HISPANIC
	American Indian/Alaskan Native
	American Indian/Alaskan Native + HISPANIC
2	Native Hawaiian/Other Pacific Islander
	Native Hawaiian/Other Pacific Islander + HISPANIC
	American Indian/ Alaskan Native and White
	American Indian/ Alaskan Native and White + HISPANIC
	Asian and White

	Asian and White + HISPANIC
	Black/African American and White
	Black/African American and White + HISPANIC
	American Indian/Alaskan Native and Black/African American
	American Indian/Alaskan Native and Black/African American + HISPANIC
	Multi Racial + HISPANIC OR other Multi Racial
	Not Applicable. Not interested in CDBG funding. (Type N/A)
25.00	**TOTAL**

25. If your agency is submitting more than one application or the same agency has different programs within it, please RANK the priority of this application, with number 1 being the highest priority for funding. There should only be one #1 PER AGENCY

- [x] #1 - This program/project has the agency's highest priority for funding.
- [ ] #2 - This program/project has the agency's 2nd highest priority for funding.
- [ ] #3 - This program/project has the agency's 3rd highest priority for funding.
- [ ] #4 - This program/project has the agency's 4th highest priority for funding.
- [ ] #5 - This program/project has the agency's 5th highest priority for funding.
- [ ] #6 - This program/project has the agency's 6th highest priority for funding.
- [ ] If you have more than 6 applications per organization, agency, district or entity, check here.

26. Has your organization or a paid employee of your organization made a political contribution to a current City of Dublin Councilmember or Mayor within the last 12 months? Under Section 84308 of the Political Reform Act, elected officials are prohibited from taking part in an entitlement for use proceedings if the official has received a contribution exceeding $250 from a party or participant in the proceeding within the preceding 12 months. More information can be found on the Fair Political Practices Commission (FPPC website) here: https://www.fppc.ca.gov/learn/pay-to-play-limits-and-prohibitions.

If you answer Yes, it will not disqualify you from the process or impact your application. An additional form will be emailed for you to provide details of the contributions for reporting purposes pursuant to the Political Reform Act.

- [ ] Yes
- [x] No

Budget top

Funding Sources/Revenues	Budget Amount	Amount Committed
Individual Contributions	USD$ 12,597.09	USD$ 12,597.09
City of Dublin Grant	USD$ 15,000.00	
City of Pleasanton Grant	USD$ 15,000.00	
City of Livermore Grant	USD$ 15,000.00	
	USD$ 0.00	
Total	**USD$ 57,597.09**	**USD$ 12,597.09**

Funding Uses/Expenses	Budget Amount	Amount Committed
Program Supplies	USD$ 2,422.86	
Printing and Copying	USD$ 2,174.23	
Transportation Vouchers	USD$ 2,000.00	
Wages	USD$ 51,000.00	USD$ 12,597.09
Total	**USD$ 57,597.09**	**USD$ 12,597.09**

Budget Narrative

Program Facilitator Salary of $51,000 includes wages and taxes. 20.4% of this will come from the Dublin HHSG per year.

Documents top

Documents Requested *	Required?	Attached Documents *
Program Expense Budget for ALL Grant Requests	☑	Program Budget
Financial Information Form for ALL Grant Requests	☑	2024 Budget
List of Board of Directors (or governing body) with agency contact information	☑	Board of Directors
Current Annual Budget for the Entire Agency	☑	PFCTV Budgt 2024
Copy of most recently submitted IRS 990 form or Tax Return (include complete form)	☑	2022 990
Board of Director's (or governing body's) designation of authorized official	☑	Letter of Authorization
Board of Director's (or governing body's) authorization to request funding (may be same document as one above)	☑	Authorization Letter
Proof of insurance carried, including bonding, liability and/or workers' compensation	☑	DO Policy Full Policy Workmans Comp Insurance LOE
STATE AND FEDERAL NON-PROFIT DETERMINATION LETTER. All organizations MUST have approved non-profit status from the State of California and Federal Tax Identification Number at time of application. Non-compliant applicants will be disqualified.	☑	501C3 State Entity Letter
Certified Audit and/or Certified Financial Statements	☑	Audit Requirements Doc
REQUIRED FOR CDBG ONLY - If requesting Capital Funding, please upload your Capital expenditure budget (your own format is acceptable)		
REQUIRED FOR CDBG ONLY - Personnel Policies Including Affirmative Action Plan and Grievance Procedure		Affirmative Action Plan
REQUIRED FOR CDBG ONLY - Agency Audit Requirements and Copy of Last Audit Highlighting "Findings" Section		Audit Requireements
REQUIRED FOR CDBG ONLY - Articles of Incorporation and Bylaws		Articles of Incorporation
REQUIRED FOR CDBG ONLY - Conflict of Interest Statement (if not included in Bylaws)		Conflict of Interest
REQUIRED FOR CDBG ONLY - AGENCY'S LIMITED ENGLISH PROFICIENCY LANGUAGE ACCESS PLAN (LEP/LAP). Must include outreach to limited English speaking residents to encourage access to services & housing. Include what access accommodations are used.		
REQUIRED FOR CDBG ONLY - LEVERAGING REPORT- this is due with the 2nd quarter report no later than January 15th		
Supporting Documents such as Agency Strategic Plan, Needs Assessment, etc. (Not Required)		
Other Supporting Documents (Not Required)		

** ZoomGrants™ is not responsible for the content of uploaded documents.*

Application ID: 457737

Become a fan of ZoomGrants™ on Facebook
Problems? Contact us at Questions@ZoomGrants.com
©2002-2024 GrantAnalyst.com. All rights reserved.
"ZoomGrants" and the ZoomGrants logo are trademarks of GrantAnalyst.com, LLC.
Logout | Browser

DUBLIN
CALIFORNIA
Powered by ZoomGrants™ and

City of Dublin
PCS - Human Services Division
City of Dublin, Fiscal Year 2024-25, Human Services Grant Program
Deadline: 1/19/2024

Spectrum Community Services

Meals on Wheels: More Than A Meal

Jump to: Organization Information Questions Budget Documents

USD$ 25,000.00 Requested

Submitted: 1/19/2024 3:25:01 PM (Pacific)

Project Contact
Carrie Oldes
LCalvert@spectrumcs.org
Tel: 510-881-0301

Additional Contacts
none entered

Spectrum Community Services

2621 Barrington Court
Hayward, CA 94545
United States

Telephone 510-876-8811
Fax (510) 537-3340
Web www.SpectrumCS.org

Executive Director
Lara Calvert
LCalvert@SpectrumCS.org

Organization Information *top*

1. Business License Number
006992

Questions *top*

1. Select the category that best describes your organization:
(Select only one.)
- [x] Non-Profit
- [ ] Public Agency
- [ ] Other:

2. Please describe your agency's mission (no more than 3 sentences or 250 characters).
Spectrum Community Services enhances the quality of life for older adults and residents experiencing low income in Alameda County.

3. Select the category that best describes the project:
(Select only one. For Capital Projects, please contact City Staff ahead of the grant application submission to review additional requirements including the Davis-Bacon/Fair Labor Standards Act)
- [ ] Capital Project
- [x] Public Service Program or Project

4. Is this a "new" service, program, project or activity? "New" is identified as not yet started, implemented or in operation.

- [ ] Yes
- [x] No

5. Provide a brief summary of the program/project for which your agency is seeking funding (No more than three sentences. This text will be used widely during the review and implementation process to describe your project).
Spectrum's Meals on Wheels Program provides nutritious meals and vital safety checks daily to disabled/homebound Dublin seniors. Our goal is to deliver 10,500 or more meals to 60 seniors.

6. Describe the challenges, needs, or service gaps in Dublin your program/project addresses. If you do not receive funding, what would the impact be? (You should reference Dublin demographics, statistics, and reports to make your case.)
Many vulnerable Dublin seniors rely on hot meal services because they are disabled/living alone/lack financial resources/have no support networks/are unable to prepare meals. They also face isolation and coupled with a lack of proper nutrition, they face intensified mental/physical health issues/reduced access to services. Spectrum's Meals On Wheels Program is vital in addressing the challenges/needs/service gaps in Dublin. We ensure frail homebound seniors have the proper nutrition they require and are safe in their homes. The 2021 Census shows that seniors over 65 make up 9.4% of Dublin's residents. As indicated above, a growing number of Dublin seniors need meal assistance. We continue to see significant need for Dublin seniors. Though some seniors seem to be aging successfully, our intake assessment shows nearly 75% face high nutritional risk and 25% are extremely low income. These two factors play a major role in the overall health of a senior. Each day, Spectrum dispatches our volunteer drivers to deliver nutritious meals and provide human contact/warm social interaction/perform a vital safety check. Our Meals on Wheels Coordinator supports seniors through home assessments, allowing them to discover hidden issues seniors are facing and identify/access resources to address these issues. Spectrum's Meals on Wheels Program is a life-line that better safeguards senior's health/combats their isolation/ensures their wellbeing and safety/allows vulnerable seniors to continue living at home.

Without the City's support, we will not be able to fully serve eligible Dublin seniors seeking assistance and will have to implement a reduced number of meals seniors receive each week and a waitlist.

7. Estimate the total number of UNDUPLICATED Dublin residents to be served by this project.
(UNDUPLICATED means client is counted only once regardless of number of services received in a year.)
60

8. Which of the 14 Areas of Concern identified in the Eastern County 2011 Needs Assessment Report does your project identify with? Projects should meet the selected Areas of Concerns as well as helps the City of Dublin archive its Vision Statement that was included in its 2022 Strategic Plan.
The mission and vision statements are available online at www.dublin.ca.gov/1956/Application-Requirements-Process

- [ ] Behavioral Health (mental health and substance abuse)
- [ ] Affordable Housing
- [ ] Health Care (including dental)
- [ ] Workforce Development
- [ ] Homelessness
- [ ] Transportation Services and Access
- [ ] Domestic Violence and Child Abuse
- [x] Disabilities
- [x] Food and Nutrition
- [x] Senior Services
- [ ] Youth Services
- [ ] Child Care, Early Childhood Development and Education
- [ ] Changing Demographics and Growing Diversity
- [ ] Financial Assistance
- [ ] None of the Above

9. Describe in detail how Dublin grant funds will be used for this project. If the funds are used for staffing, be sure to provide specific details on the number and types of positions being funded. (If capital funding is being requested, this narrative should include a detailed project scope and project timeline. The scope of work should include any land tenure issues. Additional documentation include designs, site plans, etc. can be attached later in the "Documents" tab.)
(What specifically will the grant funds be used for?)
Spectrum Dublin Meals on Wheels will use this request to fund a portion of the salaries and benefits for two positions: Program Manager $12,866 and Dublin Meals on Wheels Coordinator $12,134.

Our Dublin Meals on Wheels Coordinator is the backbone of the program. They are the main contact for our seniors whether it is to register them for new service, complete their intake assessment, or talk to them about their meal schedule, preferences, and other needs. The Coordinator completes in-depth semiannual assessments with each senior adult. These initial and semiannual assessments are completed inside the client's home. This allows the Coordinator to provide personal attention and better understand each senior's needs and additional resources they might benefit from. The Dublin Meals on Wheels Coordinator also works daily with volunteer scheduling and planning routes to ensure all meals are delivered timely.

Spectrum's Meals on Wheels Program Manager recruits, trains, schedules and manages the community volunteers. They oversee all of the operating functions of the program. Meals are delivered daily, primarily by volunteers, who are dedicated to the program and the senior adults they serve. The Program Manager is an active participant in the community and leads Spectrum's outreach efforts in the Tri-Valley. The Program Manager works to cultivate connections in Dublin with faith-based, cultural, business, community organizations where seniors and their families gather and are connected. Involvement in the community is not only important to raise awareness of services Meals on Wheels offers, it provides opportunities to support the program through recruiting volunteers. Trained volunteers are an essential component of providing daily meals and safety-checks for homebound seniors.

Due to the limited number of meals funded through the Alameda County Area Agency on Aging (Federal/State/County funds), we must seek additional funds to meet the needs of all eligible homebound Dublin seniors.

10. Describe how you will measure the effectiveness of this program/project. Describe your criteria for success. What results do you expect to have achieved at the end of this grant?

The first and primary outcome measure crucial to Spectrum's Meals On Wheels Program success is to ensure all low/extremely low-income frail, homebound senior adults, who reside in Dublin, have access to our program services. This guarantees we can meet their nutritional needs through our home delivered meals, as well as safeguard their wellbeing through daily safety checks. We want to ensure if a senior adult qualifies and wants or needs our support, we will be there to assist. Our goal is to meet or exceed our contracted outcome by providing home-delivered meals to 60 or more unduplicated Dublin senior residents in FY 2024-2025.

Another outcome that measures the success of our Program is the number of meals we deliver each fiscal year. In FY 2024-2025, we will home-deliver 10,500 or more meals to Dublin seniors, sometimes the only full meal they get each day.

Finally, the Meals on Wheels Program can only be successful if, not only the seniors served are happy with our meals and services, but we ensure Dublin seniors thrive by positively impacting their health through a well-balanced/nutrient-rich diet. To certify this outcome, our meals comply with the Dietary Guidelines for Older Americans, meeting 1/3 of the Dietary Reference Intakes for seniors, and meet strict food safety guidelines. We also guarantee seniors are happy with our meals through periodic Satisfaction Surveys filled out by our program clients.

Spectrum's demographic data is collected daily through self-reporting of the client or family member of the client upon initial intake. The other outcome data are collected daily through program meal orders and then inputted into the agency's database. Reports are generated monthly and Spectrum's management staff review these reports to confirm the program is on track to meet our stated goals thus ensuring the success of Spectrum's Meals On Wheels Program.

11. The City Council updated Dublin's Mission, Vision, and Values in 2020 to include Inclusivity, Diversity and Equity. How does your project further these values?

The full statements are available at www.dublin.ca.gov/72/mission-vision

Spectrum Community Services is excited that the City of Dublin shares our values of inclusivity, diversity and equity. We are assessing and implementing new ways to address racial equity, demonstrating our commitment to fostering diversity, equity, and inclusion across all facets of our operations.

Institutional Efforts: A pivotal step in our commitment has been the appointment of a Director of People & Culture, who brings in 20 years of racial equity knowledge and experience, with an emphasis on racial equity policy. This role has proven instrumental in implementing initiatives that ensure a more inclusive environment.

Representation in Demographics: We understand the importance of representation not only within our staff but also among our volunteers. We regularly assess the racial demographics of our volunteer pool, aiming for alignment with the communities we serve. Similarly, we analyze client demographics to ensure that a substantial percentage can identify with and see themselves represented among our volunteers. This commitment is integral to creating an environment where everyone feels welcome and understood. We also track LGBTQ+ demographics. We currently have four people in leadership and six total staff members in this demographic.

Culinary Choices: In our program delivery, we have incorporated a racial equity lens into the menu options. We've introduced vegetarian choices and East Asian dishes with careful consideration. This decision is not arbitrary; it is a deliberate effort to align our offerings with the cultural specifications of the communities we serve. By doing so, we bridge gaps and create a more inclusive environment that respects diverse dietary and cultural needs.

Benefits & Fair Compensation: Our dedication to racial equity extends to the benefits we offer through employee health and

wellness benefits, designed to be inclusive and supportive of all staff members. We are proud to commit to paying at least the Alameda County Livi

12. For the Fiscal Year 2024-2025 Human Services Grant Cycle, additional funding may be available through the City's American Rescue Plan Act allocation. Organizations that are eligible for this funding must provide services that are responding to the economic and public health impacts of the COVID-19 Pandemic. If applicable, please describe how your organization's programs and services directly respond to negative economic or public health impacts of the COVID-19 Pandemic.

Enter "NA" if not eligible.

Older adults and those with underlying health conditions continue to be the most vulnerable to both hospitalization and death due to the COVID-19 virus. We have not missed a single day of service to this most vulnerable population and have had no virus outbreaks. Continuing to provide daily nutritious food and safety checks as well as fulfilling other individualized needs for clients has been a joy. Face coverings, access to vaccinations, sharing information, and a friendly call have all been key life-lines for our clients, 75% of whom live alone. Being a part of the Meals on Wheels program is truly more than a meal as we continue to work closely with Alameda County Public Health, the City and other organizations to share information and resources these residents may not have access to without this connection. In addition, we have seen the negative impacts of inflation causing stress to the older adults we serve. We ask for a $4.00 client donation toward the $13.50 total meal cost but currently only receive $0.76. The City's contributions as well as private donors have made it possible for us to not turn anyone away during these critical times.

13. ** QUESTIONS 14 THROUGH 24 ARE FOR THOSE ORGANIZATIONS INTERESTED IN APPLYING FOR FEDERAL COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) FUNDING ONLY. ** Are you are interested in applying for CDBG funds?

- [x] Yes. If so, check box here and answer questions 14 through 25.
- [ ] No. If no, check box here and enter NA
- [ ] Don't know. If you are unsure, please call City staff at (925) 833-6645.

14. CDBG ONLY- Explain your Limited English Proficiency/Language Access Plan (LEP/LAP). How does your agency outreach to limited English speaking residents to encourage access to services? What access accommodations are used? Etc. Provide detail

Please enter "N/A" if you are not interested in qualifying for CDBG funding.

Spectrum performs a language survey of staff, volunteers, clients, and the community, making note of any gaps and lining up resources and protocols to address needs. The plan informs our staffing goals, outreach activities, consumer materials, communications and operations. We have added a phone-based, on-demand or appointment-based translation service that all of our Meals on Wheels staff are trained to use. This is key when doing assessments and speaking with seniors about their specific needs at any time in any language. Spectrum's website is fully translated in multiple languages by the click of a button. Our goal is that all clients, prospective clients, and their families have access to Spectrum services in the spoken language in which they are proficient, that they are treated with respect, and that their questions are answered in a timely manner.

We regularly reach out to other service agencies to help ensure that all Dublin seniors have access to our service. By sharing information with as many entities as possible our hope is that all are included.

15. CDBG ONLY - Identify at least one HUD Guiding Principle that relates to your project:

- [x] Be culturally accessible, appropriate and inclusive
- [x] Encourage community engagement and involvement
- [ ] Promote energy and resource efficiency
- [x] Encourage networking and information sharing across service providers
- [x] Encourage process streamlining
- [x] Consolidate service delivery
- [ ] Not Applicable. Not interested in CDBG funding.

16. CDBG ONLY - Identify at least HUD Consolidated Plan Goal that relates to your project:

(Select Category and Applicable Goals)

- [ ] A) Housing
- [ ] Goal 1: Promote the production, rehabilitation, and preservation of affordable housing (rental and ownership) through acquisition, rehabilitation, new construction, and minor repair.
- [ ] Goal 2: Reduction of housing discrimination through provision of fair housing and tenant/landlord services.
- [ ] Goal 3: Use resources to assist low-income residents make rental assistance payments in response to Covid-19.
- [ ] B) Homeless
- [ ] Goal 1: Use resource to end homelessness by funding and supporting homeless service programs.

- [ ] C) Supportive Housing
- [ ] Goal 1: Increase the availability of services enriched housing for persons with special needs by supporting acquisition and new construction of housing units.
- [ ] D) Community Development
- [ ] Goal 1: Make improvements, including ADA accessibility and rehabilitation to public facilities, such as curbs and sidewalks, neighborhood parks and recreational improvements, homeless facilities and other public facilities/community centers.
- [ ] Goal 2: Fund economic development, micro-enterprise, and on-the-job training.
- [x] Goal 3: Support public service programs for low income residents, preserving safety net services for families and individuals who are vulnerable or
- [ ] F) Not Applicable. Not interested in CDBG funding.

17. CDBG ONLY - Identify at least one HUD Strategic Goal that relates to your project:

- [x] Public Services
- [ ] Public Facilities
- [ ] Rental Assistance
- [ ] Affordable Housing
- [ ] Increase Opportunities for 1st Time Homebuyers
- [ ] Promote Decent Affordable Rental Housing
- [x] Strengthen Communities
- [ ] Ensure Equal Opportunity in Housing
- [ ] Reduce Housing Discrimination
- [x] Promote Participation of Grass-Roots, Faith-Based, and other Community-Based Organizations
- [ ] Not Applicable. Not interested in CDBG funding.

