



# **Sacramento Employment and Training Agency**

## **CSBG 2014–2015 Community Action Plan**

**DRAFT**

(June 12, 2013)

Final Action by the SETA Governing Board  
Scheduled for June 20, 2013

**COMMUNITY SERVICES BLOCK GRANT  
2014/2015 PROGRAM YEAR COMMUNITY ACTION PLAN  
COVER PAGE**

TO: Department of Community Services and Development  
Attention: Field Operations Unit  
2389 Gateway Oaks Drive #100  
Sacramento, CA 95833

FROM: Sacramento Employment and Training Agency (SETA)  
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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 2014/2015 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

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### **III. Vision Statement**

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.

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

### **IV. Mission Statement**

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.

*"Working with Families so Families can Work"*

## **V. Community Information Profile**

State law requires each CSBG eligible entity to develop a 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)).

### **Community Information Profile:**

This section captures the problems and causes of poverty in the agency's service area, based on objective, verifiable data and information (Government Code 12754(a)). Community Information Profiles shall identify the following:

- 1.** The service area in terms of related factors, such as poverty, unemployment, educational achievement, 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 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, statistical data, evaluation studies, key informants, anecdotal sources and/or other sources deemed reliable by the agency.

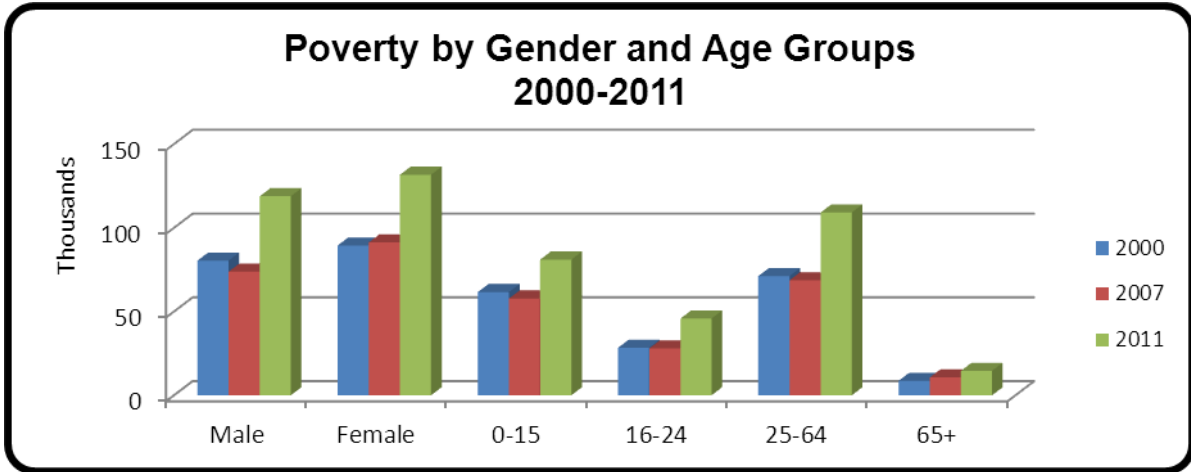
### **SACRAMENTO COUNTY ABSTRACT**

The 2011 American Community Survey reports that persons with incomes below federal poverty income guidelines in Sacramento County account for 17.7% of the total population, or 250,460 persons living in poverty. This represents an 18.4% increase in the number of Sacramento County residents who were living below federal poverty income guidelines just two years earlier, indicating a lag in the benefits of a recovering economy reaching this target group. It should also be noted that this follows a 28% increase in the number of Sacramento County residents living below the poverty level between 2007 and 2009. These statistics show that since 2007, there has been a nearly 52% increase in the number of Sacramento County residents living in poverty. Of additional concern is the nearly 64% increase in the number of residents living in extreme poverty (below 50% of Federal Poverty Income Guidelines) between 2007 and 2011.

During 2012, an average of 79,833 individuals per month received cash aid through their participation in the CalWORKs program; of those, 60,959 were children. This represents nearly 5.6% of the Sacramento County population.

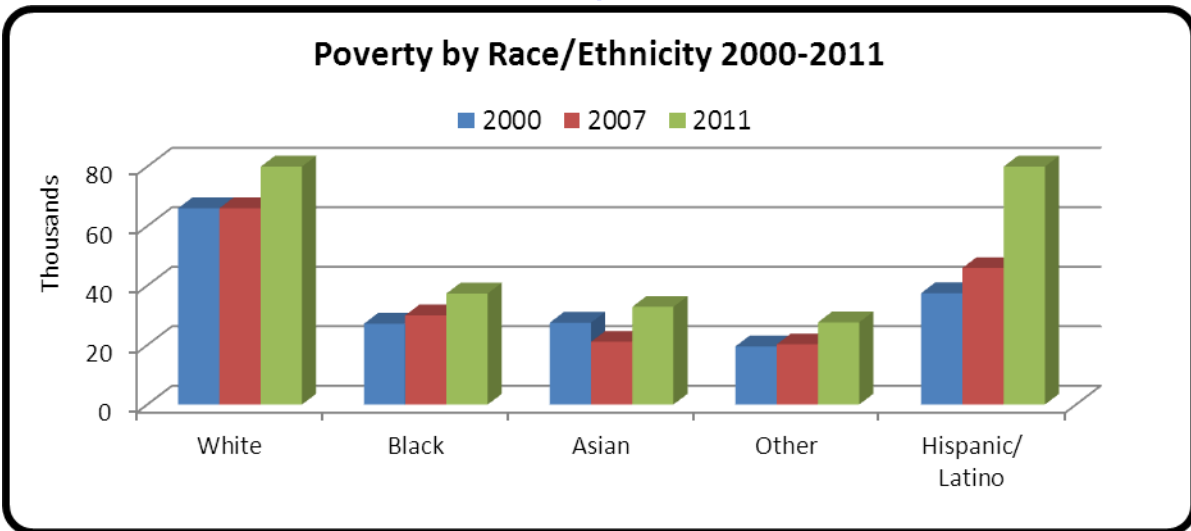
The purpose of Graphs 1, 2, 4 and 5 highlight the pace at which the poverty rate of vulnerable and in-crisis Sacramento County adults and children has changed since the last Community Action Plan was submitted and over the last decade.

**Graph 1**



While rates of poverty went up for all target groups outlined above, the greatest increases were exhibited by the most vulnerable age groups. The largest rate of increase (64%) was among individuals aged 16-24 years (27,957 to 45,772). The number of persons 0 to 15 years of age rose from 57,797 to 80,996 between 2007 and 2011. This is a 40% increase in only four years.

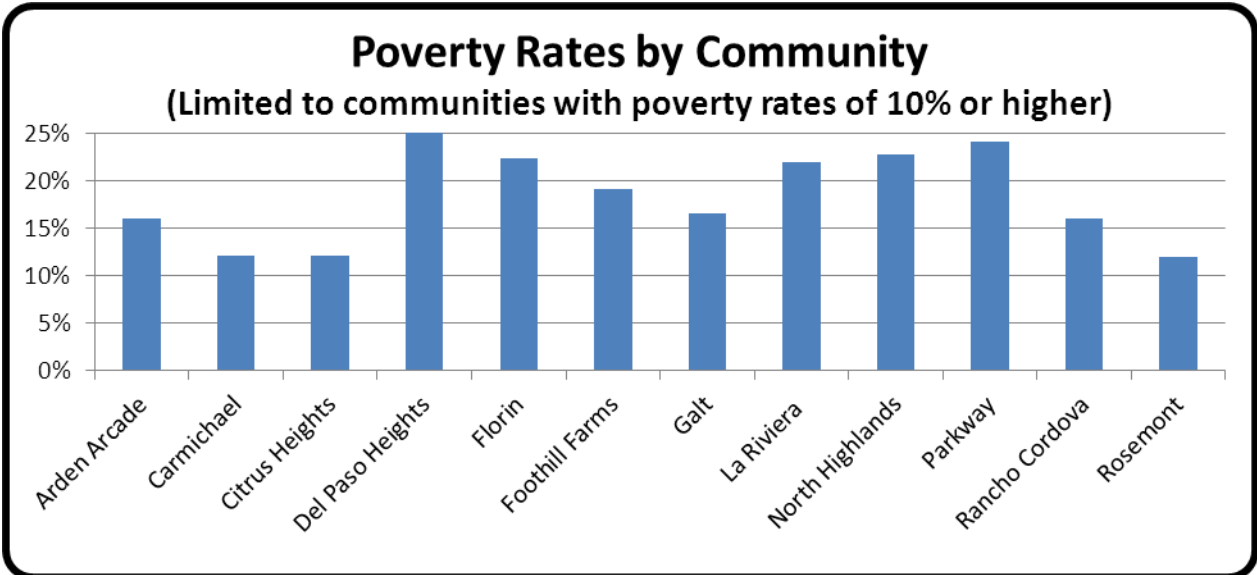
**Graph 2**



Gains made by some target groups between 1999 and 2007 were reversed, and continually declined, between 2007 and 2011. A significant change in the poverty rate occurred in the Hispanic/Latino community. Whereas in 2007, 45,925 people of Hispanic or Latino heritage were living in poverty, that number had risen to 84,596 by 2011, an increase of over 84%.

**Graph 3** identifies Sacramento communities that have populations of over 10,000 residents and 5-year average poverty rates (2007-2011) over 10%. The purpose of the graph is to highlight pockets of concentrated poverty in Sacramento County as target areas for the siting of services likely to meet the needs of families and individuals living below Federal Poverty Income Guidelines and for consideration in implementing innovative anti-poverty strategies within communities where they will have the greatest impact.

**Graph 3**



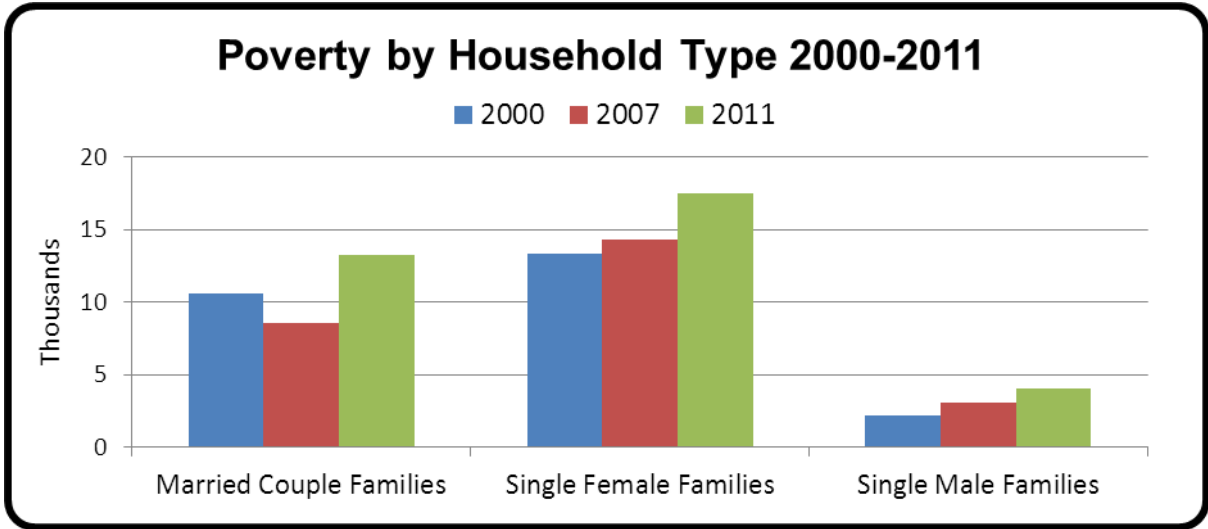
NOTE: Communities are all Census Designated Places for which 5-year average (2007-2011) poverty rates were estimated.

Communities designated as CSBG target areas were selected from all Sacramento County communities with populations of 10,000+, poverty rates of 15%, or higher, and available Census data as a baseline to measure outcomes. Identified CSBG target communities and their poverty rates follow in **Table 1**.

**Table 1**

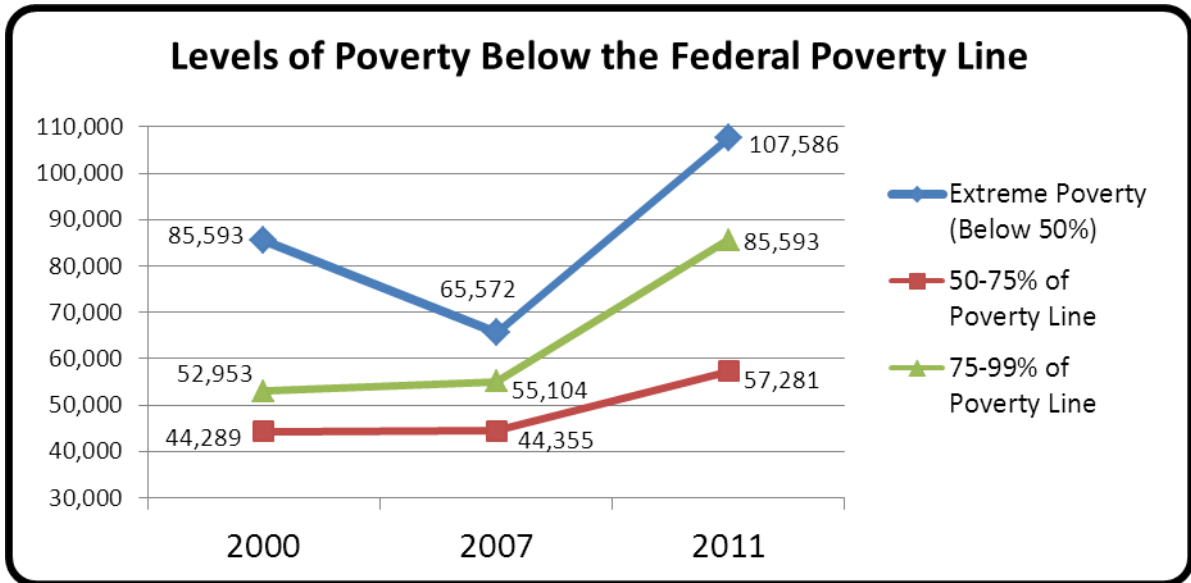
Community	Poverty Rate	Community	Poverty Rate
Arden Arcade	16%	Del Paso Heights	27.4%
Florin	22.3%	Foothill Farms	19.1%
Galt	16.6%	La Riviera	21.9%
North Highlands	22.8%	Parkway	24.1%
Rancho Cordova	16%		

Graph 4



While poverty was experienced by all family types, it was more pronounced in families headed by a single parent. In 2011, 12.2% of two-parent families (13,243 families), were living in poverty. During the same period, 36.8% of families headed by a single female (17,548 families), and 22% families headed by a single male (4,035 families), were living in poverty. The rate of poverty among families headed by a single male held steady between 2000 and 2007 at around 16%, and experienced the increase to 22% between 2007 and 2011.

Graph 5

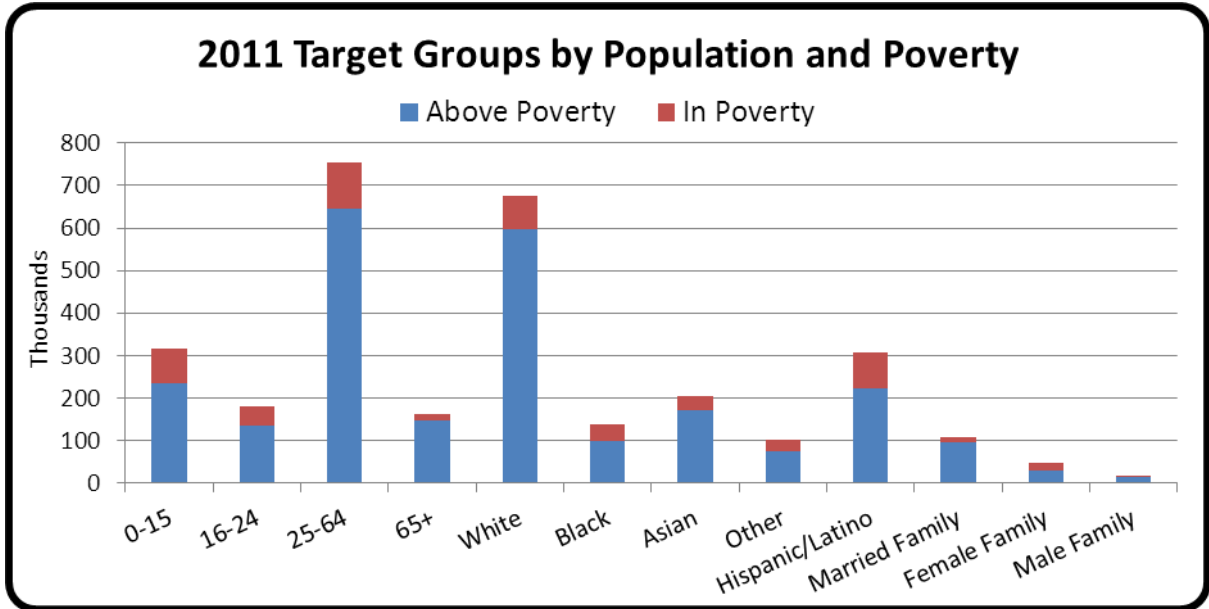


Of particular concern is the addition of 19,788 adults and children living in extreme poverty between 2009 and 2011. This is a similar increase to that between 2007 and 2009, when 22,226 adults and children were added to the numbers of people living in extreme poverty. Together, this 64% increase in extreme poverty should be compared with the increase of less than 4% in the Sacramento County population for the same four-year period.



