



# Sacramento Employment and Training Agency

## **CSBG 2012–2013 Community Action Plan**

Approved by the SETA Governing Board  
June 2, 2011

**COMMUNITY SERVICES BLOCK GRANT  
2012/2013 PROGRAM YEAR COMMUNITY ACTION PLAN  
COVER PAGE**

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TO: Department of Community Services and Development  
Attention: Field Operations  
P. O. Box 1947  
Sacramento, CA 95812-1947

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FROM: Agency: Sacramento Employment and Training Agency (SETA)  
Address: 925 Del Paso Boulevard, Suite 100  
City: Sacramento

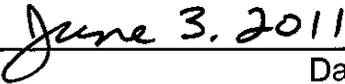
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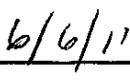
**CERTIFICATION OF COMMUNITY ACTION PLAN AND ASSURANCES**

The undersigned hereby certify that this agency complies with the Assurances and Requirements of this 2012/2013 Community Action Plan and the information in this CAP is correct and has been authorized by the governing body of this organization.

  
\_\_\_\_\_  
Board Chairperson

  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Executive Director

  
\_\_\_\_\_  
Date

## COMMUNITY ACTION PLAN REQUIREMENTS

### Summary/Checklist

The 2012/2013 request for Community Action Plan (CAP) must meet specific requirements as defined by law and are described in detail in this document. The CAP forms, with specific instructions on how to complete each form, are assembled separately for ease in preparing. Once you have completed your CAP, submit to CSD one original document (marked "original") and two copies (marked "copy") no later than **June 30, 2011**. The following is a check list of the components to be included in the CAP:

- CAP Cover Page with appropriate signatures
- Table of Contents and all CAP pages numbered consecutively
- Agency Vision & Mission Statements
- Requirement 1: Community Information Profile and Needs Assessment
- Requirement 2: Statewide Priority
- Requirement 3: Federal Assurances (Indicate the applicable assurances)
- Requirement 4: State Assurances (Indicate the applicable assurances)
- Requirement 5: Documentation of Public Hearing(s)
- Requirement 6: Monitoring and Evaluation Plan

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## AGENCY VISION & MISSION STATEMENTS

The Vision Statement describes a desired future based on your agency's values. The vision is broader than what any one agency can achieve; the agency collaborates with others in pursuit of the vision.

Provide your agency's Vision Statement.

### **VISION STATEMENT:**

*"Preparing People for Success: in school, in work, in life"*

The Mission Statement describes the agency's reason for existence and may state its role in achieving its vision.

Provide your agency's Mission Statement.

### **MISSION STATEMENT:**

*"Working with Families so Families can Work"*

## **HISTORICAL STATEMENT**

The Sacramento Employment and Training Agency (SETA) is a public agency formed by a Joint Powers Agreement between the City of Sacramento and Sacramento County. It was formed in 1978 to administer a variety of human services programs.

The SETA Governing Board is comprised of two Sacramento City Councilpersons, two members of the Sacramento County Board of Supervisors and one public representative. The Governing Board is the policy-making body of the Agency and all matters affecting the Agency must be presented to this body for deliberation and final action.

In accordance with the Joint Powers Agreement, the Governing Board has created as an advisory body, a Community Action Board (CAB), composed of public officials, representatives of private organizations and people in need.

The CAB is established to guide the functions of the SETA Community Services Block Grant Program and advise the SETA Governing Board. The Community Services Block Grant Program has the goal of enabling low-income families and low-income individuals of all ages to attain the skills, knowledge and motivation to become fully self-sufficient. Each member of the CAB has vital talents, experience, and resources to offer the community. The Community Action Board is composed of twelve (12) members, with four (4) members representing each of three (3) constituent groups: 1) Public Officials or their representatives; 2) Private Sector: consisting of business, industry, labor, religious groups, welfare, education, or other major groups and interests in the community, and 3) Low-Income Sector, or representatives of people in need within SETA's community action area.

Public officials bring expertise in public relations, meetings, administration, funding and fiscal affairs. They represent the interests of the general public, yet can also serve as ambassadors of goodwill and advocates on behalf of CSBG eligible constituent groups.

Representatives of the private sector have business, management and fiscal expertise, and they provide balance to the CAB. Their role can also include communicating the positive economic development gains that result when community action programs help guide families out of poverty.

Representatives of the poor are the fundamental sources of information on the conditions and causes of poverty. Their participation and involvement on the CAB, on its committees and at neighborhood levels, is critical to Community Action efforts. Also important is their ability to help develop a public and institutional understanding of, and support for, the programs and their positive effects on the community.

The Community Action Board is entrusted with a mission: to mobilize resources and achieve greater institutional sensitivity and understanding of the dynamics of poverty.

The Community Action Board and SETA staff are responsible for the ongoing analysis and planning for needed community and social services in Sacramento County. Staff recommends service needs based on applicable statistical data supplied by the Community Services Planning Council, the Sacramento County Departments of Human Assistance and Health and Human Services, the California Department of Juvenile Justice, the Sacramento Police Department, Sacramento Steps Forward, the California Department of Social Services, the American Community Survey and the U.S. Census to the CAB. Local community input is sought through public meetings, in addition to special committee or ad hoc meetings which are scheduled on an as-needed basis, and cooperation with other planning initiatives including the Continuum of Care application, the county's annual homeless count, the Sacramento Housing and Redevelopment Agency's 2008-2012 Consolidated Plan and the Area 4 Agency on Aging 2009-2012 Area Plan.

In 2006, Sacramento County approved a 10-year plan to end homelessness in the region with a "housing first" strategy for chronically homeless individuals. A SETA/CSBG staff person sat on the Sacramento City and County Board on Homelessness and was a key participant in developing the strategy.

Once needs are identified and program policies and activities are established for in-house and subcontracted programs, SETA develops and releases a Request for Proposals (RFP) which specifically outlines the allowable program activities including goals and objectives for the designated funding period. Funding applications (proposals) are accepted from eligible organizations responding to the RFP and are subsequently reviewed and evaluated by both the staff and the CAB. Final funding decisions made through a competitive RFP process are the responsibility of the SETA Governing Board. It should be noted that all CSBG funding is based on biannual goals and priorities set by the CAB and the SETA Governing Board.

The Sacramento Employment and Training Agency administers funds for a wide range of human service programs. In 1983, SETA assumed responsibility for administering both the local Community Services Block Grant (CSBG) program as well as the Sacramento County Head Start Program. SETA is also responsible for the administration of the Workforce Investment Act (WIA), the Targeted Assistance Refugee Grant, the Refugee Employment Social Services (RESS) grant, clean energy programs, Green Jobs, Healthcare Training Initiatives, and year-round California Gang Reduction, Intervention and Prevention Initiative and Safe Community Partnership programs to serve youth.

The following is a listing of currently operating CSBG, Head Start, WIA and Refugee employment and training programs.

### **CSBG PROGRAMS (20)**

County of Sacramento, Department of Human Assistance      Family Self-Sufficiency  
(Seniors)

Folsom Cordova Community Partnership	Safety-Net (Families in crisis)
Francis House	Safety-Net (Families in crisis)
Greater Sacramento Urban League	Safety-Net (Families in crisis)
Hmong Women's Heritage Association	Family Self Sufficiency (Family functioning)
La Familia Counseling Center	Family Self-Sufficiency (Youth)
Legal Services of Northern California, Inc.	Safety-Net (Seniors and Parenting Grandparents)
Linkage to Education	Family Self-Sufficiency (Youth)
My Sister's House	Family Self-Sufficiency (Domestic Violence and Homeless)
River City Food Bank	Safety-Net (Families in crisis)
Sacramento Area Emergency Housing Center	Family Self-Sufficiency (Homeless)
South County Services, Inc.	Safety-Net (Families in crisis)
The Salvation Army	Safety-Net (Families in crisis)
Travelers Aid Emergency Assistance	Safety-Net (Families in crisis)
Visions Unlimited, Inc.	Family Self-Sufficiency (Seniors and Disabled)
Voluntary Legal Services Program of Northern California	Safety-Net

(Criminal Record  
 Expungement)

Waking the Village

Family Self-Sufficiency  
 (Homeless Parenting  
 and Pregnant Youth)

WIND Youth Services

Safety-Net and Family  
 Self-Sufficiency  
 (Homeless Youth)

**HEAD START (5)**

Elk Grove Unified School District	(11 Sites)
Sacramento City Unified School District	(40 Sites)
San Juan Unified School District	(23 Sites)
Twin Rivers Unified School District	(1 Site)
Women's Civic Improvement Club	(1 Site)

**SETA-Operated Head Start Program Sites (33)**

Auberry Park	Galt
Bannon Creek	Grant Skill Center
Bright Beginnings	Grizzly Hollow
Broadway Early Learning Center	Hillsdale
Cordova Lane	Hopkins Park
Country Wood Apartments	Illa Collin Early Learning Center
Crossroad Gardens	Job Corps
Elkhorn	Kennedy Estates
Freedom Park	La Riviera
Fruitridge	LaVerne Stewart

Mather	Phoenix Park
Nedra Court	Sharon Neese Early Learning Ctr.
New Helvetia I	Solid Foundation
New Helvetia II	Strizek Park
Norma Johnson Early Learning Ctr.	Vineland
Northview	Walnut Grove
Parker Avenue	

**TARGETED REFUGEE ASSISTANCE and REFUGEE EMPLOYMENT SOCIAL SERVICES (8)**

Asian Resources

Bach Viet Association

Hmong Women's Heritage Association

Sacramento City Unified School District/Skills and Business Education Center

Sacramento Occupational Advancement Resources

Slavic Community Center of Sacramento

Southeast Asian Assistance Center

Twin Rivers Unified School District

**WORKFORCE INVESTMENT ACT (WIA) EMPLOYMENT AND TRAINING (16)**

Asian Resources (Adults and Youth)

Bach Viet Association (Adult)

City of Sacramento – Department of Parks and Recreation (Youth)

County of Sacramento, Department of Human Assistance (Adult)

Crossroads Diversified Services (Adults and Youth)

Elk Grove U.S.D. (Adults and Youth)

Folsom Cordova Community Partnership (Adult)

Galt J.U.H.S.D. (Youth)

Greater Sacramento Urban League (Adults and Youth)

La Familia Counseling Center (Adults and Youth)

Lao Family Community Development, Inc. (Adult)

North State Building Industry Association (Adult)

Sacramento Chinese Community Service Center (Adults and Youth)

Sacramento City U.S.D. (Adults and Youth)

Sacramento County Office of Education (Youth)

### **THE SETA FINANCIAL SYSTEM**

The SETA financial system, as certified and as audited, contains controls and procedures to assure proper receipt, disbursement and accounting for funds, including:

1. A separation of duties,
2. Appropriate approval processes for financial transactions,
3. Reconciliation procedures,
4. Adequate budgeting controls,
5. Proper indirect cost allocations,
6. Control of fixed assets,
7. Preparation of reliable financial reports,
8. Retention of financial reports,
9. Appropriate use of an administrative cost pool for federal funds, and,
10. Reliable systems for forecasting cash needs.

As the administrator of federal grants, SETA has established a reputation as an efficient administrator of its currently funded programs. SETA's fiscal responsibility and accountability can be ascertained by reference to its independent audits over the last thirty years during which time there have been no disallowed costs.

The agency currently provides cost-reimbursement subcontractors with cash advances. Thereafter, subgrantees are required to submit a monthly fiscal report to SETA for reimbursement.

The fiscal management system is linked to and under the jurisdiction of the County of Sacramento, Department of Finance. The automated fiscal system used by SETA is part of Sacramento County's Comprehensive Online Management Personnel and Accounting System for Sacramento (COMPASS). There is a separation of duties so that no single individual has complete authority over an entire financial transaction. Different individuals are responsible for the functions of cash disbursements, payroll, property and cash receipts. All disbursements must be approved by the SETA Executive Director or Fiscal Department Chief/Manager. Journal vouchers can only be approved by the Fiscal Department Chief or Accountant III.

SETA will enter into a contractual relationship with the agencies chosen to operate the program through a delegate agency contract. SETA will also assume responsibility for monitoring, program and fiscal compliance with applicable regulations, technical assistance, staff training and coordination of pertinent services.

The SETA fiscal staff are available for technical assistance in establishing and maintaining an acceptable accounting system, when requested by any subcontractor.

Audits will be performed annually in accordance with OMB Circular A-133, because of SETA's multiple funding, and will be coordinated with the appropriate state and/or federal agency/department.

**REQUIREMENT 1  
COMMUNITY INFORMATION PROFILE & NEEDS ASSESSMENT**

State law requires each CSBG eligible entity to develop a Community Action Plan (CAP) that will assess poverty-related needs, available resources, feasible goals, and strategies to prioritize its services and activities to promote the goals of self-sufficiency among the low-income populations in its service area. (*Government Code 12747(a)*)

Each CAP shall include the Community Information Profile and Needs Assessment as follows:

1. **Community Information Profile**: Describes the problems and causes of poverty in the agency's service area based on objective, verifiable data and information. (*Government Code 12754(a)*)

Attach the agency's Community Information Profile. This must include corresponding heading (i.e., Community Information Profile), sequence, and description of:

- A. Agency's service area in terms of factors such as poverty, unemployment, educational attainment, health, nutrition, housing conditions, homelessness, crime rates, incidents of delinquency, the degree of participation by community members in the affairs of their communities and/or other similar factors deemed appropriate by the agency. Factors described in the Community Information Profile must be typical for baseline data and substantiated by corroboration gained through public forums, customer questionnaires, surveys of service providers, surveys of potential customers, statistical data, evaluation studies, key informants, anecdotal sources and/or other sources deemed reliable by the agency.

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**Poverty Abstract for Sacramento County**

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The 2009 American Community Survey reports that persons with incomes below federal poverty income guidelines in Sacramento County account for 15.4% of the total population (211,544 persons). This represents a 25% increase in the number of those living below federal poverty income guidelines just 2 two years earlier.

The Department of Human Assistance reports that in 2010, over 250,000 unduplicated adults and children in Sacramento County relied on the CalFresh program (formerly known as Food Stamps) to reduce the incidence of hunger, food insecurity and low nutrition in their

household diets. This number does not include families who rely on community food closets only, to mitigate household food shortages or nutritional shortcomings in their diets.

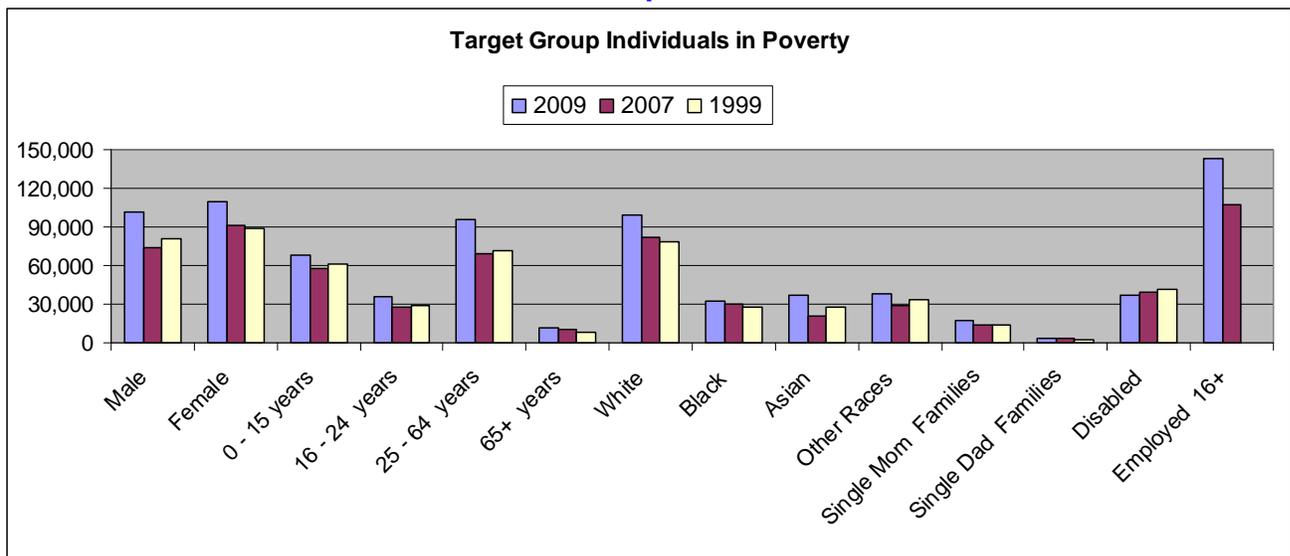
During the same year, 127,551 individuals received cash aid through their participation in the CalWORKs program, of those, 88,094 were children.

**NOTE:** The poverty data used in this report and for the comparisons below represent individuals living below Federal Poverty Income Guidelines, the federal definition of poverty. They do not represent all individuals unable to sustain themselves and their families without public and private supports. Nonetheless, it is a primary indicator used to track the growth and effects of poverty. A broader definition of poverty can include all persons unable to minimally sustain themselves without some level of public or private supports to provide for basic family shelter, nutrition, clothing, health and safety.

**Graph 1** - In an effort to present the most recent statistical data, a current (2009) data source was used, the American Community Survey. The American Community Survey is a product of the U.S. Census Bureau and is the highest quality data source for demographic information of its kind available during the decade-long census interval. Data from the 2009 survey was collected in that year and released in fall of 2010

**The purpose** of Graph 1 is to highlight the pace at which the economic outlook of vulnerable and in-crisis Sacramento County adults and children has changed since the last Community Action Plan was submitted and over the last decade.