18. CDBG ONLY - Select one HUD Objective that relates to your project:

(TIP: When selecting an objective ask yourself, "What is the purpose of the activity? What is the larger community need that I am seeking to address?")

- [x] Creating a Suitable Living Environment
- [ ] Providing Decent Affordable Housing
- [ ] Creating Economic Opportunities
- [ ] Not Applicable. Not interested in CDBG funding.

19. CDBG ONLY - Select one HUD Outcome that relates to your project:

(TIP: When selecting an outcome ask yourself, "What type of change or result am I seeking?")

- [x] Availability/Accessibility
- [ ] Affordability
- [ ] Sustainability
- [ ] Not Applicable. I am not interested in qualifying for CDBG funding.

20. CDBG ONLY - Select one HUD Specific Indicator that relates to your project:

- [ ] Public facility or infrastructure: This indicator shows the number of persons that have been assisted by public facility or infrastructure activities that provide individuals with new or improved access to the facility or infrastructure. If the activity was used to meet a quality standard or to measurably improve quality, then this indicator will report the number of household units that no longer have access to a substandard service.
- [x] Public Service: This indicator shows the number of persons that have been assisted with new or improved access to a service. If the activity was used to meet a quality standard or to measurably improve quality, then this indicator will report the number of persons that no longer have access to a substandard service.
- [ ] Targeted revitalization: This indicator shows a range of outcomes such as jobs created and retained, businesses assisted, low- and moderate-income persons and households served, slum/blight demolition, number of acres of brownfields remediated, etc. in a targeted area.
- [ ] Commercial facade treatments or business building rehabilitation: This indicator shows the number of commercial facade treatments undertaken and the number of business buildings that were rehabilitated.
- [ ] Brownfields remediated: This indicator shows the number of acres of brownfields that were remediated.
- [ ] Rental units constructed: This indicator shows the number of affordable rental units created, as well as the number of years of affordability, number of units occupied by the elderly, and those units designated for chronically homeless persons and persons with HIV/AIDS.

- ☐ Rental units rehabilitated: This indicator shows the number of affordable rental units rehabilitated as well as the number of years of affordability, units for chronically homeless persons, elderly persons, and persons with HIV/AIDS.
- ☐ Homeownership units constructed or acquired with rehabilitation: This indicator shows the total number of homeownership units constructed, acquired, and/or acquired with rehabilitation per activity. This includes total number of affordable units, number of years of affordability, Energy Star qualified units, section 504 accessible units, and number of households previously living in subsidized housing. In addition, data will be collected on the number of units occupied by the elderly, number of units designated for persons with HIV/AIDS, and number of units for the chronically homeless.
- ☐ Owner occupied units rehabilitated: This indicator shows the total number of owner occupied units rehabilitated, including the number of these units occupied by the elderly, number of units designated for persons with HIV/AIDS, and number of units for the chronically homeless.
- ☐ Direct financial assistance to homebuyers: This indicator shows the number of homebuyers receiving direct financial assistance, housing counseling, and down payment assistance/closing costs.
- ☐ Tenant Based Rental Assistance (TBRA): This indicator shows the total number of households receiving TBRA as well as the number with short-term rental assistance (less than 12 months) and the number of homeless and chronically homeless households assisted.
- ☐ Homeless shelters: This indicator shows the number of homeless persons given overnight shelter.
- ☐ Emergency housing: This indicator shows the number of beds created in an overnight shelter or other emergency housing.
- ☐ Homeless prevention: This indicator shows the number of households that received emergency financial assistance to prevent homelessness and emergency legal assistance to prevent homelessness.
- ☐ Jobs created: Of the total number of jobs created, this indicator shows the number of jobs that have employee-sponsored health care, the types of jobs created (using Economic Development Administration (EDA) classifications) and the number of persons unemployed before taking the job.
- ☐ Jobs retained: Of the total number of jobs retained, this indicator shows the number of jobs retained, the number of jobs with employer-sponsored health care benefits, and the types of jobs retained (using EDA classifications)
- ☐ Business assistance: This indicator shows the total number of businesses assisted. Specifically, it shows the number of new businesses, existing businesses, and the DUNS number of each business so that HUD can track the number of new businesses that remain operational for three years after assistance.
- ☐ Businesses providing goods or services: This indicator shows whether an assisted business provides goods or services to meet the needs of the service area, neighborhood, or community, as determined by the grantee.
- ☐ Not Applicable. Not interested in CDBG funding

21. CDBG ONLY - Please choose a common indicator that your agency will use to track clients:
(Select only ONE.)

- ☑ Persons
- ☐ Households
- ☐ Not Applicable. Not interested in CDBG funding

22. CDBG ONLY - Based on the common indicator you selected above, please list the number of unduplicated Dublin clients (EITHER Persons OR Households) your agency anticipates serving in each category. If none, please enter "0".

60	Seniors (62 and older)
60	People with Disabilities
20	Female-Headed Households
0	Youth
0	Homeless
0	Not Applicable. Not interested in CDBG funding (Type N/A)
140.00	**TOTAL**

23. CDBG ONLY - Based on the common indicator you selected above, please list the number of unduplicated Dublin clients (EITHER Persons OR Households) your agency anticipates serving in each category. If none, please enter "0".
Area Median Income ("AMI") information is available online at www.dublin.ca.gov/1956/Application-Requirements-Process

30	Extremely Low Income (<30% AMI)
15	Very Low Income (30%-50% AMI)
15	Low Income (50%-80% AMI)

0	Moderate Income (80%-120% AMI)
60.00	**TOTAL**

24. CDBG ONLY - List the number of clients your agency anticipates serving in race/ethnicity categories. Per HUD, "Hispanic" is an ethnicity, not a race.

The sum entered below must match the total clients entered in Question #9 above. If none, please enter "0"

40	White
6	White + HISPANIC
5	Black/African American
0	Black/African American + HISPANIC
5	Asian
0	Asian + HISPANIC
0	American Indian/Alaskan Native
0	American Indian/Alaskan Native + HISPANIC
0	Native Hawaiian/Other Pacific Islander
0	Native Hawaiian/Other Pacific Islander + HISPANIC
0	American Indian/ Alaskan Native and White
0	American Indian/ Alaskan Native and White + HISPANIC
0	Asian and White
0	Asian and White + HISPANIC
0	Black/African American and White
0	Black/African American and White + HISPANIC
0	American Indian/Alaskan Native and Black/African American
0	American Indian/Alaskan Native and Black/African American + HISPANIC
6	Multi Racial + HISPANIC OR other Multi Racial
0	Not Applicable. Not interested in CDBG funding. (Type N/A)
62.00	**TOTAL**

25. If your agency is submitting more than one application or the same agency has different programs within it, please RANK the priority of this application, with number 1 being the highest priority for funding. There should only be one #1 PER AGENCY

- [x] #1 - This program/project has the agency's highest priority for funding.
- [ ] #2 - This program/project has the agency's 2nd highest priority for funding.
- [ ] #3 - This program/project has the agency's 3rd highest priority for funding.
- [ ] #4 - This program/project has the agency's 4th highest priority for funding.
- [ ] #5 - This program/project has the agency's 5th highest priority for funding.
- [ ] #6 - This program/project has the agency's 6th highest priority for funding.
- [ ] If you have more than 6 applications per organization, agency, district or entity, check here.

26. Has your organization or a paid employee of your organization made a political contribution to a current City of Dublin Councilmember or Mayor within the last 12 months? Under Section 84308 of the Political Reform Act, elected officials are prohibited from taking part in an entitlement for use proceedings if the official has received a contribution exceeding $250 from a party or participant in the proceeding within the preceding 12 months. More information can be found on the Fair Political Practices Commission (FPPC website) here: https://www.fppc.ca.gov/learn/pay-to-play-limits-and-prohibitions.

If you answer Yes, it will not disqualify you from the process or impact your application. An additional form will be emailed for you to provide details of the contributions for reporting purposes pursuant to the Political Reform Act.

- [ ] Yes
- [x] No

Budget *top*

Funding Sources/Revenues	Budget Amount	Amount Committed
Area Agency on Aging/Grant	USD$ 136,428.00	USD$ 136,428.00
MOWAC/Donation	USD$ 75,000.00	USD$ 75,000.00
City of Livermore/Grant	USD$ 74,000.00	
City of Pleasanton/Grant	USD$ 55,000.00	
City of Dublin/Grant	USD$ 25,000.00	
Private Donations/Donation	USD$ 20,000.00	
Program Revenue/Donations	USD$ 85,000.00	
Volunteers/In Kind	USD$ 140,000.00	
Total	**USD$ 610,428.00**	**USD$ 211,428.00**

Funding Uses/Expenses	Budget Amount	Amount Committed
Salaries & Wages	USD$ 225,000.00	
Benefits & Payroll Taxes	USD$ 49,500.00	
Supplies	USD$ 19,500.00	
Taxes & Licenses	USD$ 15,000.00	
Postage	USD$ 750.00	
Telephone	USD$ 6,000.00	
Rent & Utilities	USD$ 5,500.00	
Accounting/Audit	USD$ 1,500.00	
Contracted Services	USD$ 93,625.00	
Travel & Co Vehicles	USD$ 12,000.00	
In Kind	USD$ 140,000.00	
Misc. Expense	USD$ 42,053.00	
Total	**USD$ 610,428.00**	**USD$ 0.00**

Budget Narrative

We are asking for $25,000 from the City of Dublin to fund 4.2% of this project. We will use this funding for the salaries of two key individuals in this life saving service to Dublin residents as well as to continue to try to meet the needs of all of the Dublin seniors. These funds will help prevent us from going back to a wait list.

Individual
1. Meals on Wheels coordinator who ensures that daily operations run smoothly - 32% of her salary which is $853/mos, $10,232 annually with benefits of $1,902 annually.
2. Meals on Wheels Program Manager establishes partnerships as well as trains, recruits, and appreciates volunteers which is vital to our program trains, recruits, and appreciates volunteers which is vital to our program - 13% of her salary which is $883.50/mos, $10,602 annually with benefits of $2,264 annually

Documents *top*

Documents Requested *	Required?	Attached Documents *
Program Expense Budget for ALL Grant Requests	☑	Program Expense Budget
Financial Information Form for ALL Grant Requests	☑	Financial Information Form
List of Board of Directors (or governing body) with agency contact information	☑	Board of Directors
Current Annual Budget for the Entire Agency	☑	Agency Budget
Copy of most recently submitted IRS 990 form or Tax Return (include complete form)	☑	IRS 990
Board of Director's (or governing body's) designation of authorized official	☑	Board Authorization
Board of Director's (or governing body's) authorization to request funding (may be same document as one above)	☑	Board Authorization

Proof of insurance carried, including bonding, liability and/or workers' compensation	☑	Insurance
STATE AND FEDERAL NON-PROFIT DETERMINATION LETTER. All organizations MUST have approved non-profit status from the State of California and Federal Tax Identification Number at time of application. Non-compliant applicants will be disqualified.	☑	IRS Exempt Letter State of Calif - Certificate of Status
Certified Audit and/or Certified Financial Statements	☑	Financial Audit
REQUIRED FOR CDBG ONLY - If requesting Capital Funding, please upload your Capital expenditure budget (your own format is acceptable)		
REQUIRED FOR CDBG ONLY - Personnel Policies Including Affirmative Action Plan and Grievance Procedure		
REQUIRED FOR CDBG ONLY - Agency Audit Requirements and Copy of Last Audit Highlighting "Findings" Section		
REQUIRED FOR CDBG ONLY - Articles of Incorporation and Bylaws		
REQUIRED FOR CDBG ONLY - Conflict of Interest Statement (if not included in Bylaws)		
REQUIRED FOR CDBG ONLY - AGENCY'S LIMITED ENGLISH PROFICIENCY LANGUAGE ACCESS PLAN (LEP/LAP). Must include outreach to limited English speaking residents to encourage access to services & housing. Include what access accommodations are used.		
REQUIRED FOR CDBG ONLY - LEVERAGING REPORT- this is due with the 2nd quarter report no later than January 15th		
Supporting Documents such as Agency Strategic Plan, Needs Assessment, etc. (Not Required)		
Other Supporting Documents (Not Required)		

** ZoomGrants™ is not responsible for the content of uploaded documents.*

Application ID: 457014

Become a fan of ZoomGrants™ on Facebook
Problems? Contact us at Questions@ZoomGrants.com
©2002-2024 GrantAnalyst.com. All rights reserved.
"ZoomGrants" and the ZoomGrants logo are trademarks of GrantAnalyst.com, LLC.
Logout | Browser

DUBLIN
CALIFORNIA
Powered by ZoomGrants™ and

City of Dublin
PCS - Human Services Division
City of Dublin, Fiscal Year 2024-25, Human Services Grant Program
Deadline: 1/19/2024

Sunflower Hill

Sunflower Hill's Program Support for Adults with Developmental Disabilities

Jump to: Organization Information Questions Budget Documents

USD$ 16,250.00 Requested

Submitted: 1/19/2024 10:11:37 PM (Pacific)

Project Contact
Jennifer Oxe
info@sunflowerhill.org
Tel: 925-800-1042

Additional Contacts
none entered

Sunflower Hill

PO Box 11436
Pleasanton, CA 94588
United States

Telephone925-800-1042
Fax
Web sunflowerhill.org

Executive Director
Jen Lenard-Benson
jen@sunflowerhill.org

Organization Information *top*

1. Business License Number
BL-110708

Questions *top*

1. Select the category that best describes your organization:
(Select only one.)
- [x] Non-Profit
- [ ] Public Agency
- [ ] Other:

2. Please describe your agency's mission (no more than 3 sentences or 250 characters).
Sunflower Hill co-develop affordable housing and provides innovative programming for adults with intellectual and developmental disabilities.

3. Select the category that best describes the project:
(Select only one. For Capital Projects, please contact City Staff ahead of the grant application submission to review additional requirements including the Davis-Bacon/Fair Labor Standards Act)
- [ ] Capital Project
- [x] Public Service Program or Project

4. Is this a "new" service, program, project or activity? "New" is identified as not yet started, implemented or in operation.

- [ ] Yes
- [x] No

5. Provide a brief summary of the program/project for which your agency is seeking funding (No more than three sentences. This text will be used widely during the review and implementation process to describe your project).
The Sunflower Hill Garden is an outdoor, instructional space providing educational, therapeutic, and life skills training for adults with intellectual and developmental disabilities (I/DD). The Hands-On Garden Groups, currently open to 11 Tri-Valley adult day, transition, high school, and residential programs, as well as individuals, offer person-centered programming for adults with I/DD, including curriculum that provides opportunities to learn about organic gardening and healthy nutrition, while engaging in a supportive environment and building vital independent living and social skills. Funds requested for this project will support 25% of the salary for our Programs Coordinator who plans and leads Garden programs.

6. Describe the challenges, needs, or service gaps in Dublin your program/project addresses. If you do not receive funding, what would the impact be? (You should reference Dublin demographics, statistics, and reports to make your case.)
This project is specifically designed to meet the unique needs of adults with intellectual and developmental disabilities. The CDC estimates that 1 in 6 children aged 3-17 have one or more developmental disabilities. In California, it's estimated that there are 625,000 adults with I/DD. This population only grows over time with increased diagnosis, longer life expectancy, and a growing California population. Locally, these numbers are consistent with statewide trends, with approximately 5,500 individuals with I/DD living in Alameda County, and an estimated 395 Dublin residents with a developmental disability.

Individuals with developmental disabilities represent overlooked population groups in Eastern Alameda County with respect to living options and job opportunities, as was reported in the Human Services Needs Assessment. It is critical for Tri-Valley cities to support programs that address the diverse needs of the adult developmentally disabled population, as programs and activities are significantly reduced once a person ages out of the public-school system.

Our in-person Hands-On Garden Group Program, open to Tri-Valley adult day, transition, high school, and residential programs, as well as individuals, offers person-centered programming for adults with I/DD. Sunflower Hill is one of the only organizations in the region offering therapeutic and life skills training in an educational, outdoor setting, and the demand for our in-person programs is very high. If we do not receive city funding, we will likely need to scale back our programming. In addition, without the necessary program participants to plant and harvest produce and flowers in our garden, we may have to reduce the food/flower donations provided to the local nonprofit community addressing food insecurity and medical challenges; this program has ripple effects.

7. Estimate the total number of UNDUPLICATED Dublin residents to be served by this project.
(UNDUPLICATED means client is counted only once regardless of number of services received in a year.)
40

8. Which of the 14 Areas of Concern identified in the Eastern County 2011 Needs Assessment Report does your project identify with? Projects should meet the selected Areas of Concerns as well as helps the City of Dublin archive its Vision Statement that was included in its 2022 Strategic Plan.
The mission and vision statements are available online at www.dublin.ca.gov/1956/Application-Requirements-Process

- [ ] Behavioral Health (mental health and substance abuse)
- [ ] Affordable Housing
- [ ] Health Care (including dental)
- [ ] Workforce Development
- [ ] Homelessness
- [ ] Transportation Services and Access
- [ ] Domestic Violence and Child Abuse
- [x] Disabilities
- [x] Food and Nutrition
- [ ] Senior Services
- [ ] Youth Services
- [ ] Child Care, Early Childhood Development and Education
- [ ] Changing Demographics and Growing Diversity
- [ ] Financial Assistance
- [ ] None of the Above

9. Describe in detail how Dublin grant funds will be used for this project. If the funds are used for staffing, be sure to provide specific details on the number and types of positions being funded. (If capital funding is being requested, this narrative should include a detailed project scope and project timeline. The scope of work should

include any land tenure issues. Additional documentation include designs, site plans, etc. can be attached later in the "Documents" tab.)

(What specifically will the grant funds be used for?)

The funds requested for this project will support 25% of the Sunflower Hill Programs Coordinator salary. Our Programs Coordinator is an integral member of the Sunflower Hill Programs team and is responsible for planning and leading hands-on, innovative
programming at the Garden that is specifically designed to provide life and social skills for adults with I/DD so they can succeed and thrive. A former special education teacher, she develops and implements dynamic Garden programs to meet the diverse needs of our program participants.

Our Hands-On Garden Groups Program is uniquely designed to honor all ability levels and the curriculum addresses educational, therapeutic, and life-skill topics to grow vital independent living skills. During their sessions at the Sunflower Hill Garden, groups and individuals learn skills that are imperative to keeping a garden growing, use tools and skills employed in such work, and enjoy extended time participating in field tasks, practicing what they have learned. Each 90-minute session in the Garden includes a welcome activity, time for individual gardening tasks, closing healthy snack, and discussion. Weekly tasks are designed with individual participants in mind, allowing for a variety of garden tasks to appeal to all abilities. Tasks include a range of gross and fine motor movements and a variety of standing, kneeling, lifting, and/or tabletop tasks. Additionally, participants explore tasting new and healthy foods and engage in a natural setting.

10. Describe how you will measure the effectiveness of this program/project. Describe your criteria for success. What results do you expect to have achieved at the end of this grant?

Our multi-disciplinary Hands-On Garden Groups Program is designed for adults with I/DD, including those with autism, Down syndrome, cerebral palsy, epilepsy, and other chromosomal differences. Led by our knowledgeable and dedicated Garden staff, the curriculum is specially designed to offer unique experiences for adults with I/DD of all abilities.

Through an engaging curriculum and guidance from staff, participants are able to achieve a number of objectives that lead to greater independence, empowerment, and confidence. Sessions are designed so that program participants are able to achieve the following:

• Learn how to exercise the freedom of choosing their own task each week.
• Work independently on a task until completion.
• Follow step-by-step instructions and learn how to ask follow-up questions, as needed.
• Practice simple math and life science concepts.
• Improve social skills with instructors, peers, and community partners.
• Learn how healthy food and flowers are grown from seed to harvest.
• Have opportunities for physical activity in a natural environment that is accessible to all ability levels.

Support of our Programs Coordinator will further enable the execution of the above objectives.

Staff assess our program effectiveness through a variety of means. Our program is designed to offer residents opportunities to engage in self-reflection and provide regular feedback at the end of each session. We also gather feedback through surveys. Furthermore, Sunflower Hill as an organization values the input of people with I/DD to guide the design of our programs, activities, and residential communities, as outlined in our 2021-2025 Strategic Plan. This includes innovating our programming based on residents' and program participants' feedback and suggestions.