The purpose of Graph 6 is to identify a target group's vulnerability to living in poverty and an important indicator for the identification of priority groups targeted for emergency safety-net and family self-sufficiency services envisioned in the SETA 2014-2015 Community Action Plan.

Graph 6



As an example, Graph 6 shows that there are 316,242 children 0-15 living in Sacramento County, but 80,996 of them are living below 100% of the Federal Poverty Income Guidelines. At a 25.6% poverty rate, this is significantly higher than the 17.7% poverty rate for the population as a whole.

Conversely, there are 161,112 seniors 65+ in Sacramento County (11.4% of the general population), yet they are under-represented among all persons living below 100% of the Federal Poverty Income Guidelines at 9%. In the examples above, children 0-15 have a one-third higher rate of poverty than Sacramento County as a whole while seniors, as a group, have a lower rate at nearly one-half of Sacramento County's poverty rate of 17.7%.

According to the 2011 American Community Survey, there are 99,480 veterans in Sacramento County or about 9.2% of the general population. Twenty-four thousand, nine hundred and twelve (24,912) Sacramento County Veterans have a disability; 18,266 of them have service-related disabilities. Approximately 6,409 veterans live below federal poverty income guidelines and as many as 300 are estimated to live in shelters or in transitional housing on any given night.

**Definitions of Poverty:** The poverty data used in this report and for the comparisons below represent individuals living below 100% of the 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.

**Statistical Data** – Unless otherwise identified, a current (2011) data source was used in this report, 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 2011 survey was collected in that year and released in fall of 2012.

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### **SINGLE PARENT FAMILIES**

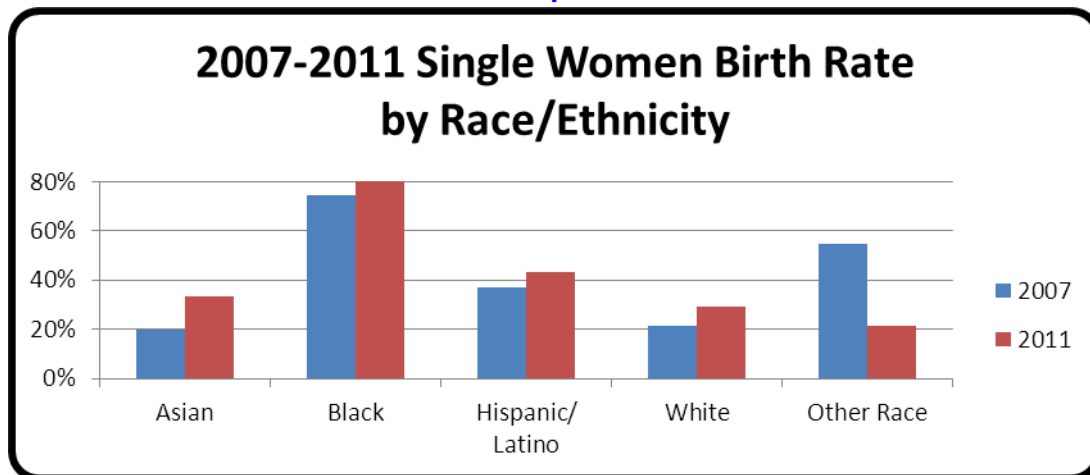
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According to the 2011 American Community Survey, 37.7% (65,911) of Sacramento County families with children under the age of 18 (174,887) are headed by a single parent, higher than the state rate of 33.4%. Female headed households represent over 72% of all single parent families in Sacramento County and over 80% of all the single parent households in poverty.

Among single parent families with children under 18 years in Sacramento County, 32.8% were living below federal poverty income guidelines. Among female-headed families, the poverty rate was 36.8% or more than 3 times the poverty rate for married couple families (12.2%). For female-headed families with children under 5 years, the poverty rate was 42.7%.

The purpose of **Graph 7** is to identify race/ethnic groups at greatest risk of experiencing poverty related outcomes associated with being a member of a single parent household.

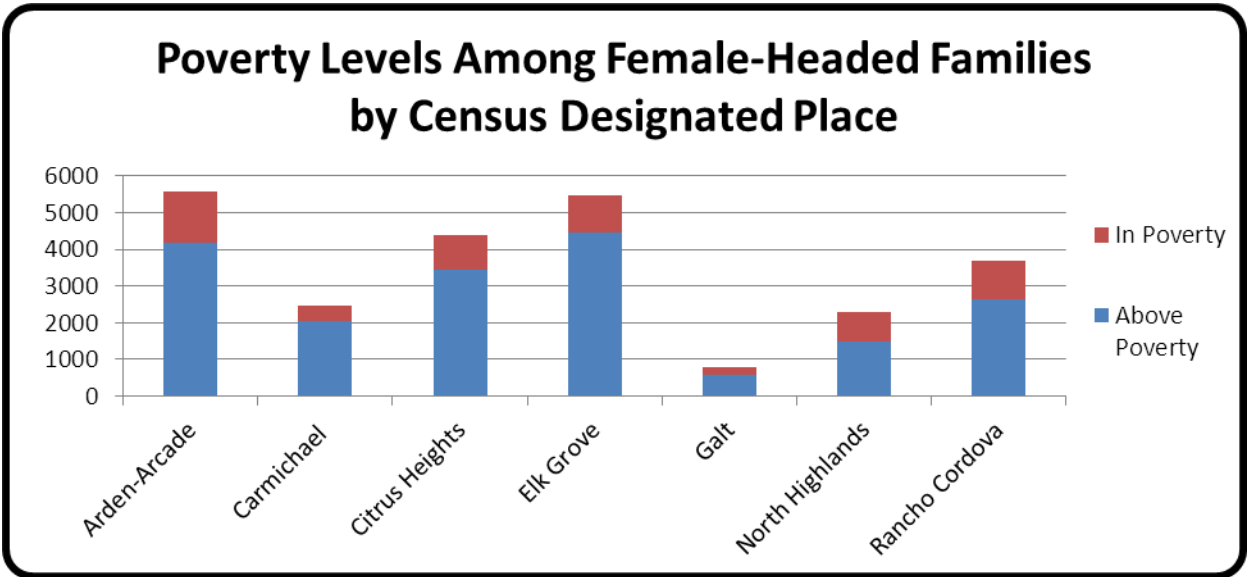
**Graph 7**



NOTE: American Indian/Alaska Native and Native Hawaiian/Pacific Islander data was omitted from this graph because of unreliably small sample sizes.

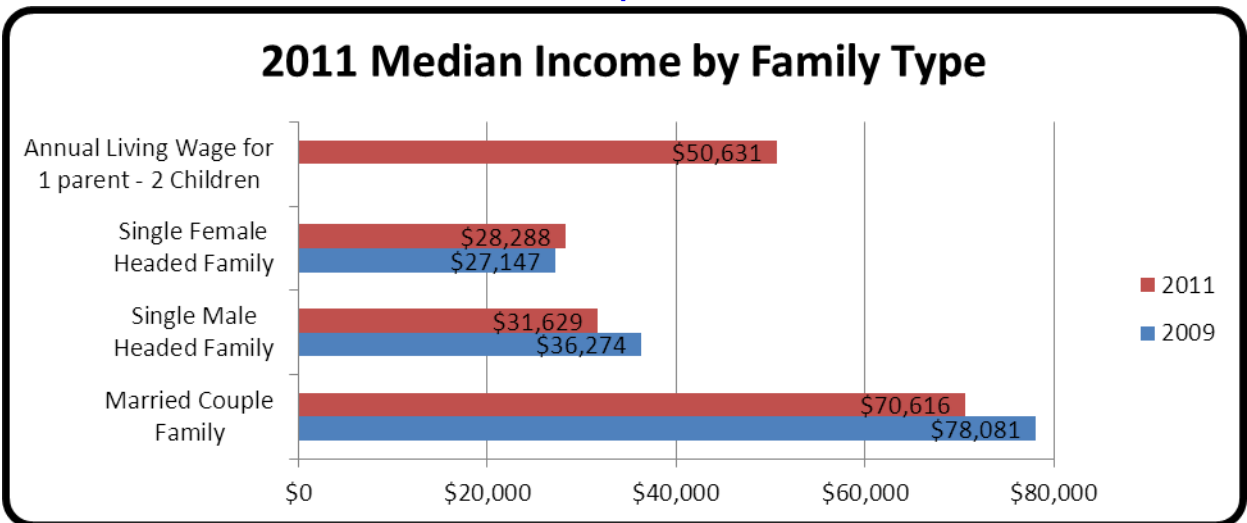
The **purpose** of **Graph 8** is to identify the level of poverty among single female-headed families in Census Designated Areas for the year 2011.

Graph 8



Graph 9 shows that from 2009 to 2011, median incomes for single female-headed families increased by \$1,141 after falling dramatically (-\$4,705) between 2007 and 2009. Single male-headed families and married couple families declined with decreases in median income of \$4,645 and \$7,465, respectively. It should be noted that average wages for these groups have not declined, but rather that fewer families in these groups are able to maintain their higher wage jobs. Regarding the income disparity between male and female headed families, the median income gender gap has decreased over 63% since 2009 and over 70% since 2007.

Graph 9



For comparison, the Living Wage Calculator for Sacramento County reports that the annual income necessary to make a single parent with two children family minimally self-sufficient is \$50,631, or \$24.34 per hour, if the parent is employed full-time (see graph, above). For a two parent family with two children and one parent working, the annual income for minimal self-sufficiency was less at \$41,949 or \$20.17 per hour, if one parent is employed full-time and the other parent provides childcare and other services for the family.

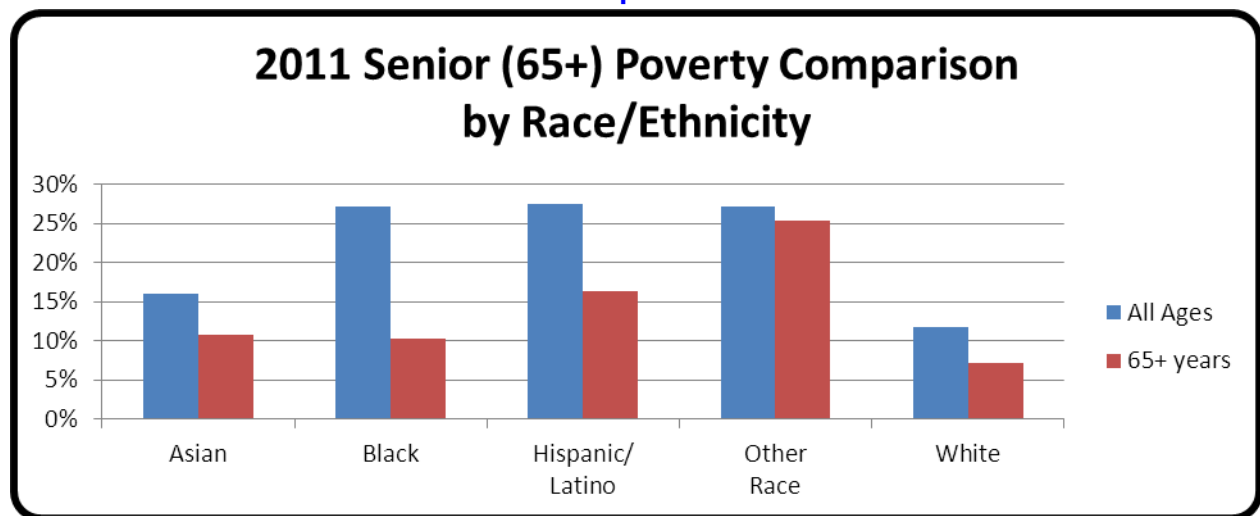
## POVERTY AMONG OLDER ADULTS

Since 2006, the 65+ population in Sacramento County increased by over 10%, from 145,903 persons to 161,112 persons in 2011. During the same period, the poverty rate for seniors has risen by one percentage point to 9% and the rate of seniors experiencing extreme poverty (below 50% of Federal Poverty Income Guidelines) has decreased by over five percentage points to 32% of all seniors in poverty.

From July 2011 through June 2012, 4,924 unduplicated Sacramento County seniors 65+ relied on 468,725 congregate or home delivered meals to supplement their nutrition.

According to the 2011 American Community Survey, the median annual household income for householders 65+ is \$39,494, or 63% of the 45 to 64 year old age group. More than half (55%) of the persons 65+ live alone and the typical person 65+ will be female, living alone and with very limited income. As is true throughout most of the economy, women 65+ who are living alone, have a smaller median income (\$23,000), than their male counterparts at \$31,926.

**Graph 10**



In **Graph 10** above, poverty levels for persons of all ages are compared with that of seniors for the most populous race/ethnic groups. While lower rates of poverty for seniors may indicate greater financial stability for seniors as a group, the Graph does not show the large number of seniors relying on Social Security or Supplemental Security Income as their sole income source, an income level just above the federal poverty line.

The 2011 American Community Survey estimates that 13.4% (22,069) of persons 65+ were in the workforce. Of that population, 11.4% (2,521) were unemployed, nearly two percentage

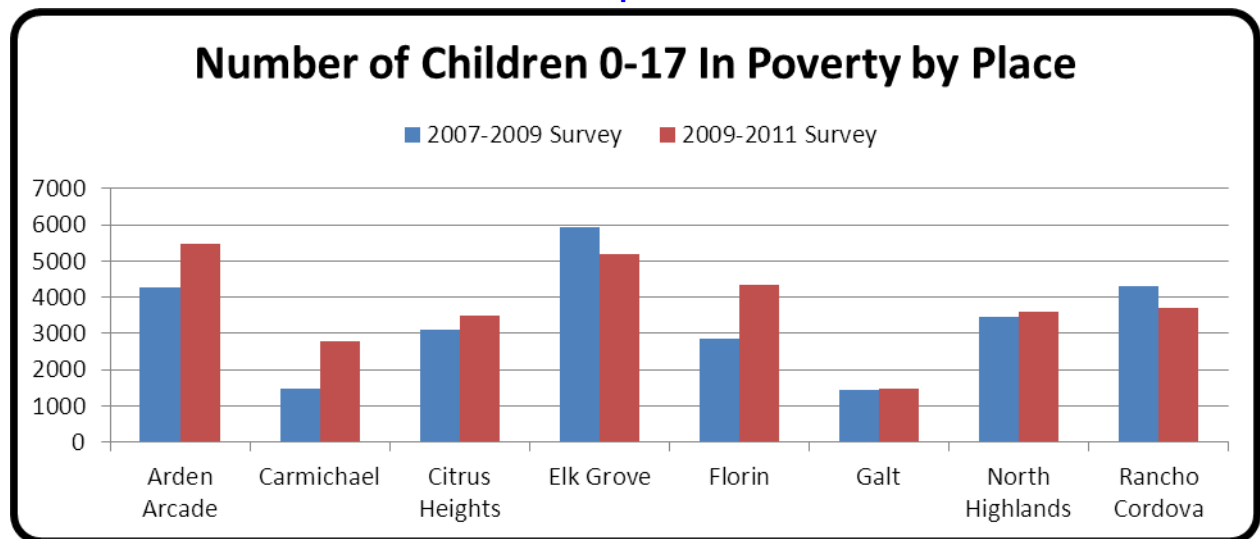
points higher than 2 years earlier in 2009 (8.5%). Of the unemployed, 63% were women.

### **POVERTY AMONG YOUTH**

According to the most recent American Community Survey data available (2011), children aged 0 through 17 years (355,268 individuals) comprise over 25% of Sacramento County's total population. Among this age group, the poverty rate is 25.2%, about four percentage points higher than the same poverty rate in 2009 and 7.5 percentage points higher than Sacramento County's overall poverty rate (17.7%). Children under 5 years have traditionally maintained the highest poverty rate among children 0-17 years. The year 2011 was no different with a poverty rate for the under 5 years target group 3.5 percentage points higher than the 0-17 years target group at 28.7%.

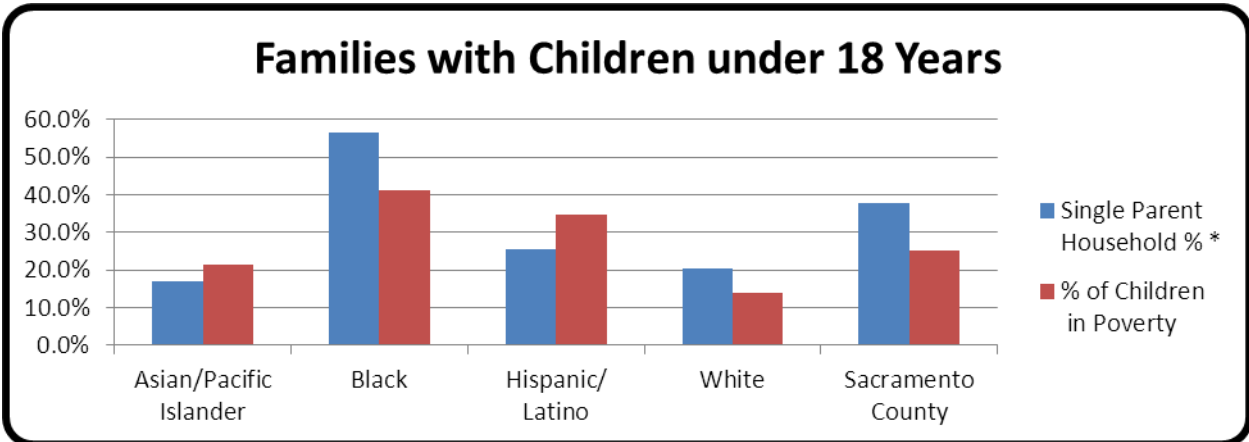
**Graph 11** compares averaged poverty rate data collected during two 3-year periods, 2007-2009 and 2009-2011, for children 0-17 in the communities and cities noted.