**Graph 1**



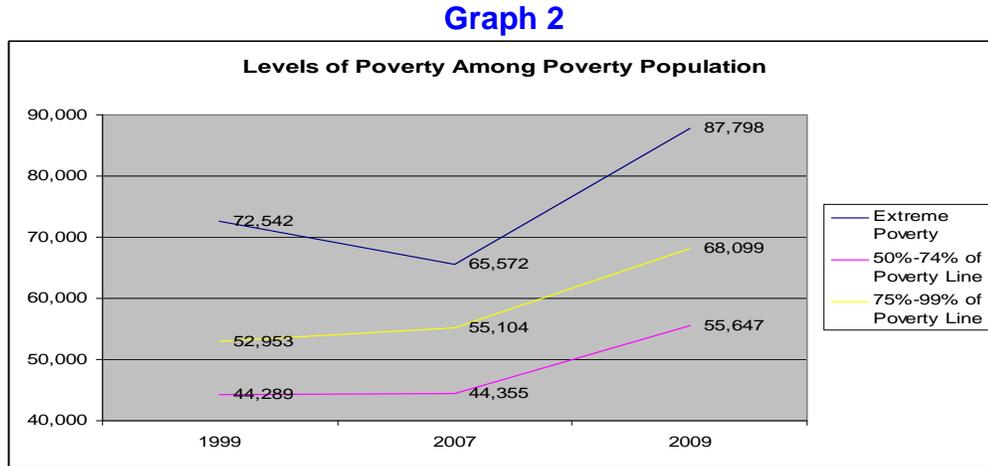
**Note:** Comparable poverty data for "Employed 16+" was not available in 1999.

Gains made by some target groups between 1999 and 2007 were quickly reversed between 2007 and 2009. Chief among them were working adults aged (25-64) and Asians.

While poverty is often associated with unemployment, those employed showed the largest increase in the number of individuals living below federal poverty income guidelines. This

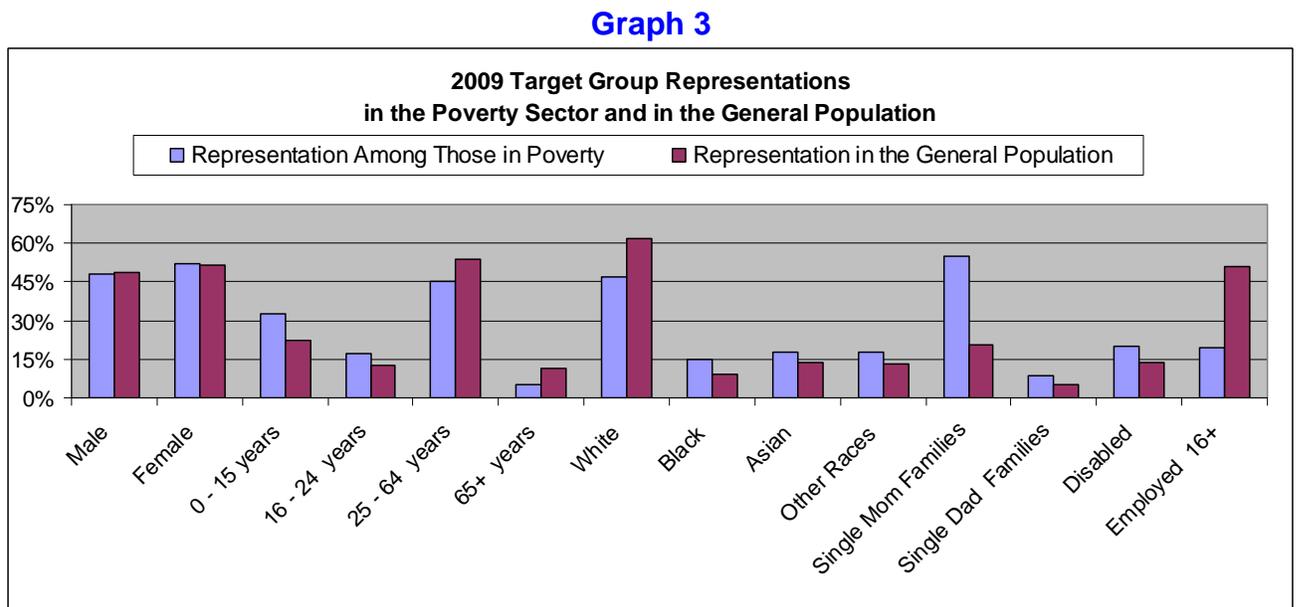
would include a family of 3 or more with one F/T wage earner making \$8/hr., or any number of families struggling with one or more low-wage, part-time jobs.

**Graph 2** - Of particular concern is the addition of 22,226 adults and children living in extreme poverty (less than 50% of federal poverty income guidelines) within a two year period. This represents dramatic growth by more than a third in the number of persons experiencing extreme poverty, in only two years.



**Graph 3** compares a target group's representation in both the poverty population and general population within Sacramento County.

**The purpose** of this graph is to identify a target group's vulnerability to living in poverty. It is also an important indicator of need in the identification of priority groups to be targeted for emergency and family self-sufficiency services envisioned in the SETA 2012-2013 Community Action Plan.



As an example, Graph 3 shows that children 0-15 comprise only 22.6% of the general population, yet are disproportionately over-represented among all persons living below federal poverty income guidelines at 32.4%. As a group, they experience a much higher poverty rate than the general population.

Conversely, seniors 65+ comprise 11.3% of the general population, yet are disproportionately under-represented among all persons living below federal poverty income guidelines at 5.3%.

In the examples above, children 0-15 have double Sacramento County's poverty rate while seniors, as a group, have a much lower poverty rate of approximately a third of the county's poverty rate of 15.4%.

According to the 2009 American Community Survey, there are 97,590 veterans in Sacramento County, or about 9.4% of the general population. Twenty-six thousand, one hundred and fourteen (26,114) Sacramento County Veterans have a disability, 16,849 of them have service-related disabilities. Approximately 5,507 veterans live below federal poverty income guidelines and 297 live in shelters or in transitional housing<sup>1</sup>. This does not include the number of veterans living in places not fit for human habitation.

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### **POVERTY AMONG SINGLE FEMALE HEAD-OF-HOUSEHOLDS WITH CHILDREN <18**

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According to the 2009 American Community Survey, 37.9% (68,792) of Sacramento County families with children under the age of 18 (181,099) are headed by a single parent, higher than the state rate of 31.9%. Thirty percent (20,651) of single parent families with children under 18 years in Sacramento County were living below federal poverty income guidelines and 39% (8,139) of Sacramento's female-headed single parent families with children under 5 years (20,888) were living below federal poverty income guidelines.

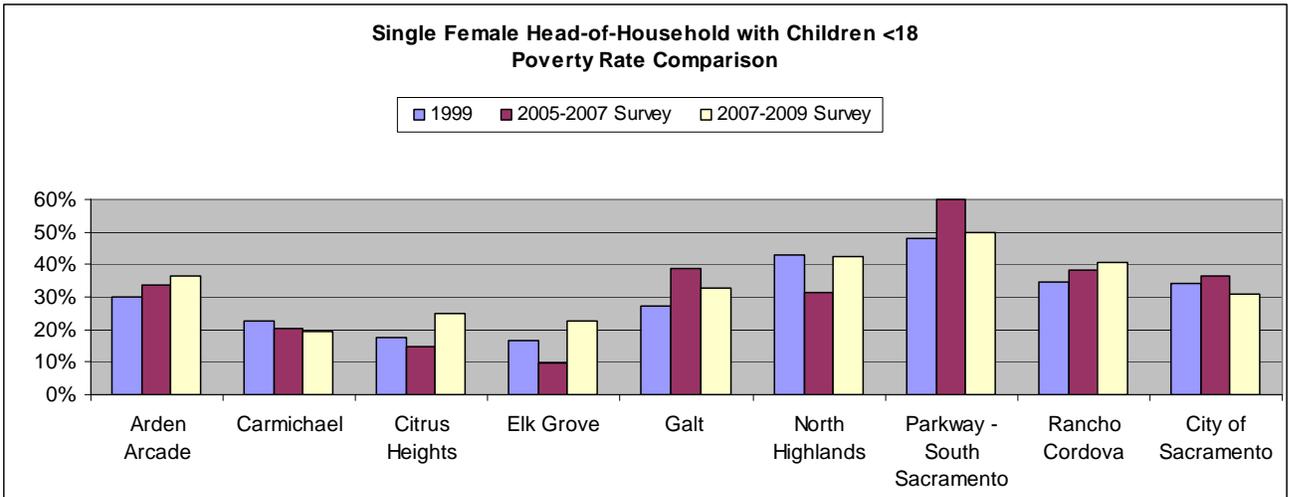
In 2005, over one in every three births was to an unmarried woman. In 2009, the birth rate for unmarried women had risen to one in every 2.5 births. The California Department of Health and Human Services reports that the number of such births has been cyclical over the last decade, averaging about 328 births per 1000, births.

The **purpose** of **Graph 4** is to identify target areas where service needs should be concentrated for this population and to identify geographic trends over time in poverty rates for Single Female Head-of-Households with Children under 18 years.

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<sup>1</sup> Sacramento Countywide Homeless Street Count 2011

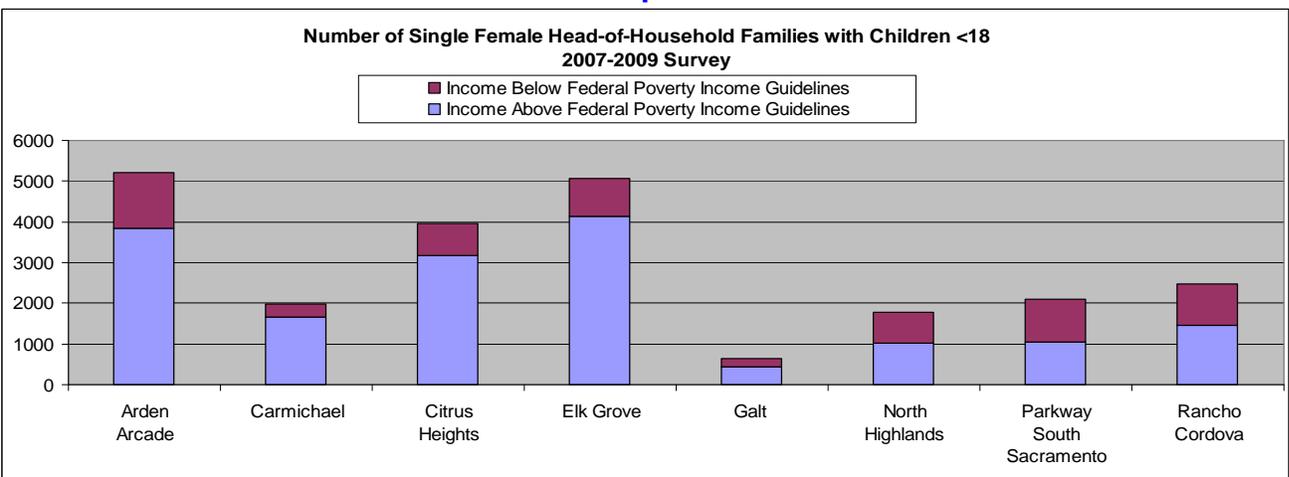
**Graph 4**



Several factors stand out when reviewing the above chart. Most areas listed here experienced some increase in the percent of female householders with children under 18 who live in poverty. Arden Arcade, Citrus Heights, Elk Grove, Galt, and Rancho Cordova all experienced growth of between 5.5% and 7.5% in this population; only Carmichael and the City of Sacramento saw some decline. Even with these slight declines in the poverty rate, the numbers show that in large sections of the County between 30% and 40% of female householders with children under 18 live in poverty.

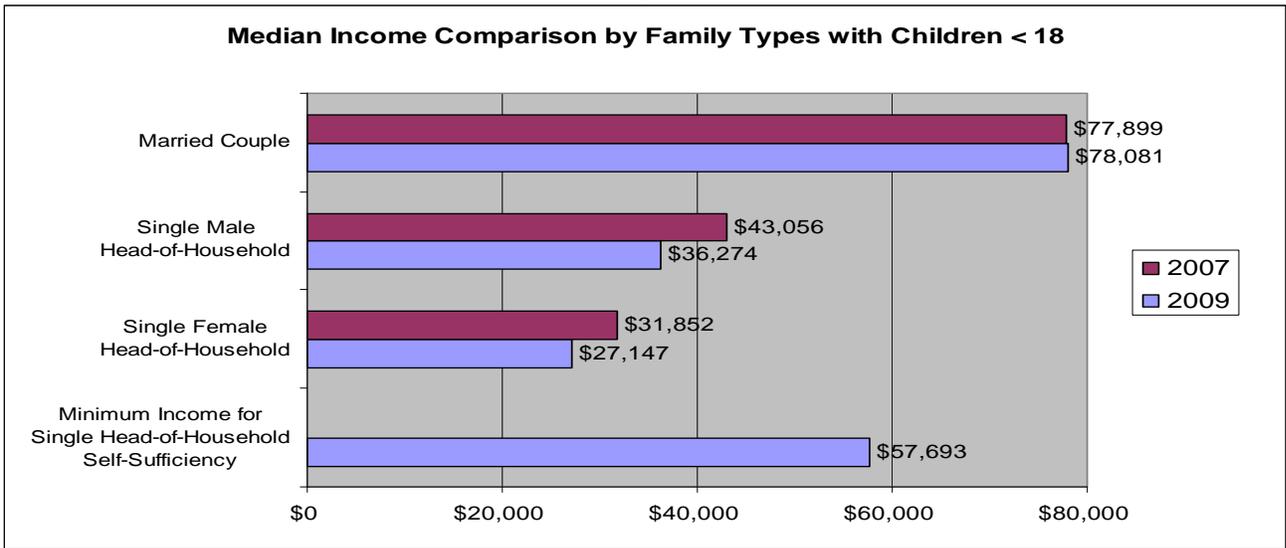
The **purpose** of **Graph 5** is to identify the quantity of single female head-of-households with children under 18 years living below federal poverty income guidelines in Census Designated Areas.

**Graph 5**



The **purpose** of **Graph 6** is to highlight the relationship of family type with family income.

**Graph 6**



**Graph 6** shows that from 2007 to 2009, median incomes for single parent households fell dramatically (-\$6,782) as compared with married couples (+\$182). Also apparent is the income disparity between male and female headed households with children.

Median income for single mothers with children under the age of 18 is only 38% of that for married couple families. Over 33.1% of female-headed families with children under the age of 18 live in poverty compared to 9.6% of married couple households.

For comparison, the California Budget Project reports that the annual income necessary to make a single parent family minimally self-sufficient in 2010 is \$57,693, or \$27.74 per hour if the parent is employed full-time. For a two parent family with one parent working, the annual income for minimal self-sufficiency was actually less at \$51,008 or \$24.52 per hour if the working parent is employed full-time and the other parent provides childcare for the family.

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**POVERTY AMONG OLDER ADULTS:**

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During the last decade, the 65+ population in Sacramento County increased by 16%, from 135,503 persons in 1999 to 157,402 persons in 2009. During 2009 about 7% of Sacramento County seniors lived with incomes below federal poverty guidelines<sup>2</sup>.

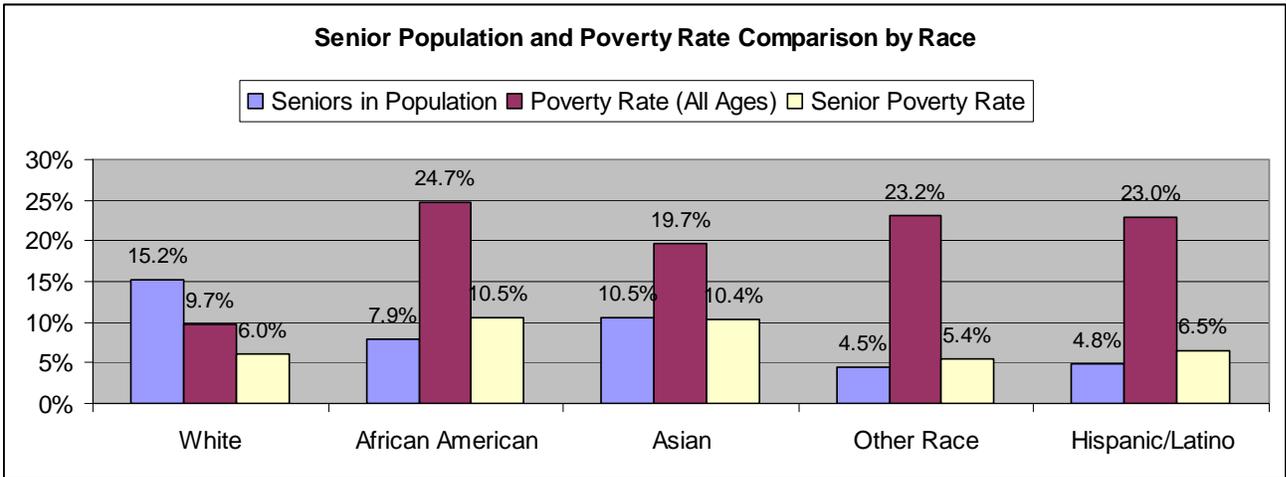
The first bar in **Graph 7**, below, shows the percentage of persons 65+ in each race category. Although there is an implication of some races having greater longevity than

<sup>2</sup> 2009 American Community Survey

others, many other factors can affect the rate of persons 65+ for any race including returning to the country of their nativity when past their working age.

The next two bars in **Graph 7** compare the overall poverty rate of a particular race with the overall poverty rate for seniors 65+.