In addition, we have created a Program Committee of the Board to assess best practices and industry trends.

11. The City Council updated Dublin's Mission, Vision, and Values in 2020 to include Inclusivity, Diversity and Equity. How does your project further these values?

The full statements are available at www.dublin.ca.gov/72/mission-vision

Sunflower Hill's Hands-On Garden Groups Program promotes the values of inclusivity, diversity, and equity through a number of means. As previously shared, our curriculum is specifically designed to meet the diverse needs of adults with intellectual and developmental disabilities (I/DD) and ensure that each program participant is equipped with a variety of opportunities each week to be successful.

We as an organization value the input of people with I/DD to guide the design of programs, activities, and residential communities, as set forth in our 2021-2025 Strategic Plan. This includes innovating our programming based upon feedback and suggestions from our program participants. As such, each week, our team assesses the needs of individual participants and modifies tasks, if needed. We also provide adaptable materials and tools to ensure that each participant can be fully engaged in our programming.

The Sunflower Hill Garden is also accessible to all ability levels. This unique space features a series of decomposed granite pathways, raised garden beds, and a variety of seating options to ensure that it is fully accessible to all, including program participants who are visually impaired or use walkers or wheelchairs.

Our Hands-On Garden Groups programming is free to all transition and day program participants, and as a result, it is fully

accessible regardless of their socioeconomic status. We do offer a weekly session to individual participants and caregivers for a small fee. Our fee in 2024 for our individual group sessions is $10 per class to ensure accessibility. We also offer fee waivers to encourage full participation to ensure that cost is never a barrier to participating in our programming.

12. For the Fiscal Year 2024-2025 Human Services Grant Cycle, additional funding may be available through the City's American Rescue Plan Act allocation. Organizations that are eligible for this funding must provide services that are responding to the economic and public health impacts of the COVID-19 Pandemic. If applicable, please describe how your organization's programs and services directly respond to negative economic or public health impacts of the COVID-19 Pandemic.

Enter "NA" if not eligible.

There are approximately 5,500 individuals with an intellectual or developmental disability (I/DD) living in Alameda County. It is estimated that roughly 395 Dublin residents have a developmental disability. Individuals with I/DD represent overlooked population groups with respect to housing options, job opportunities, and mental health services as was reported in the 2011 Eastern Alameda County Human Services Needs Assessment. Up until the age of 22, local school districts through IDEA (Individuals with Disabilities Education Act) are able to meet the needs of students with I/DD through Individualized Education Plans. However, programs, activities, and vocational opportunities are significantly reduced as a person ages out of the public school system. Therefore, adults with I/DD have a high risk of developing serious mental health issues. One particular common challenge is depression, which is often not recognized in people with intellectual disabilities and/or autism, often due to communication difficulties or atypical presentations of depression. Depression is likely to be much more common in people with intellectual disabilities than in the general population. Despite the prevalence of mental health challenges among individuals with I/DD, unfortunately, there are few resources or clear treatment paths for this vulnerable population group, and we know that mental health issues skyrocketed during the COVID-19 Pandemic. Mental health professionals have been overwhelmed with new patients, and individuals have a desperate need for assistance. Sunflower Hill programming, both at the Garden and Irby Ranch residential community, works to improve the lives and overall mental health of folks living with an I/DD in our community by building life and social skills, and making them feel like they belong and are accepted as part of the greater community.

13. ** QUESTIONS 14 THROUGH 24 ARE FOR THOSE ORGANIZATIONS INTERESTED IN APPLYING FOR FEDERAL COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) FUNDING ONLY. ** Are you are interested in applying for CDBG funds?

- ☐ Yes. If so, check box here and answer questions 14 through 25.
- ☑ No. If no, check box here and enter NA
- ☐ Don't know. If you are unsure, please call City staff at (925) 833-6645.

14. CDBG ONLY- Explain your Limited English Proficiency/Language Access Plan (LEP/LAP). How does your agency outreach to limited English speaking residents to encourage access to services? What access accommodations are used? Etc. Provide detail

Please enter "N/A" if you are not interested in qualifying for CDBG funding.

N/A

15. CDBG ONLY - Identify at least one HUD Guiding Principle that relates to your project:

- ☐ Be culturally accessible, appropriate and inclusive
- ☐ Encourage community engagement and involvement
- ☐ Promote energy and resource efficiency
- ☐ Encourage networking and information sharing across service providers
- ☐ Encourage process streamlining
- ☐ Consolidate service delivery
- ☑ Not Applicable. Not interested in CDBG funding.

16. CDBG ONLY - Identify at least HUD Consolidated Plan Goal that relates to your project:

(Select Category and Applicable Goals)

- ☐ A) Housing
- ☐ Goal 1: Promote the production, rehabilitation, and preservation of affordable housing (rental and ownership) through acquisition, rehabilitation, new construction, and minor repair.
- ☐ Goal 2: Reduction of housing discrimination through provision of fair housing and tenant/landlord services.
- ☐ Goal 3: Use resources to assist low-income residents make rental assistance payments in response to Covid-19.
- ☐ B) Homeless
- ☐ Goal 1: Use resource to end homelessness by funding and supporting homeless service programs.
- ☐ C) Supportive Housing
- ☐ Goal 1: Increase the availability of services enriched housing for persons with special needs by supporting acquisition

and new construction of housing units.

- [ ] D) Community Development
- [ ] Goal 1: Make improvements, including ADA accessibility and rehabilitation to public facilities, such as curbs and sidewalks, neighborhood parks and recreational improvements, homeless facilities and other public facilities/community centers.
- [ ] Goal 2: Fund economic development, micro-enterprise, and on-the-job training.
- [ ] Goal 3: Support public service programs for low income residents, preserving safety net services for families and individuals who are vulnerable or
- [x] F) Not Applicable. Not interested in CDBG funding.

17. CDBG ONLY - Identify at least one HUD Strategic Goal that relates to your project:

- [ ] Public Services
- [ ] Public Facilities
- [ ] Rental Assistance
- [ ] Affordable Housing
- [ ] Increase Opportunities for 1st Time Homebuyers
- [ ] Promote Decent Affordable Rental Housing
- [ ] Strengthen Communities
- [ ] Ensure Equal Opportunity in Housing
- [ ] Reduce Housing Discrimination
- [ ] Promote Participation of Grass-Roots, Faith-Based, and other Community-Based Organizations
- [x] Not Applicable. Not interested in CDBG funding.

18. CDBG ONLY - Select one HUD Objective that relates to your project:

(TIP: When selecting an objective ask yourself, "What is the purpose of the activity? What is the larger community need that I am seeking to address?")

- [ ] Creating a Suitable Living Environment
- [ ] Providing Decent Affordable Housing
- [ ] Creating Economic Opportunities
- [x] Not Applicable. Not interested in CDBG funding.

19. CDBG ONLY - Select one HUD Outcome that relates to your project:

(TIP: When selecting an outcome ask yourself, "What type of change or result am I seeking?")

- [ ] Availability/Accessibility
- [ ] Affordability
- [ ] Sustainability
- [x] Not Applicable. I am not interested in qualifying for CDBG funding.

20. CDBG ONLY - Select one HUD Specific Indicator that relates to your project:

- [ ] Public facility or infrastructure: This indicator shows the number of persons that have been assisted by public facility or infrastructure activities that provide individuals with new or improved access to the facility or infrastructure. If the activity was used to meet a quality standard or to measurably improve quality, then this indicator will report the number of household units that no longer have access to a substandard service.
- [ ] Public Service: This indicator shows the number of persons that have been assisted with new or improved access to a service. If the activity was used to meet a quality standard or to measurably improve quality, then this indicator will report the number of persons that no longer have access to a substandard service.
- [ ] Targeted revitalization: This indicator shows a range of outcomes such as jobs created and retained, businesses assisted, low- and moderate-income persons and households served, slum/blight demolition, number of acres of brownfields remediated, etc. in a targeted area.
- [ ] Commercial facade treatments or business building rehabilitation: This indicator shows the number of commercial facade treatments undertaken and the number of business buildings that were rehabilitated.
- [ ] Brownfields remediated: This indicator shows the number of acres of brownfields that were remediated.
- [ ] Rental units constructed: This indicator shows the number of affordable rental units created, as well as the number of years of affordability, number of units occupied by the elderly, and those units designated for chronically homeless persons and persons with HIV/AIDS.
- [ ] Rental units rehabilitated: This indicator shows the number of affordable rental units rehabilitated as well as the number of years of affordability, units for chronically homeless persons, elderly persons, and persons with HIV/AIDS.
- [ ] Homeownership units constructed or acquired with rehabilitation: This indicator shows the total number of

homeownership units constructed, acquired, and/or acquired with rehabilitation per activity. This includes total number of affordable units, number of years of affordability, Energy Star qualified units, section 504 accessible units, and number of households previously living in subsidized housing. In addition, data will be collected on the number of units occupied by the elderly, number of units designated for persons with HIV/AIDS, and number of units for the chronically homeless.

- [ ] Owner occupied units rehabilitated: This indicator shows the total number of owner occupied units rehabilitated, including the number of these units occupied by the elderly, number of units designated for persons with HIV/AIDS, and number of units for the chronically homeless.
- [ ] Direct financial assistance to homebuyers: This indicator shows the number of homebuyers receiving direct financial assistance, housing counseling, and down payment assistance/closing costs.
- [ ] Tenant Based Rental Assistance (TBRA): This indicator shows the total number of households receiving TBRA as well as the number with short-term rental assistance (less than 12 months) and the number of homeless and chronically homeless households assisted.
- [ ] Homeless shelters: This indicator shows the number of homeless persons given overnight shelter.
- [ ] Emergency housing: This indicator shows the number of beds created in an overnight shelter or other emergency housing.
- [ ] Homeless prevention: This indicator shows the number of households that received emergency financial assistance to prevent homelessness and emergency legal assistance to prevent homelessness.
- [ ] Jobs created: Of the total number of jobs created, this indicator shows the number of jobs that have employee-sponsored health care, the types of jobs created (using Economic Development Administration (EDA) classifications) and the number of persons unemployed before taking the job.
- [ ] Jobs retained: Of the total number of jobs retained, this indicator shows the number of jobs retained, the number of jobs with employer-sponsored health care benefits, and the types of jobs retained (using EDA classifications)
- [ ] Business assistance: This indicator shows the total number of businesses assisted. Specifically, it shows the number of new businesses, existing businesses, and the DUNS number of each business so that HUD can track the number of new businesses that remain operational for three years after assistance.
- [ ] Businesses providing goods or services: This indicator shows whether an assisted business provides goods or services to meet the needs of the service area, neighborhood, or community, as determined by the grantee.
- [x] Not Applicable. Not interested in CDBG funding

21. CDBG ONLY - Please choose a common indicator that your agency will use to track clients:
(Select only ONE.)

- [ ] Persons
- [ ] Households
- [x] Not Applicable. Not interested in CDBG funding

22. CDBG ONLY - Based on the common indicator you selected above, please list the number of unduplicated Dublin clients (EITHER Persons OR Households) your agency anticipates serving in each category. If none, please enter "0".

	Seniors (62 and older)
	People with Disabilities
	Female-Headed Households
	Youth
	Homeless
N/A	Not Applicable. Not interested in CDBG funding (Type N/A)
0.00	**TOTAL**

23. CDBG ONLY - Based on the common indicator you selected above, please list the number of unduplicated Dublin clients (EITHER Persons OR Households) your agency anticipates serving in each category. If none, please enter "0".
Area Median Income ("AMI") information is available online at www.dublin.ca.gov/1956/Application-Requirements-Process

N/A	Extremely Low Income (<30% AMI)
	Very Low Income (30%-50% AMI)
	Low Income (50%-80% AMI)
	Moderate Income (80%-120% AMI)
0.00	**TOTAL**

24. CDBG ONLY - List the number of clients your agency anticipates serving in race/ethnicity categories. Per HUD, "Hispanic" is an ethnicity, not a race.

The sum entered below must match the total clients entered in Question #9 above. If none, please enter "0"

	White
	White + HISPANIC
	Black/African American
	Black/African American + HISPANIC
	Asian
	Asian + HISPANIC
	American Indian/Alaskan Native
	American Indian/Alaskan Native + HISPANIC
	Native Hawaiian/Other Pacific Islander
	Native Hawaiian/Other Pacific Islander + HISPANIC
	American Indian/ Alaskan Native and White
	American Indian/ Alaskan Native and White + HISPANIC
	Asian and White
	Asian and White + HISPANIC
	Black/African American and White
	Black/African American and White + HISPANIC
	American Indian/Alaskan Native and Black/African American
	American Indian/Alaskan Native and Black/African American + HISPANIC
	Multi Racial + HISPANIC OR other Multi Racial
N/A	Not Applicable. Not interested in CDBG funding. (Type N/A)
0.00	**TOTAL**

25. If your agency is submitting more than one application or the same agency has different programs within it, please RANK the priority of this application, with number 1 being the highest priority for funding. There should only be one #1 PER AGENCY

- [x] #1 - This program/project has the agency's highest priority for funding.
- [ ] #2 - This program/project has the agency's 2nd highest priority for funding.
- [ ] #3 - This program/project has the agency's 3rd highest priority for funding.
- [ ] #4 - This program/project has the agency's 4th highest priority for funding.
- [ ] #5 - This program/project has the agency's 5th highest priority for funding.
- [ ] #6 - This program/project has the agency's 6th highest priority for funding.
- [ ] If you have more than 6 applications per organization, agency, district or entity, check here.

26. Has your organization or a paid employee of your organization made a political contribution to a current City of Dublin Councilmember or Mayor within the last 12 months? Under Section 84308 of the Political Reform Act, elected officials are prohibited from taking part in an entitlement for use proceedings if the official has received a contribution exceeding $250 from a party or participant in the proceeding within the preceding 12 months. More information can be found on the Fair Political Practices Commission (FPPC website) here: https://www.fppc.ca.gov/learn/pay-to-play-limits-and-prohibitions.

If you answer Yes, it will not disqualify you from the process or impact your application. An additional form will be emailed for you to provide details of the contributions for reporting purposes pursuant to the Political Reform Act.

- [ ] Yes
- [x] No

Budget top

Funding Sources/Revenues	Budget Amount	Amount Committed
City of Dublin - partial salary for Programs Coordinator (Garden)	USD$ 16,250.00	USD$ 0.00

City of Pleasanton - partial salary for Programs Coordinator (Garden)	USD$ 16,250.00	USD$ 0.00
Three Valleys Community Foundation	USD$ 5,000.00	USD$ 5,000.00
Tri-Valley Nonprofit Alliance	USD$ 4,000.00	USD$ 4,000.00
Lawrence Livermore National Labs	USD$ 2,500.00	USD$ 2,500.00
Giving Tuesday	USD$ 6,000.00	USD$ 6,000.00
Safeway	USD$ 6,250.00	USD$ 0.00
Pleasanton Weekly Holiday Fund	USD$ 10,000.00	USD$ 10,000.00
Individual donations (includes year-end campaign, special events)	USD$ 125,000.00	USD$ 40,000.00
Workday	USD$ 2,620.00	USD$ 2,620.00
Total	**USD$ 193,870.00**	**USD$ 70,120.00**

Funding Uses/Expenses	Budget Amount	Amount Committed
Salaries (Garden)	USD$ 186,250.00	USD$ 51,000.00
Benefits (Garden)	USD$ 10,250.00	
Contracted services (water/soil testing; irrigation repair)	USD$ 3,000.00	USD$ 3,000.00
Materials/Supplies (Garden)	USD$ 6,500.00	USD$ 6,500.00
Rent/Utilities	USD$ 3,625.00	
Other: General Operating Expenses	USD$ 3,000.00	USD$ 3,000.00
	USD$ 0.00	
Total	**USD$ 212,625.00**	**USD$ 63,500.00**

Budget Narrative

Sunflower Hill staff structure has changed over the past 18 months. We previously had the following staff covering our Garden and Irby Ranch:

- Garden: Non-residential Programs Manager - full-time, Non-residential Program Instructor (part-time)
- Irby Ranch: Residential Programs Manager - full-time, Residential Activities Coordinator (part-time to full time)

In order to maximize productivity, funding, and program synergy, we reduced staff and they now cover programs at both the Garden and at Irby Ranch:

- Garden and Irby: Programs Manager (full-time), Programs Coordinator (full-time) - each staff covers each program 50%

Sunflower Hill's funding request of $16,250 will cover 25% of the salary of our Program Coordinator, Olivia Christensen, who teaches and leads all programs in the Sunflower Hill Garden.

The salary of $186,250 and benefits of $10,250 noted above are for the Sunflower Hill Team at the Garden as a whole, comprised of 50% of the Programs Director, 100% of the Educational Garden Manager, 50% of the Programs Coordinator, and 100% of the Garden/Programs Assistant.

The remainder of the budget required for the Sunflower Hill Garden will be covered by contributed income from other local city, corporate, and private grants, as well as Sunflower Hill's robust fundraising efforts, including special events and individual donations.

Please note that expenses above indicate costs needed to operate the Sunflower Hill Garden Program, rather than operational expenses for the entire organization. "Other" operating costs noted above include mileage reimbursement for delivering donated produce, and partial software licensing fees.

Documents *top*

Documents Requested *	**Required?**	**Attached Documents ***
Program Expense Budget for ALL Grant Requests	☑	Program Expense Budget for ALL Grant Requests - Sunflower Hill 2024-2025
Financial Information Form for ALL Grant Requests	☑	Financial Information Form for ALL Grant Requests - Sunflower Hill 2024-25

List of Board of Directors (or governing body) with agency contact information	☑	SFH Board of Directors
Current Annual Budget for the Entire Agency	☑	Sunflower Hill 2024 Budget
Copy of most recently submitted IRS 990 form or Tax Return (include complete form)	☑	Sunflower Hill 990
Board of Director's (or governing body's) designation of authorized official	☑	SFH Board Authorization
Board of Director's (or governing body's) authorization to request funding (may be same document as one above)	☑	SFH Board Authorization
Proof of insurance carried, including bonding, liability and/or workers' compensation	☑	SFH Insurance SFH Workers Comp
STATE AND FEDERAL NON-PROFIT DETERMINATION LETTER. All organizations MUST have approved non-profit status from the State of California and Federal Tax Identification Number at time of application. Non-compliant applicants will be disqualified.	☑	Sunflower Hill Tax Exempt Letter
Certified Audit and/or Certified Financial Statements	☑	Sunflower Hill 990
REQUIRED FOR CDBG ONLY - If requesting Capital Funding, please upload your Capital expenditure budget (your own format is acceptable)		
REQUIRED FOR CDBG ONLY - Personnel Policies Including Affirmative Action Plan and Grievance Procedure		
REQUIRED FOR CDBG ONLY - Agency Audit Requirements and Copy of Last Audit Highlighting "Findings" Section		
REQUIRED FOR CDBG ONLY - Articles of Incorporation and Bylaws		
REQUIRED FOR CDBG ONLY - Conflict of Interest Statement (if not included in Bylaws)		
REQUIRED FOR CDBG ONLY - AGENCY'S LIMITED ENGLISH PROFICIENCY LANGUAGE ACCESS PLAN (LEP/LAP). Must include outreach to limited English speaking residents to encourage access to services & housing. Include what access accommodations are used.		
REQUIRED FOR CDBG ONLY - LEVERAGING REPORT- this is due with the 2nd quarter report no later than January 15th		
Supporting Documents such as Agency Strategic Plan, Needs Assessment, etc. (Not Required)		
Other Supporting Documents (Not Required)		

** ZoomGrants™ is not responsible for the content of uploaded documents.*

Application ID: 458954

Become a fan of ZoomGrants™ on Facebook
Problems? Contact us at Questions@ZoomGrants.com
©2002-2024 GrantAnalyst.com. All rights reserved.
"ZoomGrants" and the ZoomGrants logo are trademarks of GrantAnalyst.com, LLC.
Logout | Browser

DUBLIN
CALIFORNIA
Powered by ZoomGrants™ and

City of Dublin
PCS - Human Services Division
City of Dublin, Fiscal Year 2024-25, Human Services Grant Program
Deadline: 1/19/2024

Tri-Valley Haven

Domestic Violence Services

Jump to: Organization Information Questions Budget Documents

USD$ 25,000.00 Requested

Submitted: 1/18/2024 6:35:30 AM (Pacific)

Project Contact
Christine Dillman
cynthia@trivalleyhaven.org
Tel: 9254495845

Additional Contacts
cynthia@trivalleyhaven.org,joe@trivalleyhaven.org

Tri-Valley Haven

3663 Pacific Avenue
Livermore, CA 94550
United States

Telephone(925) 449-5845 x
Fax
Web www.trivalleyhaven.org

Executive Director
Christine Dillman
christine@trivalleyhaven.org

Organization Information top

1. Business License Number
BL-007058

Questions top

1. Select the category that best describes your organization:
(Select only one.)
- [x] Non-Profit
- [ ] Public Agency
- [ ] Other:

2. Please describe your agency's mission (no more than 3 sentences or 250 characters).
Tri-Valley Haven creates homes safe from abuse, contributes to a more peaceful society. One person, one family, one community at a time. Together we build a world without violence.