**Graph 11**



**The purpose of Graph 12** is to illustrate the rates of child poverty by race compared with a primary predictor of poverty for children, being a child in a single parent household.

**Graph 12**



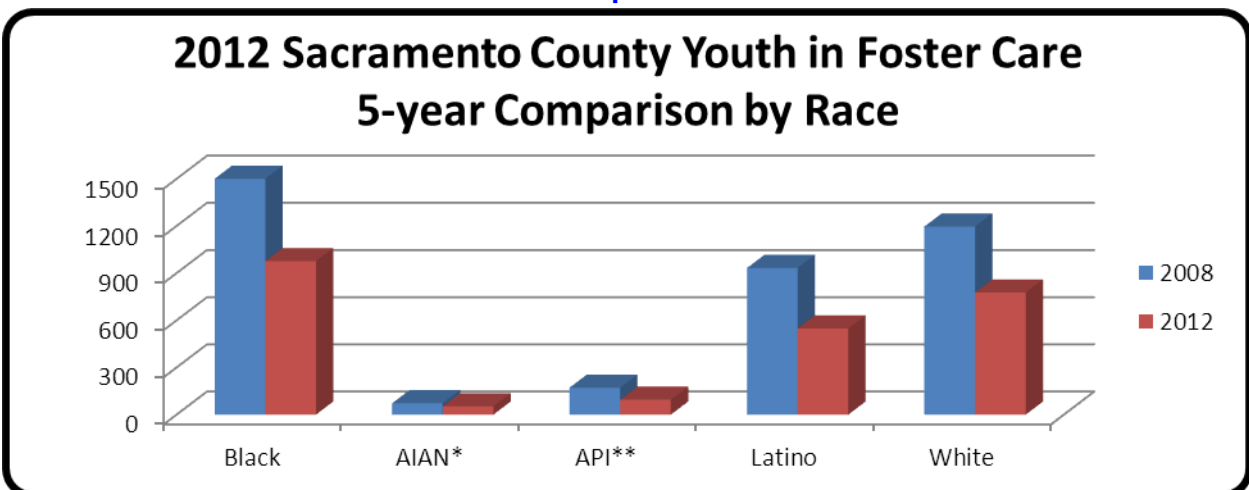
\* 2007-2011 American Community Survey (Kidsdata.org - Family Structure)

**FOSTER YOUTH:**

In almost every category, the number of children in foster care has decreased over the last 5 years. On January 1, 2013, there were 2,178 children in foster care in Sacramento County, 42.8% less than on the same date in 2008 (3,810). During 2012, there were 2,447 children who spent time in foster care. During the same year, 1,233 children entered foster care, a 42.4% drop over the entry numbers in 2007 and 1,257 children exited the foster care system, a 47.7% drop. For the most recent 12 month period for which data is available, April 2012-March 2013, 81 youth exited the Child Welfare foster care system in Sacramento County.

**The purpose of Graph 13** is two-fold: to represent the number of youth in the Sacramento County foster care system during 2012 by racial/ethnic group, and to illustrate the reduction in youth entering the foster care system over a 4-year time span from 2008-2012.

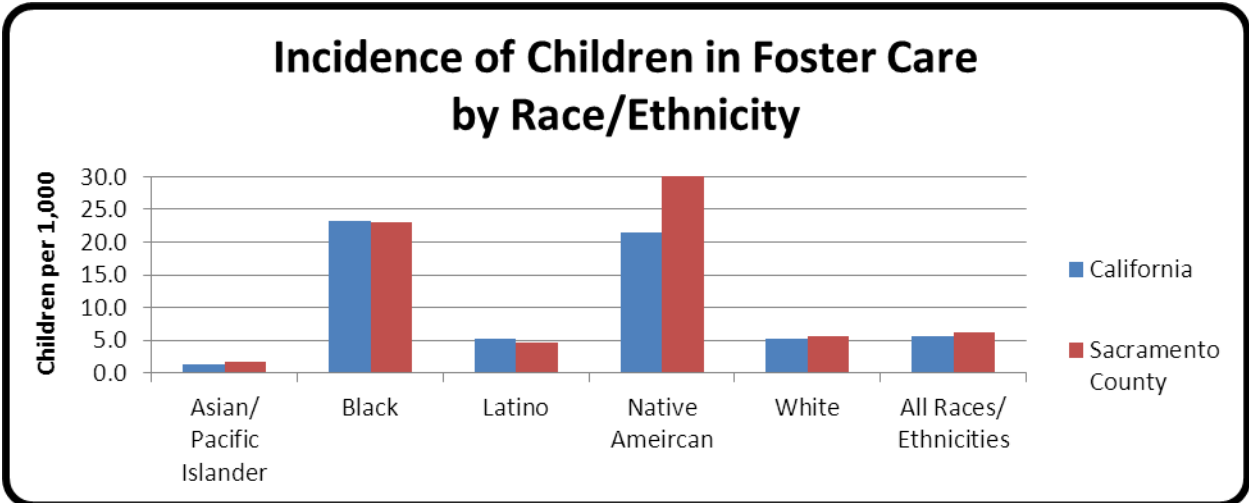
**Graph 13**



\* American Indian/Alaskan Native    \*\* Asian/Pacific Islander

The purpose of Graph 14 is to illustrate a comparison of the incidence of children in the Sacramento County and California foster care systems by race/ethnicity in youth/1,000 for each group.

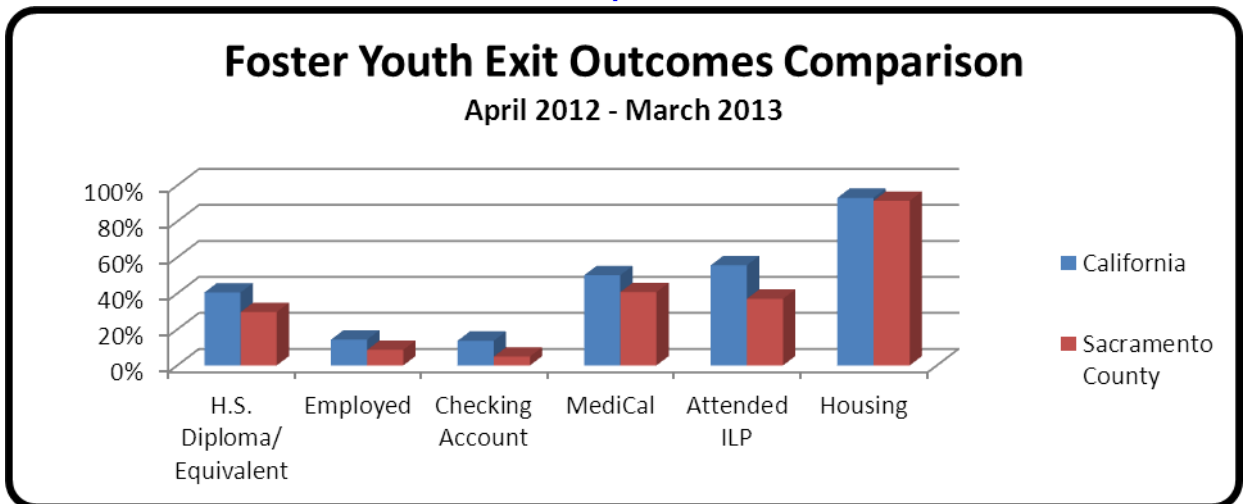
Graph 14



Recent and Historical Data Trends for Children Served in the CWS System report, April 3, 2013. Barbara Needell, MSW, PhD, Principal Investigator, California Child Welfare Indicator's Project

The purpose of Graph 15 is to illustrate a Sacramento County/California comparison of general exit outcomes for foster youth aging out or legally emancipating during the 12-month period, April 2012 to March 2013.

Graph 15



California Department of Social Services, Data Systems and Survey Design Bureau, Apr 2012-Mar 2013

During the same period, the following comparison between Sacramento County and California foster youth exit outcomes were made:

- No permanency connection was established or known for 7.4% of exited foster youth, a

connection to a committed adult prior to being exited from the system, as compared with the State of California at less than 7%

- One Sacramento County foster youth was exited into an emergency shelter, compared with only three for the entire state of California
- Six Sacramento County foster youth had no known housing connection when exited
- Seven Sacramento County youth had applied for CalFresh services (8.6%), as compared with 451 for the State of California, or 20.2% of exits.

In most measures, foster youth being exited from the child welfare system in Sacramento County seem somewhat 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, 7 teens or young adults were exited in a condition of homelessness into an emergency shelter or a community that has inadequate resources to shelter this vulnerable population. Others, without a job, 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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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.

In 2011, there were 19,892 total births in Sacramento County, of which, 1,450 were births to girls and women under the age of 20 years, or nearly 73/1,000 births. This represents an overall teen birth rate of nearly 7.3%. Among all girls and women 10-19 years, this represents a birth incidence rate of 14.5/1,000 during 2011.

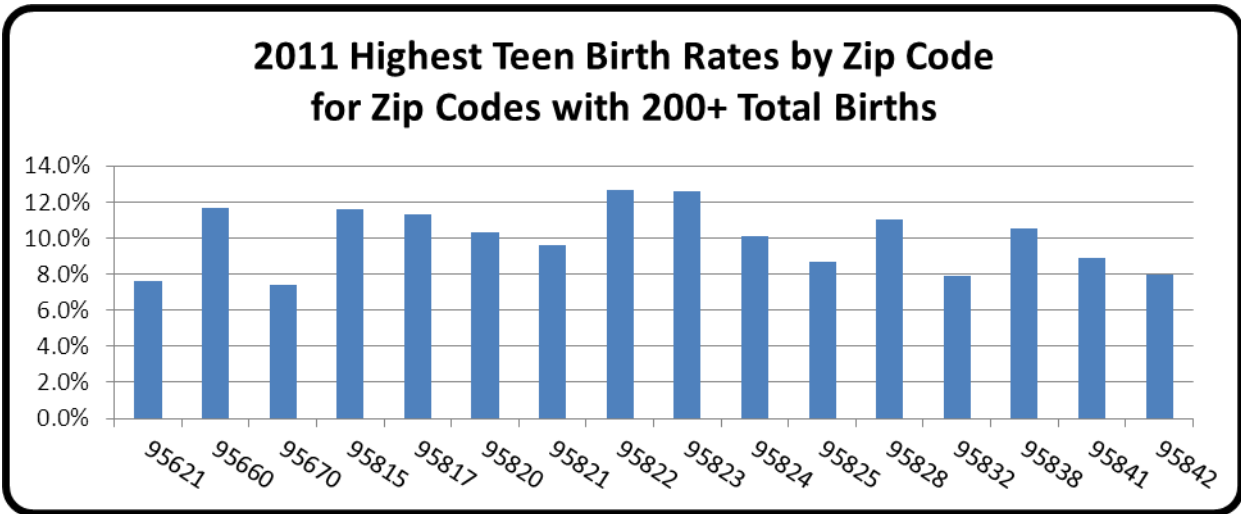
Well over half (61%) of Sacramento's adolescent mothers reside in twelve of the county's zip codes. The communities represented by these zip codes are Arden Arcade, Citrus Heights,



East City, Land Park/Pocket, North Sacramento, North Highlands/Foothill Farms, Rancho Cordova, and South Sacramento.

Each Sacramento County Zip code with more than 200 total births annually was evaluated to identify those with the highest teen birthrates, which are noted in **Graph 16**, below. The overall teen birthrate for these Zip codes was 10.3%.

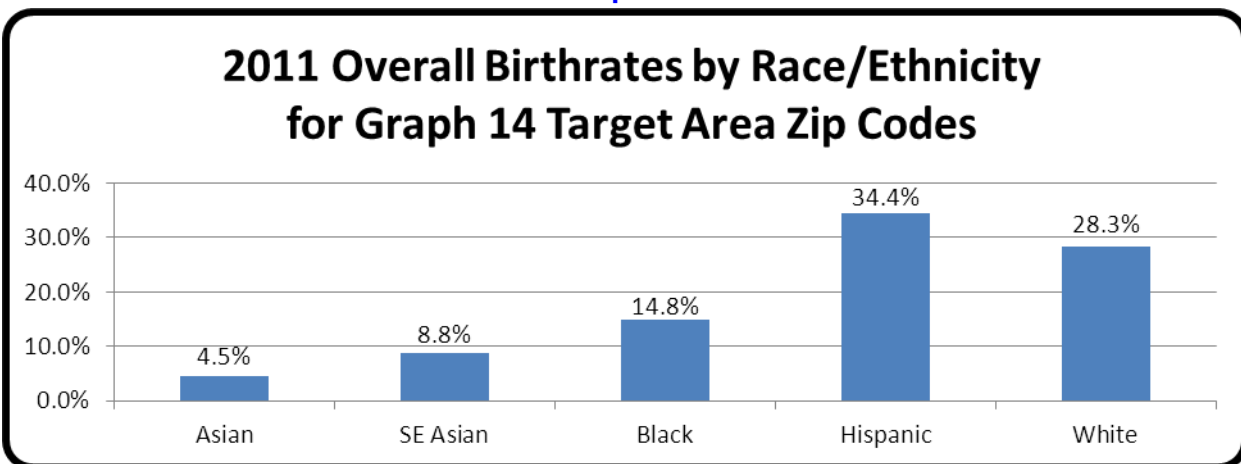
**Graph 16**



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 not earned a diploma or a GED by age 22, compared with 6% of young women who had not given birth.

**Graph 17**, below, represents a breakdown of overall birthrates in all **Graph 16** Zip codes, combined, by race/ethnicity.

**Graph 17**



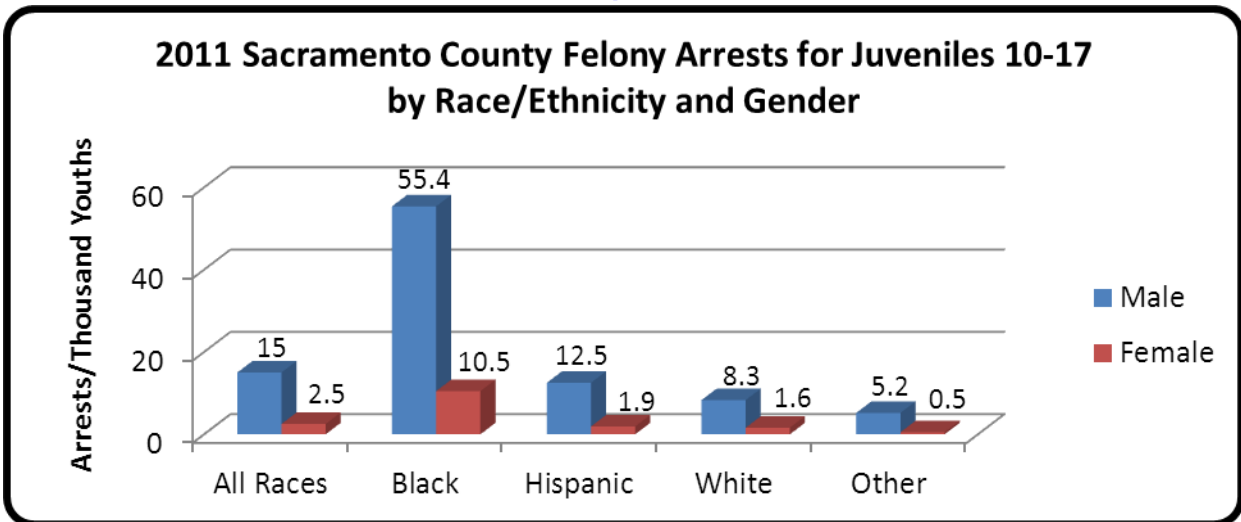
## YOUTH OFFENDERS/JUVENILE DELINQUENCY

In 2011 there were 1,472 felony arrests of juveniles 10-17 years in Sacramento County. This represents a dramatic drop (36%) from 2,298 felony arrests in 2009. During the previous decade, juvenile felony arrests have remained remarkably stable, averaging approximately 2,285/year. Reasons for the decline are unclear, but may include police force budget cuts, different policing policies or successful crime reduction strategies.

According to the most currently available data for this report, Sacramento County appears to have had a 13.6% lower juvenile felony arrest rate during 2011 than the State of California. The California rate for felony juvenile offenders was 20 arrests/1,000 youths aged 10-17.

**Graph 18** includes 2011 arrest data for Sacramento County from the State of California Office of the Attorney General and population data from the 2011 American Community Survey. Incidence rates were individually calculated for each race/ethnicity, and for genders within those categories.

**Graph 18**



Of particular note is the high incidence of felony arrests for males and females under 18 years within the Black community, at approximately 369% of the rate for all juvenile males (10-17 years), and approximately 420% of the rate for all juvenile females (10-17 years), in Sacramento County.