**Graph 7**



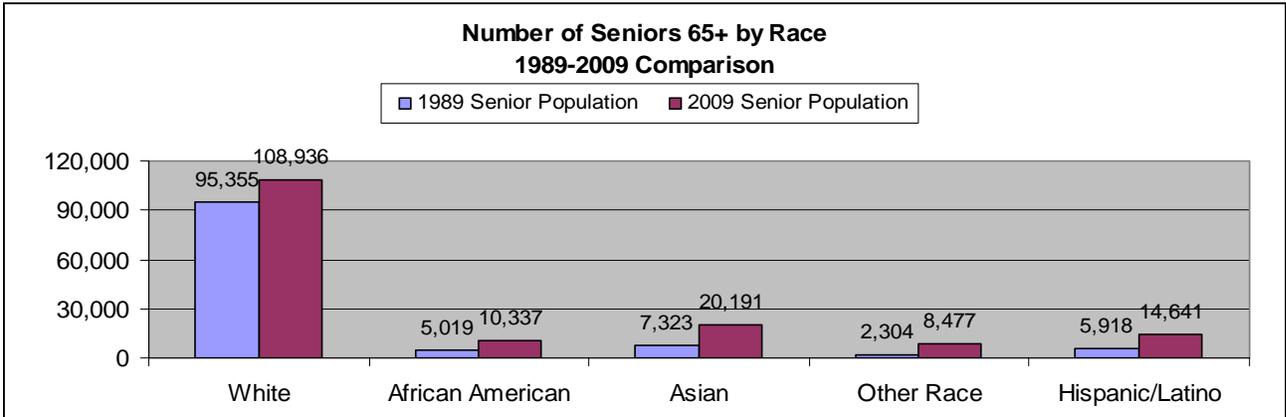
According to the 2009 American Community Survey, the median household income for householders aged 25 to 44 is \$55,790 annually, the household income for householders aged 45 to 64 is \$62,435, and the household income for households with a householder 65 or older drops dramatically to \$39,388 annually. The typical person 65+ will be female, living alone and with very limited income. During the 2009 American Community Survey, 5% of Sacramento County's senior headed households (age 65+) reported incomes under \$10,000.

A study financed by the Sacramento County Department of Health and Human Services, [A Profile of Older Adults, 2006](#), projects dramatic increases in senior populations in the future. By 2040, the number of seniors 65+ will increase by approximately 193% to 272,060, the number of seniors 85+ will increase by 206% to 44,354, bolstered by the first wave of baby boomers that reached their 65<sup>th</sup> birthday in 2011, those that will follow in coming years, and the projected increase in their longevity.

The ethnic composition is also changing. The proportion of minority seniors aged 65+ in Sacramento has increased at twice the rate of white seniors. Estimates suggest that the population of Hispanic seniors will increase by 574% to 83,495, followed by Asian seniors at 349% to 82,409 and African American seniors at 270% to 34,299, while the population of white seniors is projected to increase by only 50% to 147,654 (by the year 2040).

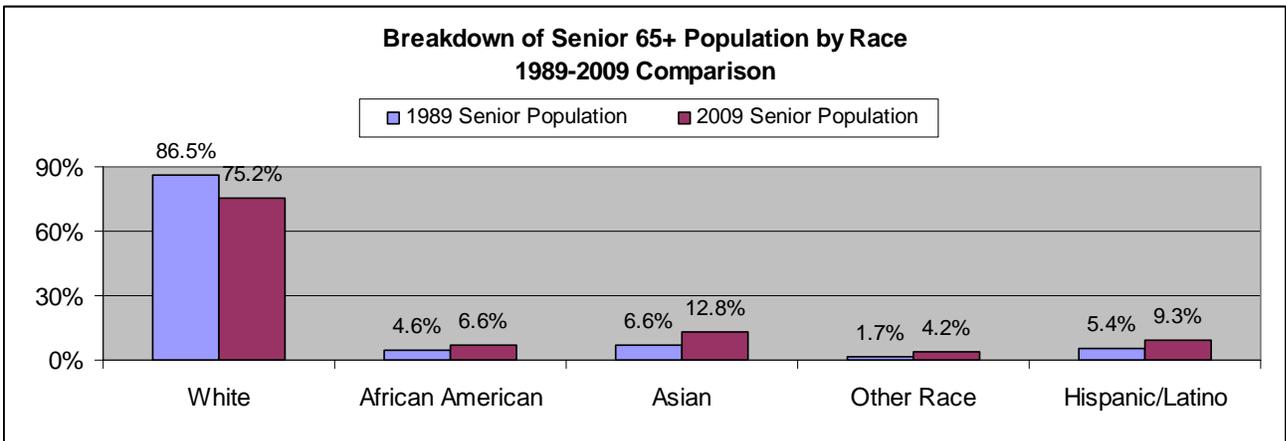
From 1989 to 2009 (20 years), the number of white seniors has increased by only 14.2%, while the number of African American and Asian persons has increased 106% and 176% respectively. Additionally, there has been a 147% increase in the number of persons of the Hispanics/Latino ethnicity in the senior population.

**Graph 8**



**NOTE:** Some of the persons of Hispanic/Latino ethnicity noted in this graph may have been counted among other races, preventing the sum of all races from adding up to the total number of persons 65+.

**Graph 9**



The 2009 American Community Survey showed that 14.3% (22,482) of people in Sacramento County aged 65 and older were in the workforce. Of that population, 8.5% (1,902) were unemployed. In comparison, in 1999, 12.3% (16,728) of people in Sacramento aged 65 and older were in the workforce; 5.5% (914) were unemployed. This implies that a growing number of seniors in Sacramento County are working in order to meet their expenses.

Forty-two (42) percent of people aged 65 or older (66,147) have one or more disabilities. Furthermore, while most seniors are well and active, 34.2% of those over 75 (25,215) have mobility issues, and 17.8% (13,083) have self-care limitations. For seniors aged 65 and older, the leading cause of fatal injuries is falls. An estimated 67% (66.9%) of seniors aged 65+ (105,301) are obese or overweight; this is a 4.9% increase in two years. Twenty-one percent (33,054) report getting no exercise at all, while an additional 46.4% (73,034) get "some" exercise (less than the minimum recommended to maintain good health).

In a 2009 Area 4 Agency on Aging needs assessment survey, 42.4% (66,738) of Sacramento County seniors indicated they lived alone; of those and 52.8% (35,238) reported they are dealing with loneliness and with some form of depression.

According to the Senior and Adult Services Division Chief, recent funding cuts in the County's senior programs make it more difficult for services to be provided. The entire financial abuse division of Sacramento County's Adult Protective Services was eliminated by the end of 2010. Cuts in In-Home Support Services (IHSS) have already affected staffing, resulting in a caseload of nearly 500 for each case manager. In February, 2011, there was a 3.6% cut in service hours for IHSS clients.

While households headed by seniors aged 65+ represented only 18.9% of households in the year 2009, they represented 32.8% of households with no vehicle for transportation to medical or other vital appointments.

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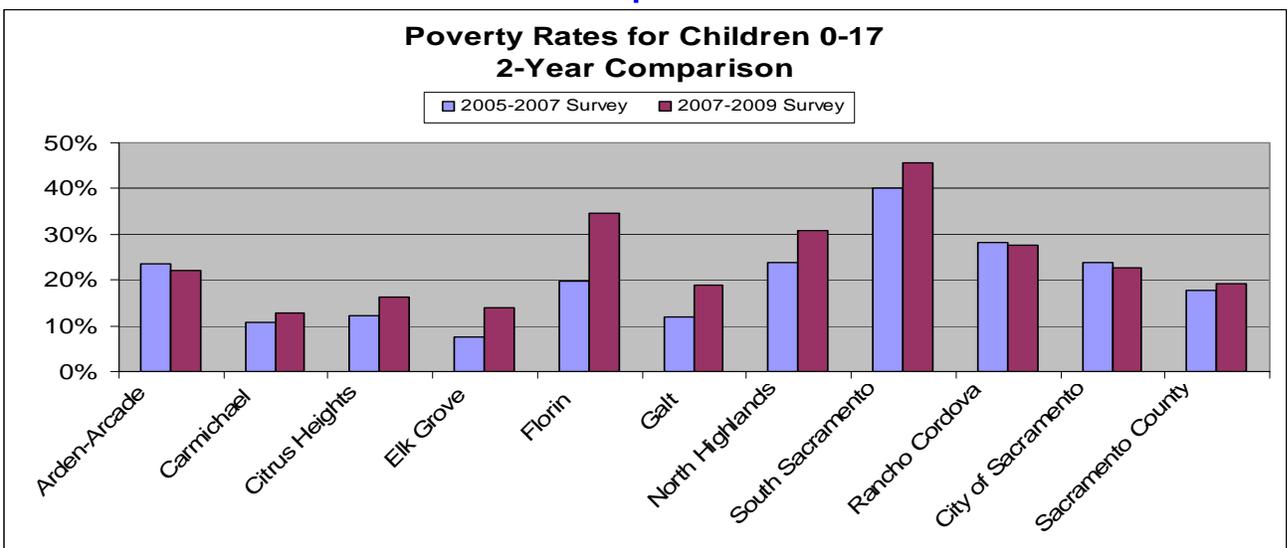
**POVERTY AMONG YOUTH**

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According the most recent American Community Survey data available (2009), children aged 0 through 17 years (361,553 individuals) comprise nearly 26% of the Sacramento County's total population. Among this age group, the poverty rate is over 21%, about four percentage points higher than the same poverty rate in 2007 (17.4%), and over five percentage points higher than Sacramento County's overall poverty rate (15.4%). Although children 5 years and under have traditionally maintained the highest poverty rate among children 0-17 years, the 2009 data indicates that all age groups are within a percentage point of the others.

**Graph 10** compares averaged data collected during two 3-year periods, 2005-2007 and 2007-2009 regarding the poverty rate of children 0-17 in the communities and cities noted.

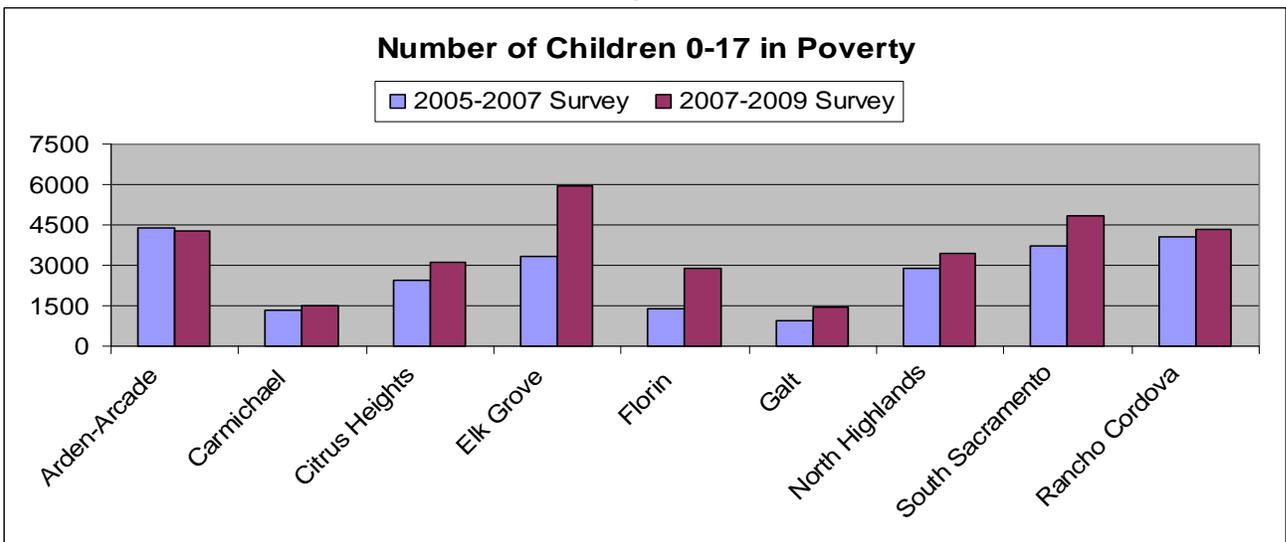
**Graph 10**



**The purpose of Graph 11** is to identify communities and cities with a high or rapidly increasing rate of child poverty over the last two 3-year periods for which data was available. Indicators that would identify any of these areas as a priority target area for youth services includes the rate of 0-17 poverty/poverty growth as compared with the Sacramento County rate of 0-17 poverty/poverty growth over both of the comparison periods. (The 0-17 poverty rate for Sacramento County appears to the far right side of the graph)

**Equally important** in the allocation of resources to priority target areas is the absolute number of children in poverty in each of the communities noted in Graph 11.

**Graph 11**



**NOTE:** Each of the two surveys relied upon in **Graphs 10 and 11** is a product of the U.S. Census and averages the results of three annual surveys to produce highly reliable data. The 2007-2009 survey is the most recent data available at this time. Readers will note that data collected in 2007, a year associated with the beginning of the economic downturn, was used in both three-year surveys.

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**FOSTER YOUTH:**<sup>3</sup>

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On October 1, 2010, there were a total of 3,429 Sacramento County foster youth being cared for in the child welfare system. Of these, over a quarter had spent less than one year in care and over a fifth had been in care for more than five years. For this component of the foster youth target group, basic vital needs are being met.

<sup>3</sup> All data in this section drawn from the CA Department of Social Services, Child Welfare Data Analysis Bureau for the 12-month period October 1, 2009 through September 30, 2010

An average of about fifteen foster youth who were not reunited with family members or adopted while in foster care, are aging out of Sacramento County's child welfare system each month, or 180 per year. During the most recent 12-month period for which California Department of Social Services data on Sacramento County is available, October 2009 through September 2010, exit outcomes for this target group are as follows:

- Over 53% were exited from the system without a basic high school diploma or equivalency, as compared to the State of California at fewer than 44%
- Over 74% were unemployed when they were exited from the system, as compared with the State of California at over 70%
- Over 25% had no housing arrangements when they were exited from the system, as compared with the State of California at less than 10%
- Nearly 30% never received Independent Living Program services prior to being exited from the system, as compared with the State of California at less than 14%
- Nearly 20% had no permanency connection, a connection to a committed adult, prior to being exited from the system, as compared with the State of California at less than 10%

In every measure, foster youth being exited from the child welfare system in Sacramento County are less prepared to reach self-sufficiency or escape homelessness than their peers, statewide. Of particular concern is that during the 12-month time period noted above, 48 vulnerable teens or young adults were exited in a condition of homelessness into a community that has inadequate resources to shelter this vulnerable population. Others, without a basic education or a trusted adult to guide them, face significant barriers without some type of intervention or safety-net supports.

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### **TEEN BIRTHS:**

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In late March, 2011, the state Department of Public Health announced that the number of births to mothers under 20 years of age in California fell to a record low during 2009. About 9 percent of births during 2009 in California were to teen mothers, down from 11 percent a decade earlier.

Teen births are also declining in the Sacramento region. Still, in some local areas, particularly those with a high rate of poverty, more than one of every eight births were to teen mothers during 2009.

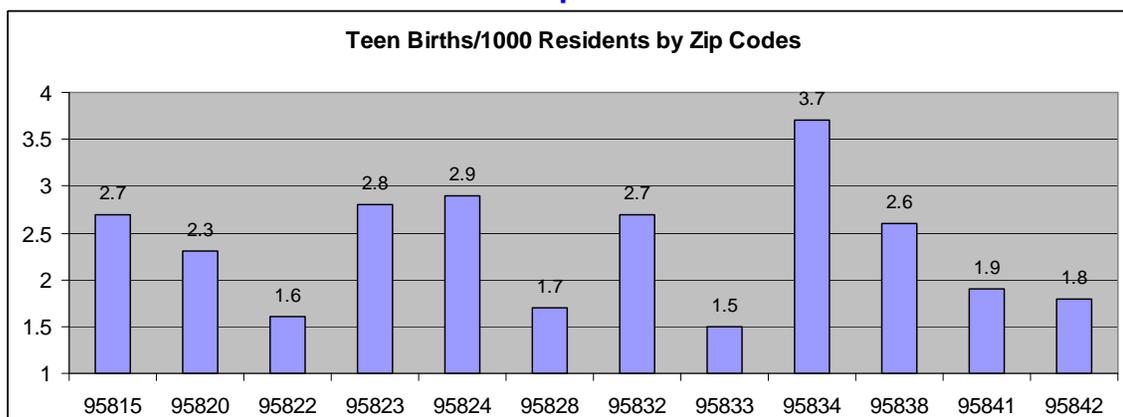
Birth records report that Sacramento County's birth rate for females under 20 years of age was 31.8 per thousand, for a total of 1,748, which can be compared to the State of California rate of 32.5 per thousand.

Teen mothers are disproportionately poor, more likely to rely on public assistance and comprised of a higher representation of ethnic minorities than in the general population. In 2010, Child Trends (an independent research group in Washington D.C.) reported that one in three (34%) of teen mothers had received neither a diploma nor a GED by age 22, compared with 6% of young women who had not given birth.

Well over half (61%) of Sacramento's adolescent mothers reside in twelve of the county's zip codes. The communities represented by these zip codes are Del Paso Heights, North Sacramento, Natomas, Arden Arcade, Sacramento's Elder Creek/Fruitridge neighborhood, Sacramento's Florin Road neighborhood, Foothill Farms, Sacramento's Franklin/Freeport Roads neighborhood, and the South Land Park/Greenhaven neighborhood.

Zip codes with the highest teen pregnancy rate for their estimated population from these neighborhoods are noted in **Graph 12**, below.

**Graph 12**



The Sacramento Health Council reports the primary causes of teen pregnancy to be:

- Inadequate accessible early and ongoing education for reproductive health.
- Cultural and psychosocial issues impacting personal decision-making.
- Failure to use birth control.