3. Select the category that best describes the project:
(Select only one. For Capital Projects, please contact City Staff ahead of the grant application submission to review additional requirements including the Davis-Bacon/Fair Labor Standards Act)
- [ ] Capital Project
- [x] Public Service Program or Project

4. Is this a "new" service, program, project or activity? "New" is identified as not yet started, implemented or in operation.

- [ ] Yes
- [x] No

5. Provide a brief summary of the program/project for which your agency is seeking funding (No more than three sentences. This text will be used widely during the review and implementation process to describe your project).
Tri-Valley Haven's (TVH) Domestic Violence Services Program (DVSP) provides a 30 bed emergency shelter in a confidential location, job readiness and life skills groups, a 24-hour crisis line, case management, and both crisis and clinical counseling.

6. Describe the challenges, needs, or service gaps in Dublin your program/project addresses. If you do not receive funding, what would the impact be? (You should reference Dublin demographics, statistics, and reports to make your case.)
According to the Dublin Police Department Annual Report, there were six rapes in Dublin in 2022. The California Department of Justice reports that there were 119 calls to Dublin police for domestic violence. Nine calls involved the use of a weapon, and six calls involved strangulation or suffocation of the victim.

The Eastern Alameda County Human Services Needs Assessment calls the DV in the Tri-Valley Area underreported. DV includes verbal, emotional/psychological abuse as well as physical abuse. DV is a health care problem of epidemic proportions. In addition to the immediate trauma caused by abuse, DV contributes to a number of chronic health problems, including depression and substance abuse. It limits the ability of person to manage other chronic. The cycle of abuse continues in future generations without intervention. Growing up in a home where there is DV is the biggest predictor of who will become abused or abusive in their own teen and adult relationships. Shiloh is the only State sanctioned DV program and confidential emergency shelter serving the Tri-Valley area and, along with our homeless family shelter Sojourner House, the only shelter in the area that accepts boys over age 10. Survivors attempting to flee an abusive relationship often will often continue to stay if they are unable to flee with their children.

TVH's 24-hour crisis line is a comprehensive resource for people seeking help or shelter. Individuals are also referred via our website, the National DV Hotline, law enforcement, community referrals, 211 info line and at outreach events.

If we do not receive funding staff positions will be reduced.

7. Estimate the total number of UNDUPLICATED Dublin residents to be served by this project.
(UNDUPLICATED means client is counted only once regardless of number of services received in a year.)
75

8. Which of the 14 Areas of Concern identified in the Eastern County 2011 Needs Assessment Report does your project identify with? Projects should meet the selected Areas of Concerns as well as helps the City of Dublin archive its Vision Statement that was included in its 2022 Strategic Plan.
The mission and vision statements are available online at www.dublin.ca.gov/1956/Application-Requirements-Process

- [ ] Behavioral Health (mental health and substance abuse)
- [ ] Affordable Housing
- [ ] Health Care (including dental)
- [ ] Workforce Development
- [ ] Homelessness
- [ ] Transportation Services and Access
- [x] Domestic Violence and Child Abuse
- [ ] Disabilities
- [ ] Food and Nutrition
- [ ] Senior Services
- [ ] Youth Services
- [ ] Child Care, Early Childhood Development and Education
- [ ] Changing Demographics and Growing Diversity
- [ ] Financial Assistance
- [ ] None of the Above

9. Describe in detail how Dublin grant funds will be used for this project. If the funds are used for staffing, be sure to provide specific details on the number and types of positions being funded. (If capital funding is being requested, this narrative should include a detailed project scope and project timeline. The scope of work should include any land tenure issues. Additional documentation include designs, site plans, etc. can be attached later in the "Documents" tab.)
(What specifically will the grant funds be used for?)

The funds requested from Dublin will be used to pay part of the Case Manager's time, and part of the Linkages Case Manager's time. These positions are essential for the shelter operations. TVH's Domestic support Dublin's mission to have a high quality of life and a safe and secure environment for all residents through prevention and intervention services. Furthermore, we will make these services available to all residents through provision of services that are culturally sensitive and appropriate. Clients will benefit from our program or by creating a safety plan for themselves and their children, developing goals and plan of action towards achieving self-sufficiency, and connecting with the resources available in our community. In FY2223, we served 74 survivors of domestic violence from Dublin through our crisis line and shelter. Our services are life changing and our staff play an important role in the healing process in a myriad of ways which include providing life skills, and parenting skills, as well as respite for mothers who need time for their own healing. Our Family Case Manager can assist children with homework that they may need to catch up on as they may have missed out on several days of lessons in the process of fleeing to safety with their parent, or they may have moved to an entirely different school. The following is feedback from a client complementing our Family Case manager who works with children. It highlights the importance of having these services:
"From the very first time I met her she was so very nice and very attentive. I think it was a GREAT idea to have her work with the shelter children. She is so patient and truly caring too. My child REALLY likes the time spent with her and it also gives me some free time to myself. Thank you."

The DVSP utilizes in-house and donated services as much as possible to meet clients' needs and hold down costs. Residents are able to obtain food from the TVH Food Pantry, they are given clothing vouchers and referrals to our Thrift Store, they receive assistance applying for government services such as CAL Fresh, CalWORKS, and Linkages. We refer our clients to AXIS for their health related needs. Trained volunteers provide overnight crisis line coverage as well as (along with TVH staff) around the clock response to sexual assault calls and referrals from local police departments and hospitals, and volunteers provide childcare for shelter children while their parents participate in educational and support groups. All of this contributes to a very reasonable budget.
Our confidential shelter, Shiloh, has operated from the same site for over 30 years. Shiloh is composed of two dwellings on one property. In 2021 closed one of the dwellings due to water damage and mold, resulting in our an auxiliary site in lieu of the original site. We initiated the planning process and fundraising to rebuild the entire Shiloh shelter in entirety. Demolition will take place this current fiscal year. During the rebuild of Shiloh, domestic violence services will not be interrupted. 14 clients will be served at the auxiliary site and 16 clients will be served at a hotel. TVH has entered into an agreement with a local hotel to secure 16 beds until Shiloh is rebuilt. TVH has entered into an agreement with Open Heart Kitchen to provide prepared hot meals to the clients in the hotel. The clients at the auxiliary site have a fully furnished kitchen on-site and prepare their meals with fresh groceries from our Food Pantry.

10. Describe how you will measure the effectiveness of this program/project. Describe your criteria for success. What results do you expect to have achieved at the end of this grant?
The success of the Program will be measured through evaluation of client surveys, statistical results, and the individual goals set by the program participant and their case manager. Those goals will be set up on a case-by-case basis and may include: reuniting with their children through completing their CPS Plan, finding housing or employment. Some clients will only stay one or two nights, and their goals will be very different such as safely relocating to a different county or a state. Client progress will be tracked by the case manager during weekly meetings. Progress is also monitored at weekly staff meetings during case review. Additionally, case managers consult with staff counselors or the Clinical Supervisor as needed in order to provide the best client services. We have multi-cultural staff members and volunteers who utilize their cultural backgrounds to enhance the services we provide to our clients. We presently have staff fluent in Spanish, Hindi, Punjabi, Russian, and several African languages. Multi language fluency is always a consideration when hiring staff and recruiting volunteers, and wage differentials are given to those fluent in Spanish, Cantonese, Mandarin, Russian, Hindi or Tagolog. All of the written materials at Shiloh are in both English and Spanish, and some are in Chinese. We make sure that at Shiloh we have cooking utensils and dishes that are multi-culturally appropriate such as rice cookers, chopsticks, and new sets of pots and pans for Muslim clients whose religious practice requires that these not be shared with other families. Ethnic food is available for our shelter clients at the Food Pantry and grocery store gift cards are available to assist with purchasing items that aren't at the Food Pantry. We continue educating our staff through participation in Cultural Responsiveness development projects. TVH staff maintains a good working relationship with CRIL, a local service provider for persons with disabilities and also is aware of key services such transportation for persons with disabilities and how to access them. Telephone screenings and intake processes include questions about needed accommodations (such as a bottom bunk, private room or special dietary needs). Our shelter is handicap-accessible. We conduct restraining order clinics at the Dublin library on the first and third Saturday of each month (during the pandemic, this assistance is available remotely; we will resume in-person clinics when it is safe to do so), which increased our overall visibility in addition to making this service more accessible to those Dublin residents who need it. We conduct annual briefings at Dublin Police Services to update them about issues of domestic violence, sexual assault and homelessness, and our agency's activities. All new staff and volunteers who attend our 70-hour domestic violence and sexual assault counselor training participate in a ride along with one of the three Tri-Valley police departments in order to maintain a strong connection to local law enforcement. Officers regularly tell us during the annual briefings that this is a positive experience for them. We are participants in the Family Violence Prevention Programs at Kaiser Permanente in Livermore and Pleasanton. While the Dublin Kaiser offices do not have a formal program in place, we have made presentations to staff about domestic violence, and they have supported several of our events, such as Back to School and the Pace for Peace.

11. The City Council updated Dublin's Mission, Vision, and Values in 2020 to include Inclusivity, Diversity and Equity. How does your project further these values?
The full statements are available at www.dublin.ca.gov/72/mission-vision
We have multicultural staff members and volunteers, with linguistic diversity. Their experience, familiarity and understanding of their home culture greatly enhances the services we provide to our clients. Our present staff are fluent in Spanish, Hindi, Punjabi, Russian, and several African languages. Multi language fluency is always a consideration when hiring staff and recruiting volunteers, and wage differentials are given to those fluent in Spanish, Cantonese, Mandarin, Russian, Hindi or Tagalog. All of the written materials at Shiloh are in both English and Spanish, and some are in Chinese. We ensure that our clients feel comfortable at Shiloh, in many ways such as in the provision of cooking utensils and dishes that are important to different communities. Ethnic food stuff is available for our shelter clients at our Food Pantry and grocery store gift cards are available to assist with purchasing items that are not available. We continue educating our staff through participation in Cultural Responsiveness development projects. TVH staff maintains a good working relationship with CRIL, a local service provider for persons with disabilities and also is aware of key services such transportation for persons with disabilities and how to access them. Telephone screenings/intake processes include questions about needed accommodation (such as a bottom bunk, private room or special dietary needs). Our shelter is ADA compliant.
We conduct annual briefings at Dublin Police Services to update them about issues of domestic violence, sexual assault and homelessness, and our agency's activities. All new staff and volunteers who attend our 70-hour domestic violence and sexual assault counselor training participate in a ride along with one of the three Tri-Valley police departments in order to maintain a strong connection to local law enforcement.

12. For the Fiscal Year 2024-2025 Human Services Grant Cycle, additional funding may be available through the City's American Rescue Plan Act allocation. Organizations that are eligible for this funding must provide services that are responding to the economic and public health impacts of the COVID-19 Pandemic. If applicable, please describe how your organization's programs and services directly respond to negative economic or public health impacts of the COVID-19 Pandemic.
Enter "NA" if not eligible.
Our Domestic Violence Housing First program, funded by the Office of Emergency Services, offers case management and client assistance to help survivors of domestic violence access and/or retain safe housing after leaving an abusive relationship. During the pandemic, DVHF has helped survivors who lost their jobs or had their hours cut to pay rent and utility bills in order that they could remain safely housed. TVH continues to receive funds for the DVHF program and continues to provide this vital financial assistance to survivors of domestic violence.

Both our Counseling and Legal Services are available remotely.

13. ** QUESTIONS 14 THROUGH 24 ARE FOR THOSE ORGANIZATIONS INTERESTED IN APPLYING FOR FEDERAL COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) FUNDING ONLY. ** Are you are interested in applying for CDBG funds?

- ☐ Yes. If so, check box here and answer questions 14 through 25.
- ☑ No. If no, check box here and enter NA
- ☐ Don't know. If you are unsure, please call City staff at (925) 833-6645.

14. CDBG ONLY- Explain your Limited English Proficiency/Language Access Plan (LEP/LAP). How does your agency outreach to limited English speaking residents to encourage access to services? What access accommodations are used? Etc. Provide detail
Please enter "N/A" if you are not interested in qualifying for CDBG funding.
n/a

15. CDBG ONLY - Identify at least one HUD Guiding Principle that relates to your project:

- ☐ Be culturally accessible, appropriate and inclusive
- ☐ Encourage community engagement and involvement
- ☐ Promote energy and resource efficiency
- ☐ Encourage networking and information sharing across service providers
- ☐ Encourage process streamlining
- ☐ Consolidate service delivery
- ☑ Not Applicable. Not interested in CDBG funding.

16. CDBG ONLY - Identify at least HUD Consolidated Plan Goal that relates to your project:
(Select Category and Applicable Goals)

- ☐ A) Housing
- ☐ Goal 1: Promote the production, rehabilitation, and preservation of affordable housing (rental and ownership) through acquisition, rehabilitation, new construction, and minor repair.
- ☐ Goal 2: Reduction of housing discrimination through provision of fair housing and tenant/landlord services.

- [ ] Goal 3: Use resources to assist low-income residents make rental assistance payments in response to Covid-19.
- [ ] B) Homeless
- [ ] Goal 1: Use resource to end homelessness by funding and supporting homeless service programs.
- [ ] C) Supportive Housing
- [ ] Goal 1: Increase the availability of services enriched housing for persons with special needs by supporting acquisition and new construction of housing units.
- [ ] D) Community Development
- [ ] Goal 1: Make improvements, including ADA accessibility and rehabilitation to public facilities, such as curbs and sidewalks, neighborhood parks and recreational improvements, homeless facilities and other public facilities/community centers.
- [ ] Goal 2: Fund economic development, micro-enterprise, and on-the-job training.
- [ ] Goal 3: Support public service programs for low income residents, preserving safety net services for families and individuals who are vulnerable or
- [x] F) Not Applicable. Not interested in CDBG funding.

17. CDBG ONLY - Identify at least one HUD Strategic Goal that relates to your project:

- [ ] Public Services
- [ ] Public Facilities
- [ ] Rental Assistance
- [ ] Affordable Housing
- [ ] Increase Opportunities for 1st Time Homebuyers
- [ ] Promote Decent Affordable Rental Housing
- [ ] Strengthen Communities
- [ ] Ensure Equal Opportunity in Housing
- [ ] Reduce Housing Discrimination
- [ ] Promote Participation of Grass-Roots, Faith-Based, and other Community-Based Organizations
- [x] Not Applicable. Not interested in CDBG funding.

18. CDBG ONLY - Select one HUD Objective that relates to your project:

(TIP: When selecting an objective ask yourself, "What is the purpose of the activity? What is the larger community need that I am seeking to address?")

- [ ] Creating a Suitable Living Environment
- [ ] Providing Decent Affordable Housing
- [ ] Creating Economic Opportunities
- [x] Not Applicable. Not interested in CDBG funding.

19. CDBG ONLY - Select one HUD Outcome that relates to your project:

(TIP: When selecting an outcome ask yourself, "What type of change or result am I seeking?")

- [ ] Availability/Accessibility
- [ ] Affordability
- [ ] Sustainability
- [x] Not Applicable. I am not interested in qualifying for CDBG funding.

20. CDBG ONLY - Select one HUD Specific Indicator that relates to your project:

- [ ] Public facility or infrastructure: This indicator shows the number of persons that have been assisted by public facility or infrastructure activities that provide individuals with new or improved access to the facility or infrastructure. If the activity was used to meet a quality standard or to measurably improve quality, then this indicator will report the number of household units that no longer have access to a substandard service.
- [ ] Public Service: This indicator shows the number of persons that have been assisted with new or improved access to a service. If the activity was used to meet a quality standard or to measurably improve quality, then this indicator will report the number of persons that no longer have access to a substandard service.
- [ ] Targeted revitalization: This indicator shows a range of outcomes such as jobs created and retained, businesses assisted, low- and moderate-income persons and households served, slum/blight demolition, number of acres of brownfields remediated, etc. in a targeted area.
- [ ] Commercial facade treatments or business building rehabilitation: This indicator shows the number of commercial facade treatments undertaken and the number of business buildings that were rehabilitated.
- [ ] Brownfields remediated: This indicator shows the number of acres of brownfields that were remediated.

- [ ] Rental units constructed: This indicator shows the number of affordable rental units created, as well as the number of years of affordability, number of units occupied by the elderly, and those units designated for chronically homeless persons and persons with HIV/AIDS.
- [ ] Rental units rehabilitated: This indicator shows the number of affordable rental units rehabilitated as well as the number of years of affordability, units for chronically homeless persons, elderly persons, and persons with HIV/AIDS.
- [ ] Homeownership units constructed or acquired with rehabilitation: This indicator shows the total number of homeownership units constructed, acquired, and/or acquired with rehabilitation per activity. This includes total number of affordable units, number of years of affordability, Energy Star qualified units, section 504 accessible units, and number of households previously living in subsidized housing. In addition, data will be collected on the number of units occupied by the elderly, number of units designated for persons with HIV/AIDS, and number of units for the chronically homeless.
- [ ] Owner occupied units rehabilitated: This indicator shows the total number of owner occupied units rehabilitated, including the number of these units occupied by the elderly, number of units designated for persons with HIV/AIDS, and number of units for the chronically homeless.
- [ ] Direct financial assistance to homebuyers: This indicator shows the number of homebuyers receiving direct financial assistance, housing counseling, and down payment assistance/closing costs.
- [ ] Tenant Based Rental Assistance (TBRA): This indicator shows the total number of households receiving TBRA as well as the number with short-term rental assistance (less than 12 months) and the number of homeless and chronically homeless households assisted.
- [ ] Homeless shelters: This indicator shows the number of homeless persons given overnight shelter.
- [ ] Emergency housing: This indicator shows the number of beds created in an overnight shelter or other emergency housing.
- [ ] Homeless prevention: This indicator shows the number of households that received emergency financial assistance to prevent homelessness and emergency legal assistance to prevent homelessness.
- [ ] Jobs created: Of the total number of jobs created, this indicator shows the number of jobs that have employee-sponsored health care, the types of jobs created (using Economic Development Administration (EDA) classifications) and the number of persons unemployed before taking the job.
- [ ] Jobs retained: Of the total number of jobs retained, this indicator shows the number of jobs retained, the number of jobs with employer-sponsored health care benefits, and the types of jobs retained (using EDA classifications)
- [ ] Business assistance: This indicator shows the total number of businesses assisted. Specifically, it shows the number of new businesses, existing businesses, and the DUNS number of each business so that HUD can track the number of new businesses that remain operational for three years after assistance.
- [ ] Businesses providing goods or services: This indicator shows whether an assisted business provides goods or services to meet the needs of the service area, neighborhood, or community, as determined by the grantee.
- [x] Not Applicable. Not interested in CDBG funding

21. CDBG ONLY - Please choose a common indicator that your agency will use to track clients:
(Select only ONE.)

- [ ] Persons
- [ ] Households
- [x] Not Applicable. Not interested in CDBG funding

22. CDBG ONLY - Based on the common indicator you selected above, please list the number of unduplicated Dublin clients (EITHER Persons OR Households) your agency anticipates serving in each category. If none, please enter "0".