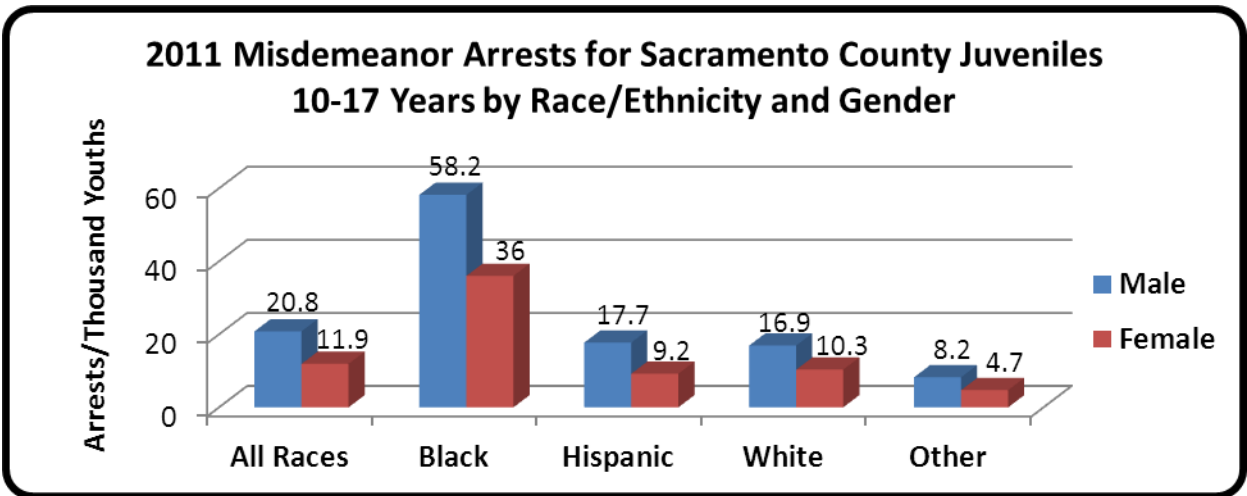
Although Black juvenile males 10-17 represent a little over 12.4% of the total juvenile male population 10-17, they represent nearly 49% of all juvenile males arrested for violent crimes and approximately 56% of all felony burglary arrests for their age group in Sacramento County.

These statistics may indicate a target group that remains unresponsive to existing strategies or underserved by existing programs and resources.

As illustrated by **Graph 19**, all of the five major felony arrest categories in Sacramento County

for which the Attorney General's office keeps statistics (violent, property, drug, sex, and other offenses) have all experienced a drop, some dramatic, in just the last two years, after remaining somewhat stable over the precedent 8 years of the decade.

**Graph 19**



According to the most currently available California Department of Justice data available for this report, Sacramento County appears to have had an 18% lower juvenile misdemeanor arrest rate during 2011 than the State of California. The rate for misdemeanor juvenile offenders in California was 20 arrests/1,000 youths aged 10-17. A breakdown of juvenile (10-17) arrests in Sacramento County are as follows:

- The highest arrests rate for a particular offense was for petty theft (836 arrests, down from a high of 1,482 in 2004).
- Marijuana arrests held fairly steady during the last decade, peaking in 2010 at 522 arrests and then dropping to a more typical 333 arrests in 2011. The incidence of dangerous and other drugs arrests were down 67% over the last decade to a combined total of 21 arrests.
- Misdemeanor DUI arrests were at their lowest level in a decade in 2010 at 15 arrests, down from a high of 79 arrests in 2002. The 2011 arrest rate was only slightly higher at 16 arrests.
- Misdemeanor assault and battery arrests in 2011 dropped slightly over 2010, but remained relatively stable over the past decade.

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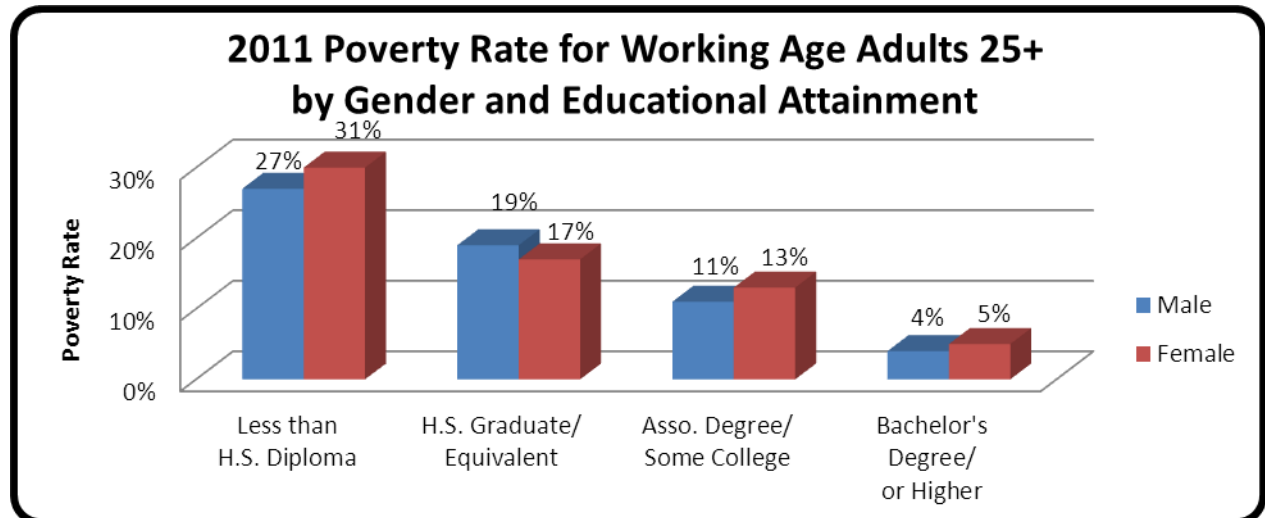
**LEVEL OF EDUCATION**

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Data from the 2011 American Community Survey demonstrates a strong correlation between

an individual's level of education and instance of poverty. In **Graph 20**, below, the poverty rate is individually calculated for each gender achieving the noted educational level. That is, among all males 25 or over, without a high school diploma, the poverty rate in 2011 was 27%. This is represented by the first blue vertical bar at the far left of the graph.

**Graph 20**



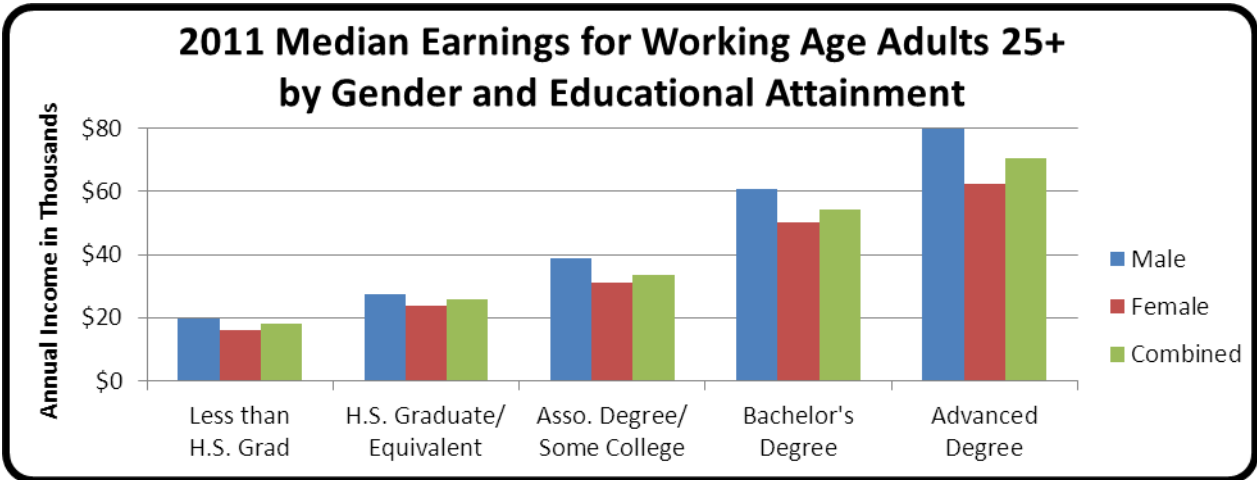
2011 American Community Survey

As **Graph 20** demonstrates, there are dramatic reductions in poverty for those with a bachelor's degree or higher. However, college/university graduates achieving their degrees during the economic downturn of the last 5 years are facing a job market challenged with reduced hiring by corporations not yet projecting a strong recovery.

In an April 17, 2013 National Association of Colleges and Employers report, employers participating in a *Job Outlook Spring Update* survey responded that college hiring is likely to remain relatively flat. Currently, they expect to hire 2.1 percent more new college grads from the Class of 2013 than they hired from the Class of 2012, but that is down from the 13 percent hiring increase they projected in Fall 2012. Grads from this era find themselves caught between cautious employers currently seeking experienced staff only, and employers wanting to hire directly from graduating classes when the economy finally rebounds.

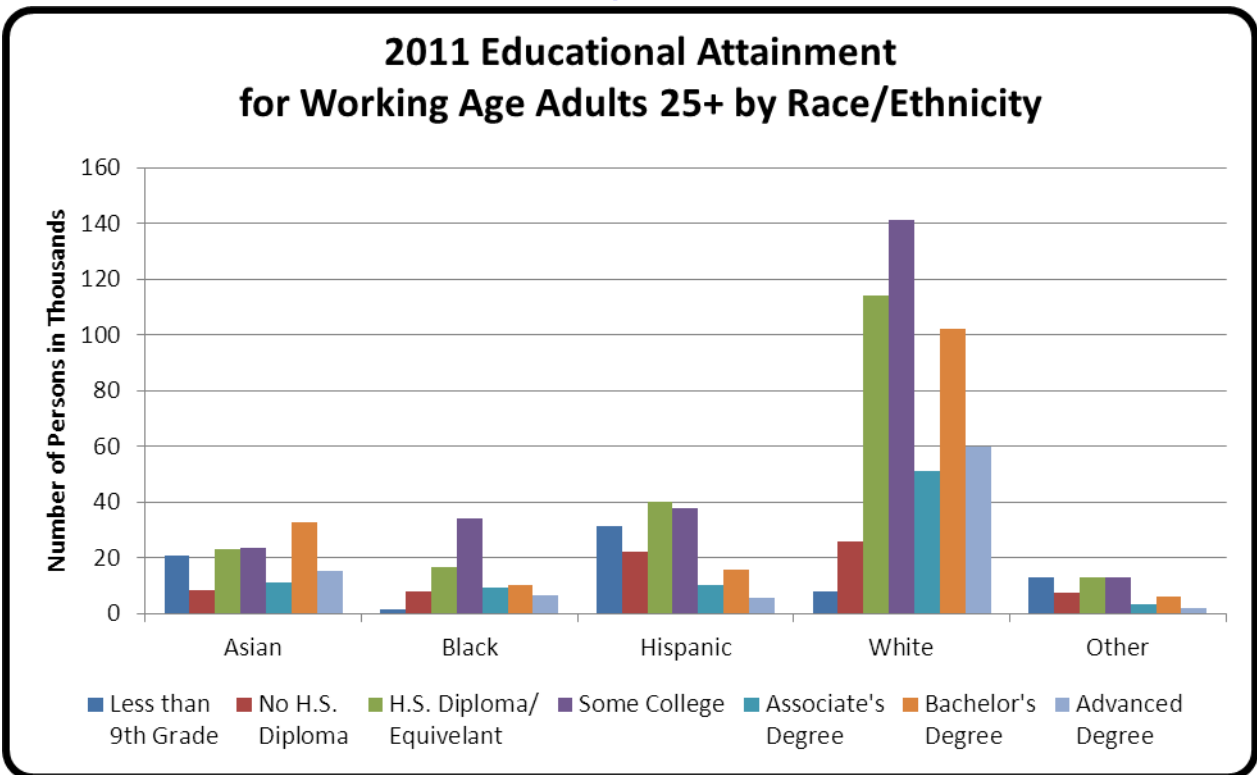
In 3 out of the 4 educational levels shown above in **Graph 20**, women experienced greater incidences of poverty than their male counterparts. This may be explained in part by **Graph 21**, below, illustrating a gender gap in median earnings for women in Sacramento County. The gap widens as the level of education increases.

**Graph 21**



**Graph 22** tracks educational level profiles by race. Disparities between races may be driven by Sacramento County centric factors such as rates of immigration for a particular race/culture and educational opportunities in the country of their nativity.

**Graph 22**



Of greater importance may be the targeting of youth and young adults under 25 years from the below-indicated groups for educational counseling, supports and/or educational incentives, as a potential strategy to modify the below illustrated race/ethnicity profiles, in the future.

**Table 2**, below, demonstrates median earnings in Sacramento County by educational

attainment across the most difficult years of the economic decline, 2007 through 2011. With the exception of workers with advanced degrees, males with a High School diploma, or less, have not recovered over this period and are nearly \$5,000 behind the annual income they received in 2007.

For females, the results are mixed. Females have nearly recovered or surpassed their 2007 annual earnings at every educational level, but at every level, they continue to make less than males at any time during the 2007-2011 economic downturn.

**Table 2**

<i>Group Characteristic</i>	<i>Median Earnings Male</i>			<i>Median Earnings Female</i>		
	<i>2007</i>	<i>2009</i>	<i>2011</i>	<i>2007</i>	<i>2009</i>	<i>2011</i>
<i>Less Than High School Graduate</i>	\$24,616	\$20,563	\$19,915	\$14,929	\$14,176	\$15,875
<i>High School Graduate or Equivalent</i>	\$32,358	\$29,017	\$27,393	\$24,645	\$23,917	\$23,662
<i>Some College/Asso. Degree</i>	\$41,622	\$38,095	\$38,796	\$32,929	\$31,108	\$31,301
<i>Bachelor's Degree</i>	\$61,148	\$56,505	\$60,983	\$45,901	\$42,486	\$50,311
<i>Graduate or Professional Degree</i>	\$74,913	\$81,446	\$80,119	\$61,025	\$64,532	\$62,301

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

Women over the age of 25 that have never graduated from high school have a median annual income of only \$15,875, which is little more than half of the median income for women that have attended some college. Fair market rent for a 1-bedroom apartment in Sacramento County (\$855/month) would consume 65% of this pre-tax income.

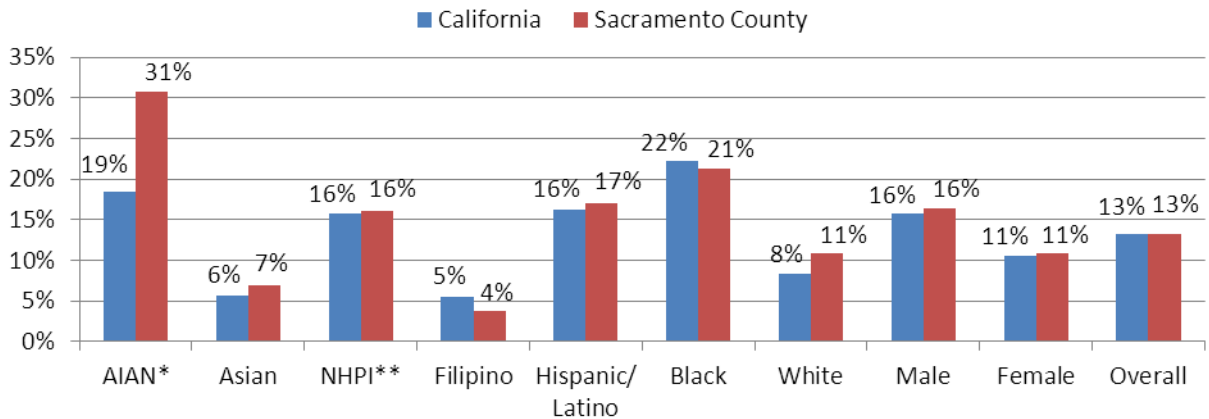
Most workers 25 years or older, with the lowest educational attainment levels, are either working age immigrants from countries without broad-based educational opportunities or high school dropouts. They make up the majority of the target group often referred to as the working poor.

Beginning in the 2009-10 cohort, the Department of Education implemented a standardized method for determining a reliable dropout rate across all high schools in California.

**Graph 23**, below, illustrates the dropout rate comparison between Sacramento County and California by race and gender.

Graph 23

### 2011-2012 High School Dropout Rate Comparison by Race and Gender



\* American Indian/Alaskan Native \*\* Native Hawaiian/Pacific Islander

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.

Rick Brazier, former Chief of Police for the City of Sacramento, has projected 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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### HOUSING

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This section describes the current state of rental housing and its effects on low-income households in Sacramento County. The upheaval in the real estate market during the economic downturn created family instability for owners and renters alike, who had been forced to move from single and multi-family housing due to foreclosures.

CoreLogic, a California-based real estate information service reported in May 2013, that as of March 2013, foreclosures were down in the Greater Sacramento Area from the same month a year ago, from 2.71% to 1.26%, respectively. Delinquent mortgages also dropped dramatically from 7% to 4.4% during the same period.

Current fair market rental rates identified in **Table 3** have shifted with area demands and sitting inventories. Instead of rising or contracting across the board, studio apartments have actually contracted below 2009 levels while rents have risen at the fastest rates for larger units, as much as 12.5% over 5 years. This may be an indicator of more apartment-sharing or otherwise moving in with family/friends creating greater inventories of single resident units, and greater demand on large capacity units as share rentals.