Consequences of increased sexual behavior and/or pregnancy are:

- Poverty and related social problems
- Increased public costs
- Increased incidence of related sexually transmitted diseases
- More victimization of teen girls and potential for continued cycle of abuse
- Higher mortality rate during baby's first year of life, as well as increased risk of complications to teen mothers during initial and subsequent pregnancies

### **YOUTH OFFENDERS/JUVENILE DELINQUENCY:**

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In 2009 there were 2,298 juveniles arrested for felonies in Sacramento County and 61 imprisoned by juvenile or adult courts. In 2008-09 terms, actual imprisonment is estimated to cost \$47,102 per year, per inmate.

According to the state's Division of Juvenile Justice (DJJ), 70% of youth paroled after incarceration are rearrested within two years, many for more serious crimes. The DJJ also reported a 70% incidence of mental health issues and an over 80% incidence of substance abuse issues with this population.

According to the most currently available California Department of Justice data available for this report, Sacramento County appears to have had a 17.7% lower juvenile misdemeanor arrest rate during 2009 than the State of California. The rate for misdemeanor juvenile offenders was 20.96 per 1,000 youth ages 10 through 17. A breakdown of offences is as follows:

- The highest offender rate for a particular offense was for petty theft (1,123 arrests, up from 965 in 2006).
- Marijuana arrests held fairly steady during 2000-2009, at 434;
- Misdemeanor DUI arrests were at their lowest rate since before 1997, at 28.
- Felony weapons arrests were higher than at any time in the previous five years (at 82), whereas the State experienced a continual decline during that period.

The California Department of Justice also reports that from 2006-2009, juvenile felony arrest rates continued their decline by 3.65% in Sacramento; this follows a decline in the arrest rate of 33% between 1997 and 2006.

All of the five major felony arrest categories for which the California Department keeps statistics (violent, property, drug, sex, and other offenses) either remained steady or experienced a drop in the overall rate of arrests. This was reflected in both the most recent year comparison as well as the 10-year comparison. It happened despite the fact that, between 2000 and 2009, there was an 18.8% increase in the Sacramento population who were between 10 and 17 years of age. One significant setback was the 16.3% increase in the number of juvenile felony arrests for burglary in 2009. After a period of declining rates in the middle part of the decade, this rate surpassed the 2000 figure by 9%.

## **HIGH SCHOOL DROP-OUTS:**

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As of 2009, Sacramento County's 4-year derived high school dropout rate was 23.3%, which is higher than the State rate of 21.5%. Dropout rates are measured as a percentage of ninth graders who drop out during the following three school years. The new data includes the number of students who drop out outside of the school year and who claim to be beginning school in another district but never do.

The latest statistics indicate that Sacramento County's highest high school dropout rates were registered in the Twin Rivers District (which recently merged with the Grant Joint Union High School District) at 33.1%, while the Sacramento City Unified and San Juan Unified Districts had dropout rates of 25.5% and 24%, respectively.<sup>4</sup> American Indian, Hispanic and African-American students are far less likely to graduate from area high schools than are their white or Asian counterparts.

In [Youth and Young Adult At Risk Information](#), the Sacramento County Office of Education found that the following factors correlate with dropping out of school:

- Two or more years behind grade level
- Pregnancy
- Coming from a household where mother or father was absent when youth was age 14
- Coming from a home where a parent dropped out of school
- Having relatively little knowledge of the labor market.

The County Office of Education also found that three of every four dropouts aged 20 to 21 are poor, and that dropouts earn far less as adults in annual salaries than others that have reached higher educational achievement levels. Between 2008 and 2009, there was an 11.4% drop in median earnings for that population, which was the highest drop in earnings for adults at any level of educational attainment. As of October, 2010, 19% of local high school dropouts were unemployed, compared to the unemployment rate of 12.5% in Sacramento County's general population.

The economic and social loss resulting from high school dropouts have also been estimated. The Alliance for Excellent Education estimated that reducing the Sacramento metropolitan area's 2008 high school dropout rate by 50% would result in an additional \$54 million in additional earnings each year – money which is currently being lost to these youth. Furthermore, high school dropouts make up approximately two-thirds of the prison population. Rick Baziel, Chief of Police for the City of Sacramento, has argued that reducing the dropout rate by a mere 10% would result in 22 fewer homicides and 1,100 aggravated assaults annually in Sacramento County.

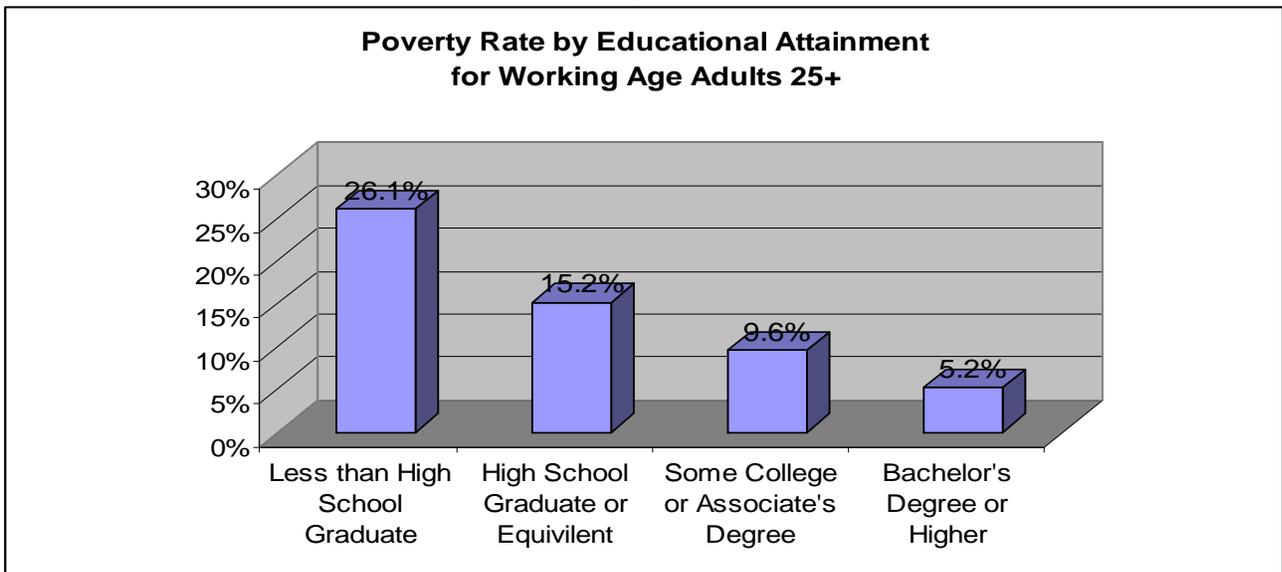
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<sup>4</sup> California Department of Education website

**LEVEL OF EDUCATION:**

Data from the 2007 and 2009 American Community Surveys suggest a strong correlation between the level of education and instance of poverty. The table below shows that in Sacramento County, as the level of education increases, the incidence of poverty decreases, with a dramatic reduction in incidences of poverty for those with a bachelor's degree or higher. Median earnings also rise as the level of education rises, as is shown in Table 2, below.

**Graph 13**



The purpose of this section is to identify education barriers to self-sufficiency that can be ameliorated for vulnerable populations.

**Table 1 – Level of Education Rates for Group Representation in the Poverty Population and General Population<sup>5</sup>**

<i>Group Characteristic</i>	<i>Rate of Representation Among Poor Families and Individuals</i>		<i>Rate of Representation in the General Population</i>	
	<i>2007</i>	<i>2009</i>	<i>2007</i>	<i>2009</i>
<i>Less Than High School Graduate</i>	31.8%	31.8%	14.4%	14.9%

<sup>5</sup> Source: 2007 and 2009 American Community Survey (except as noted)

<i>High School Graduate or Equivalent</i>	34.1%	26.9%	25.1%	21.4%
<i>Some College/Associate's Degree</i>	24.7%	29.3%	33.0%	36.3%
<i>Bachelor's Degree or Higher</i>	9.4%	12.0%	27.5%	27.4%

The data shows that with only a high school diploma for workforce preparation, representation among those living below federal poverty income guidelines dropped from a third to a quarter from 2007 to 2009. Conversely, those with some college, an associate's degree, a bachelor's degree, or higher, now have increased representation among the poor. Although some of this can be explained by changes in the incidence rate of education levels in the general population (see **Table 1**), it does not explain the increased representation of those with bachelors and advanced degrees among the poor.

**Table 2**– Median Earnings Comparison for the Population 25 Years and Over<sup>6</sup>

**Table 2**

<i>Group Characteristic</i>	<i>Median Earnings Male</i>		<i>Median Earnings Female</i>	
	<i>2007</i>	<i>2009</i>	<i>2007</i>	<i>2009</i>
<i>Less Than High School Graduate</i>	\$24,616	\$20,563	\$14,929	\$14,176
<i>High School Graduate or Equivalent</i>	\$32,358	\$29,017	\$24,645	\$23,917
<i>Some College/Associate's Degree</i>	\$41,622	\$38,095	\$32,929	\$31,108
<i>Bachelor's Degree</i>	\$61,148	\$56,505	\$45,901	\$42,486
<i>Graduate or Professional Degree</i>	\$74,913	\$81,446	\$61,025	\$64,532

**NOTE:** Median income represents that amount at which half of the working population in any of the categories above makes more, and the other half makes less.

Between 2007 and 2009, actual median incomes fell in every education level category except for those with advanced degrees, which made substantial increases. Although the median incomes of females are strikingly lower than males at all education levels, their rate of median income decline from 2007 to 2009 was not as steep.

Women over the age of 25 that have never graduated from high school have a median annual income of only \$14,176, which is less than half of the median income for women that

<sup>6</sup> Source: 2007 and 2009 American Community Surveys (except as noted)

have attended some college, and over 60% of the fair market rent for a studio apartment in Sacramento of \$757/mo.

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**HOUSING:**

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This section describes the current state of housing in Sacramento County. The upheaval in the real estate market created family instability for owners and renters alike, who have been forced to move from single and multi-family housing due to foreclosures.

During the single month of August 2010, 1 in every 113 homes in Sacramento County received a foreclosure notice. During the same period, the state average was less at 1 in every 192 homes, and nationally, much less at 1 in every 384 homes<sup>7</sup>. During that same month, there were foreclosure and pre-foreclosure actions taken on over 4,300 residential, commercial and land properties ranking Sacramento County 14<sup>th</sup> among 200 areas tracked nationwide. Las Vegas ranked #1 with approximately double Sacramento County's foreclosure action rate.

**Table 3.** Fair market rent for Sacramento County has risen modestly since 2009 and is represented in the table below:

**Table 3**

2011 Fair Market Rent for Sacramento County <sup>8</sup>			
	2009	2011	Hourly Wage Needed to Afford Rent in 2011 <sup>9</sup>
Studio Unit	\$737	\$757	\$14.56
One-Bedroom Unit	\$838	\$861	\$16.56
Two-Bedroom Unit	\$1,022	\$1,050	\$20.19
Three-Bedroom Unit	\$1,475	\$1,515	\$29.13

Low wage families are particularly challenged to afford even modest rent. This is best represented by the number of families spending more than the recommended limit of 30% of their income on rent. Families forced by low wage jobs, or high rent to house larger families, often do so by foregoing other services vital to family health, stability and functioning. **Graph 14** depicts this disparity among families earning less than \$35,000, annually.

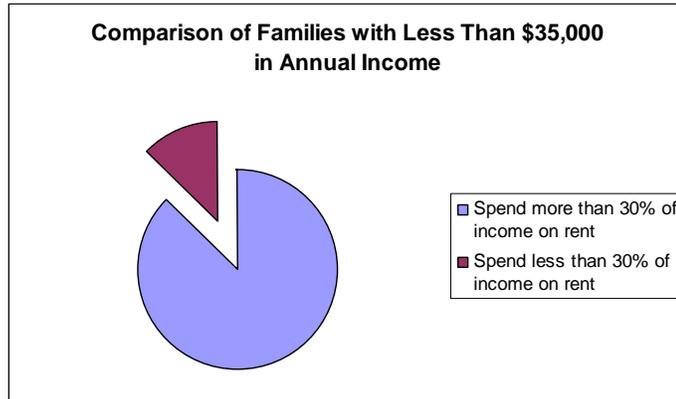
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<sup>7</sup> The Sacramento Real Estate Voice, October 13, 2010

<sup>8</sup> HUD, 2011 Fair Market Rent (effective October 1, 2010)

<sup>9</sup> Assumes 30% of income spent on rent

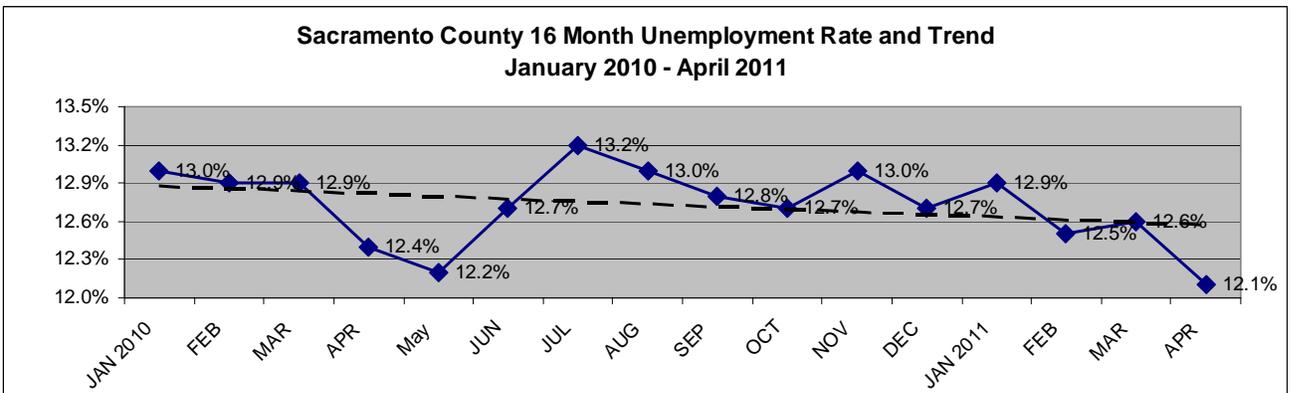
**Graph 14**



**LABOR FORCE AND UNEMPLOYMENT DATA:**

**Unemployment Rate  
 Sacramento County (January 2010 through March 2011)**

**Graph 15**



**NOTE:** Readers may note a slight downward trend (dashed trend line) in the Sacramento County unemployment rate over the 16 months represented in the graph, above.

California had an unemployment rate of 12.1% in April 2011. While the recession which began in December 2007 officially ended in September 2009, the recovery of jobs has been sluggish. This has been particularly true in California, even though February saw the State's addition of more jobs in any month in recent record (96,500 jobs), the rate has been uneven. California also had the nation's highest over-the-month decrease in employment in March 2011 (11,600 lost jobs). Despite the recent surge in job growth, the State has 1,164,900 fewer jobs than it had in July of 2007.

The Sacramento region has fared worse than the State as a whole with a 12.1% unemployment rate in April 2011. This region had the most job losses in the nation last year, at 14,500 nonfarm jobs lost between January 2010 and January 2011. Nearly every sector lost jobs; Government, Financial Activities and Construction shed 11,000 jobs between February 2010 and 2011. The Sacramento region currently has about the same number of jobs that it had 10 years ago, but there are an additional 100,000 people living here. According to a study by the University of the Pacific, the economic recovery for both the State and the region is predicted to keep unemployment at 10% or higher well into 2013.

**Table 4 – April 2011 Unemployment data for Cities and Census Designated Places<sup>10</sup>**

**Table 4**

<i>Area Name</i>	<i>Number of Persons</i>	<i>Rate</i>	<i>Area Name</i>	<i>Number of Persons</i>	<i>Rate</i>
<i>Arden Arcade</i>	<i>6,600</i>	<i>12.0%</i>	<i>Laguna West Lakeside</i>	<i>400</i>	<i>8.7%</i>
<i>Carmichael</i>	<i>2,700</i>	<i>9.4%</i>	<i>North Highlands</i>	<i>4,100</i>	<i>18.6%</i>
<i>Citrus Heights</i>	<i>4,100</i>	<i>8.5%</i>	<i>Orangevale</i>	<i>1,300</i>	<i>8.6%</i>
<i>Elk Grove</i>	<i>3,300</i>	<i>9.8%</i>	<i>Parkway South Sacramento</i>	<i>3,300</i>	<i>21.0%</i>
<i>Fair Oaks</i>	<i>1,100</i>	<i>6.6%</i>	<i>Rancho Cordova</i>	<i>4,100</i>	<i>13.8%</i>
<i>Florin</i>	<i>2,300</i>	<i>18.8%</i>	<i>Rancho Murieta</i>	<i>100</i>	<i>4.1%</i>
<i>Folsom</i>	<i>1,400</i>	<i>5.5%</i>	<i>Rio Linda</i>	<i>1,100</i>	<i>18.9%</i>
<i>Foothill Farms</i>	<i>1,600</i>	<i>16.4%</i>	<i>Rosemont</i>	<i>1,400</i>	<i>10.2%</i>
<i>Galt</i>	<i>2,100</i>	<i>19.4%</i>	<i>Sacramento</i>	<i>29,600</i>	<i>14.2%</i>
<i>Isleton</i>	<i>100</i>	<i>15.9%</i>	<i>Vineyard</i>	<i>400</i>	<i>6.3%</i>
<i>La Riviera</i>	<i>500</i>	<i>7.3%</i>	<i>Walnut Grove</i>	<i>100</i>	<i>28.8%</i>
<i>Laguna</i>	<i>1,300</i>	<i>6.6%</i>	<i>Wilton</i>	<i>200</i>	<i>8.3%</i>

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**INCIDENCE OF HOMELESSNESS:**

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Results from the 2011 point-in-time Sacramento Homeless Count reported that approximately 2,358 adults and children are living in shelters, transitional housing or places

<sup>10</sup> Non-Seasonally Adjusted Data Provided by EDD's Labor Market Information Division

not fit for human habitation. Approximately 60% of the homeless counted were safely sheltered and 40% were not.