	Seniors (62 and older)
	People with Disabilities
	Female-Headed Households
	Youth
	Homeless
n/a	Not Applicable. Not interested in CDBG funding (Type N/A)
0.00	**TOTAL**

23. CDBG ONLY - Based on the common indicator you selected above, please list the number of unduplicated Dublin clients (EITHER Persons OR Households) your agency anticipates serving in each category. If none, please enter "0".
Area Median Income ("AMI") information is available online at www.dublin.ca.gov/1956/Application-Requirements-Process

75	Extremely Low Income (<30% AMI)

0	Very Low Income (30%-50% AMI)
0	Low Income (50%-80% AMI)
0	Moderate Income (80%-120% AMI)
75.00	**TOTAL**

24. CDBG ONLY - List the number of clients your agency anticipates serving in race/ethnicity categories. Per HUD, "Hispanic" is an ethnicity, not a race.

The sum entered below must match the total clients entered in Question #9 above. If none, please enter "0"

	White
	White + HISPANIC
	Black/African American
	Black/African American + HISPANIC
	Asian
	Asian + HISPANIC
	American Indian/Alaskan Native
	American Indian/Alaskan Native + HISPANIC
	Native Hawaiian/Other Pacific Islander
	Native Hawaiian/Other Pacific Islander + HISPANIC
	American Indian/ Alaskan Native and White
	American Indian/ Alaskan Native and White + HISPANIC
	Asian and White
	Asian and White + HISPANIC
	Black/African American and White
	Black/African American and White + HISPANIC
	American Indian/Alaskan Native and Black/African American
	American Indian/Alaskan Native and Black/African American + HISPANIC
	Multi Racial + HISPANIC OR other Multi Racial
n/a	Not Applicable. Not interested in CDBG funding. (Type N/A)
0.00	**TOTAL**

25. If your agency is submitting more than one application or the same agency has different programs within it, please RANK the priority of this application, with number 1 being the highest priority for funding. There should only be one #1 PER AGENCY

- ☐ #1 - This program/project has the agency's highest priority for funding.
- ☐ #2 - This program/project has the agency's 2nd highest priority for funding.
- ☑ #3 - This program/project has the agency's 3rd highest priority for funding.
- ☐ #4 - This program/project has the agency's 4th highest priority for funding.
- ☐ #5 - This program/project has the agency's 5th highest priority for funding.
- ☐ #6 - This program/project has the agency's 6th highest priority for funding.
- ☐ If you have more than 6 applications per organization, agency, district or entity, check here.

26. Has your organization or a paid employee of your organization made a political contribution to a current City of Dublin Councilmember or Mayor within the last 12 months? Under Section 84308 of the Political Reform Act, elected officials are prohibited from taking part in an entitlement for use proceedings if the official has received a contribution exceeding $250 from a party or participant in the proceeding within the preceding 12 months. More information can be found on the Fair Political Practices Commission (FPPC website) here: https://www.fppc.ca.gov/learn/pay-to-play-limits-and-prohibitions.

If you answer Yes, it will not disqualify you from the process or impact your application. An additional form will be emailed for you to provide details of the contributions for reporting purposes pursuant to the Political Reform Act.

- ☐ Yes
- ☑ No

Budget *top*

Funding Sources/Revenues	Budget Amount	Amount Committed
Alameda County Domestic Violence Center Act	USD$ 39,709.00	
Alameda County HCD Linkages	USD$ 56,808.00	
Alameda County CalWORKS	USD$ 70,000.00	
Alameda County SSA Shetler	USD$ 79,760.00	
CalOES DV	USD$ 537,587.00	
City of Dublin	USD$ 25,000.00	
City of Livermore	USD$ 24,000.00	
City of Pleasanton	USD$ 60,000.00	
Donations/Foundations	USD$ 25,000.00	
Alameda County HHAP	USD$ 162,870.00	
Total	**USD$ 1,080,734.00**	**USD$ 0.00**

Funding Uses/Expenses	Budget Amount	Amount Committed
Salaries	USD$ 592,285.00	
Benefits	USD$ 99,402.00	
Program and Office Supplies	USD$ 28,410.00	
Communications	USD$ 25,538.00	
Rent and Utilities	USD$ 206,800.00	
Accounting/Audit	USD$ 8,600.00	
Other: hotel stays for clients	USD$ 2,000.00	
Other: defined below	USD$ 99,941.00	
Other: client assistance	USD$ 17,758.00	
Total	**USD$ 1,080,734.00**	**USD$ 0.00**

Budget Narrative

Revenue: The composition of revenue is our best estimate based on the previous year of operation.

Expenses: personnel costs include salaries and benefits. Sick leave, vacation, and holidays are not included in the benefits calculation for staff that will be paid with the City of Dublin grant funds. Other operating expenses include: travel and mileage, maintenance and repair expenses, payroll, staff development

The Domestic Violence Services budget is part of the overall agency budget that includes other programs and departments: a) Homeless and Family Support Services, b) Sexual Assault and Counseling Services, c) Finance and Compliance, and d) Administration. Thus only a portion of liability insurance, auto insurance are being charged to this program.

Documents *top*

Documents Requested *	Required?	Attached Documents *
Program Expense Budget for ALL Grant Requests	☑	Program Expense Budget
Financial Information Form for ALL Grant Requests	☑	Financial Information Form
List of Board of Directors (or governing body) with agency contact information	☑	BoD Roster
Current Annual Budget for the Entire Agency	☑	Agency Budget
Copy of most recently submitted IRS 990 form or Tax Return (include complete form)	☑	Form 990
Board of Director's (or governing body's) designation of authorized official	☑	Resolution
Board of Director's (or governing body's) authorization to request funding (may be same document as one	☑	Resolution

above)		
Proof of insurance carried, including bonding, liability and/or workers' compensation	☑	Dublin COI
STATE AND FEDERAL NON-PROFIT DETERMINATION LETTER. All organizations MUST have approved non-profit status from the State of California and Federal Tax Identification Number at time of application. Non-compliant applicants will be disqualified.	☑	Federal Non-profit Determination State Non-profit Determination
Certified Audit and/or Certified Financial Statements	☑	Audit 1 Audit 2 Audit 3
REQUIRED FOR CDBG ONLY - If requesting Capital Funding, please upload your Capital expenditure budget (your own format is acceptable)		
REQUIRED FOR CDBG ONLY - Personnel Policies Including Affirmative Action Plan and Grievance Procedure		
REQUIRED FOR CDBG ONLY - Agency Audit Requirements and Copy of Last Audit Highlighting "Findings" Section		
REQUIRED FOR CDBG ONLY - Articles of Incorporation and Bylaws		
REQUIRED FOR CDBG ONLY - Conflict of Interest Statement (if not included in Bylaws)		
REQUIRED FOR CDBG ONLY - AGENCY'S LIMITED ENGLISH PROFICIENCY LANGUAGE ACCESS PLAN (LEP/LAP). Must include outreach to limited English speaking residents to encourage access to services & housing. Include what access accommodations are used.		
REQUIRED FOR CDBG ONLY - LEVERAGING REPORT- this is due with the 2nd quarter report no later than January 15th		
Supporting Documents such as Agency Strategic Plan, Needs Assessment, etc. (Not Required)		
Other Supporting Documents (Not Required)		

** ZoomGrants™ is not responsible for the content of uploaded documents.*

Application ID: 457297

Become a fan of ZoomGrants™ on Facebook
Problems? Contact us at Questions@ZoomGrants.com
©2002-2024 GrantAnalyst.com. All rights reserved.
"ZoomGrants" and the ZoomGrants logo are trademarks of GrantAnalyst.com, LLC.
Logout | Browser

DUBLIN
CALIFORNIA
Powered by ZoomGrants™ and

City of Dublin
PCS - Human Services Division
City of Dublin, Fiscal Year 2024-25, Human Services Grant Program
Deadline: 1/19/2024

Tri-Valley Haven

Homeless and Family Support Services

Jump to: Organization Information Questions Budget Documents

USD$ 25,000.00 Requested

Submitted: 1/18/2024 6:39:34 AM (Pacific)

Project Contact
Christine Dillman
cynthia@trivalleyhaven.org
Tel: 9254495845

Additional Contacts
cynthia@trivalleyhaven.org,joe@trivalleyhaven.org

Tri-Valley Haven

3663 Pacific Avenue
Livermore, CA 94550
United States

Telephone(925) 449-5845 x
Fax
Web www.trivalleyhaven.org

Executive Director
Christine Dillman
christine@trivalleyhaven.org

Organization Information top

1. Business License Number
BL-007058

Questions top

1. Select the category that best describes your organization:
(Select only one.)
- [x] Non-Profit
- [ ] Public Agency
- [ ] Other:

2. Please describe your agency's mission (no more than 3 sentences or 250 characters).
Tri-Valley Haven creates homes safe from abuse, contributes to a more peaceful society. One person, one family, one community at a time. Together we build a world without violence.

3. Select the category that best describes the project:
(Select only one. For Capital Projects, please contact City Staff ahead of the grant application submission to review additional requirements including the Davis-Bacon/Fair Labor Standards Act)
- [ ] Capital Project
- [x] Public Service Program or Project

4. Is this a "new" service, program, project or activity? "New" is identified as not yet started, implemented or in operation.

- [ ] Yes
- [x] No

5. Provide a brief summary of the program/project for which your agency is seeking funding (No more than three sentences. This text will be used widely during the review and implementation process to describe your project).
Funding will support TVH's Homeless and Family Services programs (HFS). TVH's family shelter, Sojourner House, provides homeless clients with support services while the Food Pantry (FP) provides nutritious food to low income & homeless Tri-Valley residents.

Sojourner House will continue to provide homeless clients (women, women with children, two parent families with children, men with children) with shelter and support services. Clients are offered up to six months shelter residency. Shelter clients are provided case management, life skills classes and counseling services.

The Food Pantry will continue to provide groceries to Tri-Valley residents.

6. Describe the challenges, needs, or service gaps in Dublin your program/project addresses. If you do not receive funding, what would the impact be? (You should reference Dublin demographics, statistics, and reports to make your case.)
The 2011 Eastern Alameda County Human Services Needs Assessment discovered that in Eastern Alameda County there is a significant and increasing disparity between the growing demand for human services and a stagnating, and at times, declining supply of services. The quality of life for many residents is deteriorating, and at the same time, they are able to access fewer resources to help them recover. According to the Needs Assessment, those living below the poverty level, the mentally ill, the homeless and those at-risk of homelessness are most affected. Having a comprehensive program offering a wide variety of services and focuses on helping homeless or at-risk of becoming homeless to become self-sufficient is vital.
We continue to follow COVID-19 protocols for shelters as recommended by Alameda County Healthcare for the Homeless (ACHCH). We accept new families/individuals based on the bed space configuration of the shelter (16 beds). No COVID-19 cases have been reported. Cleaning rotations are done by staff and residents. A secure an isolated space is allocated for any clients who present themselves with COVID.
Last fiscal year Sojourner House provided 4,234 bed nights to 26 adults and 19 children.
TVH's Food Pantry services address the needs of Dublin households that are experiencing food insecurity. The Food Pantry provides a client choice model of service.
Clients select from our daily inventory of food and choose which items they prefer. In addition to groceries, clients can also receive social service referrals at the FP.
During the past fiscal year we 492 unduplicated Dublin residents were served by the Homeless Services programs.
If not funded staff positions will be reduced.

7. Estimate the total number of UNDUPLICATED Dublin residents to be served by this project.
(UNDUPLICATED means client is counted only once regardless of number of services received in a year.)
425

8. Which of the 14 Areas of Concern identified in the Eastern County 2011 Needs Assessment Report does your project identify with? Projects should meet the selected Areas of Concerns as well as helps the City of Dublin archive its Vision Statement that was included in its 2022 Strategic Plan.
The mission and vision statements are available online at www.dublin.ca.gov/1956/Application-Requirements-Process

- [ ] Behavioral Health (mental health and substance abuse)
- [ ] Affordable Housing
- [ ] Health Care (including dental)
- [ ] Workforce Development
- [x] Homelessness
- [ ] Transportation Services and Access
- [x] Domestic Violence and Child Abuse
- [ ] Disabilities
- [x] Food and Nutrition
- [x] Senior Services
- [ ] Youth Services
- [ ] Child Care, Early Childhood Development and Education
- [ ] Changing Demographics and Growing Diversity
- [ ] Financial Assistance
- [ ] None of the Above

9. Describe in detail how Dublin grant funds will be used for this project. If the funds are used for staffing, be sure to provide specific details on the number and types of positions being funded. (If capital funding is being requested, this narrative should include a detailed project scope and project timeline. The scope of work should include any land tenure issues. Additional documentation include designs, site plans, etc. can be attached later in the "Documents" tab.)

(What specifically will the grant funds be used for?)

The funds requested from Dublin will be used to pay a portion of the salaries and benefits of the following positions: a) Sojourner House Case Manager and b) Food Pantry Manager. We utilize multiple funding sources to support the staff positions and operating costs at both Sojourner and the Food Pantry. The Food Pantry relies on a large number of volunteers to assist with the collection, sorting, shelving and distribution of food to clients.

10. Describe how you will measure the effectiveness of this program/project. Describe your criteria for success. What results do you expect to have achieved at the end of this grant?

The effectiveness of Sojourner House will be measured through statistical results and the individual goals set by the program participant and their case manager. Those goals may include: a resident gaining employment, a family transitioning into permanent housing, or a family addressing health and mental health needs. Long-term self-sufficiency achieved by a client would be a success. Sojourner House continues to provide homeless clients with shelter and support services to help them to overcome the barriers that led to their homelessness. Assisting each client with regards to their individual needs, such as health, mental health, permanent housing, employment, public entitlements is the result we expect to achieve.

Our Food Pantry continues to be a success. During the past fiscal year we served 5,045 unduplicated individuals at the Food Pantry. Additionally, during TVH's annual Holiday Food Distribution event 1,071 households were provided groceries and gift cards. The basic criteria for success is being able to serve every single household that comes to the Food Pantry with nutritious food and, if needed, referrals to other public/private community service agencies.

11. The City Council updated Dublin's Mission, Vision, and Values in 2020 to include Inclusivity, Diversity and Equity. How does your project further these values?

The full statements are available at www.dublin.ca.gov/72/mission-vision

Tri-Valley Haven promotes and supports inclusivity, diversity and equity as evidenced in our mission statement: "Tri-Valley Haven creates homes safe from abuse, contributes to a more peaceful society one person, one family, one community at a time. Together we build a world without violence." Our Food Pantry program presents inclusive access to nutritional foods to all community members in need, provides in-house and mobile services that cater to the diversity of our clients and ensures the delivery of equitable access to all. Staff at Sojourner House respect and celebrate the diversity of the clients served and provide equitable access to support services for all clients.

12. For the Fiscal Year 2024-2025 Human Services Grant Cycle, additional funding may be available through the City's American Rescue Plan Act allocation. Organizations that are eligible for this funding must provide services that are responding to the economic and public health impacts of the COVID-19 Pandemic. If applicable, please describe how your organization's programs and services directly respond to negative economic or public health impacts of the COVID-19 Pandemic.

Enter "NA" if not eligible.

We have seen an increase in the number of households utilizing our Food Pantry due to the impacts of COVID-19 and financial difficulties. We continue to distribute food to our clients, only a few households at a time, to ensure appropriate social distancing and client . We provide masks, gloves and sanitizers to staff, volunteers and clients. All Food Pantry staff and volunteers are required to be vaccinated. All shelter staff are required to be vaccinated. We highly recommend vaccinations for our clients. We accept new families/individuals based on the bed space configuration of the shelter (16 beds). No COVID-19 cases have been reported. Cleaning rotations are done by staff and residents. A secure an isolated space is allocated for any clients who present themselves with COVID.

13. ** QUESTIONS 14 THROUGH 24 ARE FOR THOSE ORGANIZATIONS INTERESTED IN APPLYING FOR FEDERAL COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) FUNDING ONLY. ** Are you are interested in applying for CDBG funds?

- [x] Yes. If so, check box here and answer questions 14 through 25.
- [ ] No. If no, check box here and enter NA
- [ ] Don't know. If you are unsure, please call City staff at (925) 833-6645.

14. CDBG ONLY- Explain your Limited English Proficiency/Language Access Plan (LEP/LAP). How does your agency outreach to limited English speaking residents to encourage access to services? What access accommodations are used? Etc. Provide detail

Please enter "N/A" if you are not interested in qualifying for CDBG funding.

TVH is committed to providing services to limited English speaking clients. We presently have multiple staff fluent in Spanish. Additionally, staff is available to provide assistance in Russian, Punjabi, and Hindi. We seek out bilingual/bicultural staff and provide a wage differential for those that speak Spanish. At Sojourner House and the Food Pantry we offer the use of Alameda County Social Services Agency's Language Line Solutions service for clients to access an on-demand interpreter. In Dublin,

our largest LEP client group is Chinese-speaking. We make sure that our intake forms for the mobile food pantry are available in Chinese. In addition, most flyers, client materials and other communications are created in both English and Spanish. We produce and distribute documents in other languages when available.

15. CDBG ONLY - Identify at least one HUD Guiding Principle that relates to your project:

- [x] Be culturally accessible, appropriate and inclusive
- [x] Encourage community engagement and involvement
- [ ] Promote energy and resource efficiency
- [x] Encourage networking and information sharing across service providers
- [ ] Encourage process streamlining
- [ ] Consolidate service delivery
- [ ] Not Applicable. Not interested in CDBG funding.

16. CDBG ONLY - Identify at least HUD Consolidated Plan Goal that relates to your project:
(Select Category and Applicable Goals)

- [ ] A) Housing
- [ ] Goal 1: Promote the production, rehabilitation, and preservation of affordable housing (rental and ownership) through acquisition, rehabilitation, new construction, and minor repair.
- [ ] Goal 2: Reduction of housing discrimination through provision of fair housing and tenant/landlord services.
- [ ] Goal 3: Use resources to assist low-income residents make rental assistance payments in response to Covid-19.
- [ ] B) Homeless
- [x] Goal 1: Use resource to end homelessness by funding and supporting homeless service programs.
- [ ] C) Supportive Housing
- [ ] Goal 1: Increase the availability of services enriched housing for persons with special needs by supporting acquisition and new construction of housing units.
- [ ] D) Community Development
- [ ] Goal 1: Make improvements, including ADA accessibility and rehabilitation to public facilities, such as curbs and sidewalks, neighborhood parks and recreational improvements, homeless facilities and other public facilities/community centers.
- [ ] Goal 2: Fund economic development, micro-enterprise, and on-the-job training.
- [ ] Goal 3: Support public service programs for low income residents, preserving safety net services for families and individuals who are vulnerable or
- [ ] F) Not Applicable. Not interested in CDBG funding.

17. CDBG ONLY - Identify at least one HUD Strategic Goal that relates to your project:

- [x] Public Services
- [ ] Public Facilities
- [ ] Rental Assistance
- [ ] Affordable Housing
- [ ] Increase Opportunities for 1st Time Homebuyers
- [ ] Promote Decent Affordable Rental Housing
- [x] Strengthen Communities
- [ ] Ensure Equal Opportunity in Housing
- [ ] Reduce Housing Discrimination
- [x] Promote Participation of Grass-Roots, Faith-Based, and other Community-Based Organizations
- [ ] Not Applicable. Not interested in CDBG funding.

18. CDBG ONLY - Select one HUD Objective that relates to your project:
(TIP: When selecting an objective ask yourself, "What is the purpose of the activity? What is the larger community need that I am seeking to address?")

- [x] Creating a Suitable Living Environment
- [ ] Providing Decent Affordable Housing
- [ ] Creating Economic Opportunities
- [ ] Not Applicable. Not interested in CDBG funding.

19. CDBG ONLY - Select one HUD Outcome that relates to your project:
(TIP: When selecting an outcome ask yourself, "What type of change or result am I seeking?")

- [x] Availability/Accessibility
- [ ] Affordability
- [ ] Sustainability
- [ ] Not Applicable. I am not interested in qualifying for CDBG funding.