**Table 3.** Fair market rent for Sacramento County is typically driven by demand and the rate of rental unit inventories available in the market place. Changes in the cost of rental housing are represented in the table below:

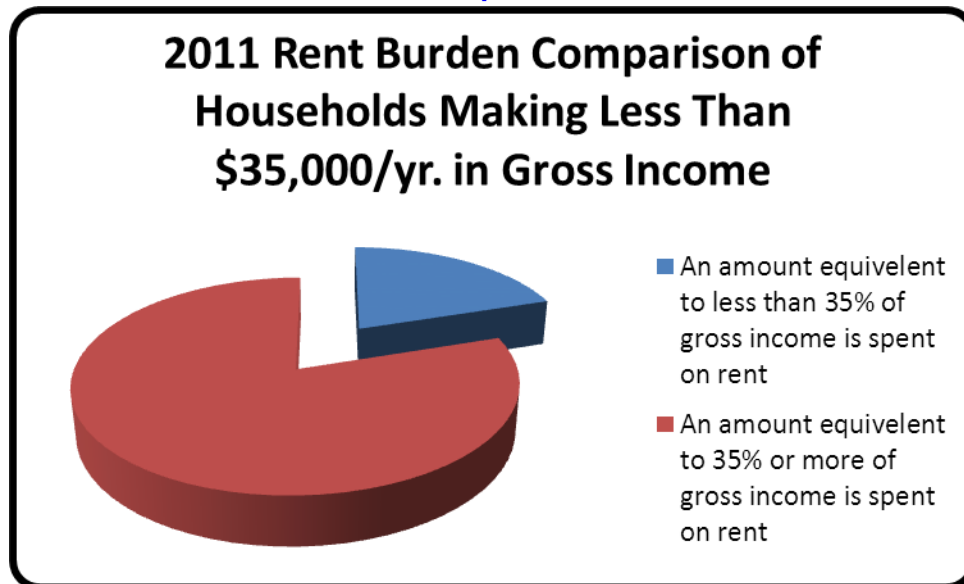
**Table 3**

2009-2013 Fair Market Rent Comparison for Sacramento County (HUD)			
	2009	2013	Hourly Wage Needed to Afford Rent in 2013*
Studio Unit	\$737	\$717	\$12.41
One-Bedroom Unit	\$838	\$855	\$14.80
Two-Bedroom Unit	\$1,022	\$1,073	\$18.57
Three-Bedroom Unit	\$1,475	\$1,581	\$27.36
Four-Bedroom Unit	\$1,690	\$1,900	\$32.88

\* Assumes the equivalent of one third of gross income from a F/T job is spent on rent

Low wage families are particularly challenged to afford even modest rent. This is best represented by the number of families spending more than 35% of their income on rent. **Graph 24** depicts this disparity among households earning less than \$35,000 annually.

**Graph 24**



2007 and 2011 American Community Survey

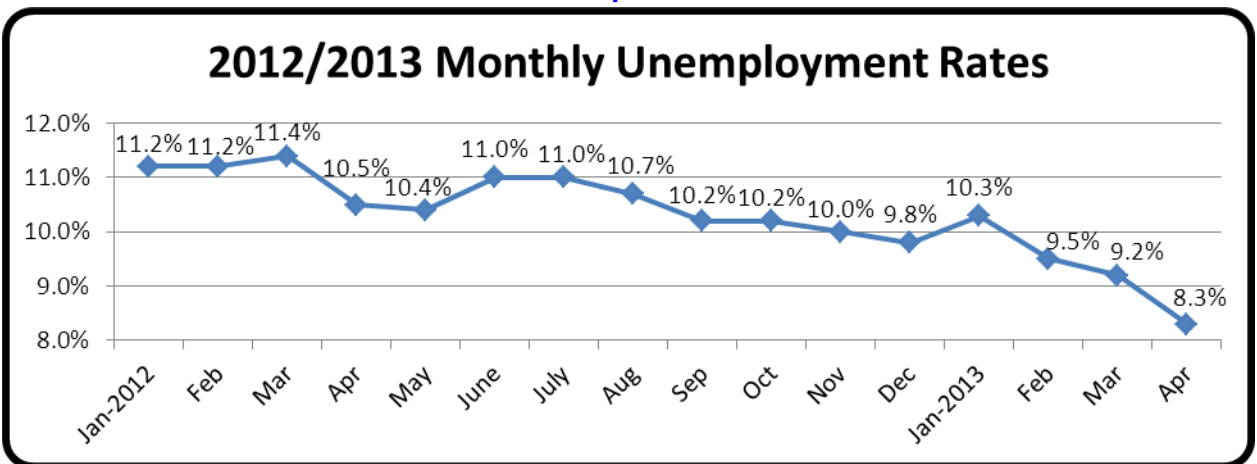


Over time, a greater number of households in this income range carry a rental burden equivalent to 35% or more of their gross income. Between 2007 and 2011, the rate of households in this group had experienced 5% growth. Additionally, the number of households in this group had risen by nearly 19%, or more than 5 times faster than Sacramento County population growth during the same period (3.44%). Growing rental burdens on low-income households may translate into a greater need for emergency services to keep families stabilized and safe.

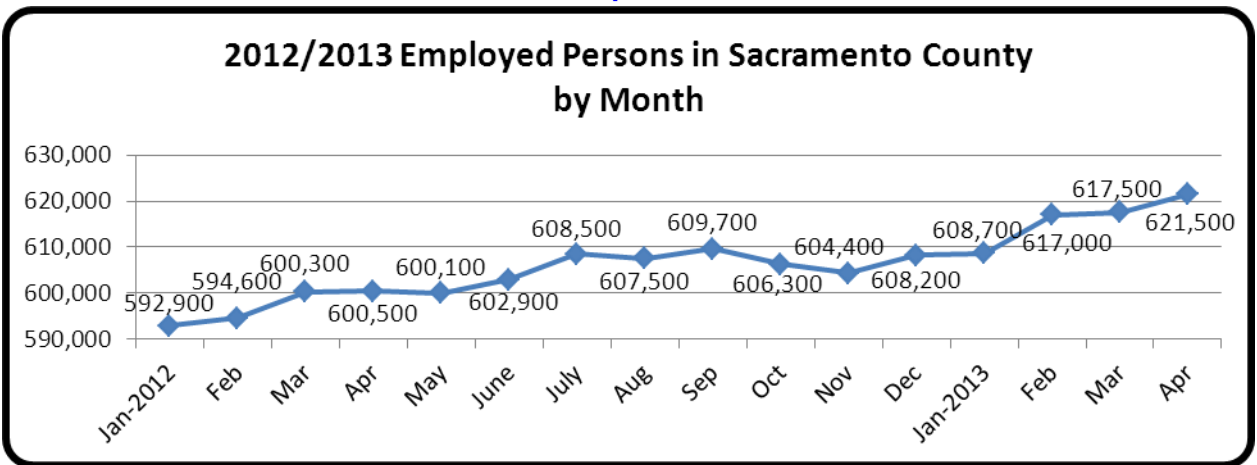
**LABOR FORCE AND UNEMPLOYMENT DATA**

California had an unemployment rate of 8.5% in April 2013 as compared with a 8.3% for Sacramento County. During the 15 month period from January 2012 to April 2013, the unemployment rate has fallen by over 25% in Sacramento County, and employment has risen by approximately 24,600 (**Graphs 25-26**), a 4.15% increase. California increased by 3.79%.

**Graph 25**



**Graph 26**



Although there is a steady decrease in the unemployment rate and increase in the number of people employed, the chart above demonstrates that persistent pockets of very high unemployment still exist in the Northeastern and South County/River Delta areas.

**Table 4 – April 2013 Unemployment data for Cities and Census Designated Places<sup>1</sup>**

<i>Area Name</i>	<i>Out of Work</i>	<i>Rate</i>	<i>Area Name</i>	<i>Out of Work</i>	<i>Rate</i>
<i>Arden Arcade</i>	<i>4,700</i>	<i>8.3%</i>	<i>Laguna West Lakeside</i>	<i>300</i>	<i>5.9%</i>
<i>Carmichael</i>	<i>1,900</i>	<i>6.4%</i>	<i>North Highlands</i>	<i>2,900</i>	<i>13.1%</i>
<i>Citrus Heights</i>	<i>2,900</i>	<i>5.8%</i>	<i>Orangevale</i>	<i>900</i>	<i>5.6%</i>
<i>Del Paso Heights</i>	<i>3,786</i>	<i>13.9%</i>	<i>Parkway</i>	<i>2,300</i>	<i>14.9%</i>
<i>Elk Grove</i>	<i>2,400</i>	<i>6.7%</i>	<i>Rancho Cordova</i>	<i>2,900</i>	<i>9.6%</i>
<i>Fair Oaks</i>	<i>800</i>	<i>4.4%</i>	<i>Rancho Murieta</i>	<i>100</i>	<i>2.7%</i>
<i>Florin</i>	<i>1,700</i>	<i>13.2%</i>	<i>Rio Linda</i>	<i>800</i>	<i>13.3%</i>
<i>Folsom</i>	<i>1,000</i>	<i>3.7%</i>	<i>Rosemont</i>	<i>1,000</i>	<i>7.0%</i>
<i>Foothill Farms</i>	<i>1,100</i>	<i>11.5%</i>	<i>Sacramento</i>	<i>21,000</i>	<i>9.8%</i>
<i>Galt</i>	<i>1,500</i>	<i>13.7%</i>	<i>Vineyard</i>	<i>300</i>	<i>4.2%</i>
<i>Isleton</i>	<i>Not Avail.</i>	<i>11.1%</i>	<i>Walnut Grove</i>	<i>100</i>	<i>21.0%</i>
<i>La Riviera</i>	<i>300</i>	<i>4.9%</i>	<i>Wilton</i>	<i>200</i>	<i>5.6%</i>
<i>Laguna</i>	<i>900</i>	<i>4.5%</i>			

Also not included at this stage of the recovery are persons who have exhausted their unemployment benefits and are no longer counted as part of the labor force. This data may indicate priority target areas for increased levels of Safety-Net, Family Self-Sufficiency and employment services in the future.

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**INCIDENCE OF HOMELESSNESS**

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The most accurate count of homelessness in Sacramento County comes from the biennial homeless point-in-time count, coordinated by Sacramento Steps Forward, which attempts to estimate the number of homeless persons who are unsheltered or sheltered by public and

<sup>1</sup> Non-Seasonally Adjusted Data Provided by EDD's Labor Market Information Division

private entities. The most recent count was performed on January 24, 2013, and reported in the Sacramento Steps Forward, [2013 Sacramento Countywide Homeless Count Report](#).

Sacramento Steps Forward reports that during the January 2013 count, approximately 2,538 adults and children from 1,846 households were living in shelters, transitional housing or places not fit for human habitation. The total number of people without permanent shelter increased by 180 individuals since the January 2011 count. Approximately 69% of the homeless counted were safely sheltered and 31% were not. This represents a positive shift from the number of homeless-in-shelter recorded in January 2011 or 60% and 40%, respectively.

Two new homeless population categories described in HUD guidelines were measured in the most recent count, chronically homeless families and transition age Youth (18-24). These measures will form a baseline for future comparisons over time.

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

- 432 were chronically homeless individuals (down 7.7% from 2009)
- 677 were severely mentally ill (down 10.1% from 2009)
- 302 were veterans (down 29.1% from 2009)
- 993 were chronic substance abusers (down 26.2% from 2009)
- 504 were victims of domestic violence (down 27.9% from 2009)<sup>2</sup>
- 39 had HIV/AIDS (down 35.0% from 2009)
- 8 were in chronically homeless families (baseline)
- 85 were transition age youth in households (baseline)
- 141 were unaccompanied transition age youth (baseline)

The stand-out finding from the 2013 homeless count was a 47.5% increase in the number of persons who are members of homeless families, from the 2009 count (543 family members to 801 family members). These families were found living in shelters, transitional housing or places not fit for human habitation.

Sacramento Steps Forward identifies the following recommendations to fill gaps in existing shelter services for homeless individuals, families and youth in Sacramento County:

- Increased need for families (*150 conservative estimate on waiting list*)
- Increased need for single men (*all but one provider, Salvation Army, operate on a 1st-come 1st-serve basis with no waiting list*)
- Increased need for those with behavioral health and substance abuse problems
- Increased need for those who have pets
- Increased need for youth, ages 19-25, including straight, gay, bisexual, transgender (*currently crossing county lines to West Sacramento*)

In its 2012 annual report, Sacramento Loaves and Fishes reported services in its Maryhouse

<sup>2</sup> Small sample size may affect the reliability of domestic violence and HIV/AIDS data.

daytime hospitality program to 1,944 women, 58 single fathers and 1,696 children. Mustard Seed school reported serving 203 children, aged 3-15, with an average of 21 days of school, each.

St. John's Center for Women and Children reported that from 2008 to 2012, the number of homeless women and children has increased by more than 15%, and that although it is normally operating at 12% over planned capacity, it still turned away as many as 450 women and children each day during 2012, for lack of space. This is up from 2011, when it was turning away up to 150 women and children each day.

Winter Sanctuary, a collaboration of faith-based and community organizations, finished its third season on March 31, 2013, serving a total of 536 unduplicated individuals with shelter, food and services to remove barriers preventing the homeless from reintegrating into their communities. Beginning in Fall 2013, Winter Sanctuary will operate as a year-round sanctuary, providing emergency shelter to the homeless community throughout the year.

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### **HUNGER IN SACRAMENTO COUNTY**

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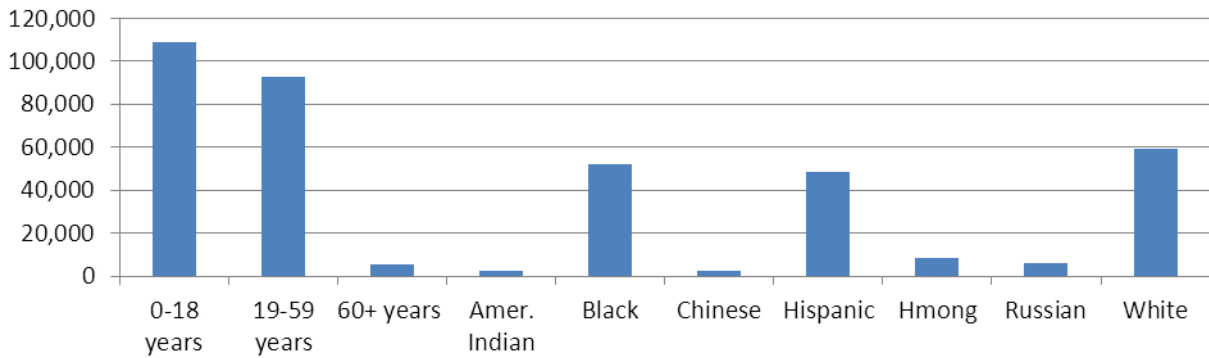
In a February 2013 report, California Food Policy Advocates noted that among states in 2011, California ranked last in their participation in the Supplemental Nutrition Assistance Program (SNAP), called CalFresh in California, with only 55% of eligible Californians receiving assistance. With the implementation of the Affordable Care Act (ACA) in 2014 and expanded Medi-Cal eligibility for participating states, California and Sacramento County will have a new opportunity to further mitigate family food insecurity. During the enrollment and eligibility determination process through the ACA California Administrator, Covered California, eligible families unaware of their CalFresh eligibility will be provided with CalFresh enrollment information when they enroll on-line or through an assistor.

Among counties in California, Sacramento County ranked 4<sup>th</sup> in program participation, with an average of 192,399 program recipients each month; this should be compared to the estimated number of income-eligible individuals, 211,987. Full CalFresh enrollment of all 211,987 CalFresh eligible persons would infuse an additional \$25,932,094 worth of federally funded nutritional benefits into food insecure families in Sacramento County, and generate an estimated \$46,418,448 in increased economic activity into the local economy and \$459,484 in additional state sales tax revenues.

During 2012, the Sacramento County Department of Human Assistance reported that a monthly average of 207,973 adults and children participated in CalFresh in Sacramento County.

Graph 27

### CalFresh Recipients Comparison by Age and Race/Ethnicity



NOTE: Includes all race/ethnicities (39 total) with over 2,000 CalFresh participants

For an individual, CalFresh provides approximately \$31.50 a week or \$4.50 a day.

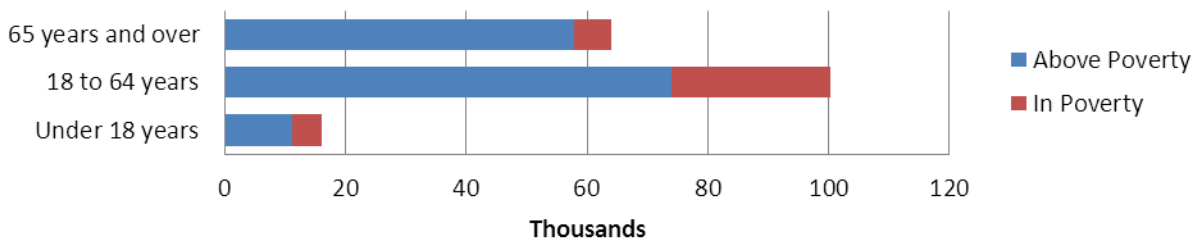
In Sacramento County, 110,818 K-12 children (47% of total enrollment) participated in the free or reduced price lunch program during the 2012-2013 school year. Eileen Thomas, Executive Director of the River City Food Bank reports that they serve 5,000-6,000 clients each month, which includes many families that do not usually frequent food banks. She noted that seniors are the fastest growing demographic requesting food services.