This represents a 24.6% decline from 468 chronically homeless persons in 2009, to 353 persons in 2011, and a 50.8% decline from 718 persons since 2007. Reductions in the total homeless population since 2007 were more modest at 3.8% (-94 persons).

Homeless persons surveyed during the homeless count reported the following conditions:

- 343 were chronically homeless (down 24.6% from 2009)
- 619 were severely mentally ill (down 17.8% from 2009)
- 297 were veterans (down 30.3% from 2009)
- 967 were chronic substance abusers (down 28.1% from 2009)
- 516 were victims of domestic violence (down 26.2% from 2009)<sup>11</sup>
- 50 had HIV/AIDS (down 16.7% from 2009)
- 27 were unaccompanied youth under 18 years of age (down 22.9% from 2009)

Over the last three years, Sacramento has housed over 500 chronically homeless persons through their Ten Year Plan to End Homelessness which has seemingly reduced this component of the homeless population still living in shelters and on the street. However, since the total homeless population has only been modestly reduced (-3.8%), there is an implication that the number of non-chronically homeless persons and families seeking shelter has actually increased over the same period (2007-2011).

One finding from the homeless count was an 11.2% increase in the number of homeless families (at least one adult with a child under 18), from 2009 (543 family members) to 2011 (604 family members), living in shelters, transitional housing or places not fit for human habitation. The increase rises to 16.2% if unaccompanied homeless minors are included with the family count.

***NOTE:*** *The homeless count results do not include homeless families and individuals finding shelter with family and friends while seeking employment or other housing options.*

The Sacramento Area Emergency Housing Center reports a demographic shift from the population it served just a few years ago of mostly women and children, to mostly (80%-90%) two parent families with children.

Currently the Sacramento County Board of Supervisors has eliminated all winter overflow shelter beds for homeless individuals and families as a response to the County Budget crisis. Options beyond the traditional shelter system now include the following:

- Winter Sanctuary (Faith-based Nomadic Shelter);
- Motel Voucher Program

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<sup>11</sup> Small sample size may affect the reliability of domestic violence, HIV/AIDS and unaccompanied youth data.

- Families with children overflow shelters (37 units available); and
- Homelessness Prevention and Rapid Re-housing Program (HPRP).

WIND Youth Services reports that although the number of homeless youth seeking services has been somewhat stable over the last 12 months, it notes three new trends.

- A higher number of youth are brought to the center by homeless families that are using Sacramento's shelter system or other locations not appropriate for youth
- Average shelter stays for youth have become shorter
- A greater number of youth are re-entering the shelter when their housing arrangements have not worked out

WIND estimated that as many as 600 homeless teens, that are ineligible for shelter stays because of their age, are out on the streets and/or in potentially dangerous conditions on any given night. It also places the number of youth homeless at any given time during the year at 1,500 or more.

Although seniors 65 years and over present with a low poverty rate of 5.3%, the Ethel MacLeod Hart Multipurpose Senior Center reports a growing trend of seniors that state they are homeless.

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### **HUNGER IN SACRAMENTO COUNTY:**

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An October 2010 report by the U.S. Department of Agriculture reports that about 15 percent of Americans do not get enough to eat, a condition referred to as "food insecurity."

California Food Policy Advocates reported in 2010 that Sacramento County ranks 48<sup>th</sup> in the state for households with food insecurity. This represents about 40.1% (107,000 persons) of the adult population living below 200% of federal poverty income guidelines.

During 2010, the Department of Human Assistance reported that 251,136 adults and children participated in CalFresh (California's food stamp program) in Sacramento County. For an individual, CalFresh provides \$31.50 a week or \$4.50 a day.

In Sacramento County, 129,934 children (56% of total enrollment) participate in the free or reduced price lunch program. The River City Food Bank, a local agency serving Sacramento County residents, reports serving 23% more children and 26% more seniors in the first quarter of 2011 than were served in the preceding months. Emergency food requests in Sacramento have increased 30% in the past few years, while donations between 2009 and 2010 have dropped 15%.

The Loaves & Fishes dining room in north Sacramento averages 700 visitors a day—a five percent increase from December 2009. They report seeing more families who are spending nights in their car or camping, and persons of somewhat greater affluence, who have recently lost their jobs or had their hours cut.

Increasing demand at emergency food programs is not the only indicator that hunger is threatening more and more Sacramento County residents. Low income is often associated with higher rates of obesity, as reported by a UC Davis study in 2010. Due to limited access to high quality, fresh food, people with low income more commonly suffer from both malnutrition and obesity. Over 61.6% of adults in the county are identified as obese or carrying unhealthy weight, and for 7<sup>th</sup> graders in our schools, the rate is 30%. In 2009, a California Endowment study noted that obesity-related medical costs for Sacramento County were estimated at \$1.6 billion annually.

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**PERSONS WITH DISABILITIES IN SACRAMENTO COUNTY:**

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There are four main categories of disability considered in compiling the following data: hearing, vision, cognition and ambulation. A person is considered disabled in one or more of these categories when the disability becomes a barrier to their own self-care or their ability to lead independent lives.

The 2009 American Community Survey reports that in Sacramento County there were 180,254 persons, 13.1% of the general population, who were identified as being disabled. Persons 65+ represent over a third of this target group. The rate of disabled persons in California is lower at 10%. Of this number, 36,457 were living below federal poverty income guidelines in 2009. That represents an overall poverty rate for this target group at 20.2%, over a third of whom were living in extreme poverty (below 50% of federal poverty income guidelines). The California poverty rate for disabled persons is slightly lower than Sacramento County's at 18.9%, and an extreme poverty rate within a percentage point of Sacramento County's.

Households with one or more disabled persons account for 40% of the households that rely on Sacramento County's CalFresh program to mitigate their food insecurity or to add nutrition to their diet. This does not include number of disabled households that rely solely on community food closets for supplemental food and nutrition.

While public healthcare coverage plays a role in meeting the healthcare needs for most of the disabled, whether they have private insurance or not, 7.7% of disabled persons have no health insurance of any kind.

- B. Community resources and services, other than CSBG, which are available in the agency’s service area to ameliorate the causes of poverty and the extent to which the agency has established linkages with those service providers.

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**Community Resources and Services with which SETA has Established Linkages**

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SETA has established collaborative relationships with a number of entities that have a successful history of serving the poor. Although some of the below listed entities receive CSBG resources, these resources typically represent only a small fraction of their total budgets and are for isolated programs within their service delivery system.

**TABLE 5 - SETA Partners in the Fight Against Poverty**

<b><u>Resource/Service</u></b>	<b><u>Activities</u></b>
211-Sacramento	Provides impoverished families and individuals a vital link to community services including CSBG service providers. Through other funding sources, SETA assisted in and supported the implementation of this valuable countywide community service. It remains a primary community gateway to the SETA system of CSBG funded services in Sacramento County.
Community Services Planning Council (CSPC)	An incubator for small community programs the CSPC is also a research entity providing generalized and custom reports and presentations on community data used by SETA, non-profit entities and governments throughout Sacramento County. Long a supporter of CSPC, SETA has frequently used CSPC data in the planning for the development of effective anti-poverty programs and for informing SETA boards on community conditions.
Sacramento County Department of Human Assistance (DHA)	SETA maintains strong linkages with DHA, collaborating on services for welfare recipients and families in long-term transitional housing. DHA also provides SETA with vital data on target groups such as families, the homeless, foster youth and children who may be reliant on public assistance.
United Way, California Capital Region (UWCCR)	SETA staff holds a seat on the Health Impact Council for UWCCR working to improve the region-wide nutritional health and physical wellbeing of youth in the Fit Kids program, aimed at reducing obesity in Sacramento County by 20% over the next 10 years. Staff from UWCCR also serve on the SETA CAB.
Emergency Food and Shelter	SETA staff is a member of the EFSP board, which is

Program (EFSP)	responsible for the administration of FEMA funding and the provision of housing, shelter and nutrition services in Sacramento, Yolo, El Dorado, Placer and Alpine Counties
Sacramento Works One Stop Career Center System	SETA collaborates with 38 partner agencies to provide a comprehensive one-stop career center system that provided skill development and job placement services to 66,943 job seekers and recruitments for 1,608 employers in 2010.

C. The agency’s plan for regularly reviewing and revising the Community Information Profile. In particular, describe how the agency ensures that the most current data and relevant factors are included.

SETA contracts with the Community Services Planning Council that tracks all social service, non-profit and other entities in Sacramento County. SETA staff are also active in area programs that serve low income families, infants, children, youth and seniors where they are well positioned to discover changes in Sacramento County’s social services landscape. SETA monitors a variety of data resources as they become available such as the decennial census, the American Community Surveys, 2-1-1 Connect service referral network, monthly reports from the Labor Market Information Division of EDD, the Community Services Planning Council’s annual Children’s Report Card, the annual editions of the Community Resource Directory and feedback from the many families and individuals who look to SETA for service referrals to community resources.

**Needs Assessment:** Describes local poverty-related needs, with further identification and prioritization of the eligible activities to be funded by CSBG. It also serves as the basis for the agency’s goals, problem statement(s) and program delivery strategy(s).

The Needs Assessment should analyze the demographic and economic conditions and other poverty-related factors identified in your Community Information Profile.

Attach the agency’s Needs Assessment, which must include corresponding heading (i.e., Needs Assessment), sequence, and description of:

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**Local Poverty Related Needs Assessment**

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Analysis based on the 14 priority area/group profiles described in the Community Information Profile component of this plan and SETA responses are listed in **Table 6**, below:

**Table 6**

<p><b><i>Identified Gaps in Vital Services for Impoverished Families and Individuals</i></b></p>	<p><b><i>SETA Analysis and Response</i></b></p>
<p>A geographically and categorically fragmented service delivery system limiting access to vital services and resources</p>	<p>Families and individuals in crisis are least likely to have the resources or capacity to navigate the geographically dispersed and independent area service providers, each with their own policies, eligibility requirements, and staff contacts for the multiple services and resources deemed vital to their returning to a condition of self-sufficiency.</p> <p>SETA will make every reasonable effort to collaborate with system wide approaches and establish conveniently located service sites throughout Sacramento that, to the extent possible, provide consistent eligibility policies, multiple services of greatest interest to impoverished families and staff available to assist with navigating other needed service systems.</p>
<p>Inadequate system of supports for single parent families to escape poverty</p>	<p>Poor single parents responsible for the care of children, earning income, running a household and advancing their family's economic status, have inadequate community supports for the high cost of childcare and resources for employment advancement preparation. This condition can be especially acute for teen parents.</p> <p>SETA will make services for this group a priority by supporting programs that provide safe havens for these families when displaced, by providing experienced staff and programs to provide guidance and material supports towards the maintenance of their households and their efforts to seek and succeed in educational or vocational training pursuits towards employment or advancement.</p>
<p>A reduction in the already inadequate services available to monitor and support impoverished and homebound seniors</p>	<p>Impoverished and homebound seniors face the loss of their independence at that point in time when their physical safety comes into question. Their removal from familiar surroundings to an institutionalized environment can be a terrifying experience and a large financial burden to already limited community and state social service resources.</p> <p>SETA will support services for these seniors that effectively and</p>

<p><b><i>Identified Gaps in Vital Services for Impoverished Families and Individuals</i></b></p>	<p><b><i>SETA Analysis and Response</i></b></p>
	<p>efficiently support and monitor homebound seniors in maintaining their households and physical/mental health.</p>
<p>Inadequate services preparing youth for reentry from the foster youth or juvenile justice systems, and self-sufficiency</p>	<p>Most supportive services for foster youth end upon reaching the age of emancipation; many are unprepared at 18-21 years old and without the resources and guidance to become self-sufficient. Without successful interventions, there is a 70% recidivism rate for juvenile offenders, many for serious crimes. For either of these groups the future holds a high probability of incarceration, employment barriers and poverty for themselves and their families.</p> <p>SETA will support services that offer skilled guidance for these groups that provide options to risky behaviors, and provide advocacy and resources towards advancing their educational attainment as a path to self-sufficiency.</p>
<p>Inadequate services and resources to stabilize vulnerable and imminently homeless families and restore vital services to households</p>	<p>Families facing eviction for economic reasons caused by unexpected emergencies, rising rental/mortgage/utility costs, declining family incomes or poor decision making are at high risk of homelessness that can have negative long-term effects on all family members. Once evicted, few landlords will consider them as tenants, exacerbating their condition.</p> <p>SETA will provide for staff and resources to mitigate the condition of the imminently homeless by making eviction avoidance payments to their rental/mortgage entities for the purpose of stabilizing a family in their current housing and to reconnect or forestall the disconnection of household energy supplies.</p>
<p>Inadequate and declining services for impoverished seniors and parenting grandparents experiencing financial crises</p>	<p>Seniors are vulnerable to financial crises because of their age, infirmities and economic status. Parenting grandparents who have taken on the responsibility for providing a safe and enriching environment for their grandchildren are sometimes caught between their children and the foster child system or landlords that unfairly threaten their housing security. Neither of these two groups is usually in a position to afford the high cost of competent legal services to ensure fairness in their business dealings and that</p>

<p><b><i>Identified Gaps in Vital Services for Impoverished Families and Individuals</i></b></p>	<p><b><i>SETA Analysis and Response</i></b></p>
	<p>children’s rights are protected.</p> <p>SETA will support limited legal services and representation for these groups by competent legal entities.</p>
<p>Inadequate and declining shelter beds for homeless families and individuals</p>	<p>Homeless shelter capacity in Sacramento County has been inadequate to meet the needs of homeless families and individuals wishing to sleep in a safe environment. The economic downturn continues to cause local governments and homeless service providers to decrease Sacramento County shelter bed capacity.</p> <p>SETA will provide resources and services that support shelter and for difficult-to-place homeless clients including teenage youth and teen parents. SETA will also support case managed services and shelter for homeless families and individuals ready to transition back into long-term housing options.</p>
<p>The 1-month allotment of food assistance received by thousands of families on public assistance only lasts about 2.5 weeks</p>	<p>Families on public assistance are often unable to access quality food resources because of transportation barriers and the lack of quality food outlets in depressed neighborhoods.</p> <p>SETA will provide resources for food assistance through vouchers, prepared meals and quantities of food at multiple sites throughout Sacramento County and also transportation assistance for the purpose of accessing nutritious food.</p>
<p>Public and private transportation costs have increased beyond the ability of many poor families to access vital services, and to seek or maintain employment</p>	<p>In Sacramento County there have been dramatic increases in the cost of transportation due to high public transportation fees and rising gasoline costs.</p> <p>SETA will provide resources for transportation assistance at multiple sites throughout Sacramento County.</p>
<p>Support services for families and individuals transitioning from long-term homeless programs</p>	<p>Long-term transitional housing programs do not adequately support the re-entry of clients back into the job market once they have left the program.</p>

<b>Identified Gaps in Vital Services for Impoverished Families and Individuals</b>	<b>SETA Analysis and Response</b>
to re-entry into the job market are inadequate	SETA will provide for employment related supports identified as vital to the employability of transitioning families and individuals back into the job market.

A. Assessment of existing resources providing the minimum services listed in Government Code section 12745(f). These services shall include, but shall not be limited to, all of the following:

- i. A service to help the poor complete the various required application forms, and when necessary and possible, to help them gather verification of the contents of completed applications.

Assistance in the completion of various application forms and verifying the contents of completed applications is available at any of the numerous SETA service providers, funded by CSBG, Refugee Employment Social Services and the Workforce Investment Act, located in targeted neighborhoods throughout Sacramento County. Culturally and linguistically appropriate staff are available at all these sites to meet the needs of limited or non-English speaking clients.

For the purposes of applying for General Assistance or CalWORKs, the Sacramento County Department of Human Assistance provides application assistance. DHA Human Services Specialists are also available at many of the Sacramento Works Career Centers.

For purposes of applying for other poverty relief programs including Supplemental Security Income and helping them gather other necessary documents such as IDs, driver's licenses or birth certificates, SETA service providers have staff to assist.

- ii. A service to explain program requirements and client responsibilities in programs serving the poor.

The Community Services Planning Council (CSPC) conducts an ongoing review of Sacramento County programs/services in support of its highly successful project, 211-Sacramento. 211-Sacramento is a comprehensive, multi-lingual telephone information and referral service that is funded in part, by CSBG. Certified specialists assisted nearly 60,000 callers last year by directly connecting them to the services they need.

A second resource are SETA and partner (38 partners) staff experienced in working directly with low-income families to provide or assist with a wide variety of services including program eligibility and client responsibility.

- iii. A service to provide transportation, when necessary and possible.

As a result of ongoing advocacy on behalf of low-income families and individuals by Francis House (see **TABLE 8** on page 51), a SETA delegate agency, half-price bus passes continue to be available to over 20 non-profit entities serving the poor in Sacramento County. This has greatly expanded the capacity of all agencies providing emergency transportation services for access to employment, vital services and nutritious food outlets.

Door-to-door transportation service throughout most of the county is provided to seniors and the disabled by Paratransit a Sacramento County non-profit entity with the capacity to respond to 90% of the requests they receive.

SETA currently provides bus passes and gas vouchers through six of its delegate agencies throughout Sacramento County including Rancho Cordova to the east, Del Paso Heights to the North, Galt to the South and Midtown/Downtown to the west. Additionally, one SETA delegate agency utilizes a mobile case worker for outreach to high priority areas at the southern limits of the County of Sacramento and another makes them available for homeless teens.

- iv. A service which does all things necessary to make the programs accessible to the poor, so that they may become self-sufficient.