20. CDBG ONLY - Select one HUD Specific Indicator that relates to your project:

- [ ] Public facility or infrastructure: This indicator shows the number of persons that have been assisted by public facility or infrastructure activities that provide individuals with new or improved access to the facility or infrastructure. If the activity was used to meet a quality standard or to measurably improve quality, then this indicator will report the number of household units that no longer have access to a substandard service.
- [ ] Public Service: This indicator shows the number of persons that have been assisted with new or improved access to a service. If the activity was used to meet a quality standard or to measurably improve quality, then this indicator will report the number of persons that no longer have access to a substandard service.
- [ ] Targeted revitalization: This indicator shows a range of outcomes such as jobs created and retained, businesses assisted, low- and moderate-income persons and households served, slum/blight demolition, number of acres of brownfields remediated, etc. in a targeted area.
- [ ] Commercial facade treatments or business building rehabilitation: This indicator shows the number of commercial facade treatments undertaken and the number of business buildings that were rehabilitated.
- [ ] Brownfields remediated: This indicator shows the number of acres of brownfields that were remediated.
- [ ] Rental units constructed: This indicator shows the number of affordable rental units created, as well as the number of years of affordability, number of units occupied by the elderly, and those units designated for chronically homeless persons and persons with HIV/AIDS.
- [ ] Rental units rehabilitated: This indicator shows the number of affordable rental units rehabilitated as well as the number of years of affordability, units for chronically homeless persons, elderly persons, and persons with HIV/AIDS.
- [ ] Homeownership units constructed or acquired with rehabilitation: This indicator shows the total number of homeownership units constructed, acquired, and/or acquired with rehabilitation per activity. This includes total number of affordable units, number of years of affordability, Energy Star qualified units, section 504 accessible units, and number of households previously living in subsidized housing. In addition, data will be collected on the number of units occupied by the elderly, number of units designated for persons with HIV/AIDS, and number of units for the chronically homeless.
- [ ] Owner occupied units rehabilitated: This indicator shows the total number of owner occupied units rehabilitated, including the number of these units occupied by the elderly, number of units designated for persons with HIV/AIDS, and number of units for the chronically homeless.
- [ ] Direct financial assistance to homebuyers: This indicator shows the number of homebuyers receiving direct financial assistance, housing counseling, and down payment assistance/closing costs.
- [ ] Tenant Based Rental Assistance (TBRA): This indicator shows the total number of households receiving TBRA as well as the number with short-term rental assistance (less than 12 months) and the number of homeless and chronically homeless households assisted.
- [x] Homeless shelters: This indicator shows the number of homeless persons given overnight shelter.
- [ ] Emergency housing: This indicator shows the number of beds created in an overnight shelter or other emergency housing.
- [ ] Homeless prevention: This indicator shows the number of households that received emergency financial assistance to prevent homelessness and emergency legal assistance to prevent homelessness.
- [ ] Jobs created: Of the total number of jobs created, this indicator shows the number of jobs that have employee-sponsored health care, the types of jobs created (using Economic Development Administration (EDA) classifications) and the number of persons unemployed before taking the job.
- [ ] Jobs retained: Of the total number of jobs retained, this indicator shows the number of jobs retained, the number of jobs with employer-sponsored health care benefits, and the types of jobs retained (using EDA classifications)
- [ ] Business assistance: This indicator shows the total number of businesses assisted. Specifically, it shows the number of new businesses, existing businesses, and the DUNS number of each business so that HUD can track the number of new businesses that remain operational for three years after assistance.
- [ ] Businesses providing goods or services: This indicator shows whether an assisted business provides goods or services to meet the needs of the service area, neighborhood, or community, as determined by the grantee.
- [ ] Not Applicable. Not interested in CDBG funding

21. CDBG ONLY - Please choose a common indicator that your agency will use to track clients:
(Select only ONE.)

- [x] Persons
- [ ] Households
- [ ] Not Applicable. Not interested in CDBG funding

22. CDBG ONLY - Based on the common indicator you selected above, please list the number of unduplicated Dublin clients (EITHER Persons OR Households) your agency anticipates serving in each category. If none, please enter "0".

210	Seniors (62 and older)
10	People with Disabilities
50	Female-Headed Households
0	Youth
50	Homeless
0	Not Applicable. Not interested in CDBG funding (Type N/A)
320.00	**TOTAL**

23. CDBG ONLY - Based on the common indicator you selected above, please list the number of unduplicated Dublin clients (EITHER Persons OR Households) your agency anticipates serving in each category. If none, please enter "0".

Area Median Income ("AMI") information is available online at www.dublin.ca.gov/1956/Application-Requirements-Process

100	Extremely Low Income (<30% AMI)
40	Very Low Income (30%-50% AMI)
285	Low Income (50%-80% AMI)
0	Moderate Income (80%-120% AMI)
425.00	**TOTAL**

24. CDBG ONLY - List the number of clients your agency anticipates serving in race/ethnicity categories. Per HUD, "Hispanic" is an ethnicity, not a race.

The sum entered below must match the total clients entered in Question #9 above. If none, please enter "0"

60	White
0	White + HISPANIC
25	Black/African American
0	Black/African American + HISPANIC
180	Asian
0	Asian + HISPANIC
0	American Indian/Alaskan Native
0	American Indian/Alaskan Native + HISPANIC
0	Native Hawaiian/Other Pacific Islander
0	Native Hawaiian/Other Pacific Islander + HISPANIC
0	American Indian/ Alaskan Native and White
0	American Indian/ Alaskan Native and White + HISPANIC
0	Asian and White
0	Asian and White + HISPANIC
0	Black/African American and White
0	Black/African American and White + HISPANIC
0	American Indian/Alaskan Native and Black/African American
0	American Indian/Alaskan Native and Black/African American + HISPANIC
160	Multi Racial + HISPANIC OR other Multi Racial
0	Not Applicable. Not interested in CDBG funding. (Type N/A)
425.00	**TOTAL**

25. If your agency is submitting more than one application or the same agency has different programs within it, please RANK the priority of this application, with number 1 being the highest priority for funding. There should

only be one #1 PER AGENCY

- [ ] #1 - This program/project has the agency's highest priority for funding.
- [x] #2 - This program/project has the agency's 2nd highest priority for funding.
- [ ] #3 - This program/project has the agency's 3rd highest priority for funding.
- [ ] #4 - This program/project has the agency's 4th highest priority for funding.
- [ ] #5 - This program/project has the agency's 5th highest priority for funding.
- [ ] #6 - This program/project has the agency's 6th highest priority for funding.
- [ ] If you have more than 6 applications per organization, agency, district or entity, check here.

26. Has your organization or a paid employee of your organization made a political contribution to a current City of Dublin Councilmember or Mayor within the last 12 months? Under Section 84308 of the Political Reform Act, elected officials are prohibited from taking part in an entitlement for use proceedings if the official has received a contribution exceeding $250 from a party or participant in the proceeding within the preceding 12 months. More information can be found on the Fair Political Practices Commission (FPPC website) here: https://www.fppc.ca.gov/learn/pay-to-play-limits-and-prohibitions.

If you answer Yes, it will not disqualify you from the process or impact your application. An additional form will be emailed for you to provide details of the contributions for reporting purposes pursuant to the Political Reform Act.

- [ ] Yes
- [x] No

Budget *top*

Funding Sources/Revenues	Budget Amount	Amount Committed
Alameda County HCD Linkages	USD$ 56,808.00	
Alameda County SSA Food Pantry	USD$ 114,000.00	
Alameda County SSA Shelter	USD$ 212,693.00	
Alameda County StopWaste	USD$ 20,000.00	
CalRecycle	USD$ 60,000.00	
City of Dublin	USD$ 25,000.00	
City of Livermore	USD$ 75,000.00	
City of Pleasanton	USD$ 60,000.00	
Individual Donations/Foundations	USD$ 25,000.00	
Total	**USD$ 648,501.00**	**USD$ 0.00**

Funding Uses/Expenses	Budget Amount	Amount Committed
Salaries	USD$ 328,239.00	
Benefits	USD$ 81,081.00	
Supplies	USD$ 24,510.00	
Communications	USD$ 19,328.00	
Rent and Utilities	USD$ 84,345.00	
Insurance: included in 'other'	USD$ 0.00	
Client Assistance	USD$ 22,758.00	
Vehicles Expenses: included in 'other'	USD$ 0.00	
Other: defined below	USD$ 88,240.00	
	USD$ 0.00	
Total	**USD$ 648,501.00**	**USD$ 0.00**

Budget Narrative

Revenue: The composition of revenue is our best estimate based on the previous year of operation.

Expenses: personnel costs include salaries and benefits. Sick leave, vacation, and holidays are not included in the benefits calculation for staff that will be paid with the Dublin grant funds. Other operating expenses include: travel and mileage, maintenance and repair expenses, audit, accounting, payroll, staff development

The Homeless and Family Supports Services budget is part of the overall agency budget that includes other programs and departments: a) Domestic Violence Services, b) Sexual Assault and Counseling Services, c) Finance and

Compliance, and d) Administration. Thus only a portion of liability insurance, auto insurance, audit etc. are being charged to this program.

Documents *top*

Documents Requested *	Required?	Attached Documents *
Program Expense Budget for ALL Grant Requests	☑	Program Expense Budget
Financial Information Form for ALL Grant Requests	☑	Financial Information Form
List of Board of Directors (or governing body) with agency contact information	☑	BoD Roster
Current Annual Budget for the Entire Agency	☑	Agency Budget
Copy of most recently submitted IRS 990 form or Tax Return (include complete form)	☑	Form 990
Board of Director's (or governing body's) designation of authorized official	☑	Resolution
Board of Director's (or governing body's) authorization to request funding (may be same document as one above)	☑	Resolution
Proof of insurance carried, including bonding, liability and/or workers' compensation	☑	Dublin COI
STATE AND FEDERAL NON-PROFIT DETERMINATION LETTER. All organizations MUST have approved non-profit status from the State of California and Federal Tax Identification Number at time of application. Non-compliant applicants will be disqualified.	☑	Federal Non-profit Determination State Non-profit Determination
Certified Audit and/or Certified Financial Statements	☑	Audit 1 Audit 2 Audit 3
REQUIRED FOR CDBG ONLY - If requesting Capital Funding, please upload your Capital expenditure budget (your own format is acceptable)		Resolution
REQUIRED FOR CDBG ONLY - Personnel Policies Including Affirmative Action Plan and Grievance Procedure		Personnel Policies
REQUIRED FOR CDBG ONLY - Agency Audit Requirements and Copy of Last Audit Highlighting "Findings" Section		Audit Requirements Audit 1 Audit 2 Audit 3
REQUIRED FOR CDBG ONLY - Articles of Incorporation and Bylaws		Articles of Incorporation By-Laws
REQUIRED FOR CDBG ONLY - Conflict of Interest Statement (if not included in Bylaws)		By-Laws
REQUIRED FOR CDBG ONLY - AGENCY'S LIMITED ENGLISH PROFICIENCY LANGUAGE ACCESS PLAN (LEP/LAP). Must include outreach to limited English speaking residents to encourage access to services & housing. Include what access accommodations are used.		LEP Access Plan
REQUIRED FOR CDBG ONLY - LEVERAGING REPORT- this is due with the 2nd quarter report no later than January 15th		
Supporting Documents such as Agency Strategic Plan, Needs Assessment, etc. (Not Required)		

Other Supporting Documents (Not Required)

** ZoomGrants™ is not responsible for the content of uploaded documents.*

Application ID: 457298

Become a fan of ZoomGrants™ on Facebook
Problems? Contact us at Questions@ZoomGrants.com
©2002-2024 GrantAnalyst.com. All rights reserved.
"ZoomGrants" and the ZoomGrants logo are trademarks of GrantAnalyst.com, LLC.
Logout | Browser

DUBLIN
CALIFORNIA
Powered by ZoomGrants™ and

City of Dublin
PCS - Human Services Division
City of Dublin, Fiscal Year 2024-25, Human Services Grant Program
Deadline: 1/19/2024

Wishing Well Inc

No one should sleep hungry

Jump to: Organization Information Questions Budget Documents

USD$ 5,000.00 Requested

Submitted: 1/19/2024 6:35:52 PM (Pacific)

Project Contact
Reena Jadhav
reena1892@gmail.com
Tel: 6503462500

Additional Contacts
abhilashachugh@gmail.com

Wishing Well Inc

[redacted]

CEO
Reena Jadhav
Reena@freemeals.org

Telephone(650) 346-2500
Fax
Web https://freemeals.org/

Organization Information top

1. Business License Number
263642056 - EIN

Questions top

1. Select the category that best describes your organization:
(Select only one.)
- [x] Non-Profit
- [ ] Public Agency
- [ ] Other:

2. Please describe your agency's mission (no more than 3 sentences or 250 characters).
We are on the mission to ensure no one sleeps hungry in our town. Children, Seniors, Disabled & homeless struggle despite presence of services like food pantries as: Not enough nourishing/allergen-free food available or Food delivery is available.

3. Select the category that best describes the project:
(Select only one. For Capital Projects, please contact City Staff ahead of the grant application submission to review additional requirements including the Davis-Bacon/Fair Labor Standards Act)
- [ ] Capital Project
- [x] Public Service Program or Project

4. Is this a "new" service, program, project or activity? "New" is identified as not yet started, implemented or in operation.

- [ ] Yes
- [x] No

5. Provide a brief summary of the program/project for which your agency is seeking funding (No more than three sentences. This text will be used widely during the review and implementation process to describe your project).
We are seeking $5000 to feed $1500 of Thanking Giving meal to seniors/sick/homeless people, $2000 to cancer patients and 1500 to Dublin school districts families coming from Axis Community Health, Culinary Angles and Tri-Valley Haven, CityServ etc.

6. Describe the challenges, needs, or service gaps in Dublin your program/project addresses. If you do not receive funding, what would the impact be? (You should reference Dublin demographics, statistics, and reports to make your case.)
We feed single moms to end stage cancer patients to seniors in their 90s, and foster kids. There are 4 gaps in Dublin which our program can address:
1. Not enough nourishing food available
2. Not what they can eat due to allergies and cancer
3. They need more than what is provided and
4. Food delivery is not available

We collaborate with local orgs such as Axis Community Health, Culinary Angles, Tri-Valley Haven, CityServ etc. to identity needy people, seniors living alone, sick people recovery from illness and homeless people. We collaborated with local stores including Wholefoods, Raleys, Walmart, Safeway, Traders Joes and local restaurants such as Chipotle to customize the nutritious meals based on their specific needs and deliver the hot nutritious meals to their door. Sometime we get food which is discounted but it's never free. Therefore, this funding is very critical for us.

We are a 100% volunteer run organization and 100% of the funds go to the people who are in need. We don't deduct any overhead costs from our funding for cause. If we don't get the funding, we will not be able to feed at least 250 family meals in Dublin this year especially during the holidays.

Please read some family testimonials here: https://freemeals.org/read-family-stories-2/

7. Estimate the total number of UNDUPLICATED Dublin residents to be served by this project.
(UNDUPLICATED means client is counted only once regardless of number of services received in a year.)
250

8. Which of the 14 Areas of Concern identified in the Eastern County 2011 Needs Assessment Report does your project identify with? Projects should meet the selected Areas of Concerns as well as helps the City of Dublin archive its Vision Statement that was included in its 2022 Strategic Plan.
The mission and vision statements are available online at www.dublin.ca.gov/1956/Application-Requirements-Process

- [ ] Behavioral Health (mental health and substance abuse)
- [ ] Affordable Housing
- [x] Health Care (including dental)
- [ ] Workforce Development
- [x] Homelessness
- [ ] Transportation Services and Access
- [ ] Domestic Violence and Child Abuse
- [ ] Disabilities
- [x] Food and Nutrition
- [x] Senior Services
- [x] Youth Services
- [ ] Child Care, Early Childhood Development and Education
- [ ] Changing Demographics and Growing Diversity
- [ ] Financial Assistance
- [ ] None of the Above

9. Describe in detail how Dublin grant funds will be used for this project. If the funds are used for staffing, be sure to provide specific details on the number and types of positions being funded. (If capital funding is being requested, this narrative should include a detailed project scope and project timeline. The scope of work should include any land tenure issues. Additional documentation include designs, site plans, etc. can be attached later in the "Documents" tab.)
(What specifically will the grant funds be used for?)

We are requesting $5000 in grants which will be used in the below categories:
1. $1500 to buy hot thanking giving meal for needy people, seniors living alone, sick people recovery from illness and homeless people coming through CityServ and homeless referral through Dublin schools. Here is the breakdown: $15 (per meal) *100 (clients) = $1500
2. $2000 to feed customized meals to cancer patient and patient with specific needs through Axis Community Health, Culinary Angles and Tri-Valley Haven. Here is the breakdown: $20 (per customized meal) *100 (clients) = $2000
3. $1500 to feed Families from Dublin school districts for 12 months.

10. Describe how you will measure the effectiveness of this program/project. Describe your criteria for success. What results do you expect to have achieved at the end of this grant?
Our criteria for success is to ensure no one sleeps hungry in Dublin. To that extent, we will work with local authorities to identity homeless population as well as all families registered in the system for aid. We will be successful if we have fed 300 individual meals in Dublin by the end of 2024 through this program.

11. The City Council updated Dublin's Mission, Vision, and Values in 2020 to include Inclusivity, Diversity and Equity. How does your project further these values?
The full statements are available at www.dublin.ca.gov/72/mission-vision
We feed families that meet Dublin City requirements of inclusivity, diversity and equity. We partner with local organizations such as Trivalley haven, Hively, Shepherd Gate, CityServe, Goodness Village and others to ensure we are supporting those who need hot healthy meals the most.

We feed over 50% single women and over half of them are minorities. We also feed about 30% seniors and those very sick who cannot eat meals provided by other organizations due to cancer and other diseases.

12. For the Fiscal Year 2024-2025 Human Services Grant Cycle, additional funding may be available through the City's American Rescue Plan Act allocation. Organizations that are eligible for this funding must provide services that are responding to the economic and public health impacts of the COVID-19 Pandemic. If applicable, please describe how your organization's programs and services directly respond to negative economic or public health impacts of the COVID-19 Pandemic.
Enter "NA" if not eligible.
NA

13. ** QUESTIONS 14 THROUGH 24 ARE FOR THOSE ORGANIZATIONS INTERESTED IN APPLYING FOR FEDERAL COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) FUNDING ONLY. ** Are you are interested in applying for CDBG funds?
- ☐ Yes. If so, check box here and answer questions 14 through 25.
- ☑ No. If no, check box here and enter NA
- ☐ Don't know. If you are unsure, please call City staff at (925) 833-6645.

14. CDBG ONLY- Explain your Limited English Proficiency/Language Access Plan (LEP/LAP). How does your agency outreach to limited English speaking residents to encourage access to services? What access accommodations are used? Etc. Provide detail
Please enter "N/A" if you are not interested in qualifying for CDBG funding.
NA

15. CDBG ONLY - Identify at least one HUD Guiding Principle that relates to your project:
- ☐ Be culturally accessible, appropriate and inclusive
- ☐ Encourage community engagement and involvement
- ☐ Promote energy and resource efficiency
- ☐ Encourage networking and information sharing across service providers
- ☐ Encourage process streamlining
- ☐ Consolidate service delivery
- ☑ Not Applicable. Not interested in CDBG funding.

16. CDBG ONLY - Identify at least HUD Consolidated Plan Goal that relates to your project:
(Select Category and Applicable Goals)
- ☐ A) Housing
- ☐ Goal 1: Promote the production, rehabilitation, and preservation of affordable housing (rental and ownership) through acquisition, rehabilitation, new construction, and minor repair.
- ☐ Goal 2: Reduction of housing discrimination through provision of fair housing and tenant/landlord services.
- ☐ Goal 3: Use resources to assist low-income residents make rental assistance payments in response to Covid-19.
- ☐ B) Homeless

- [ ] Goal 1: Use resource to end homelessness by funding and supporting homeless service programs.
- [ ] C) Supportive Housing
- [ ] Goal 1: Increase the availability of services enriched housing for persons with special needs by supporting acquisition and new construction of housing units.
- [ ] D) Community Development
- [ ] Goal 1: Make improvements, including ADA accessibility and rehabilitation to public facilities, such as curbs and sidewalks, neighborhood parks and recreational improvements, homeless facilities and other public facilities/community centers.
- [ ] Goal 2: Fund economic development, micro-enterprise, and on-the-job training.
- [ ] Goal 3: Support public service programs for low income residents, preserving safety net services for families and individuals who are vulnerable or
- [x] F) Not Applicable. Not interested in CDBG funding.