### PERSONS WITH DISABILITIES IN SACRAMENTO COUNTY

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.

Graph 28

### Poverty Status for 180,318 Disabled Persons in Sacramento County



Source: 2009-2011 American Community Survey - C18130, C18131, S1811

The American Community Survey reports cited above estimate that there are 180,318 persons, 12.9% of the general population, who are identified as being disabled in Sacramento County. The rate of disabled persons in California is below 10%.

Of Sacramento County's disabled, 37,060 are living below federal poverty income guidelines. That represents an overall poverty rate for this target group of 20.6%, over a third of whom are living in extreme poverty (below 50% of federal poverty income guidelines). In **Graph 28**, above, the poverty rate for disabled persons 18-64 years is 26%, and for disabled children under 18 years, the rate is higher at 29%. The California poverty rate for disabled persons is slightly lower than Sacramento County's at 19.0% and an extreme poverty rate within a tenth of a percentage point of Sacramento County's extreme poverty rate.

Households with one or more disabled persons account for 41% of the households that rely on Sacramento County's CalFresh program to mitigate their food insecurity or to increase nutrition in their diet. This does not include the number of disabled households that rely solely on community food closets for supplemental food and nutrition.

Regarding employment, Sacramento County's disabled persons have a slightly higher employment rate (20.4%) than California's disabled population and enjoy a higher representation in all income sectors above \$25,000/year than the state's disabled. Median annual income for disabled persons in Sacramento County is \$23,994, which is \$2,605 higher than California's disabled (\$21,389) and \$7,456 less than for the general Sacramento County population (\$31,450).

While public healthcare coverage plays a role in meeting the healthcare needs for most of the disabled, 7.7% of disabled persons (14,289) have no health insurance of any kind (2008-2010 American Community Survey – B18135). It should be noted that this data only includes disabled citizens and persons with legal status in the United States.

- 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.

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

	<p>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.</p>
Community Link	<p>An incubator for small community programs, the Community Link 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 Community Link, SETA has frequently used Community Link data in the planning for the development of effective anti-poverty programs and for informing SETA boards on community conditions.</p>
Sacramento County Department of Human Assistance (DHA)	<p>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, foster youth and children who may be reliant on public assistance.</p>
United Way, California Capital Region (UWCCR)	<p>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.</p>
Emergency Food and Shelter Program (EFSP)	<p>SETA staff is a member of the EFSP board, which is 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</p>
Sacramento Works One Stop Career Center System	<p>SETA collaborates with 38 partner agencies to provide a comprehensive one-stop career center system that provided skill development and job placement services to over 45,000 job seekers and 495 employer recruitments and recruitment events in the 2011-12 PY.</p>

3. A plan for regularly reviewing and revising the Community Information Profile. In particular, entities are to describe how the agency ensures that the most current data and relevant factors are included.

SETA contracts with the Community Link 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 Link's 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.

## **VI. Needs Assessment**

### **Needs Assessment:**

Public law 105-285 requires the State to secure from each eligible entity, as a condition to receive funding, a CAP which includes a community-needs assessment for the community served. Additionally, State law requires each CSBG eligible entity to develop a CAP that assess poverty-related needs, available resources, feasible goals and strategies, and that yield program priorities consistent with standards of effectiveness established for the program (*California Government Code 12747(a)*).

The narrative description provided for the needs assessment serves as the basis for the agency's goals, problem statements, and program delivery strategies of the CSBG/National Performance Indicators. The needs assessment should describe local poverty-related needs and prioritize eligible activities to be funded by CSBG.

Agency needs assessments shall identify the processes used to collect the most applicable information. 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.

Many organizations use a combination of activities to perform needs assessments, such as:

- |                       |                   |
|-----------------------|-------------------|
| 1. Focus groups       | 2. Asset Mapping  |
| 3. Surveys            | 5. Interviews     |
| 4. Community Dialogue | 6. Public Records |



**Local Poverty Related Needs Assessment**

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 align="center"><b><i>Identified Gaps in Vital Services for Impoverished Families and Individuals</i></b></p>	<p align="center"><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 provide multiple services appropriate for impoverished families and staff available to assist with navigating other needed service systems.</p> <p>Census Designated Places with populations of 10,000 or more and rates of poverty over a 5-year average of 15%, or higher, will be identified biannually and targeted for coordinated services and innovative attempts at communitywide solutions.</p> <p>Communities identified for 2014-2015 Community Action Plan and their poverty rates, are as follows:</p> <p>Arden Arcade – 16%; Del Paso Heights – 27.4%; Florin – 22.3%; Foothill Farms – 19.1%; Galt (River Delta) – 16.6%+; La Riviera – 21.9%; North Highlands – 22.8%; Parkway – 24.1%; Rancho Cordova – 16%</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 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 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</p>

	<p>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 and 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 entities for the purpose of stabilizing a family in their current housing, or to obtain 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 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</p>

	<p>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. Low income families not on aid are often unable to stretch their limited income to provide adequate, nutritious meals to their families.</p>	<p>Families on public assistance, working poor and unemployed individuals 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 to re-entry into the job market are inadequate</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> <p>SETA will provide for employment related supports identified as vital to the employability of transitioning families and individuals back into the job market.</p>

**Assessment of Existing Resources:**

Conduct an assessment of existing resources providing the minimum services listed in Government Code section 12745(f). Provide a narrative of the services below. These services shall include, but shall not be limited to, all of the following:

1. 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.

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

Community Link, formerly the Community Services Planning Council, 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.

3. 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, 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 four of its delegate agencies throughout Sacramento County including Rancho Cordova to the east, Del Paso Heights to the North, Galt to the River Delta 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.

4. 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 Sacramento Works Career Centers, agency partners in each Career Center, Sacramento Works Training Centers 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 30

To satisfy Government Code 12754 (a) provide specific information about how much and how effectively assistance is being provided to deal with those problems, and causes, and establish priorities among projects, activities, and areas as needed for the best and most efficient use of resources.

SETA provided single or multiple services to 7,713 families (17,000+ family members and individuals), through CSBG funding in 2012. **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, guidance 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	1,170
Families and individuals receive quantities	21,024

of packaged, prepared or prepared hot food	
Families and individuals avoided eviction, got move-in assistance with a first month's rent or kept vital energy sources connected to their households	761
Families or individuals received transportation assistance for access to vital services	809
Seniors and parenting grandparents received legal counseling and services that prevented financial abuse, avoided eviction and protected the rights of children	1,299
Formerly adjudicated and foster youth enrolled in college	48

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 to families and individuals reaching their own life goals and self-sufficiency. Final outcomes reported in 2012 were as follows:

- One hundred and twenty-one seniors avoided institutionalization and were able to remain 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.
- Forty-eight foster and adjudicated youth, many recruited during their stay in a juvenile detention center, received their GED, enrolled in college or maintained their college career path 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-two mostly monolingual immigrant seniors received professional and paraprofessional guidance in managing their physical and emotional health disparities in a contemporary medical environment unknown in their countries of origin.
- Thirty-two homeless pregnant or parenting teens and their children

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

- Forty-two high-risk youth at risk of dropping out of school and/or pre-gang/gang involved received regular in-home guidance in removing themselves from the gang environment, refocusing on school or avoiding the intense peer and sometimes family pressure to join in gang activities.
- Eighty-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.
- Six hundred and sixty-three senior and parenting grandparent households were assisted through their continued access to legal services they could otherwise not afford.
- Twenty-eight victims of domestic violence were re-housed or avoided being evicted or forced to return to the household of their victimizer.

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.

## VII. Statewide Priority

As identified in Government Code 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 CAP submitted to the state. Additionally, each eligible entity shall be authorized to set its own program priorities in conformance to its own determination of local needs.

Does the Agency accept the Family Self-Sufficiency Statewide Priority?  YES  NO

(If "No", answer question 3)

I. 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 including premature institutionalization.

II. 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, 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 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 coordinate 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.

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 \$500 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.

During 2012, SETA embarked on a new public/private multi-agency collaboration with the Sacramento Region Assets and Opportunities Network, for the purpose of better county-wide resource coordination across multiple funding streams. To date, partner capacity to affect client barriers has been mapped and aligned to key service dimensions most often accessed by struggling households.

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 2014/15 program years, SETA will continue to coordinate its CSBG services with established One-Stop Career Centers and Training Centers, all of which are located in high poverty, high crime areas.

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

Not Applicable.

## VIII. Federal Assurances

Public Law 105-285 establishes federal assurances eligible entities are to comply with. Eligible entities are to provide a narrative description for the activities applicable to the services provided by the organization.

### **APPLICABLE ASSURANCES:**

Check **each applicable** activity supported by the agency as identified in the following assurances and provide a narrative description of that activity.

1. Public Law § 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 are barriers to 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 and SSI. These dedicated staff mentor families in the process of planning, organizing and coordinating their own lives and in helping families locate existing community resources when necessary 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, employability or safety.

- 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 and coaches 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;

- 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. Public Law § 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 on page 49.

In addition to the Cease Fire project noted in the section above, SETA supports Project Reach, a school attendance and gang membership intervention/prevention program serving youth ages 7-19 who are at risk of dropping out of school, are expressing pre-gang behaviors and/or are 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.

3. Public Law § 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**

Children's Receiving Home	Provides case managed services leading emancipated foster youth to self-sufficiency
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 housing-of-choice for as long as is medically prudent
Elk Grove Food Bank	Provides emergency food packages for Sacramento County families
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 food, transportation assistance, housing vouchers, crisis counseling and employment services to homeless families and the working poor
Greater Sacramento Urban League	Provides emergency utility assistance, transportation assistance and eviction avoidance to homeless families and the working poor
Hmong Women's Heritage Association	Provides case management for low-income immigrant seniors to grow their capacity to manage chronic health conditions
La Familia Counseling Center	Provides family counseling services to increase youth school attendance, mitigate pre-gang behaviors and end gang membership
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 adjudicated 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	Provides rental assistance, eviction avoidance, utilities assistance and safe haven for abused and battered women and their children; 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 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 emergency food, transportation, eviction avoidance and utilities assistance
The Salvation Army	Provides emergency rental assistance, off-site shelter, eviction avoidance and utility assistance
Travelers Aid Emergency Assistance	Provides emergency food, off-site shelter, eviction avoidance and utility assistance.
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 housing-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
Volunteers of America	Provides emergency utilities assistance and rental assistance for homeless veterans
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, brownbag and prepared meals, counseling, legal assistance, case management and emergency housing for homeless and in-crisis youth

**MANDATORY ASSURANCES:**

A narrative description is to be provided for each federal assurance identified in the sections below:

4. Public Law § 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 Galt/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, Elk Grove Food Bank in the Elk Grove Area and The Salvation Army throughout Sacramento County.

5. Public Law § 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 agency partners together, 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.

6. Public Law § 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.

7. Public Law § 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 residents of the communities and members of the groups served by the State, including religious organizations, charitable groups, and community organizations. SETA continues to actively coordinate and leverage the vital services offered by these organizations on behalf of low-income residents in Sacramento County.

8. Public Law § 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.

9. Public Law § 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.

➤ Public Law § 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.

➤ Public Law § 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 20 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.

A third component of SETA's service delivery system for services coordinated with funds made available through grants under section 675C(a), is the SETA Bridge Project, wherein CSBG funded SETA staff assist CSBG eligible CalWORKs recipients avoid financial sanctions for not completing state and federally mandated work requirements. In coordination with the Sacramento County Department of Human Assistance, staff assist participants in finding additional and qualifying activities such as volunteering in the community or engaging in job-search activities to round out their current part-time employment or job training schedule.

➤ Public Law § 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.

➤ Public Law § 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 less than 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, which leverage the geographic and program scope of CSBG services in Sacramento County.

➤ Public Law § 676(b)(3)(D):

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

➤ SETA will use CSBG funds to leverage Covered California funding to reach uninsured

individuals in Sacramento County and provide education on the benefits of Covered California programs.

IV. 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 The Greater Sacramento Region including Sacramento, Yolo, Placer, El Dorado and Amador counties.
- SETA staff serve on boards, provide grant oversight, assist with the writing of grant proposals and participate 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.
- SETA is a community leader in the coordination of efforts to combat human trafficking of adults and children in the Greater Sacramento County 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.

## **IX. State Assurances**

Agencies are required to provide narrative descriptions of how the organization is meeting each assurance below.

Government Code § 12730(h): "Eligible beneficiaries" means all of the following:

- (1) All individuals living in households with incomes not to exceed the official poverty line according to the poverty guidelines updated periodically in the Federal Register by the United States Department of Health and Human Services, as defined in Section 9902 of Title 42 of the United States Code, as amended.
- (2) All individuals eligible to receive Temporary Assistance for Needy Families under the state's plan approved under Public Law 104-193, the Personal Responsibility and Work Opportunity Reconciliation Act of 1996, and (Chapter 2 (commencing with Section 11200) of Part 3 of Division 9 of the Welfare and Institutions Code) or assistance under Part A of Title IV of the Social Security Act (42 U.S.C. Sec. 601 et seq.).
- (3) Residents of a target area or members of a target group having a measurably high incidence of poverty and that 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.

Government Code § 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 SETA's funding base and the capacity of the agency's program operators have been successful. During the current fiscal year, SETA applied for and/or received several grants above and beyond its standard allocation. Among them are: **\$4 million** in CalWORKs funds to provide One-Stop services to CalWORKs clients; **\$1 million** from Covered California to develop an Outreach and Education Program; **\$287,412** from the Federal Department of Health and Human Services to combat trafficking in human beings within the Greater Sacramento Region; **\$100,000** in CSBG Discretionary funds for a work experience project for pregnant and parenting homeless teens; a **\$1,100,000** National Emergency Grant (NEG) from the State Workforce Investment Board; **\$1,022,662** from the State Department of Social Services for targeted refugee assistance and employment social services; **\$285,714** for the Veteran's Employment Assistance Program; **\$5,900,000** from the State Workforce Investment Division for the 25% Additional Assistance Grant; \$500,000 for the Veteran's Employment Assistance Program for the Power Pathways training program; **\$172,989** 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 to be most in need.

Government Code § 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) that 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 community agencies 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.

## **X. Documentation of Public Hearing(s)**

California Government Code 12747(b)-(d) requires all eligible entities to conduct a public hearing in conjunction with their CAP. In pursuant with this Article, agencies are to identify all testimony presented by the low-income and identify whether the concerns expressed by that testimony are addressed in the CAP. If the agency determines that any of these concerns have not been included in the plan it shall specify in its response to the plan information about those concerns and comment as to their validity.

Provide a narrative description of the agency's public hearing process and methods used to invite the local community to the public hearing(s) are to be captured here. A copy of each public notice published in the media to advertise the public hearing is to be attached; in addition to, a summary of all low-income testimony with an indication of what section of the CAP addresses the concern or an explanation about the validity of the comment. Agencies must also provide a narrative description of other methods used to gather information about the low-income community's needs. Examples include: Surveys, public forums, secondary data collection, and etcetera.

- Attach a narrative description of the agency's public hearing process. Also, 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 11, 2013 and May 8, 2013, were conducted before the Community Action Board to receive testimony on the needs of the community for inclusion into the 2014-2015 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 or changes that have recently occurred in the community, and to recommend any services or service delivery strategies for inclusion in the 2014-2015 CAP. A public notice of the hearings was posted on the SETA web site on March 26, 2013 and published in the [Sacramento Bee](#) on April 7, 2013. Three hundred individuals and organizations serving the poor received electronic notifications of the public hearings and 359 received the public notice by mail. Oral and written testimony was received at the time of the hearings from 32 low-income individuals and representatives of the poor from community-based private and public organizations.

- Provide one (1) copy of each public notice published in the media to advertise the public hearing.
- Attach a summary of all testimony presented by the poor and identify the following:
  - Was the testimony addressed in the CAP? (If so, indicate the page).

- If the testimony was not addressed in the CAP, provide an explanation.

# 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 7, 2013**

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 **April 7, 2013**

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

NO 391 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 Service 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). Members of the public with information or concerns regarding the delivery of poverty related services to families and individuals in Sacramento County are welcomed and encouraged to testify during hearings before the Board.

Dates and locations of the public hearings are as follows:

**April 11, 2013 (Thursday)**  
**10:00A.M. – 12:00P.M.**  
and

**May 8, 2013 (Wednesday)**  
**10:00A.M. – 12:00P.M.**

Location for Both Public Hearings:  
**SETA Board Room**  
**925 Del Paso Boulevard, Suite 100**  
**Sacramento, CA 95815**

Information gathered at the hearings and from other sources will be compiled in a draft of the 2014/2015 SETA Community Action Plan with copies available for public review on May 22, 2013 on the SETA website ([www.seta.net](http://www.seta.net)).

Members of the community with questions, a request for a printed copy of the draft plan, 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.