SETA, its system of twelve Sacramento Works Career Centers, agency partners in each Career Center and SETA delegate agencies will provide comprehensive services to make programs accessible to the poor including site locations in troubled neighborhoods, transportation assistance, advice on accessing services and mobile case managers, so that they may become self-sufficient.

**NOTE:** Additional entities serving local CSBG priority needs areas are listed in **Table 5** on page 35

- B. Specific information about how much and how effective assistance is being provided to deal with the problems and causes of poverty. (*Government Code 12754(a)*)

SETA provided single or multiple services to 11,464 families (22,000+ family members and individuals), through CSBG funding in 2010 and CSBG-ARRA programs. **Table 7** quantifies the vital resources Sacramento County families received to remove barriers to remaining housed, to seeking and maintaining employment, to keeping impoverished families and homebound seniors in their homes, to ensuring that families, seniors and the disabled have access to community services, to having nutritious food to eat and to ensuring that homeless and in-crisis youth and parenting teens have access to counseling and safe shelter. They are as follows:

**Table 7**

<b>Resources</b>	<b>Quantity</b>
Homeless families, individuals, youth or teen parent families sheltered or re-housed	1,479
Families and individuals receive quantities of packaged, prepared or prepared hot food	24,512
Families and individuals avoided eviction or kept vital energy sources connected to their households	2,233
Families or individuals received transportation assistance for access to vital services	4,498
Seniors and parenting grandparents received legal counseling and services that prevented financial abuse, avoided eviction and protected the rights of children	5,552
Formerly incarcerated and foster youth enrolled in college	68

The effectiveness of SETA administered services is best expressed in the number of lives redirected or crises averted through interventions by case managers and other social service paraprofessionals that helped remove barriers halting families and individuals from reaching their own life goals and self-sufficiency. Final outcomes reported in 2010 were as follows:

- Eighty-nine seniors avoided institutionalization and were able to remain proudly independent in the housing of their choice with the support of caring case workers and peer mentor visits and telephone check-ins.
- Five-hundred and seventy-one homeless individuals and families were case-managed while in temporary or transitional housing with well over half graduating into other housing options, a high success rate for this target group.
- Sixty-six foster youth and probation youth, many recruited during their stay in a juvenile detention center, received their GED and/or enrolled in college with the help of dedicated staff and peer mentors attending at the same colleges. Median incomes for individuals with at least some college are nearly double those without a high school diploma or equivalent.
- Forty immigrant families received guidance in finding new paradigms for healthy family functioning that bridges the gulf between old world cultures and the cultures more familiar to first and second generation family members.
- Twenty homeless pregnant or parenting teens and their partners received

long-term shelter that included 24/7 guidance in developing healthy patterns of living for themselves and their children and learning how to make healthy life decisions including their enrollment in GED/college courses or finding employment.

- Fifty-five gang or gang vulnerable youth and their families received regular in-home guidance in removing themselves from the gang environment or avoiding the intense peer and sometimes family pressure to join in gang activities
- One hundred and twenty-nine homeless in-crisis and vulnerable youth were housed in a caring environment where they were provided with the case management and guidance they needed to reunite with their families or take the next appropriate steps in their lives
- Seventeen hundred and seventy-one senior and parenting grandparent households maintain peace of mind through their continued access to legal services they could otherwise not afford
- Thirty victims of domestic violence avoided being evicted or forced to return to the household of their victimizer.

C. Establishment of priorities among projects, activities and areas for the best and most efficient use of CSBG resources. (*Government Code 12754(a)*)

Priorities among projects, activities and areas are only established after a thorough review of community and economic conditions likely to affect the livelihood of vulnerable and in-crisis families and individuals. Conditions considered include the following:

- i. Level of target group's geographic isolation
- ii. Natural and cultural service access barriers
- iii. Level and type of non-CSBG community resources already focused on projected target areas and groups
- iv. Community economic conditions
- v. Rate of change in community economic conditions over time
- vi. Poverty rate changes for target groups
- vii. Traditional and new data or data sources.

Conditions, including those noted above, are gathered from multiple sources including media reports, the Labor Management Information Division of EDD, interviews with and surveys of service provider organizations serving the poor, public hearings seeking comment from families experiencing conditions of poverty and witnesses of poverty conditions, reports and conclusions made available by other county and city agencies serving vulnerable and in-crisis families, and reviews of client family intake reports.

Compiled data and reports are subjected to a thorough process of review, recommendation, edit and approval.

- D. The process the agency utilizes to collect the most applicable information to be included as part of the needs assessment. In particular, describe how the agency ensures that the needs assessment reflects the current priorities of the low-income population in the service area, beyond the legal requirement for a local public hearing of the community action plan.

The process for collecting information used in the analysis of CAP needs assessment begins on the day after the previous CAP is submitted. Media reports are regularly reviewed for differing perspectives on community and neighborhood conditions and events with the potential to affect vulnerable and in-crisis families. SETA also has access to research and reports created by other government entities serving the same or similar populations. Sacramento County's Departments of Human Assistance, Health and Human Services, the California Department of Finance, Adult Protective Services and the Sacramento Housing and Redevelopment Agency have been rich sources of information including outcome data for common welfare programs. These data sources are available annually or bi-annually as noted for sources in this CAP.

News from local and national newspapers are reviewed daily for topics on poverty and designated staff are on list serves for monthly/quarterly reports from the Labor Market Information Division of EDD and a variety of newsletters from local community organizations and national advocacy groups. National data sources such as the US Census and the American Community Survey post annual schedules for the release of new data, data products and analysis for review by SETA staff.

Notable events or changes in trends are reported and evaluated at biweekly coordinator meetings led by regional manager level staff. Team members present include program coordinators and supervisors from a cross section of poverty and workforce development programs and functions fostering diverse perspectives. Recommendations for changes in priorities or service delivery strategies are then channeled through to the SETA Community Action Board for a review of the facts, conclusions and recommendations presented.

- E. The agency's plan for regularly reviewing and revising the needs assessment.

Needs assessments for program priority areas are reviewed monthly for program reports and bimonthly for fiscal reports submitted for review by SETA staff as possible indicators of changing community needs. Noted changes in projected community resources consumption evident in the reports are evaluated and followed over time as possible indicators of the need to research and revise the SETA needs assessment. Additionally, SETA's daily review of diverse information sources and close contact with 20+ delegate agencies serving economically challenged individuals and communities on the ground provide the broad view necessary to identify potential revisions of community assessments.

**REQUIREMENT 2**  
**2012/2013 STATEWIDE PRIORITY/STRATEGY STATEMENT**  
**Government Code Section 12745(e)**

The department may prescribe statewide priorities among eligible activities or strategies that shall be considered and addressed in the local planning process and described in the community action plan submitted to the state. Each eligible entity shall be authorized to set its own program priorities in conformance to its own determination of local needs.  
(Government Code 12745(e))

Does the Agency accept the Family Self-Sufficiency Statewide Priority?     Yes     No  
(If "No", answer question 3)

1. What is the agency's definition of Family Self-Sufficiency?

SETA defines a family as being self-sufficient when their combined household income is at a level that can minimally provide for vital resources and services, and that has the functional capacity to sustain itself without relying on public assistance.

SETA's community assessment has shown that some target populations, such as the frail elderly and those who are disabled, may not have the capacity to sustain themselves without relying on public assistance, and may continue to rely on community resources. For these groups, self-sufficiency will be defined as developing a system of family and community supports adequate to maintain their independence, and to prevent increased reliance on community resources or premature institutionalization.

2. Describe the strategies utilized to support and achieve the Family Self-Sufficiency priority.

SETA is committed to and accepts CSD's statewide priority of Family Self-Sufficiency. Pursuant to federal law and the mandates of Welfare Reform, SETA and its governing bodies have committed to an outcome-based approach of providing services likely to move families toward greater self-sufficiency and reduced dependency on public assistance. This is accomplished through a unified collaborative effort created by extensive linkages and coordination between government and community partners including SETA's direct service programs, delegate agencies, community-based organizations, and integration into the area's system of twelve (12) One Stop Career Centers.

SETA is responding to the need for extensive collaboration and coordination of services in Sacramento County in a variety of ways. SETA, its subcontractors, and other service providers in the community continue to be motivated to reform service delivery approaches and create more opportunities for prevention and early intervention, afford

clients easier access to services, and change uncoordinated, fragmented delivery approaches that duplicate services and raise costs. Sixteen (16) years ago, SETA, the State of California, the City of Sacramento, and the County of Sacramento initiated a system for integrating and coordinating employment services in high-risk neighborhoods. These efforts have culminated in the establishment of twelve (12) neighborhood-based Sacramento Works One-Stop Career Centers (SWCC), further linking CSBG services throughout Sacramento County.

SETA's integration as a full SWCC partner, subsequent to implementation of the Workforce Investment Act of 1998, created new opportunities to coordinate and provide CSBG services through the career centers and to maintain a seat on the Sacramento County Workforce Investment Board. While the system quickly increased case management/coaching capacity for families seeking self-sufficiency services, it soon became apparent that the myriad of available community support services from various funding streams were difficult to access in a timely manner and represented a gap in available and necessary services. Recognizing that untimely service provision can be a barrier to preventing evictions or utility shut-offs, or starting employment or training programs, etc., a system of emergency CSBG Safety-Net service provision has been linked to the SWCC case management system to fill service gaps. This has resulted in increased collaboration and leveraged outreach through existing service delivery systems, and one more step towards a truly seamless self-sufficiency support system for clients.

SETA will continue to prioritize services having a lasting effect on the family being assisted towards achieving self-sufficiency. Emergency, or "safety-net", services will continue to be offered, and self-sufficiency clients will also be provided a continuum of services by committed staff that will work with the family until its goals are achieved.

Family self-sufficiency programs funded through CSBG are required to incorporate specific elements of case management leading to individually planned client outcomes. These elements include, at a minimum, an extensive plan of action containing short and long term goals, an in-depth assessment to determine client strengths and barriers to self-sufficiency, and appropriate services or referrals to services, educational institutions, training programs and/or employment, counseling, and follow-up contact.

Together with SETA partners, the Sacramento County Department of Human Assistance and Volunteers of America, self-sufficiency services are also provided on-site at Sacramento County's largest transitional housing program, Mather Community Campus. Clients can qualify for benchmark incentives totaling up to \$1,000 in payments that can be earned for completing training, being employed for a prescribed time period or overcoming other identified barriers to self-sufficiency. Incentives may be used for vital needs such as rent or other self-sufficiency related supports.

Other CSBG services currently offered by SETA, ranging from to gang prevention services for at-risk youth to criminal record expungement clinics, are provided through subcontract agreements with public, private non-profit and community-based organizations throughout the county and support the concept of family self-sufficiency

and mitigating conditions of poverty. As a condition of funding, CSBG service providers will be required to coordinate with other providers of similar services to improve service delivery, leverage existing resources and reduce duplication. For the 2012/13 program years, SETA will continue to coordinate its CSBG services with established One-Stop Career Centers, all of which are located in high poverty, high crime areas.

3. If the agency rejects the statewide priority, state the reason(s) for the agency's rejection.

Not Applicable.

**REQUIREMENT 3  
FEDERAL ASSURANCES  
COATES Human Services Reauthorization Act of 1998: Public Law 105-285**

**In an attachment, with corresponding headings and sequence (i.e., 1. Section 676(b)(1)(A), vii:), identify and provide a narrative description for the agency activities, as applicable, in accordance with the Federal Assurances 676(b)(1)(A-C).**

**1. Section 676(b)(1)(A):**

To support activities that are designed to assist low-income families and individuals, including families and individuals receiving assistance under part A of Title IV of the Social Security Act (42 U.S.C. 601 et seq.), homeless families and individuals, migrant or seasonal farm workers and elderly low-income individuals and families, and a description of how such activities will enable the families and individuals—

- i. remove obstacles and solve problems that block the achievement of self-sufficiency, (including self-sufficiency for families and individuals who are attempting to transition off a State program carried out under part A of title IV of the Social Security Act);

SETA provides a variety of services, supported or leveraged by CSBG funds, designed to remove obstacles and solve problems that block the achievement of self-sufficiency. Primary among them is the guidance, planning, support and advocacy provided by case managers working one-on-one with CSBG eligible client families, including recipients of TANF or SSI. These dedicated staff mentor families in the process of planning, organizing and coordinating their own lives and in locating existing community resources when appropriate to meet their goals.

Secondary, but sometimes just as important, are the many safety-net services that can provide transportation, utility service restoration, food and shelter when emergencies threaten to derail a family's stability or employability.

- ii. secure and retain meaningful employment;

Nearly all SETA services are linked to the system of Sacramento Works One Stop Career Centers located throughout Sacramento County and funded, in part, by CSBG resources. These centers are the result of a collaboration of partners that provide a full spectrum of employment and employment follow-up services available to eligible CSBG client families.

- iii. attain an adequate education, with particular attention toward improving literacy skills of low-income families in the communities involved, which may include carrying out family literacy initiatives;

With a particular focus on incarcerated youth and emancipated foster youth, SETA provides education services designed to help this target group attain a GED or High School Diploma and to secure fee waivers and student aid towards their enrollment in the college of their choice. Eligible adults are also encouraged to take advantage of vocational or on-the-job training opportunities towards an outcome of attaining family self-sufficiency. A complete list of all State of California approved training providers and accredited postsecondary education providers and their completion/success rates are available at [www.seta.net](http://www.seta.net).

- iv. make better use of available income;

SETA case managers are trained to assist clients in family budgeting as a necessary step in assuring family stability during intensive services provision at any of the Sacramento Works Career Centers located throughout Sacramento County.

- v. obtain and maintain adequate housing and a suitable living environment;

Homeless and imminently homeless individuals and families will be provided with assistance in locating affordable, adequate and safe housing by trained and experienced staff. Temporary emergency shelter will also be provided for families and unattended youth while a plan for permanent housing is prepared and implemented.

- vi. obtain emergency assistance through loans, grants or other means to meet immediate and urgent family and individual needs; and

All SETA staff and community partners have access to available CSBG emergency assistance for food, transportation, utility restoration, shelter and other miscellaneous items necessary to meet immediate and urgent family and individual needs. These services are available to CSBG eligible families and individuals when all other available community resources are exhausted or inaccessible.

- vii. achieve greater participation in the affairs of the communities involved, including the development of public and private grassroots partnerships with local law enforcement agencies, local housing authorities, private foundations, and other public and private partners to;

CSBG staff currently serve on the boards or committees of multiple entities providing technical assistance, linkages to other community supports and assistance in fundraising activities such as grant writing. Staff also work closely with law enforcement and the local housing authority towards crime reduction in challenged areas and in reinvigorating blighted neighborhoods. In May 2009 SETA was the recipient of \$237,000 in Administration for Children and Families funding to combat human trafficking in the greater Sacramento region through a collaboration of individuals and entities who are members of the Sacramento

Rescue and Restore Coalition. SETA staff serve on the Coalition and assisted with the preparation of the funded proposal and the administration of the grant on behalf of community partners and law enforcement.

- I. document best practices based on successful grassroots intervention in urban areas, to develop methodologies for widespread replication; and;

SETA currently supports successful grassroots community interventions by providing CSBG funded staff to help plan and coordinate activities with community members and partners. Best practices are, and will continue to be, documented at the community level and developed into methodologies proposed to public and private funders for the purpose of widespread replication.

- II. strengthen and improve relationships with local law enforcement agencies, which may include participation in activities such as neighborhood or community policing efforts.;

CSBG staff currently support and will continue to support partnerships with law enforcement agencies for the purpose of crime reduction in troubled communities. On-going activities include law enforcement membership on grassroots community boards and steering committees and creating opportunities for law enforcement officers to engage concerned, immigrant, trafficked and low-income community members in planning future enforcement activities.

As a member of the Sacramento Safe Community Partnership to build a community approach to combat gun violence, SETA staff engage gang youth referred by law enforcement as “drivers of violence” in the Cease Fire project. With a strong message of extraordinary law enforcement and prosecution of any further criminal acts of violence, participants are encouraged to cooperate with SETA staff to take advantage of training, education, mentoring, counseling and employment opportunities made available to them.

## **2. Section 676(b)(1)(B):**

To address the needs of youth in low-income communities through youth development programs that support the primary role of the family, give priority to the prevention of youth problems and crime, and promote increased community coordination and collaboration in meeting the needs of youth, and support development and expansion of innovative community-based youth development programs that have demonstrated success in preventing or reducing youth crime, such as—

- (i) programs for the establishment of violence-free zones that would involve youth development and intervention models (such as models involving youth mediation, youth mentoring, life skills training, job creation, and entrepreneurship programs); and

SETA's youth services are delivered collaboratively in the One Stop Career Center system. Ten (10) Youth Specialists, each stationed at a different One Stop Career Center, provide services to help youth access employment, education and

training resources. The SETA year-round Youth Employment Program provides case management, mentoring, leadership, employment and educational services to youth 16-25. SETA's CSBG funded partners targeting the needs of low-income community youth are listed in Section 676(b)(1)(C), below.

In addition to the Cease Fire project noted in the section above, SETA supports Project Reach, a gang suppression and prevention program serving youth ages 7 - 19 who are at risk of dropping out of school, are expressing pre-gang behaviors and/or gang-affiliated. Services include on-site programs and in-home visits to evaluate and work with the entire family towards healthy family functioning and a replacement of pre-gang/gang activities with mentoring, education, life skills training and employment related pursuits.

- (ii) after-school childcare programs.

Although SETA offers services for youth at Sacramento Works Career Centers, they are not for the purpose of after-school childcare. Currently, the demand for afterschool childcare for working families has diminished as a result of the high unemployment rate in Sacramento County. The result has been a reduction in the number of in-home and private childcare sites able to remain open. Of concern is the potential for inadequate after-school childcare capacity should full employment return too quickly. SETA will monitor the situation for service gaps as community demand for childcare services return.