17. CDBG ONLY - Identify at least one HUD Strategic Goal that relates to your project:

- [ ] Public Services
- [ ] Public Facilities
- [ ] Rental Assistance
- [ ] Affordable Housing
- [ ] Increase Opportunities for 1st Time Homebuyers
- [ ] Promote Decent Affordable Rental Housing
- [ ] Strengthen Communities
- [ ] Ensure Equal Opportunity in Housing
- [ ] Reduce Housing Discrimination
- [ ] Promote Participation of Grass-Roots, Faith-Based, and other Community-Based Organizations
- [x] Not Applicable. Not interested in CDBG funding.

18. CDBG ONLY - Select one HUD Objective that relates to your project:

(TIP: When selecting an objective ask yourself, "What is the purpose of the activity? What is the larger community need that I am seeking to address?")

- [ ] Creating a Suitable Living Environment
- [ ] Providing Decent Affordable Housing
- [ ] Creating Economic Opportunities
- [x] Not Applicable. Not interested in CDBG funding.

19. CDBG ONLY - Select one HUD Outcome that relates to your project:

(TIP: When selecting an outcome ask yourself, "What type of change or result am I seeking?")

- [ ] Availability/Accessibility
- [ ] Affordability
- [ ] Sustainability
- [x] Not Applicable. I am not interested in qualifying for CDBG funding.

20. CDBG ONLY - Select one HUD Specific Indicator that relates to your project:

- [ ] Public facility or infrastructure: This indicator shows the number of persons that have been assisted by public facility or infrastructure activities that provide individuals with new or improved access to the facility or infrastructure. If the activity was used to meet a quality standard or to measurably improve quality, then this indicator will report the number of household units that no longer have access to a substandard service.
- [ ] Public Service: This indicator shows the number of persons that have been assisted with new or improved access to a service. If the activity was used to meet a quality standard or to measurably improve quality, then this indicator will report the number of persons that no longer have access to a substandard service.
- [ ] Targeted revitalization: This indicator shows a range of outcomes such as jobs created and retained, businesses assisted, low- and moderate-income persons and households served, slum/blight demolition, number of acres of brownfields remediated, etc. in a targeted area.
- [ ] Commercial facade treatments or business building rehabilitation: This indicator shows the number of commercial facade treatments undertaken and the number of business buildings that were rehabilitated.
- [ ] Brownfields remediated: This indicator shows the number of acres of brownfields that were remediated.
- [ ] Rental units constructed: This indicator shows the number of affordable rental units created, as well as the number of years of affordability, number of units occupied by the elderly, and those units designated for chronically homeless

persons and persons with HIV/AIDS.

- [ ] Rental units rehabilitated: This indicator shows the number of affordable rental units rehabilitated as well as the number of years of affordability, units for chronically homeless persons, elderly persons, and persons with HIV/AIDS.
- [ ] Homeownership units constructed or acquired with rehabilitation: This indicator shows the total number of homeownership units constructed, acquired, and/or acquired with rehabilitation per activity. This includes total number of affordable units, number of years of affordability, Energy Star qualified units, section 504 accessible units, and number of households previously living in subsidized housing. In addition, data will be collected on the number of units occupied by the elderly, number of units designated for persons with HIV/AIDS, and number of units for the chronically homeless.
- [ ] Owner occupied units rehabilitated: This indicator shows the total number of owner occupied units rehabilitated, including the number of these units occupied by the elderly, number of units designated for persons with HIV/AIDS, and number of units for the chronically homeless.
- [ ] Direct financial assistance to homebuyers: This indicator shows the number of homebuyers receiving direct financial assistance, housing counseling, and down payment assistance/closing costs.
- [ ] Tenant Based Rental Assistance (TBRA): This indicator shows the total number of households receiving TBRA as well as the number with short-term rental assistance (less than 12 months) and the number of homeless and chronically homeless households assisted.
- [ ] Homeless shelters: This indicator shows the number of homeless persons given overnight shelter.
- [ ] Emergency housing: This indicator shows the number of beds created in an overnight shelter or other emergency housing.
- [ ] Homeless prevention: This indicator shows the number of households that received emergency financial assistance to prevent homelessness and emergency legal assistance to prevent homelessness.
- [ ] Jobs created: Of the total number of jobs created, this indicator shows the number of jobs that have employee-sponsored health care, the types of jobs created (using Economic Development Administration (EDA) classifications) and the number of persons unemployed before taking the job.
- [ ] Jobs retained: Of the total number of jobs retained, this indicator shows the number of jobs retained, the number of jobs with employer-sponsored health care benefits, and the types of jobs retained (using EDA classifications)
- [ ] Business assistance: This indicator shows the total number of businesses assisted. Specifically, it shows the number of new businesses, existing businesses, and the DUNS number of each business so that HUD can track the number of new businesses that remain operational for three years after assistance.
- [ ] Businesses providing goods or services: This indicator shows whether an assisted business provides goods or services to meet the needs of the service area, neighborhood, or community, as determined by the grantee.
- [x] Not Applicable. Not interested in CDBG funding

21. CDBG ONLY - Please choose a common indicator that your agency will use to track clients:
(Select only ONE.)

- [ ] Persons
- [ ] Households
- [x] Not Applicable. Not interested in CDBG funding

22. CDBG ONLY - Based on the common indicator you selected above, please list the number of unduplicated Dublin clients (EITHER Persons OR Households) your agency anticipates serving in each category. If none, please enter "0".

	Seniors (62 and older)
	People with Disabilities
	Female-Headed Households
	Youth
	Homeless
X	Not Applicable. Not interested in CDBG funding (Type N/A)
0.00	**TOTAL**

23. CDBG ONLY - Based on the common indicator you selected above, please list the number of unduplicated Dublin clients (EITHER Persons OR Households) your agency anticipates serving in each category. If none, please enter "0".
Area Median Income ("AMI") information is available online at www.dublin.ca.gov/1956/Application-Requirements-Process

	Extremely Low Income (<30% AMI)
	Very Low Income (30%-50% AMI)

	Low Income (50%-80% AMI)
X	Moderate Income (80%-120% AMI)
0.00	**TOTAL**

24. CDBG ONLY - List the number of clients your agency anticipates serving in race/ethnicity categories. Per HUD, "Hispanic" is an ethnicity, not a race.

The sum entered below must match the total clients entered in Question #9 above. If none, please enter "0"

	White
	White + HISPANIC
	Black/African American
	Black/African American + HISPANIC
	Asian
	Asian + HISPANIC
	American Indian/Alaskan Native
	American Indian/Alaskan Native + HISPANIC
	Native Hawaiian/Other Pacific Islander
	Native Hawaiian/Other Pacific Islander + HISPANIC
	American Indian/ Alaskan Native and White
	American Indian/ Alaskan Native and White + HISPANIC
	Asian and White
	Asian and White + HISPANIC
	Black/African American and White
	Black/African American and White + HISPANIC
	American Indian/Alaskan Native and Black/African American
	American Indian/Alaskan Native and Black/African American + HISPANIC
	Multi Racial + HISPANIC OR other Multi Racial
X	Not Applicable. Not interested in CDBG funding. (Type N/A)
0.00	**TOTAL**

25. If your agency is submitting more than one application or the same agency has different programs within it, please RANK the priority of this application, with number 1 being the highest priority for funding. There should only be one #1 PER AGENCY

- [x] #1 - This program/project has the agency's highest priority for funding.
- [ ] #2 - This program/project has the agency's 2nd highest priority for funding.
- [ ] #3 - This program/project has the agency's 3rd highest priority for funding.
- [ ] #4 - This program/project has the agency's 4th highest priority for funding.
- [ ] #5 - This program/project has the agency's 5th highest priority for funding.
- [ ] #6 - This program/project has the agency's 6th highest priority for funding.
- [ ] If you have more than 6 applications per organization, agency, district or entity, check here.

26. Has your organization or a paid employee of your organization made a political contribution to a current City of Dublin Councilmember or Mayor within the last 12 months? Under Section 84308 of the Political Reform Act, elected officials are prohibited from taking part in an entitlement for use proceedings if the official has received a contribution exceeding $250 from a party or participant in the proceeding within the preceding 12 months. More information can be found on the Fair Political Practices Commission (FPPC website) here: https://www.fppc.ca.gov/learn/pay-to-play-limits-and-prohibitions.

If you answer Yes, it will not disqualify you from the process or impact your application. An additional form will be emailed for you to provide details of the contributions for reporting purposes pursuant to the Political Reform Act.

- [ ] Yes
- [x] No

Budget *top*

Funding Sources/Revenues	Budget Amount	Amount Committed
Dublin City Grant	USD$ 5,000.00	
Total	**USD$ 5,000.00**	**USD$ 0.00**

Funding Uses/Expenses	Budget Amount	Amount Committed
Restaurant Meal	USD$ 3,000.00	
Groceries	USD$ 2,000.00	
Total	**USD$ 5,000.00**	**USD$ 0.00**

Budget Narrative

We are requesting $5000 in grants which will be used in the below categories:
1. $1500 to buy hot thanking giving meal for needy people, seniors living alone, sick people recovery from illness and homeless people coming through CityServ and homeless referral through Dublin schools. Here is the breakdown: $15 (per meal) *100 (clients) = $1500
2. $2000 to feed customized meals to cancer patient and patient with specific needs through Axis Community Health, Culinary Angles and Tri-Valley Haven. Here is the breakdown: $20 (per customized meal) *100 (clients) = $2000
3. $1500 to feed Families from Dublin school districts for 12 months.

Documents *top*

Documents Requested *	Required?	Attached Documents *
Program Expense Budget for ALL Grant Requests	☑	Program Expense 2024
Financial Information Form for ALL Grant Requests	☑	Financial Info
List of Board of Directors (or governing body) with agency contact information	☑	Board of Directors
Current Annual Budget for the Entire Agency	☑	P&L
Copy of most recently submitted IRS 990 form or Tax Return (include complete form)	☑	Exception letter due to non-profit tax exempt status
Board of Director's (or governing body's) designation of authorized official	☑	Board of Directors - Designation
Board of Director's (or governing body's) authorization to request funding (may be same document as one above)	☑	Board of Directors - Authorization
Proof of insurance carried, including bonding, liability and/or workers' compensation	☑	Insurance
STATE AND FEDERAL NON-PROFIT DETERMINATION LETTER. All organizations MUST have approved non-profit status from the State of California and Federal Tax Identification Number at time of application. Non-compliant applicants will be disqualified.	☑	State of CA - ANNUAL REGISTRATION RENEWAL REPORT Federal E-filling State E-filling
Certified Audit and/or Certified Financial Statements	☑	Audit Letter
REQUIRED FOR CDBG ONLY - If requesting Capital Funding, please upload your Capital expenditure budget (your own format is acceptable)		
REQUIRED FOR CDBG ONLY - Personnel Policies Including Affirmative Action Plan and Grievance Procedure		
REQUIRED FOR CDBG ONLY - Agency Audit Requirements and Copy of Last Audit Highlighting "Findings" Section		

REQUIRED FOR CDBG ONLY - Articles of Incorporation and Bylaws	
REQUIRED FOR CDBG ONLY - Conflict of Interest Statement (if not included in Bylaws)	
REQUIRED FOR CDBG ONLY - AGENCY'S LIMITED ENGLISH PROFICIENCY LANGUAGE ACCESS PLAN (LEP/LAP). Must include outreach to limited English speaking residents to encourage access to services & housing. Include what access accommodations are used.	
REQUIRED FOR CDBG ONLY - LEVERAGING REPORT- this is due with the 2nd quarter report no later than January 15th	
Supporting Documents such as Agency Strategic Plan, Needs Assessment, etc. (Not Required)	
Other Supporting Documents (Not Required)	

** ZoomGrants™ is not responsible for the content of uploaded documents.*

Application ID: 461182

Become a fan of ZoomGrants™ on Facebook
Problems? Contact us at Questions@ZoomGrants.com
©2002-2024 GrantAnalyst.com. All rights reserved.
"ZoomGrants" and the ZoomGrants logo are trademarks of GrantAnalyst.com, LLC.
Logout | Browser

Fiscal Year 2024-25 Human Services Grants Program

Funding Recommendations

May 7 , 2024

DUBLIN
CALIFORNIA

Human Services Grants Overview

- Outreach and Education: November – December 2023
  - Advertising/Postings/Outreach
  - Grant Workshop

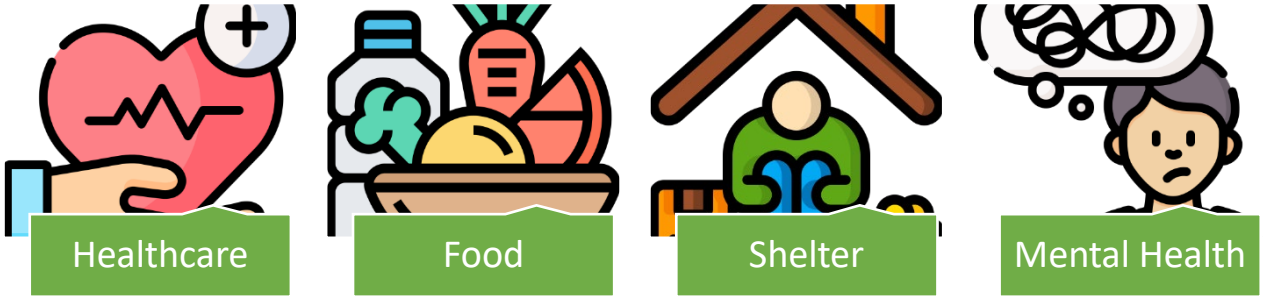
- Application Period: December 6, 2023 – January 19, 2024
  - 22 qualifying applications received (19 organizations)

- Commission Review/Recommendation and City Council Approval: March – May 2024

- Funding Available: July 1, 2024

Grant Program Priorities

City Council Priorities: Basic Life Needs



Mission, Vision, and Values updated in 2020

Human Services Grants Program Funding by Source

Source	Amount
CDBG (estimated)	$60,000
City General Fund*	$107,000
ARPA	$163,000
Total	$330,000

*Includes $8,000 from the Affordable Housing Fund

Recommended Distribution of CDBG Funding

Organization	Program	Grant Amount Requested FY24-25	Staff Adjusted Recommendation	Application Points (Average)	Estimated Unduplicated Residents Served	Cost Per Resident (Rounded)
City of Pleasanton (Axis)	Loan Obligation	$15,000	$15,000	N/A	N/A	N/A
Spectrum Community Services	Meals on Wheels: More Than A Meal	$25,000	$22,500	70.25	60	$375
Tri-Valley Haven	Homeless and Family Support Services	$25,000	$22,500	64.5	425	$53
		Total $65,000	**Total $60,000**			

Recommended Distribution of General Funds

Organization	Program	Grant Amount Requested FY24-25	Staff Adjusted Recommendation	Application Points (Average)	Estimated Unduplicated Residents Served	Cost Per Resident (Rounded)
Axis Community Health	Enrollment Specialist	$7,759.78	$7,000	61.5	90	$78
City Serve of the Tri-Valley	Senior 60+ Stabilization Program	$25,000	$17,000	60.5	109	$156
Easter Seals Bay Area	Kaleidoscope Community Adult Program	$25,000	$14,000	50.25	9	$1,556
Goodness Village	Goodness Village*	$25,000	$12,500*	58.5	3	$4,167
Hope Hospice & Health Services	Grief Support Services and Volunteer Services	$20,000	$17,000	60	800	$21
Legal Assistance for Seniors	Legal and Supportive Services, Medicare Counseling and Education for Dublin Seniors	$12,000	$10,000	64.5	15	$667
Lions Center for Visually Impaired	Dublin Seniors Vision Health	$7,500	$4,500	52.5	15	$300
Narika	Culturally Responsive Domestic Violence Intervention & Prevention Services	$13,141.00	$5,000	53.25	350	$14
Partners for Change Tri-Valley	Alleviating Poverty and Homelessness in the Tri-Valley	$15,000	$5,000	61.75	100	$50
Sunflower Hill	Program Support for Adults with Developmental Disabilities	$16,250	$15,000	59.75	40	$375
*Includes $8,000 from the Affordable Housing Fund.		**Total $166,650.78**	**Total $107,000**			

DUBLIN
CALIFORNIA

Recommended Distribution of APRA Funding

Organization	Program	Grant Amount Requested FY24-25	Staff Adjusted Recommendation	Application Points (Average)	Estimated Unduplicated Residents Served	Cost Per Resident (Rounded)
Chabot-Las Positas Community College District dba Tri-Valley Career Center	Dublin Pathways to Employment	$24,989	$16,000	59	360	$44
Chabot-Las Positas Community College District dba Tri-Valley Career Center	Dublin VITA Services	$20,733	$16,000	49.5	115	$139
Centro Legal de la Raza	Tri-Valley Fair and Secure Housing Project	$18,500	$18,000	68.25	23	$783
City Serve of the Tri-Valley	Homeless Prevention and Family Stabilization Program	$25,000	$23,000	60.5	75	$307
Community Resources for Independent Living	Housing and Independent Living Skills	$16,000	$9,000	65.25	40	$225
Hively	Hively Family Resource Center & Navigation Services	$25,000	$24,000	72.75	1,200	$20
Love Never Fails	Dublin Street Outreach and Referrals to Transformational Solutions	$25,000	$7,500	58.25	50	$150
One Nation Dream Makers	Last Mile Delivery and Food Recovery Program	$25,000	$3,500	35.5	9,000	$0.40
Open Heart Kitchen	Senior Meal Program	$25,000	$23,000	70.75	250	$92
Tri-Valley Haven	Domestic Violence Services	$25,000	$23,000	70.75	75	$307
		Total $230,222	**Total $163,000**			

Human Services Grants Program Funding by Type

Project Type	Quantity	Recommended Funding
Services – Food	3	$49,000
Services – Shelter	7	$97,500
Services – Other*	12	$183,500
Total	**22**	**$330,000**

* "Services – Other" includes projects/programs that provide safety-net services addressing issues like domestic violence/child abuse, disabled/special needs, financial/legal, medical/health, etc.

Human Services Grants Next Steps

- Review and consider the recommendation put forth by Staff and the Human Services Commission.

- Adopt the **Resolution** Approving Funding Recommendations for the Fiscal Year 2024-25 Human Services Grant Program.

- Approved grant amounts will be incorporated into the Fiscal Year 2024-25 Budget.
  - Agreement execution (City/County and City/Provider)
  - Invoicing and reporting
  - Monitoring

Questions?

DUBLIN
CALIFORNIA

Agenda Item 8.2

DUBLIN
CALIFORNIA

STAFF REPORT

CITY COUNCIL

DATE: May 7, 2024

TO: Honorable Mayor and City Councilmembers

FROM: Linda Smith, City Manager

SUBJECT: Report on Bikeshare Programs
Prepared by: Pratyush Bhatia, Transportation and Operations Manager

EXECUTIVE SUMMARY:

The City Council will receive a report on bikeshare programs, and consideration of factors impacting the feasibility of such a program in Dublin. This report provides a summary of various shared mobility models and of lessons learned and requirements for success based on other agencies that have implemented bikeshare.

STAFF RECOMMENDATION:

Receive the report.

FINANCIAL IMPACT:

There is no financial impact associated with receiving this report. Should the City Council request the implementation of a bikeshare program, there will be a cost associated with implementation.

DESCRIPTION:

Under Item 9 of the September 5, 2023 meeting, the City Council directed Staff to bring back a report on the feasibility of implementing an e-bike (or bikeshare) program in Dublin. Since then, Staff has conducted research on shared mobility programs and collected feedback from staff from various agencies that currently, or have in the past, implemented such programs, including the cities of Fremont, Walnut Creek, and San Ramon, as well as Sonoma County, Bay Area Rapid Transit (BART), the Municipal Transportation Commission (MTC), East Bay Regional Park District, and Bike East Bay.

Shared Mobility

A bicycle is an example of micromobility, defined in the 2023 Dublin Bicycle and Pedestrian Plan as "Any small, low-speed, human or electric-powered transportation device, including bicycles, scooters, electric-assist bicycles (e-bikes), electric scooters (e-scooters), and other small, lightweight, wheeled conveyances." Shared micromobility (or shared mobility) provides users with short-term access to transportation. Typically, users can access these vehicles on demand by joining an organization or membership that maintains a vehicle fleet at various locations.