Name	Low-Income	Comment/Concern	Was the concern addressed in the CAP?	If so, indicate the page #	If not, indicate the reason
Heather Mostajo	X	Ms. Mostajo and her 2 children were formerly homeless and spoke of the importance of temporary shelter programs and the supports they were provided to stabilize their family and acquire housing.	Yes	35, 45	N/A
Alejandro Vivanco	X	Mr. Vivanco is an emancipated foster youth who was a graduate of an independent living program but needed aftercare with coping and surviving on his own. He expressed the need for health insurance, more transitional housing, more job preparation and jobs, school supplies and backpacks, continued mental health counseling and more one-on-one time with counselors and peer mentors.	Yes	35, 36, 42, 45	N/A
Gregory W. Sparks	X	Mr. Sparks was a homeless veteran with a family with one young child. He said that food provision was not always enough and that it was vital for them to have a case manager to guide them and “not just be put in another house.” He also relied on the case manager for help getting his IDs and applying for SSI. He said bus passes were another very important resource.	Yes	33, 35, 36, 37, 42	N/A

Jennifer Valdez	X	Ms. Valdez' family did not have enough income when she lost her job and was late on her rent and utilities for which she got assistance. She said food she got from a food bank was mostly starch and was not nutritious. She also expressed a need for more low-income housing and better job assistance.	Yes	35, 36, 42	N/A
Daren Maeda, Linkage to Education		Mr. Maeda reported that foster youth, and youth who have been involved with the criminal justice system, have limited assets and resources and few permanent connections with trusted adults in the community. He also noted that they are low-income and come from single parent families or have no parents. They have a high rate of homelessness and recidivism in the juvenile justice system.	Yes	33, 35, 42	N/A
Richard Ruckman	X	After being long-term employed, Mr. Ruckman and his children went through a 6-month period of divorce, unemployment and depression. His utilities were off and his rent was behind. By getting help with rent and utilities, and receiving the positive attitudes of providers, he gained new hope and got back on his feet.	Yes	35	N/A

Kimberly Johnson	X	Ms. Johnson was homeless because she was already late with her bills when she was laid off from her job. The important resources that got her employed and back on her feet were transitional housing, bus passes, interview clothing, subsidized training as an administrative assistant, and job assistance. She noted that there are not enough shelters for single women, or women over 50 years, who do not have substance abuse or mental health issues.	Yes	34, 35, 36, 42	N/A
Eileen Thomas, River City Food Bank		Ms. Thomas reports that the River City Food Bank serves 5,000-6,000 clients each month which includes many families that do not usually frequent food banks. She noted that seniors are the fastest growing demographic requesting food services.	Yes	36	N/A
Ruby Selandia	X	Unable to attend because of sick children, her testimony was presented by Eileen Thomas of River City Food Bank. Ms. Selandia is a mother of 5 and a cancer survivor. During the last 2 months, high medical bills (co-pays) have left her without enough income from her husband's salary to afford enough food for her family. She said she didn't know what she would have done without the food bank and that what she received was well balanced and nutritious.	Yes	36	N/A

Mary Lou Powers, South County Services		Ms. Powers reported that her agency is the only social services provider in the entire Galt and River Delta area of the county, providing over 18,000 services to clients in 2012, with only 3 staff persons. She said they provide emergency food, housing assistance, interpretation assistance, transportation assistance, immigration assistance, and a host of other services throughout the area. She reported seeing an increase in food requests, that the area is 40% Hispanic and that the unemployment rate in Galt is 13%.	Yes	35, 36, 37, 42	N/A
Frank Moralez	X	Mr. Moralez has completed 2 months on the job in his new career as a security guard. Sixteen months ago he was homeless and living by the American River. He said the 13 months of transitional housing, career training, work clothing and shoes, were what made him “a member of society again, looking to the future with hope.”	Yes	34, 36, 42	N/A
Elliot Davis, Roberts Family Development Center		Ms. Davis expressed the desire of the Roberts Family Development Center, an afterschool child development program, to partner with the Sacramento Employment and Training Agency in teen outreach.	Yes	33, 47	N/A



Wendy Vang	X	Ms. Vang’s testimony was presented entirely in Hmong and was translated by May Lee of Hmong Women’s Heritage Association. Wendy is a mono-lingual immigrant senior who experienced loneliness and isolation as a result of a different language and culture and had no knowledge of the health resources she needed. She had many health issues this year, but feels better because of the assistance she received to get health benefits and get her citizenship process started, and the socialization she received in an immigrant senior’s group.	Yes	33, 37, 42	N/A
Patricia Sands	X	Ms. Sands was a former homeless parenting transition-age youth who had been homeless throughout her life, a victim of drug addicted and abusive parents. She sought services when she was pregnant and in an abusive relationship. She said that while she was able to find a supportive program with housing and childcare, the most important part of her recovery involved the services that led to her healing after the trauma she experienced growing up.	Yes	35, 42, 47	N/A

Kimberly Merrios	X	Ms. Merrios was a former homeless parenting teen who said she didn't know how to take care of herself and her child. She was pregnant for the second time and her boyfriend was drug-addicted. She did not know where to find help. She was able to get into one of the very few programs that offer comprehensive services to this target group. She said regular family shelters house others with much more serious problems like drug addiction and she couldn't bear to bring her children there. She said, more than housing, it was learning life skills and child development from the program staff that turned her life around.	Yes	34, 35	N/A
Parisa Ijadi-Maghsoodi, Legal Services of Northern California		Ms. Ijadi-Maghsoodi expressed the importance of the "Senior Legal Hotline" project which serves seniors and parenting grandparents with free legal advice over the phone, mediation of disputes, and in some cases, free legal services. She noted that these services keep small problems from spiraling out of control to the long term detriment of the client.	Yes	35	N/A

Emma Bethes	X	Ms. Bethes is a senior grandparent who had legal problems with grandchild visitation rights and a landlord/tenant issue. Both were resolved through free legal assistance. She noted that she could not have afforded these services by herself.	Yes	35	N/A
Erika Guzman	X	Ms. Guzman had been a runaway teen using drugs and suffering depression over a poor home life. She is now clean and her grades are up because of counseling and the support she received through an intensive youth guidance program. She noted that her friends with similar problems were also helped.	Yes	34, 47	N/A
Marcus Robinson	X	Mr. Robinson and family (wife and 6-mo. old child) were homeless before entering transitional housing and had multiple barriers to finding housing and employment. As a result of the supports and training he and his wife received, he is now a training supervisor for another social services agency and his wife is employed as an office administrator.	Yes	34, 36, 42	N/A

Tishwana Holeman	X	Ms. Holeman was formerly homeless before entering transitional housing where she was provided with appropriate clothing, a training scholarship, subsequent on-the-job training and employment at a private college.	Yes	34, 36, 42	N/A
Vicki Jacobs, Voluntary Legal Services of Northern California		Ms. Jacobs described the purpose of her program as expunging criminal misdemeanors and felonies, and the reinstatement of driver's licenses that had been revoked by the court. She said that without expungement, it is very difficult to find a job or housing. In the case of employment, Ms. Jacobs stated that employers are not always willing to give criminals a second chance and that insurers won't insure them on the job. She also described an unmet need to seal juvenile records when an adjudicated youth reaches the age of 18 years. Ms. Jacobs noted that these young adults are at a disadvantage in the instances of gaining employment, enlistment in the Armed Services and in securing student loans. She said that although clients can complete this process themselves in about 8 months, her program could do it in 1 month.	Yes	33, 42	N/A

Oralia Bermudez, La Familia Counseling Center		Ms. Bermudez described the the La Familia Reach program as providing counseling services to youth-in-crisis and their families.	Yes	34, 47	N/A
Edder Cruz	X	Mr. Cruz reported that the counseling services he received from a youth afterschool program, and again two years later when he called for help, diverted him from gang membership and drug use.	Yes	42, 47	N/A
Elnor Tilson, Travelers Aid Emergency Assistance Agency		Ms. Tilson reports that unemployment, homelessness and the working poor having fewer resources to rely on are issues that continue in the community. Travelers Aid is a CSBG Safety-Net provider that receives 50 requests for services each day, but reports that there are not enough resources to meet all the requests for help. It provides rent assistance to help avoid eviction, utility assistance, emergency motel vouchers, food and clothing.	Yes	35, 36, 42	N/A

Michelle Beltran	X	Ms. Beltran reports that 4-5 years ago she was a working mother with a 1 year-old son. To escape an abusive situation, she moved to a motel but ran out of money in 4 weeks. Travelers Aid provided her with transitional housing in a motel until better housing became available. She was provided with food, diapers and clothing for her son. She was also provided with 3 opportunities for better employment. Michelle is now a volunteer at Travelers Aid.	Yes	35, 36, 42	N/A
Wanda Williams, Travelers Aid Emergency Assistance Agency		Ms. Williams reports that agency funding and welfare benefits are reduced. She notes that people are moving to Sacramento County from the Bay Area in search of cheaper rents. She said for temporary housing, Travelers Aid prioritizes families with teenaged boys, because local family shelters will not allow them in with their families, and for elderly persons or extended families with elderly mothers/aunts.	Yes	35	N/A

Faalagilagi Mulitalo	X	Ms. Mulitalo, a Samoan mother and immigrant with a school-age son, reported in a written statement that she and her son had been trapped in a violent and abusive marriage because of her immigration status and limited English language capacity. The Office of Samoan Affairs was able to provide Faalagilagi with culturally sensitive guidance through the immigration system and translation/interpretation services leading to a restraining order and independence from her husband, and a safe household for her and her son.	Yes	33, 34, 35, 37	N/A
Margaret Levi-Carter, Office of Samoan Affairs		Ms. Levi-Carter reported in a written statement that the Office of Samoan Affairs serves Native Hawaiian and Pacific Islander communities with a wide range of language and culturally appropriate services leading to family stability and self-sufficiency.	Yes	37, 42	N/A

David Lynde	X	Mr. Lynde, a senior and a client of the Elk Grove Food Bank, reported in a written statement that the food bank is helpful for him and all the other residents of Seasons at Laguna Ridge, a senior apartment community. He noted that Elk Grove Food Bank also helped other residents with poor vision get glasses that they couldn't have otherwise afforded.	Yes	36, 42	N/A
Robert Cloud	X	Mr. Cloud, a homeless client of the Elk Grove Food Bank, reported in a written statement that the food bank provided a caring environment that gives him hope. Food is tailored to dietary needs and housing/homelessness circumstances. He noted they provided him with the following services: clothes closet; eye exams and glasses; shower passes for a local gym; gas cards; bus passes; resume classes; information; referrals; assistance applying for a lifeline phone; internet job search; life skills classes; a mentor; motel vouchers; and, veterinary services for his dog.	Yes	33, 35, 36, 42	N/A



Filomena Cross	X	Ms. Cross, a single mother with 2 daughters and a client of the Elk Grove Food Bank, reported in a written statement that the food bank helped her when she lost her job and was depressed and afraid for her family's future. She reports that she received caring support from staff and once-a-month food boxes for her family. She is also taking life skills classes at the food bank. Filomena noted that most of the food she gets is canned or processed, but that if the Elk Grove Food Bank had better cold storage facilities, they could offer a better supply of fresh foods for all the families.	Yes	36, 42	N/A
Judy Sala, Case Manager, Elk Grove Food Bank Services		Ms. Sala reports that almost 10% of Elk Grove residents live at or below Federal Poverty Income Guidelines. She noted that they are a 20-year organization serving 3,500 men, women and children each month. In 2012, 51.4% of their clients were adults 18-62, 33.4% were infants and children under 18 and 15.2% seniors over 62. She noted that many of their clients are unsheltered or living with friends, relatives or in cars.	Yes	34, 36	N/A

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

In addition to researching the data sources and specialized reports noted so far, SETA

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.

A one page survey was prepared and forwarded to all SETA partners to be administered to their client base, and a survey with a postage-paid return envelope was mailed to a random sample of over 200 past CSBG enrollees throughout the Sacramento County. Survey results and analysis of the over 450 returned surveys appear in Appendix A.

## **XI. Monitoring and Evaluation Plan**

To ensure a CSBG eligible entity is involved in the evaluation of its community action programs the agency is to provide 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 CAP. The narrative description must satisfy two criteria:

1. Data is collected to measure the progress of the agency's goals.

### **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 timeliness of service delivery. The results of plan vs. actual monitoring analyses are used to assess progress toward goals and objectives prior to commencing on-site monitoring or initiating corrective action.

### 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., annual on-site review, participant feedback indicating problems, inconsistency, etc.)
2. Review of:
  - a. Enrollment levels
  - b. Enrolled client eligibility
  - c. Schedule of operations
  - d. Document security
  - e. Grievance procedures
  - f. Requested service response times
  - g. Staff CSBG procedures review
  - h. Progress towards service goals
  - i. Reporting timeliness and accuracy
  - j. Community resource referrals and follow-up documentation
  - k. Client progress toward self-sufficiency
  - l. Client feedback (interview with randomly selected clients)
  - m. Target population
3. Program site inspection
4. 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, a standard CSBG Client Intake form is used by delegate agencies to provide demographic information on low-income residents of Sacramento County whenever feasible, but always includes information to determine a client's eligibility for CSBG services.

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 continue to be submitted to CSD on a timely basis, no later than the 20th of the month following the report period, as required by CSD. 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 evidence the positive impact made on families assisted in a Family Self-Sufficiency program, SETA requires the funded Family Self-Sufficiency delegate agency to develop a plan of action for each enrolled family including benchmarks, goals, and progress made towards goals. The delegate agency will be required to report family progress to SETA on a monthly basis for the purpose of program evaluation.

C. **EVALUATION**

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 clients served. Reports received from SETA staff and program operators, client surveys, focus groups and interviews, and participant satisfaction surveys tell if the clients' needs are being met and goals achieved, provide information on the quality of services received, and 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, the SETA Community Action Board and SETA 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.

2. Ensure reports are prepared and submitted to CSD in accordance with contractual requirements.

A SETA analyst supervisor with a strong working knowledge of CSD contractual requirements and extensive CSBG reporting experience is assigned to prepare all required reports for submission to CSD in a timely manner. Experienced backup staff have also been identified to prepare required reports, if circumstances warrant.

## Appendix A

In addition to researching the data sources and specialized reports noted so far, SETA 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. A one page survey was prepared and forwarded to all SETA partners to be administered to their client base, and a survey with a postage-paid return envelope was mailed to a random sample of over 200 past CSBG enrollees throughout the Sacramento County. Survey results and analysis of the over 450 returned surveys appear below.

### Biggest Problems Faced

212 Not Enough Income  
188 Homelessness  
163 Can't Find a Job  
114 No Public Transportation  
113 Not Enough Food/Nutrition  
84 Poor Vision  
83 No Bank Account  
80 Health Problems  
71 Loneliness  
64 Don't Know Where Help Is  
64 Drug or Alcohol Abuse  
61 Criminal Record  
58 Car Unusable  
51 High School Drop Out  
51 No Job Skills  
51 No Phone or Email  
48 Disabled and Needs Help  
41 Unfilled Prescriptions  
40 Electricity/Gas Turned Off  
38 Can't Get Child Care  
38 Eviction Notice  
34 Family Violence  
32 Victim of Crime  
31 No Warm Clothing  
27 Elderly and Needs Help  
25 Neighborhood Crime  
21 Housing Unsafe (repairs)  
9 No Safe Afterschool Sites  
9 Teen Pregnancy

### Most Important Resources

213 Bus Passes or Gas for Car  
146 Food Bank  
139 Help with Rent  
129 Job Training  
126 Clothing  
126 Shelter  
112 Healthcare  
108 Help to Find Services  
107 Household Utilities Help  
99 Job/Career Counseling  
74 Mental Health Counseling  
73 Someone I Can Talk To  
69 Legal Services  
64 HS Diploma/GED Classes  
62 Car repair  
57 Help with Criminal Record  
55 Drug Rehabilitation  
50 Drug/Alcohol Counseling  
48 Child Care  
36 Help Completing Forms  
31 Assistance for the Elderly  
26 In-Home Care (disabled)  
24 Mobility Help (disabled)  
17 Teen Pregnancy/Parenting Help  
9 Anti-Gang Counseling

Zip codes of survey respondents appear below in rank order by the number responding from each Zip code.

66	95655
34	95811
28	95814
18	95670
17	95821
16	95823
13	95822
9	95817
8	95820
8	95825
8	95826
7	95815
7	95838
6	95828
6	95833
6	95843
5	95624
4	95660
4	95834
3	95605
3	95608
3	95652
3	95758
3	95831

2	95610
2	95728
2	95746
2	95818
2	95824
2	95829
2	95841
1	95621
1	95628
1	95630
1	95632
1	95662
1	95675
1	95691
1	95691
1	95816
1	95832
1	95835
1	95842
1	95860

## Attachment A

### **XII. CSBG/ National Programs Indicators (NPI)**

#### **CAP Projections (CSD 801 CAP)**

The U.S. Department of Health and Human Services, Office of Community Services issued the attached *National Indicators of Community Action Performance*. The list contains 16 broad outcome measures or indicators that will capture the universal accomplishments of the various local and state CSBG agencies in our Community Services Network. These indicators are very important in telling the story of what community action accomplishes as a national Network. At the same time, these indicators have been designed to evaluate performance of community action in assessing the needs of our communities and to address poverty alleviation in a comprehensive way.

As part of the CAP process, each agency is asked to review and identify the appropriate National Indicators, and develop two years of projections/goals and strategies based on these indicators. These National Indicators were developed using the six National Goals and Outcome Measures. For the most part, you will be able to identify and develop strategies based on the national indicators.