**Section 676(b)(1)(C):**

To make more effective use of, and to coordinate with, other programs related to the purposes of this subtitle (including State welfare reform efforts).

SETA currently collaborates with and provides leveraged funding for over 20 different programs related to the purpose of this subtitle.

**Table 8**

County of Sacramento, Department of Human Assistance	Provides for the coordination of peer counselors and other supportive services for homebound seniors and the disabled, keeping them engaged and in their residence of choice for as long as is medically prudent
Folsom Cordova Community Partnership	Provides emergency services including food, transportation, shelter, crisis counseling, rental and utility assistance and employment supports to homeless families and the working poor
Francis House	Provides emergency services including food, transportation assistance, housing vouchers, crisis counseling and employment services to homeless families and the working poor
Greater Sacramento	Provides emergency services including utility assistance, transportation assistance and rental assistance to homeless

Urban League	families and the working poor
Hmong Women's Heritage Association	Provides case management for low-income immigrant families to build their capacity for healthy family functioning
La Familia Counseling Center	Provides for at-risk youth and family counseling services likely to ameliorate their probability of dropping out of school, participating in gang-related behavior and becoming homeless.
Legal Services of Northern California, Inc	Over-the-phone legal aide, representation and informative group presentations targeting the housing and financial abuse needs of low-income seniors, and grandparent caregivers
Linkage to Education	Provides incarcerated and foster youth with the guidance and supports they need to receive their GED and enroll in the college of their choice
My Sister's House	A safe haven for abused and battered women and their children providing emergency vendor and transportation assistance which can be delivered with an Asian/Pacific Islander cultural competency
River City Food Bank	Provides emergency food packages for Sacramento County families
Sacramento Area Emergency Housing Center	Provides for emergency shelter stays of up to 30 days, intake and screening for long term (up to 2 years) transitional housing programs and assistance in finding and funding permanent housing for homeless individuals and families
South County Services	Provides rural area emergency assistance including food, transportation, rent, utilities, housing vouchers and crisis counseling to homeless families and the working poor
The Salvation Army	Provides emergency food, transportation, rent and utility assistance, and other emergency services throughout Sacramento County
Travelers Aid Emergency Assistance	Provides for emergency food, housing vouchers and rental and utility assistance for in-crisis families
Visions Unlimited, Inc.	Provides for mental health counseling and the coordination of peer counselors and other supportive services for homebound seniors and the disabled, keeping them engaged and in their residence of choice for as long as is medically prudent.
Voluntary Legal Services Program of Northern California	One-on-one legal consultation and informative group presentations targeting the criminal record expungement needs of adults seeking to remove employment barriers
Waking the Village	A transitional housing program for parenting teen youth and their partners to help them develop survival, parenting and self-sufficiency skills
WIND Youth Center	Provides a day shelter, prepared meals, counseling, legal assistance, case management and emergency housing for homeless and in-crisis youth

**Attach a narrative description, with corresponding headings (i.e., 1. Section 676(b)(4):), of the agency activities for each of the Federal Assurances listed below:**

- 1. Section 676(b)(4):** Will provide, on an emergency basis, for the provision of such supplies and services, nutritious foods and related services, as may be necessary to counteract conditions of starvation and malnutrition among low-income individuals.

SETA currently provides, on an emergency basis, locally redeemable food vouchers and foodstuffs to counteract conditions of hunger and malnutrition among low-income CSBG eligible individuals and families when access to available community food and nutrition resources is unavailable. These services can be accessed at SETA delegate agencies such as South County Services (also a food closet site) in the River Delta area, Francis House in the downtown area, River City Food Bank in the midtown area, Travelers Aid in the South Sacramento/Meadowview area, Folsom Cordova Community Partnership in the Rancho Cordova/Gold River area and The Salvation Army.

- 2. Section 676(b)(5):** Entities will coordinate and establish linkages between governmental and other social services programs to assure the effective delivery of such services to low-income individuals and to avoid duplication of such services and a description of how the State and eligible entities will coordinate the provision of employment and training activities, as defined in section 101 of such Act, in the State and in communities with entities providing activities through statewide and local workforce investment system under the Workforce Investment Act of 1998.

SETA has been involved in and will continue to be involved in many collaborative efforts with governmental and other social services programs to avoid duplication and to create a more efficient service delivery system for low-income individuals in Sacramento County and the greater Sacramento region.

SETA's Workforce Investment Board administers Workforce Investment Act funding in Sacramento County. SETA, as the designated One-Stop Operator, and its partners in the One-Stop Career Center system, are in compliance with all provisions of the Workforce Investment Act. SETA's One-Stop Career Center system integrates academic, vocational, and social services with job training and employment. Twelve (12) centers located strategically throughout Sacramento County, strive to connect job seekers with employers including low-income families and individuals. The Career Centers bring forth the partnering of many agencies, in both the public and private sectors, which represent employment and training, education, state and local government and other social services. Among these agencies are the

Sacramento County Department of Human Assistance, the State Departments of Rehabilitation and Employment Development, the Sacramento County Office of Education, six local school districts, the Los Rios Community College District, local Chambers of Commerce, community-based organizations, and economic development organizations. Partners have out-stationed and co-located staff at each site.

**3. Section  
676(b)(6):**

Will ensure coordination between antipoverty programs in each community in the State, and ensure, where appropriate, that the emergency energy crisis intervention programs under title XXVI (relating to low-income home energy assistance) are conducted in such community.

Within Sacramento County and regionally, SETA will continue to coordinate with appropriate antipoverty programs whenever possible such as the Hunger Coalition, and the Sacramento Cities and County Board on Homelessness.

Although SETA does not administer the local Low Income Home Energy Assistance Program (LIHEAP) it does augment outreach for those services by making referrals of appropriate CSBG safety-net and case-managed clients. Community Resource Project, the local LIHEAP provider, is co-located at SETA's Broadway One-Stop Career Center. In addition, SETA/CSBG case managers and geographically representative delegate agencies will provide limited home energy assistance to CSBG eligible clients if for any reason they are unable to access locally available emergency energy crisis intervention or programs under title XXVI.

**4. Section  
676(b)(9):**

Entities will to the maximum extent possible, coordinate programs with and form partnerships with other organizations serving low-income residents of the communities and members of the groups served by the State, including religious organizations, charitable groups, and community organizations.

As a fund administrator, SETA has a long history of forming partnerships and coordinating programs with organizations serving low-income community residents. Beginning in 1996, SETA accelerated this process by creating a new position to act as an agency liaison to organizations serving low-income residents of the communities and members of the groups served by the State, including religious organizations, charitable groups, and community organizations. SETA staff continue to actively coordinate the vital services offered by these organizations on behalf of the poor in Sacramento County.

**5. Section  
676(b)(10):**

Each eligible entity to establish procedures under which a low-income individual, community organization, or religious organization, or representative of low-income individuals that considers its organization, or low-income individuals, to be inadequately represented on the board (or other mechanism) of the eligible entity to petition for adequate representation.

Any low-income individual, community organization, or religious organization, or representative of low-income individuals that considers its organization, or low-income individuals, to be inadequately represented on SETA's Community Action Board may petition the SETA Governing Board directly. The SETA Community Action Board By-Laws provide that in February of each year, the SETA Governing Board designates four (4) low-income organizations at a public meeting through a democratic process. When the number of qualified low-income sector organizations interested in participating on the Community Action Board exceeds the number of seats designated for the low-income sector, the SETA Governing Board may choose not to reappoint organizations which have been represented on the board for one (1) year or more so that the opportunity to participate will be shared equitably among all interested petitioners.

**6. Section  
676(b)(12):**

All eligible entities will, not later than fiscal year 2001, participate in the Results Oriented Management and Accountability System (ROMA), or another performance measure system for which the Secretary facilitated development pursuant to section 678E(b), or an alternative system for measuring performance and results that meets the requirements of that section, and a description of outcome measures to be used to measure eligible entity performance in promoting self-sufficiency, family stability, and community revitalization.

SETA began utilizing a client outcomes based performance measurement system in 1996. SETA will continue to participate in ROMA or another performance measure system for which the Secretary facilitated development pursuant to section 678E(b), or an alternative system for measuring performance and results that meets the requirements of that section, and a description of outcome measures to be used to measure eligible entity performance in promoting self-sufficiency, family stability, and community revitalization.

**7. Section  
678D(a)(1)  
(B):**

Ensure that cost and accounting standards of the Office of Management and Budget apply to a recipient of the funds under this subtitle.

SETA will comply with all applicable cost and accounting standards of the Office of Management and Budget as it applies to the administration of funds under this subtitle.

**8. Section  
676(b)(3)  
(A):**

Provide a description of the service delivery system, for services provided or coordinated with funds made available through grants under section 675C(a), targeted to low-income individuals and families in communities within the State.

The first component of SETA's service delivery system for services coordinated with funds made available through grants under section 675C(a), is comprised of 17 independent non-profit, governmental and faith-based delegate agencies, each having demonstrated a high level of expertise in the CAP target groups and priority area(s) they have

contracted to affect. Each delegate agency is required to adhere to all CSBG and SETA standards for eligibility determination, documentation, reporting, case management and efficacy, and is monitored for process, outcomes and fiscal integrity during each contract year.

The second component of SETA's service delivery system for services provided with funds made available through grants under section 675C(a) is comprised of a SETA staff person responsible for the case management and follow-up of clients in Sacramento County's largest self-sufficiency oriented transitional housing site, Mather Community Campus.

**9. Section  
676(b)(3)  
(B):**

Provide a description of how linkages will be developed to fill identified gaps in the services, through the provision of information, referrals, case management, and follow-up consultations.

SETA and delegate agency case managers are trained and skilled in the provision of information, referrals, case management and follow-up consultations for CSBG clients. When gaps are identified for specific clients, a system of tiered supports is available to all staff serving CSBG clients. Primary support is through staff's direct supervisors and backed up by a SETA CSBG staff person. The staff person is available to advise/train on appropriate community resources or case management processes, and are authorized to establish new linkages likely to mitigate client barriers.

**10. Section  
676(b)(3)  
(C):**

Provide a description of how funds made available through grants under section 675C(a) will be coordinated with other public and private resources.

Annually, CSBG funding comprises approximately 2% of SETA's budgeted expenditures. Less than half of these funds are utilized to augment SETA's administrative infrastructure that supports the many necessary services (contracting, monitoring, case manager/service provider supports, fiscal/legal services, etc.) required for CSBG services to be provided throughout Sacramento County. These necessary supports, unsustainable through CSBG funding alone, are only possible through the coordination of all SETA funding sources.

More than half of SETA funds are directed, through delegate agencies and SETA staff, to provide community services identified in the CAP. Although delegate agencies are not asked to provide matching funds, they are selected, based in part, on existing strong infrastructures and a history of sustained funding from public and/or private resources. It is these resources, coordinated with their allotment of CSBG funds through SETA, that leverage the geographic and program scope of CSBG services in Sacramento County.

**11. Section  
676(b)(3)**

Provide a description of how the local entity will use the funds to support innovative community and neighborhood-based initiatives related to the

**(D):** purposes of this subtitle, which may include fatherhood initiatives and other initiatives with the goal of strengthening families and encouraging effective parenting.

CSBG funded staff directly support innovative community and neighborhood-based initiatives related to the purposes of this subtitle. Examples of this support are as follows:

- Expansion of SETA job club services to welfare recipients
- Collaboration between the Mather Sacramento Works Career Center and Mather Community Campus, a long-term transitional housing program preparing families and individuals for reentry into the job market, improved family functioning and self-sufficiency.
- Serving on the Health Impact Council for the United Way California Capital Region, SETA staff contribute to the effort to fund and monitor programs that provide vulnerable children and families with anti-obesity counseling and programs. This effort covers multiple contiguous counties, including Sacramento.
- Serving on boards, providing grant oversight, assisting with the writing of grant proposals and participating in fundraising activities that support health access and improved family functioning for poor families and children, refugees and immigrants, housing for the homeless, food for those who are hungry, services for seniors and life skills for youth 16-21 years old.
- Coordinating efforts to combat human trafficking of adults and children in Sacramento County and the region.

It should be noted that the examples above are in addition to the innovative community and neighborhood-based initiatives directly receiving CSBG funds through SETA.

**REQUIREMENT 4  
STATE ASSURANCES  
California Government Code**

**Attach a narrative description, with corresponding headings (i.e., 1. Section 12730(h):), of how your agency is meeting the State Assurances listed below:**

**1. Section**

**12730(h):**

Eligible beneficiaries are the following: (1) all individuals living in households whose income is at or below official poverty income guidelines as defined by the United States Office of Management and Budget; (2) All individuals eligible to receive Temporary Assistance to Needy Families or Federal Supplemental Security Income benefits, and (3) Residents of a target area or members of a target group having a measurably high incidence of poverty and which is the specific focus of a project financed under this chapter.

SETA assures that all eligible beneficiaries of CSBG services are, and will continue to be, as follows: (1) all individuals living in households whose income is at or below official poverty income guidelines as defined by the United States Office of Management and Budget; (2) all individuals eligible to receive Temporary Assistance to Needy Families or Federal Supplemental Security Income benefits, and (3) residents of a target area in Sacramento County or members of a target group having a measurably high incidence of poverty and which is the specific focus of a project financed under CSBG.

**2. Section**

**12747(a):**

Community action plans shall provide for the contingency of reduced federal funding. Provide your agency's contingency plan for reduced federal funding. Also, include a description of how your agency will be impacted in the event of reduced CSBG funding.

SETA is well aware of the possibility of federal budgetary reductions and has in the past implemented existing policy in preparation of such a reduction while securing additional sources of revenue to ensure that services to the poor would not be eliminated or reduced, and to prevent staff reductions. Efforts to increase our funding base and the capacity of our program operators have been successful. In the past two years, SETA applied for and/or received several grants above and beyond its standard allocation. Among them are: **\$3.7 million** in CalWORKs funds to provide One-Stop services to CalWORKs clients; **\$250,000** from Los Rios Community College District for healthcare and clean energy training programs; **\$80,000** in CSBG Discretionary funds for an obesity-prevention project; **\$2,283,158** in Green Energy grants; **\$715,756** from the State

Department of Social Services for targeted refugee assistance and employment social services; **\$750,000** for the Veteran's Employment Assistance Program; **\$338,590** from the CalTrans WIA discretionary grant; **\$576,820** for the California Gang Reduction, Intervention and Prevention initiative;

SETA staff will continue to research sources of funding, assist community based organizations in their application for funding and develop linkages to seek additional funds for the community.

SETA will continue to encourage the coordination of planning for its various funded programs, including Head Start, Community Services Block Grant, Refugee Assistance, and the Workforce Investment Act to improve services for clients, create increased utilization of available resources, and fill gaps in the delivery of services.

Should there be a reduction in CSBG funding, SETA will hold a series of public hearings before the Community Action Board to assess in which areas funding can be reduced or supplemented by other grants administered by this agency. Collaborative efforts with community-based organizations and public and private non-profit agencies will be expanded. Public testimony will also be solicited to identify services that are essential for survival in the community, what services are most lacking in the county, and how services can be more effectively coordinated. Adjustments in funding and service level distribution will then be made accordingly. If necessary, SETA would establish a system of prioritization to serve CSBG clients who are determined by their case managers, or other staff, to be most in need.

**3. Section  
12760:**

Community Action Agencies funded under this article shall coordinate their plans and activities with other eligible entities funded under Articles 7 (commencing with Section 12765) and 8 (commencing with Section 12770) which serve any part of their communities, so that funds are not used to duplicate particular services to the same beneficiaries and plans and policies affecting all grantees under this chapter are shaped, to the extent possible, so as to be equitable and beneficial to all grantees and the populations they serve.

SETA will continue to coordinate its plans and activities with other eligible entities funded under Article 7, which includes the California Human Development Corporation, South County Services and all providers of services to migrant and seasonal farm workers and their families. The Executive Director of the California Indian Manpower Consortium, the agency that provides CSBG and WIA services to Native Americans throughout California, is a member of the SETA Workforce Investment Board (WIB), thus creating opportunities to exchange mutual program information on an on-going basis.

**REQUIREMENT 5  
DOCUMENTATION OF PUBLIC HEARING(S)  
Government Code Section 12747(d)**

Agencies holding public hearings pursuant to this Article shall identify all testimony presented by the poor and shall determine whether the concerns expressed by that testimony have been addressed in the Community Action Plan (CAP). If the agency determines that any of the concerns have not been included in the CAP, it shall specify in its response to the CAP information about those concerns and comment as to their validity. (Government Code 12747(d))

This section shall include the following:

1. Attach a narrative description of the agency's public hearing process. Agencies should describe the methods used to invite the local community to the public hearings. Note: Public hearing(s) shall not be held outside of the service area(s).