The use of shared mobility in Dublin is supported by the goals contained in certain plans adopted by the City Council, including the General Plan, Dublin Bicycle and Pedestrian Plan, Dublin Local Roadway Safety Plan, Parks and Recreation Master Plan, Climate Action Plan 2030 and Beyond, Complete Streets Policy, as well as specific plans and streetscape plans. Table 1 below summaries commonly used shared mobility service models.

Table 1: Shared Mobility Service Models

Service/Mode	Description	Example
Station-based Bikeshare	Users may pick up and drop off a bicycle at a fixed bicycle station (fixed dock) distributed throughout the service zone. All trips must start and end at a dock. Station-based bikeshare has higher capital cost and relies on a dense network of stations and therefore may be less suitable for a lower-density setting with fewer prominent trip generators.	 BayWheels, Photo Credit: San Francisco Bicycle Coalition
Dockless Bikeshare	Users may pick up and drop off a bicycle at any location within a predefined geographic region. Dockless bikeshare allows for flexible fleet management and easy system expansion. However, lack of existing parking facilities and unpredictable usage may limit reliable access to the system.	 Spin Bikes, Photo Credit: HuffPost

Service/Mode	Description	Example
Hybrid Bikeshare	This is a combination of station-based bikeshare and dockless bikeshare. Users can pick-up and drop off a bicycle at a fixed bicycle station or at a dockless location within a predefined geographic region.	Biketown, Portland Bikeshare, Photo Credit: Bike Portland
Electric Scooter Sharing	This model is like dockless bikeshare but uses electric scooters instead of bicycles. Electric scooters are typically a standing design.	Lime E-Scooter, Photo Credit: Lime

Other service models or programs that increase access to bicycles include:

- Bike Lending Libraries: Unlike traditional bike rental stores, bike libraries offer bikes for short-term use for free or at very low cost and are often run by clubs, community groups, or non-profit organizations. San Mateo County has operated a bike lending library since 2020 and is expanding the program based on its success.
- Bike Incentive or Rebate Programs: These provide point-of-sale voucher incentives for the purchase of bicycles or e-bikes.

<u>Research and Lessons from Other Cities</u>
Staff conducted informational interviews with cities and regional agencies on bikeshare implementation. The following is a summary of the information gathered.

- The shared mobility space is rapidly changing, and several agencies have experienced the sudden abandonment of operators, such as Spin, BIRD, HOPR and Lime, from their cities because of bankruptcy and other factors.
- Bikeshare vendors were not able to meet most service agreement requirements for balancing or relocating used bicycles back to station areas as well as operating and maintaining the bicycles.
- Bicycles left parked on sidewalks and near homes block accessible paths and pedestrian space.
- Bicycles are taken on BART and distributed to other cities outside the bikeshare area.
- Bikeshare stations can conflict with vehicles and pedestrians.

- There is a lack of regional collaboration on bikeshare programs.
- Grant funding or other subsidies may be needed for bikeshare to be profitable for the private operators.
- Theft and vandalism can occur.
- Bikeshare programs with small fleets of 100 or fewer bicycles were not successful.
- E-bike challenges include personal injuries, equipment failures, and nationwide e-bike recalls due to battery fires.

Interviews with peer staff at other cities and agencies indicated that a successful bikeshare program would consider the following elements.

- Dedicated staff time is required for setting up program and for operations.
- Regional coordination and effort are required.
- Focus on high density areas with docked systems.
- Station locations need to be carefully considered to avoid conflict with other transportation modes.
- High density cities and tourist destination cities, such as San Francisco and Oakland, have generally had more successful programs than lower density cities.
- It is advisable to start with a pilot program concentrated in a small area and focus on first/last mile trips to BART and recreational trips along trails.

San Ramon Shared Mobility Program

The City of San Ramon was one of the first participants in the Contra Costa Transportation Authority's Mobility on Demand Program, with a e-bike and e-scooter sharing program. The San Ramon shared mobility program was discontinued due to several issues:

- The program operator could not meet the three-hour rebalancing requirement.
- Sidewalk obstruction by parked bicycles or scooters left near homes resulted in citizen complaints.
- Shared scooters were not beneficial as they could not be used on the Iron Horse Regional Trail.
- A driver's license is required to use scooters, but underage scooter drivers often used parent ID or accounts.

San Ramon staff indicated that a regional bikeshare program connecting BART and the Iron Horse Regional Trail is needed for future success. They are currently exploring vendors for just e-bikeshare that could utilize the Iron Horse Regional Trail (East Bay Regional Park District regulations prohibit scooters on trails).

Safety

As with any other vehicle, shared mobility vehicles can be unsafe if operated carelessly or improperly. The US Consumer Product Safety Commission's (CPSC) September 2023 report "Micromobility Products – Related Deaths, Injuries and Hazard Patterns 2017-2021,"[1] presents the latest available statistics on injuries with three micromobility devices: e-scooters (including dockless/rental e-scooters), hoverboards, and e-bikes. The report shows that injuries associated with all micromobility devices increased nearly 21 percent in 2022 from 2021. There have been 129 micromobility-related fatalities from 2017 to 2021. E-scooters account for 68 fatalities and e-bikes account for 53 of the total fatalities. Hoverboards resulted in 8 fatalities. For context, the City's collision data for the last six years from 2018 to 2024 shows 82 collisions involving bicycles including 64 injury collisions and no fatalities.

Considerations for Bikeshare Implementation

Based on Staff's research, the following are considerations and requirements, if desired by the City Council, to help implement a successful bikeshare program.

1. **Legal Framework:** Develop general provisions such as the basic legal framework to allow shared bicycles to operate in Dublin. Modify existing Ordinances that may prohibit or not be inconsistent with the legal framework.
2. **Assembly Bill 371** requires that a city or county that authorizes a provider to operate within its jurisdiction on or after January 1, 2021, shall adopt rules for the operation, parking, and maintenance of shared mobility devices before a provider may offer any shared mobility device for rent or use. This includes establishing permit regulations including the following:
   - **Device requirements** include specifications such as brakes, front/rear lights, type of bicycle, and on-board GPS. It is critical for cities and operators to ensure that these devices have safety equipment, are inspected, and maintained regularly, create safe riding environments, and communicate safe riding practices with the public. Vehicle, helmet, and user requirements can be considered for implementation to improve shared mobility rider safety.
   - **Operating requirements**, such as type of system, limits of service area, number of bicycles and maintenance schedule. Geofencing or equivalent technology may be required to prevent bicycles from entering restricted areas. Geofencing is a digital tool that uses Global Positioning Service (GPS) or similar technology to create virtual geographic boundaries that restrict shared mobility devices from operating in specific areas and limit their speed.
   - **Parking requirements**, such as maximum time acceptable for improperly parked devices, station locations, enforcement including citations and impounding fees.
   - **Customer service** and responsiveness including rebalancing requirements, such as relocating bicycles to established station areas.
   - **Data sharing**, reporting standards, and performance metrics including an application program interface (API) to share real-time data and collision records.

[1] Consumer Product Safety Commission (CPSC), "*Micromobility Products – Related Deaths, Injuries and Hazard Patterns 2017-2021*", https://www.cpsc.gov/s3fs-public/Micromobility-Products-Related-Deaths-Injuries-and-Hazard-Patterns-2017-2022.pdf

- **Education and outreach** to educate users on state and local laws. Staff and operators work to develop an education, safety, and awareness campaign to encourage more people to use bicycles and teach them how to ride safely.
- **Permit revocation** requirements for instances where the permittee violates the terms of the permit or there is a serious threat to public health or safety.
- **Insurance and indemnification** requirements, such as required insurance coverage.

3. **Funding:** Identify funding requirements, funding sources and dedicate funding and staffing resources to support the program. Multiple city departments are involved in launching and managing a shared mobility program including planning, contracting, procurement, public works, maintenance, and enforcement. Staff costs include time for oversight, reviewing permit applications, data analysis, operator coordination, field checks, and reporting. Other costs include removing or impounding incorrectly placed devices, which requires city vehicles that can retrieve devices and secure storage space on city property for impounded devices; responding to community inquiries; and parking enforcement.
4. **Staffing Resources**: A program must include identifying and allocating appropriate staffing resources to plan, implement, evaluate, and enforce program elements. Agencies that implemented bikeshare programs have had to reprioritize staff work due to community requests related to improper parking and other issues.
5. **Regional Coordination**: Coordinate with adjacent jurisdictions, the Dublin Unified School District, private schools, East Bay Regional Park District, LAVTA, County Connection, and BART, to establish rules and regulations around bikeshare operations within the City and across jurisdictional boundaries.

Demand in Dublin

Demand for bikeshare in the City of Dublin is uncertain at this time. Outreach activities for development of the Bicycle and Pedestrian Plan included a September 2020 online workshop and a May 2021 tabling at the Farmers' Market. At both events, participants were surveyed about several items, including a few questions related to shared mobility, however bike share and scooter share were not the sole focus of the surveys.

At the May 2021 Farmers' Market, 100 people visited the outreach team table and 40 people took a survey that included questions about pre- and post-COVID 19 pandemic modes of travel. Pre-pandemic, three people said they use bike share, scooter share, or a personal scooter at least once a week and another three said they use such travel modes between one and three days a month. Post-pandemic the survey results were five and three, respectively.

At the September 2020 online workshop, of 23 people who responded, 10 responded as having experience with bike share or scooter share on public streets and 18 responded they would like to see bike share or scooter share in Dublin. On a later question, 72 percent of respondents self-identified as either a "strong and fearless" bicyclist or an "enthused and confident" bicyclist. The same percent responded they bike ride either "daily or nearly daily" or "a few times per week."

<u>Summary</u>

Staff's research for this report indicates key areas could potentially generate a volume of bicycle demand. A program that was concentrated in a small area and focused on first/last mile trips to BART and recreational trips along the Iron Horse Regional Trail may generate enough user

demand. If the City Council desired to pursue bikeshare in Dublin, Staff would recommend considering the following action items.

- Develop a legal framework to allow bikeshare.
- Identify available funding and staffing resources. Currently, the City does not have the capacity to begin and support an effort of this nature. A re-prioritization of work would be required internally.
- Upgrade the existing bicycle infrastructure per the Dublin Bicycle and Pedestrian Plan in areas contemplated for bikeshare.
- Gauge partnership and sponsorship interest from transit operators, local businesses, and non-profits.
- Gauge interest from flexible bikeshare vendors. The shared mobility space is rapidly changing, and several agencies have experienced the sudden abandonment of operators from their cities as a result of bankruptcy and other factors. Prior to investing time and resources into other aspects of the program, it would be beneficial to release a request for information (RFI) to understand the potential interest of vendors and operators.
- Identify supporting policies and/or incentives to encourage bikeshare.
- Develop an education, safety, and awareness campaign to encourage the use of bicycles and instruct on how to ride micromobility devices safely.
- Consider and actively explore other models for providing access to bicycles, such as bike lending libraries and e-bike incentive or rebate programs.

STRATEGIC PLAN INITIATIVE:

Strategy 3E: Continue to implement measures identified in the Climate Action Plan.

NOTICING REQUIREMENTS/PUBLIC OUTREACH:

The City Council Agenda was posted.

ATTACHMENTS:

None.

Report on Bike Share Programs

May 7, 2024

DUBLIN
CALIFORNIA

Background

- Staff directed to bring back a report on the feasibility of implementing e-bike (or bikeshare) program.
- Staff has conducted research and collected feedback from staff from agencies with experience including the cities of Fremont, Walnut Creek, San Ramon, BART, MTC, East Bay Regional Park District, and Bike East Bay.

What is Shared Mobility?

- Micromobility
  - Any small, low-speed, human or electric-powered transportation device, including bicycles, scooters, electric-assist bicycles (e-bikes), electric scooters (e-scooters), and other small, lightweight, wheeled conveyances.
- Purpose
  - Provides users with on demand short-term access to transportation.
  - Requires joining an organization or membership that maintains a vehicle fleet at various locations.
- Supports Goals adopted by the City Council
  - General Plan, Dublin Bicycle and Pedestrian Plan,
  - Climate Action Plan 2030 and Beyond

Shared Mobility Service Models

- Station-based Bikeshare (BayWheels, SF)
  - Fixed station, higher capital cost, high density
- Dockless Bikeshare
  - Any location in fixed area
  - Geofencing to enforce parking locations
- Hybrid Bikeshare (Biketown in Portland)
  - Fixed or dockless location
  - Fee to park dockless or incentives
- Electric Scooter Sharing
  - Dockless with electric scooters
- Other programs
  - Bike Lending Libraries
  - Bike Incentive or Rebate Programs

BayWheels, Photo Credit: San Francisco Bicycle Coalition

Biketown, Portland Bikeshare, Photo Credit: Bike Portland

Spin Bikes, Photo Credit: HuffPost

Lime E-Scooter, Photo Credit: Lime

Research/Lessons Learned

- Shared mobility changing rapidly and operators
  - Sudden abandonment & financial uncertainty
- Operators unable to meet service requirements
  - Operation, maintenance, rebalancing requirements
- Bicycles block sidewalks & other accessible paths.
- Lack of regional collaboration
- Theft and vandalism
- Programs with small fleets did not work
- E-bikes: personal injuries, equipment failures and recalls

Source: https://chi.streetsblog.org/

Elements for Success

- Dedicated staff time
- Regional Coordination
- Focus on high density areas & docked systems
- Careful consideration of station locations
- Pilot program
  - BART and recreational trips

San Ramon Shared Mobility Program

- One of the first participants in CCTA's Mobility on Demand Program
- Discontinued
  - Operator and three-hour rebalancing requirement
  - Sidewalk obstruction by parked bicycles
  - Shared scooters not allowed on the Iron Horse Regional Trail
  - A driver's license is required for scooters, but underage scooter drivers often used parent ID or accounts

Safety

- Unsafe if careless or improper operation
- US Consumer Product Safety Commission September 2023 micromobility report
  - Injuries increased 21 % - 2021 to 2022
  - 129 fatalities in five years
- Dublin's collision data from 2018 to 2024
  - 82 bicycle collisions
  - 64 injury collisions and no fatalities

Bikeshare Implementation Considerations

- Develop Legal Framework
- AB 371 requirements
- Establish Permit Regulations
  - Device Requirements
  - Operating Requirements
  - Parking
  - Customer Service
  - Data Sharing
  - Education and Outreach (State and local laws)
- Funding requirements (sources)
- Staffing Resources
- Regional Coordination

Source: https://link.springer.com/article/10.1007/s44212-022-00013-1

Demand in Dublin?

- Demand for bikeshare is uncertain
- Bicycle and Pedestrian Plan Outreach
  - May 2021 Farmers' Market (5 out of 40)
  - September 2020 Online Workshop (18 of 23)
    - Most respondents bike daily or nearly daily
  - Bikeshare was not the sole focus of surveys

Summary & Actions

- Focus on small area, BART and recreational trips
- If directed to proceed, Staff recommendations:
  - Develop legal framework
  - Identify available funding and staffing resources
  - Upgrade existing bicycle infrastructure
  - Partnership and sponsorship interest?
  - Interest from bikeshare vendors?
  - Release a request for information (RFI)
  - Identify supporting policies and incentives
  - Develop education, safety, and awareness campaign
  - Consider alternative models

May is National Bike Month!

- **Events in Dublin**
- **Urban Cycling 101 Classes**
  - Day One, Classroom Workshop - Saturday, May 11, 10:00 a.m. to 12:00 p.m., in the Bray Community Room (100 Civic Plaza)
  - Day Two, Road Class, Sunday, May 12, 10:00 a.m. to 3:00 p.m. - Dublin Civic Center Parking Lot (100 Civic Plaza)
  - Dublin's website for detailed information

  https://dublin.ca.gov/CivicAlerts.aspx?AID=4878
- **Bike to Work or Wherever Day - Thursday, May 16, 7:00 a.m. to 9:00 a.m.**
  - Energizer Stations at BART
- **Bike to Market Day - Thursday, May 30, 4:00 p.m. – 8:00 p.m.**
  - Ride to Dublin Farmer's Market at Emerald Glen Park
- **Subscribe to Information on Bike programs**
  - Notify Me Form at https://dublin.ca.gov/313/Bike-Pedestrian-Programs

Bicycle Safety

Bicycles

- Wear a helmet
- Obey street signs, signals, and road markings
- Use hand signals when turning or stopping
- Watch for pedestrians
- Keep to the far-right side of the road
- Drive in the same direction as traffic
- Wear bright colors

Drivers

- Obey the speed limit
- Drivers turning right should look to the right and behind

Agenda Item 8.3

STAFF REPORT

CITY COUNCIL

DATE: May 7, 2024

TO: Honorable Mayor and City Councilmembers

FROM: Linda Smith, City Manager

SUBJECT: Discussion of the Use of a Virtual Platform for Public Comment
Prepared by: Marsha Moore, MMC, City Clerk

EXECUTIVE SUMMARY:

The City Council will consider whether to continue offering a courtesy to the public to provide public comment virtually via Zoom. This was brought up under Item 9 at the April 16, 2024, Regular City Council Meeting.

STAFF RECOMMENDATION:

Provide direction to Staff on whether changes should be made to the City's current practice of allowing public comment via remote communication.

FINANCIAL IMPACT:

None.

DESCRIPTION:

At the April 16, 2024, Regular City Council meeting the City Council asked Staff to bring an item to a future meeting to discuss the continuing use of Zoom for public comment.

Currently, the Dublin City Council allows public comment to occur in person and virtually through Zoom. The Planning Commission is also accepting public comment to occur in person and virtually through Zoom. The City is not required to offer public participation via Zoom or any other virtual platform when public meetings are taking place in person. It was offered as a courtesy to allow other options for public participation during COVID.

Public Participation Options

	Public Comments	Additional Measures	Impact
A	In person & virtual		- No Change
B	In person & Staff and Consultants allowed to be virtual	1. Add statement to agenda for potential AB2449	- Speakers still able to provide comments virtually under AB2449

Option A keeps the status quo, providing public comment via Zoom as a courtesy for the public.

Option B would remove the Zoom option for public comment, unless AB2449 is used. (See discussion of AB2449 below.) Zoom would remain available for consultants and Staff.

None of the options would restrict a resident or any other individual from providing written comments to the City Council if they were unable or did not want to attend in person. Residents would still be able to view the meeting on Comcast channel 28, www.tv30.org or via the City's website.

Staff reached out to other cities in Alameda County, and the City of San Ramon and Town of Danville. Currently, the cities of Newark, Emeryville, Pleasanton, Livermore, Union City, San Ramon, and the Town of Danville are not taking public comment via Zoom. Of those cities, four allow their staff and consultants to participate via Zoom.

AB2449

AB2449 allows City Councilmembers to participate virtually in "emergency circumstances" and for a "just cause" as defined. The Brown Act requires that public comment be made available virtually if a council member is participating remotely under AB2449 (Government Code § 54953(f)(1)(A)). If the City Council decides to no longer provide the option for public comment via Zoom, a statement will be added to the agenda informing the public that should AB2449 be utilized, a link to the online speaker slip would be activated to submit a speaker slip, and the Mayor would read the same statement at the start of the meeting, providing the public with the opportunity to complete a speaker slip and join the Zoom meeting prior to public comment. If there is advanced notice of the use of AB2449, prior to 72 hours of the meeting, the agenda will be amended to provide instructions to participate remotely.

This item was requested under Item 9 at the April 16, 2024 Regular City Council Meeting. Staff requests that the City Council discuss and provide direction.

STRATEGIC PLAN INITIATIVE:

None.

NOTICING REQUIREMENTS/PUBLIC OUTREACH:

The City Council Agenda was posted.

ATTACHMENTS:

None.

Virtual Platform for Public Comment

May 7, 2024

DUBLIN
CALIFORNIA

Background

- COVID – Introduction of Virtual Public Comment
- Transitioned to Hybrid Public Comment – April 2021
- Current – City Council and Planning Commission offer Virtual Public Comment as a courtesy

Virtual Public Participation Options

- Option A – No change, in person and virtual public comment
- Option B – In person public comment, with Staff and consultants allowed to be virtual

Questions?