Two public hearings, held on April 13, 2011 and May 11, 2011, were conducted before the Community Action Board to receive testimony on the needs of the community for inclusion in the 2012-2013 Community Action Plan. Presenters representing a wide range of issues and the public were asked to describe the needs of the community, discuss any unmet needs and changes that have recently occurred in the community and identify services to be included in the 2012-2013 CAP. A public notice of the hearings was Posted on the SETA web site and published in the [Sacramento Bee](#) on April 10, 2011 and May 8, 2011. It was also e-mailed to 628 organizations and individuals two weeks prior to each public hearing and mailed to 268 organizations and individuals without email addresses on file with SETA. Oral testimony was received at the hearings and in written form from 20 low-income individuals and representatives of the poor from community-based private and public organizations. Summaries of public hearings speakers follow the copies of public notices, below:

2. One copy of each public notice published in the media to advertise the public hearing.

## April 13, 2011 Public Hearing before the SETA Community Action Board

# The Sacramento Bee

P.O. Box 15779 • 2100 Q Street • Sacramento, CA 95852

**SETA  
925 DEL PASO BLVD  
SACRAMENTO, CA 95815**

DECLARATION OF PUBLICATION  
(C.C.P. 2015.5)

COUNTY OF SACRAMENTO  
STATE OF CALIFORNIA

I am a citizen of the United States and a resident of the County aforesaid; I am over the age of eighteen years, and not a party to or interested in the above entitled matter. I am the printer and principal clerk of the publisher of The Sacramento Bee, printed and published in the City of Sacramento, County of Sacramento, State of California, daily, for which said newspaper has been adjudged a newspaper of general circulation by the Superior Court of the County of Sacramento, State of California, under the date of September 26, 1994, Action No. 379071; that the notice of which the annexed is a printed copy, has been published in each issue thereof and not in any supplement thereof on the following dates, to wit:

**April 10, 2011**

I certify (or declare) under penalty of perjury that the foregoing is true and correct and that this declaration was executed at Sacramento, California, on **June 14, 2011**.

  
(Signature)

**NO 402 PUBLIC NOTICE**

Announcement of Community Services Block Grant Public Hearings

To: ALL INTERESTED PARTIES

Since 1983 the Sacramento Employment and Training Agency (SETA) has been designated as a Community Action Agency for the purpose of administering Community Services Block Grant (CSBG) funds for Sacramento County. CSBG funds are meant to help alleviate root causes of poverty not adequately served by existing community resources. Indicators of unmet community needs will be gathered from a variety of sources including members of the community. To this end, SETA will begin gathering public testimony at two scheduled public hearings before the Community Action Board (CAB). Dates and locations of the public hearings are as follows:

**April 13, 2011 (Wednesday)**  
10:00A.M. - 12:00P.M.  
and  
**May 11, 2011 (Wednesday)**  
10:00A.M. - 12:00P.M.

Location for Both Public Hearings:  
**SETA Board Room  
925 Del Paso Boulevard  
Sacramento, CA 95815**

Information gathered at the hearings and from other sources will be compiled in a draft Community Action Plan with copies available for public review on May 25, 2011 at the address noted above.

Members of the community with questions or wishing to submit written testimony may mail it to the attention of Victor Bonanno at the address noted above, e-mail him at [victor@del Paso.seta.net](mailto:victor@del Paso.seta.net), or call him directly at (916) 263-4364.

May 11, 2011 Public Hearing before the SETA Community Action Board

# The Sacramento Bee

P.O. Box 15779 • 2100 Q Street • Sacramento, CA 95852

**SETA  
925 DEL PASO BLVD  
SACRAMENTO, CA 95815**

DECLARATION OF PUBLICATION  
(C.C.P. 2015.5)

COUNTY OF SACRAMENTO  
STATE OF CALIFORNIA

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**May 8, 2011**

I certify (or declare) under penalty of perjury that the foregoing is true and correct and that this declaration was executed at Sacramento, California, on **June 14, 2011**.

  
\_\_\_\_\_  
(Signature)

**NO 402 PUBLIC NOTICE**

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3. Attach a summary of all testimony presented by the poor and identify the following:

<b>Name</b>	<b>Sector (low-income, private, public)</b>	<b>Testimony or Concerns</b>	<b>Was the concern addressed in the CAP?</b>	<b>If so, indicate the page #</b>	<b>If not, indicate the reason</b>
<b>Eileen Thomas</b>	Private	<b>Eileen Thomas</b> , Executive Director of the River City Food Bank, reported that during the first quarter of 2011, they provided nutritious food packages to over 10,000 Sacramento County households, She also reported that there was a 26% increase in the number of families with children seeking food and a 56% increase in the number of seniors seeking food.	Yes	38, 48, 52	
<b>Flo Agitor</b>	Low-income	Flo Agitor, a low-income head of household and client of the River City Food Bank, reported how important a monthly bag of nutritious food was to her family of two daughters and a special needs son for increasing the nutritional value of the meals they can afford and helping to offset other household costs they struggle to maintain.	Yes	38, 48, 52	
<b>Carl Pinkston</b>	Private	<b>Carl Pinkston</b> , Project Coordinator for the Roberts Family Development Center, made two recommendations for future services in Sacramento County. First, employment programs for youth who are sometimes the sole wage earner for families, and re-entry programs for incarcerated persons that are more holistic in nature, with an approach that includes services for the entire family. Mr. Pinkston identified Del Paso Heights as a community with a disproportionate percentage of formerly incarcerated residents. Second, that "crisis management" must stop and that programs should instead move to creating "transformative change" in the communities they serve.	Yes	35, 48	
<b>Daren Maeda</b>	Private	<b>Daren Maeda</b> , Executive Director of Linkage to Education, described the condition of probation and foster youth upon emancipation from their respective systems as being a family of one living	Yes	36, 49	

<b>Name</b>	<b>Sector (low-income, private, public)</b>	<b>Testimony or Concerns</b>	<b>Was the concern addressed in the CAP?</b>	<b>If so, indicate the page #</b>	<b>If not, indicate the reason</b>
		below the federal poverty level. He spoke of the need for services that can provide this target group with social connectedness to mitigate Post Traumatic Stress Syndrome, depression, adolescent aggression, social anxiety disorder and to help them avoid unwanted pregnancy and unhealthy decisions in their lives.			
<b>Lishia Rahman</b>	Private	<b>Lishia Rahman</b> , Housing Specialist for The Salvation Army, identified the growing number of seniors needing housing services from their organization.	Yes	37	
<b>Leona Hardy</b>	Low-Income	<b>Leona Hardy</b> , low-income working mother of seven children and client of the Sacramento Area Emergency Housing Center After Care Program, spoke of her fiancée being unemployed and the importance of the assistance she received to get into their own housing. She stated that she didn't know what she would have done without it.	Yes	37	
<b>Diana Bilovsky</b>	Low-Income	<b>Diana Bilovsky</b> , a domestic violence survivor and volunteer at My Sister's House, noted that 50% of homeless women are victims of domestic violence and described the need for flexible funding that provided victims with housing, transportation, employment assistance, counseling, and in some cases, trauma therapy. She also spoke of the need for full legal services for domestic violence victims.	Yes	37, 38	
<b>Mike Brim</b>	Private	<b>Mike Brim</b> , Program Director of WIND Youth Services, reported the need to provide homeless youth with basic hygiene resources such as a place to shower, hygiene items, and access to public health nurses for parenting teens.	Yes	48	
<b>Jessie Mills</b>	Low-Income	<b>Jessie Mills</b> , low-income youth (17), reported that she had been in and out of shelters since she was 14 and was far behind, academically. She stated that she would not be graduating high school next June without the youth-run WIND program,	Yes	48, 49	

<b>Name</b>	<b>Sector (low-income, private, public)</b>	<b>Testimony or Concerns</b>	<b>Was the concern addressed in the CAP?</b>	<b>If so, indicate the page #</b>	<b>If not, indicate the reason</b>
		Health Shack and the guidance of WIND case managers. She also noted that WIND staff have replaced the parents in her life.			
<b>Brian F.</b>	Low-Income	<b>Brian F.</b> , low-income youth (19), reported his former gang involvement but will graduate high school in June as a result of the youth-run WIND program, Health Shack and the guidance of WIND case managers. He stated that he is doing a lot more listening to the WIND staff instead of just doing what he wants.	Yes	48, 49	
<b>David Mandel</b>	Private	<b>David Mandel</b> , Attorney and former Program Manager for the Legal Services of Northern California Senior Legal Rights Hotline, noted that the first baby boomers were turning 65 this year and the need for legal services for low-income seniors (protection from abuse, maintaining housing, benefits protection) was greater than ever, yet had never been enough to meet the need. He reported that state funding cuts had resulted in a staff of 19 being downsized to only eight.	Yes	37	
<b>Vicki Jacobs</b>	Private	<b>Vicki Jacobs</b> , Managing Attorney for the Voluntary Legal Services Program, noted that their criminal record expungement and driver's license reinstatement program clinics were the only programs of their type in the region and were vital to removing employment barriers for former felons in a tight job market.  Also reported was a new trend in the clients they serve. Instead of clients with a history of felonies, they were seeing many more clients with only one felony in their past who were gainfully employed until their employer ran background checks for unreported criminal histories.	Yes	47	
<b>Maysua Chervunkong</b>	Private	<b>Maysua Chervunkong</b> , Program Supervisor for La Familia Counseling Center, reported the 95820 zip code had the highest level of gang activity and that	Yes	48, 49	

<b>Name</b>	<b>Sector (low-income, private, public)</b>	<b>Testimony or Concerns</b>	<b>Was the concern addressed in the CAP?</b>	<b>If so, indicate the page #</b>	<b>If not, indicate the reason</b>
		there was a need for more counseling to help probation youth, reduce truancy and avoid dropping out of school.			
<b>Italia Cortes</b>	Low-Income	<b>Italia Cortes</b> , low-income youth and client of La Familia Counseling Center, reported that she used to be gang involved and did not attend much school. With the services she received she is no-longer gang involved, doing much better in school and remarked how important it was to have a safe place (haven) to hang out in.	Yes	48, 49	
<b>P. K. Vang</b>	Private	<b>P. K. Vang</b> , Executive Director of Hmong Women's Heritage Association, reported that funding for their family resource center was strained and that there were fewer staff to care for the same number of client families. She also reported the need for case management of immigrant families from South East Asian wars who had no education and language and cultural barriers to accessing health and other vital resources for themselves and their families. She also noted that the actual number of South East Asians is considerably higher than the official Census count because of undercounting. She estimates that the number could be as high as 35,000 persons.	Yes	35	
<b>Ya Chang</b>	Low-Income	<b>Ya Chang</b> , low-income, monolingual immigrant from South East Asia and a client of Hmong Women's Heritage Association (HWHHA), reported through a interpreter that she suffered from depression and stress for many years until HWHHA was able to get her access to medical and mental health services.	Yes	35	
<b>Elnor Tillson</b>	Private	<b>Elnor Tillson</b> , Executive Director of Travelers Aid Emergency Assistance Program, reports the volume of calls for rental assistance, utility assistance, food or motel vouchers is so high (minimum of 50 calls per day) that she cannot respond to them all.	Yes	37, 38, 48, 52	
<b>Marylou</b>	Private	<b>Marylou Powers</b> , Executive Director of	Yes	37, 38,	

<b>Name</b>	<b>Sector (low-income, private, public)</b>	<b>Testimony or Concerns</b>	<b>Was the concern addressed in the CAP?</b>	<b>If so, indicate the page #</b>	<b>If not, indicate the reason</b>
<b>Powers</b>		South County Services, reports a lot of financial stress on her organization that will result in the closing of their 2-day/wk Walnut Grove office and a further reduction of their staff to fewer than four persons. She also reported a continuing need in the River Delta rural area for emergency food assistance, rental assistance, transportation assistance and translation services.			
<b>Carlos Lopez</b>	Private	<b>Carlos Lopez</b> , Director of the Center for Employment and Training, reported the need for support services to sustain individuals and families while in training for new careers to offset the expected 13% reduction in Workforce Investment Act program funds.	Yes	35	
<b>Sharon Lambert</b>	Private	<b>Sharon Lambert</b> , Chief Executive Officer for Take 4 Teen Media, reported the need for programs that enrich youths' ability to communicate.	Yes	49	

4. Attach a narrative description of other methods the agency used to gather information regarding the needs of the community (i.e. surveys, public forums, etc).

In addition to researching the data sources and specialized reports noted so far, SETA also reached out to the leaders of community based organizations for reports or statements regarding changing trends not apparent in available data or too recent to have been published.

## **REQUIREMENT 6 MONITORING & EVALUATION PLAN**

Attach a narrative description of the specific method(s) of evaluation, frequency, and monitoring that ensures program and fiscal performance in accordance with the objectives in the agency's Community Action Plan.

The monitoring and evaluation plan shall ensure the following:

1. Data is collected to measure the progress of the agencies goals.
2. Ensure that reports are prepared and submitted to CSD in accordance with contract requirements.

*See below.*

### **A. EVALUATION AND MONITORING**

Monitoring has always been a crucial element of program management. With the increased concern about fraud and abuse and regulatory emphasis on financial accountability and cash management, the role of monitoring becomes even more significant. Contract monitoring results provide the most effective tool management has to ensure that a program is operating in accordance with regulations, guidelines, and the program plan. It is not only useful, it is required. The intent of the monitoring effort is to determine and measure each program's effectiveness and compliance. Monitoring combines quantitative and qualitative analysis of operations and at the same time provides technical assistance.

Four different types of monitoring occur for each program during the program year. These include:

1. Compliance Monitoring
2. Plan vs. Actual Monitoring
3. Managerial Monitoring
4. Fiscal Monitoring

Specific details on the intent of each monitoring type follows.

#### **1. Compliance Monitoring**

The purpose of compliance monitoring is to ensure that the requirement of a specific agreement or document is met. This activity seeks to ensure that contract

requirements, fiscal responsibilities, and administrative guidelines and regulations are met. Fiscal monitoring in this regard deals with accounting standards and property controls through the use of checklists or questionnaires. The monitor reviews all pertinent regulations, the subcontract, and all CSD bulletins before undertaking any compliance monitoring activity.

## **2. Plan vs. Actual Monitoring**

The purpose of plan vs. actual monitoring is to provide the program operator, the policy maker, and the CSBG monitor with current information on the extent to which programs and program components are achieving established goals. This activity provides delegate agencies and CSBG staff with information regarding an agency's ability to achieve goals outlined in its contracted work plan as well as in its proposal and contract narrative. Actual performance is measured against planned performance in such areas as enrollment levels, types of services available, services delivered, client progress toward self-sufficiency and average participant costs incurred. The results of plan vs. actual monitoring analyses are used to assess progress toward goals and objectives when on-site monitoring or corrective action should be initiated.

## **3. Managerial Monitoring**

The purpose of managerial monitoring is to review the quality of the program and the effectiveness of services to the clients. Managerial monitoring focuses on specific problems as they are discovered and determines the reason why performance varies from plan. Problems discovered during compliance, plan vs. actual, or fiscal analysis trigger managerial monitoring which specifically engages in problem-solving activities and results in corrective action plans and recommendations.

## **4. Fiscal Monitoring**

Fiscal monitoring insures that all program expenditures are in compliance with contractual agreements and federal/state regulations. Monitoring reviews in this area provide CSBG staff with feedback on fiscal performance and adequacy of accounting records. As in other areas of monitoring, fiscal procedures are designed to lend technical assistance in solving problems as they occur. During the final audit phase, contract closeouts are reviewed and expenditures, which are not properly designated or are unallowable, may become a liability to the subagent. Fiscal monitoring is aimed at analyzing the fiscal accountability and cost efficiency of various program components within the local service area.

## B. REPORTING

An essential element of the monitoring effort is reporting. It is the monitor/analyst's official record of assessment activities. Reports become the basis for final program evaluations, future planning activities, and immediate implementation of technical assistance. Monitoring reports outline the following items:

1. Purpose for the visit (e.g., quarterly review, problems noted with enrollments, inconsistency, etc.)
2. Review of:
  - a. Enrollment levels,
  - b. Services provided,
  - c. Client progress toward self-sufficiency,
  - d. Follow-up/Verification process,
  - e. Target population.
3. Program implementation
4. Submission of SETA reports (timeliness/completion)
5. Maintenance of records
6. Responsiveness to monitor's recommendation, corrective action and request for information

An integral part of monitoring includes reporting from CSBG service providers. Delegate agencies are required to submit evidence of an internal evaluation and monitoring process as well as on-going program progress reviews. The progress reviews highlight activities, concerns and problems encountered on a monthly basis. This information is reviewed by CSBG staff to assess progress in reaching goals and analyze needs for technical assistance, immediate on-site monitoring, program deficiencies and/or corrective action measures.

In addition to the monthly progress review (excluding safety-net clients), a standard CSBG Client Intake form is used by delegate agencies to provide demographic information on low-income residents of Sacramento County and includes information to determine a client's eligibility for CSBG.

Client enrollment forms and client progress/outcome reports are collected monthly for internal evaluation purposes and for semi-annual and annual reports required by CSD. Reports will be submitted to CSD on a timely basis, no later than the 20th of the month following the report period, per CSD requirements. To ensure timely submission, SETA will require delegate agencies, through subcontract agreement, and program staff to submit program data and activity reports 15 days prior to CSD reporting deadlines.

To ensure data collection documents the positive impact made on families assisted in the anticipated Family Self-Sufficiency program, SETA will require the delegate

agency funded to provide services under the Family Self-Sufficiency category to develop a plan for each enrolled family which would include benchmarks, goals, and progress made towards goals. The delegate agency will be required to report to SETA progress made for each family on a monthly basis for the purpose of program evaluation.

### C. EVALUATION

The SETA CSBG staff are responsible for on-going program evaluation. An evaluation team is convened periodically which consists of SETA staff, board members and delegate agency staff. Evaluations of CSBG delegate agencies are conducted to determine the effect CSBG services had on the lives of SETA clients and if planned goals and objectives have been met. Impact evaluation will determine what effect CSBG services had on the lives of the clients served. Reports received from SETA staff and program operators, client surveys, focus groups and interviews, and participant satisfaction surveys tell us if the clients' needs and goals are being met, give us information on the quality of services provided, and the indicate the clients' satisfaction with the overall program. All reports, client interview results and surveys will be summarized in a report which will be shared with SETA management and Community Action Board and Governing Board members for consideration and submitted to CSD on the required due dates. By carrying out the evaluation, SETA can assess the value and purpose of its programs and make administrative and programmatic adjustments for succeeding years.