The CSBG/NPI CAP Projections (CSD 801 CAP) will be monitored and evaluated by CSD Field Operations Representatives.



## 2014-2015 CSBG/NPI CAP Projections

Contractor Name: Sacramento Employment and Training Agency  
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**Goal 1: Low-income people become more self-sufficient.**

**NPI 1.1: Employment**

**Problem Statement:** (If additional space is needed, please attach a separate sheet.)

Problem: Persistently high rates of unemployment and few employment supports for special populations who are low-skilled in Sacramento County's low-income communities.

Cause of the Problem: Limited target group eligibility for existing Workforce Investment Act funded training/employment programs

Target Group(s) Affected: Non-Workforce Investment Act eligible homeless individuals and families

Location of Those Affected: Sacramento County

**Program Activities and Delivery Strategies:** (If additional space is needed, please attach a separate sheet.)

Planned Activities: Pre-employment skills training for participants and development of on-the-job training opportunities with Sacramento County employers

Delivery Strategy: Develop partnerships with public community-based entities serving the target group as service sites

Service Description: Provide pre-employment workshops, case-managed employment services and employment supports

Service Delivery: Services are provided at partner sites or other locations convenient to target group participants

<b>National Performance Indicator 1.1</b>	<b>CAP 2 YEAR PROJECTIONS</b>
<b>Employment</b>  The number and percentage of low-income participants who get a job or become self-employed, as a result of Community Action Assistance, as measured by one or more of the following:	<b>Number of Participants Expected to Achieve Outcome (#)</b>
<b>A.</b> Unemployed and obtained a job	50
<b>B.</b> Employed and maintained a job for a least 90 days	
<b>C.</b> Employed and obtained an increase in employment income <b>and/or benefits</b>	
<b>D.</b> Achieved "living wage" employment and/or benefits	

*In the rows below, please include any additional indicators for NPI 1.1 that were not captured above.*

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## 2014-2015 CSBG/NPI CAP Projections

*Goal 1: Low-income people become more self-sufficient.*

### **NPI 1.2: Employment Supports**

**Problem Statement:** (If additional space is needed, please attach a separate sheet.)

Problem: A lack of reliable transportation or stable housing creates a high barrier to seeking, acquiring or maintaining employment

Cause of the Problem: Sacramento's delayed recovery from the economic downturn limits available employment opportunities, and persistently high unemployment in the region creates a highly competitive job market for job openings

Target Group(s) Affected: Unemployed and under-employed working-age transitional housing residents seeking self-sufficiency

Location of Those Affected: Sacramento County

**Program Activities and Delivery Strategies:** (If additional space is needed, please attach a separate sheet.)

Planned Activities: Transitional housing support and providing resources necessary to assure access to transportation or DMV services

Delivery Strategy: Staff will provide on-site client casemanagement as part of a team working towards a successful client transition to self-sufficiency.

Service Description: Staff will provide access to reliable transportation, DMV resources and resources necessary for the maintenance or acquisition of safe and affordable housing, as necessary to gain or maintain employment.

Service Delivery: Staff will be co-located at the transitional housing site.

<b>National Performance Indicator 1.2</b>	<b>CAP 2 YEAR PROJECTIONS</b>
<b>Employment Supports</b>  The number of low-income participants for whom barriers to initial or continuous employment are reduced or eliminated through assistance from Community Action, as measured by <u>one or more</u> of the following:	<b>Number of Participants Expected to Achieve Outcome (#)</b>
A. Obtained skills/competencies required for employment	
B. Completed ABE/GED and received certificate or diploma	
C. Completed post-secondary education program and obtained certificate or diploma	
D. Enrolled children in "before" or "after" school programs	
E. Obtained care for child or other dependant	
F. Obtained access to reliable transportation and/or driver's license	80
G. Obtained health care services for themselves or a family member	
H. Obtained safe and affordable housing	1,400
I. Obtained food assistance	
J. Obtained non-emergency LIHEAP energy assistance	
K. Obtained non-emergency WX energy assistance	
L. Obtained other non-emergency energy assistance (State/local/private energy programs. Do Not Include LIHEAP or WX)	

*In the rows below, please include any additional indicators for NPI 1.1 that were not captured above.*

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## 2014-2015 CSBG/NPI CAP Projections

*Goal 1: Low-income people become more self-sufficient.*

*NPI 1.3: Economic Asset Enhancement and Utilization*

**Problem Statement:** (If additional space is needed, please attach a separate sheet.)

**Program Activities and Delivery Strategies:** (If additional space is needed, please attach a separate sheet.)

National Performance <u>Indicator 1.3</u>	CAP 2 YEAR PROJECTIONS Number of Participants Expected to Achieve Outcome (#)
<b>Economic Asset Enhancement and Utilization</b> The number and percentage of low-income households that achieve an increase in financial assets and/or financial skills as a result of Community Action assistance, and the aggregated amount of those assets and resources for all participants achieving the outcome, as measured by <u>one or more</u> of the following:	
<b>ENHANCEMENT</b>	
<b>A.</b> Number and percent of participants in tax preparation programs who qualified for any type of Federal or State tax credit and the expected aggregated dollar amount of credits.	
<b>B.</b> Number and percent of participants who obtained court-ordered child support payments and the expected annual aggregated dollar amount of payments.	
<b>C.</b> Number and percent of participants who were enrolled in telephone lifeline and/or energy discounts with the assistance of the agency and the expected aggregated dollar amount of savings.	
<b>UTILIZATION</b>	
<b>D.</b> Number and percent of participants demonstrating ability to complete and maintain a budget for over 90 days	
<b>E.</b> Number and percent of participants opening an Individual Development Account (IDA) or other savings account	
<b>F.</b> Number and percent of participants who increased their savings through IDA or other savings accounts and the aggregated amount of savings	
<b>G.</b> Number and percent of participants capitalizing a small business due to accumulated savings	
<b>H.</b> Number and percent of participants pursuing post-secondary education with accumulated savings	
<b>I.</b> Number and percent of participants purchasing a home with accumulated savings	
<b>J.</b> Number and percent of participants purchasing other assets with accumulated savings	
<i>In the rows below, please include any additional indicators for NPI 1.3 that were not captured above.</i>	

## 2014-2015 CSBG/NPI CAP Projections

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***Goal 2: The conditions in which low-income people live are improved.***

**NPI 2.1: Community Improvement and Revitalization**

**Problem Statement:** (If additional space is needed, please attach a separate sheet.)

**Program Activities and Delivery Strategies:** (If additional space is needed, please attach a separate sheet.)

<b>National Performance Indicator 2.1</b>	<b>CAP 2 YEAR PROJECTIONS</b>
<b>Community Improvement and Revitalization</b>  Increase in, or safeguarding of, threatened opportunities and community resources or services for low-income people in the community as a result of Community Action projects/initiatives or advocacy with other public and private agencies, as measured by <u>one or more</u> of the following:	<b>Number of Projects or Initiatives Expected to Achieve (#)</b>
<b>A.</b> Jobs created, or saved, from reduction or elimination in the community.	
<b>B.</b> Accessible "living wage" jobs created, or saved, from reduction or elimination in the community.	
<b>C.</b> Safe and affordable housing units created in the community	
<b>D.</b> Safe and affordable housing units in the community preserved or improved through construction, weatherization, or rehabilitation achieved by community action activity or advocacy	
<b>E.</b> Accessible and affordable health care services/facilities for low-income people created or saved from reduction or elimination	
<b>F.</b> Accessible safe and affordable child care or child development placement opportunities for low-income families created or saved from reduction or elimination	
<b>G.</b> Accessible "before school" and "after school" program placement opportunities for low-income families created or saved from reduction or elimination	
<b>H.</b> Accessible new or expanded transportation resources, or those that are saved from reduction or elimination, that are available to low-income people, including public or private transportation.	
<b>I.</b> Accessible or increased educational and training placement opportunities, or those that are saved from reduction or elimination, that are available for low-income people in the community, including vocational, literacy, and life skill training, ABE/GED, and post-secondary education	

*In the rows below, please include any additional indicators for NPI 2.1 that were not captured above.*

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## 2014-2015 CSBG/NPI CAP Projections

*Goal 2: The conditions in which low-income people live are improved.*

### **NPI 2.2: Community Quality of Life and Assets**

**Problem Statement:** (If additional space is needed, please attach a separate sheet.)

**Program Activities and Delivery Strategies:** (If additional space is needed, please attach a separate sheet.)

National Performance <u>Indicator 2.2</u>	CAP 2 YEAR PROJECTIONS Number of Program Initiatives or Advocacy Efforts Expected to Achieve (#)
<b>Community Quality of Life and Assets</b>  The quality of life and assets in low-income neighborhoods are improved by Community Action initiative or advocacy, as measured by <u>one or more</u> of the following:	
A. Increases in community assets as a result of a change in law, regulation, or policy, which results in improvements in quality of life and assets	
B. Increase in the availability or preservation of community facilities	
C. Increase in the availability or preservation of community services to improve public health and safety	
D. Increase in the availability or preservation of commercial services within low-income neighborhoods	
E. Increase or preservation of neighborhood quality-of-life resources	

*In the rows below, please include any additional indicators for NPI 2.2 that were not captured above.*

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## 2014-2015 CSBG/NPI CAP Projections

*Goal 2: The conditions in which low-income people live are improved.*

### NPI 2.3: Community Engagement

**Problem Statement:** (If additional space is needed, please attach a separate sheet.)

Problem: Inadequate resources to provide paid staff to implement planned poverty strategies in Sacramento County

Cause of the Problem: Inadequate resources

Target Group(s) Affected: Low-income individuals, families and communities

Location of Those Affected: Sacramento County

**Program Activities and Delivery Strategies:** (If additional space is needed, please attach a separate sheet.)

Planned Activities: Volunteer outreach and engagement

Delivery Strategy: Outreach through existing community networks and partners, including Head Start parent groups and community based organizations

Service Description: Volunteers are engaged in vital community services that support systems serving the poor or direct services to the poor, as appropriate

Service Delivery: Through partner or SETA-based entities

<b>National Performance Indicator 2.3</b>	<b>CAP 2 YEAR PROJECTIONS</b>
<b>Community Engagement</b>	<b>Number of Total Contribution by Community Expected to Achieve (#)</b>
The number of community members working with Community Action to improve conditions in the community.	
<b>A.</b> Number of community members mobilized by Community Action that participate in community revitalization and anti-poverty initiatives	1,000
<b>B.</b> Number of volunteer hours donated to the agency (This will be All volunteer hours)	

*In the rows below, please include any additional indicators for NPI 2.3 that were not captured above.*

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**2014-2015 CSBG/NPI CAP Projections**

*Goal 2: The conditions in which low-income people live are improved.*

**NPI 2.4: Employment Growth from ARRA Funds**

**Problem Statement:** (If additional space is needed, please attach a separate sheet.)

**Program Activities and Delivery Strategies:** (If additional space is needed, please attach a separate sheet.)

National Performance Indicator 2.4	CAP 2 YEAR PROJECTIONS
<b>Employment Growth from ARRA Funds</b>	<b>Number of Jobs Expected to Achieve (#)</b>
The total number of jobs created or saved, at least in part by ARRA Funds, in the community.	
<b>A.</b> Jobs created at least in part by ARRA funds	
<b>B.</b> Jobs saved at least in part by ARRA funds	
<i>In the rows below, please include any additional indicators for NPI 2.4 that were not captured above.</i>	

**2014-2015 CSBG/NPI CAP Projections**

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*Goal 3: Low-income people own a stake in their community.*

**NPI 3.1: Community Enhancement Through Maximum Feasible Participation**

**Problem Statement:** (If additional space is needed, please attach a separate sheet.)

**Program Activities and Delivery Strategies:** (If additional space is needed, please attach a separate sheet.)

National Performance Indicator 3.1	CAP 2 YEAR PROJECTIONS
<b>Community Enhancement Through Maximum Feasible Participation</b>  The number of volunteer hours donated to Community Action.	<b>Total Number of Volunteer Hours Expected to Achieve (#)</b>
<b>A.</b> The total number of volunteer hours donated by low-income individuals to Community Action. (This is ONLY the number of volunteer hours from individuals who are low-income.)	
<i>In the rows below, please include any additional indicators for NPI 3.1 that were not captured above.</i>	



## 2014-2015 CSBG/NPI CAP Projections

*Goal 3: Low-income people own a stake in their community.*

### NPI 3.2: Community Empowerment Through Maximum Feasible Participation

**Problem Statement:** (If additional space is needed, please attach a separate sheet.)

**Program Activities and Delivery Strategies:** (If additional space is needed, please attach a separate sheet.)

<b>National Performance            Indicator 3.2</b>  <b>Community Empowerment Through Maximum Feasible Participation</b>	<b>CAP 2 YEAR            PROJECTIONS</b>  <b>Number of Low-            Income People            Expected to Achieve            (#)</b>
The number of low-income people mobilized as a direct result of Community Action initiative to engage in activities that support and promote their own well-being and that of their community, as measured by <u>one or more</u> of the following:	
<b>A.</b> Number of low-income people participating in formal community organizations, government, boards, or councils that provide input to decision making and policy setting through Community Action efforts	
<b>B.</b> Number of low-income people acquiring businesses in their community as a result of Community Action assistance	
<b>C.</b> Number of low-income people purchasing their own home in their community as a result of Community Action assistance	
<b>D.</b> Number of low-income people engaged in non-governance community activities or groups created or supported by Community Action	
<i>In the rows below, please include any additional indicators for NPI 3.2 that were not captured above.</i>	

## 2014-2015 CSBG/NPI CAP Projections

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***Goal 4: Partnerships among supporters and providers of services to low-income people are achieved.***

**NPI 4.1: Expanding Opportunities through Community-Wide Partnerships**

**Problem Statement:** (If additional space is needed, please attach a separate sheet.)

Problem: No single Sacramento County entity has adequate resources or depth of staff experience to help overcome all self-sufficiency barriers facing CSBG eligible households.

Cause of Problem: The complex and siloed nature of social service funding streams

Target Group Affected: CSBG eligible households

Location of Those Affected: Sacramento County

**Program Activities and Delivery Strategies:** (If additional space is needed, please attach a separate sheet.)

Planned Activities: Planning and the delegation of roles and resources to partners.

Delivery Strategies: Community integration and alignment.

Service Description: Partners coordinate and implement related activities intended to ameliorate barriers to CSBG eligible households achieving self-sufficiency.

Service Delivery: Each partnering entity commits to an anti-poverty role identified in the current Sacramento County Community Action Plan and

<b>National Performance Indicator 4.1</b>	<b>CAP 2 YEAR PROJECTIONS</b>	
<b>Expanding Opportunities Through Community-Wide Partnerships</b>	<b>Number of Organizations Expected to Achieve (#)</b>	<b>Number of Partnerships Expected to Achieve (#)</b>
The number of organizations, both public and private, Community Action actively works with to expand resources and opportunities in order to achieve family and community outcomes.		
<b>A.</b> Non-Profit	36	
<b>B.</b> Faith Based	8	
<b>C.</b> Local Government	10	
<b>D.</b> State Government	8	
<b>E.</b> Federal Government	4	
<b>F.</b> For-Profit Business or Corporation	12	
<b>G.</b> Consortiums/Collaboration	4	
<b>H.</b> Housing Consortiums/Collaboration	6	
<b>I.</b> School Districts	6	
<b>J.</b> Institutions of post secondary education/training	4	
<b>K.</b> Financial/Banking Institutions		
<b>L.</b> Health Service Institutions	2	
<b>M.</b> State wide associations or collaborations	4	

**2014-2015 CSBG/NPI CAP Projections**

*In the rows below, please add other types of partners with which your CAA has formed relationships that were not captured above.*

<b>N. Total number of organizations and total number of partnerships CAAs work with to promote family and community outcomes (automatically calculates)</b>	<b>104</b>	

## 2014-2015 CSBG/NPI CAP Projections

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**Goal 5: Agencies increase their capacity to achieve results.**

**NPI 5.1: Agency Development**

**Problem Statement:** (If additional space is needed, please attach a separate sheet.)

Problem: Inadequate human capital resources to achieve planned family and community outcomes

Cause of Problem: The rapidly changing face of poverty and evidenced based/informed anti-poverty strategies

Target Group Affected: CSBG eligible households

Location of Those Affected: Sacramento County

**Program Activities and Delivery Strategies:** (If additional space is needed, please attach a separate sheet.)

Planned Activities: Staff and Community Action Board training.

Delivery Strategies: Staff and Community Action Board members are prepared with an understanding of the latest anti-poverty strategies and best practices.

Service Description: Staff and Community Action Board receive training in areas critical to reaching planned family and community outcomes.

Service Delivery: On-site and off-site training.

<b>National Performance Indicator 5.1</b>	<b>CAP 2 YEAR PROJECTIONS</b>
<b>Agency Development</b> The number of human capital resources available to Community Action that increase agency capacity to achieve family and community outcomes, as measured by one or more of the following:	<b>Number of Resources in Agency Expected to Achieve (#)</b>
<b>A.</b> Number of Certified Community Action Professionals	
<b>B.</b> Number of ROMA Trainers	
<b>C.</b> Number of Family Development Trainers	
<b>D.</b> Number of Child Development Trainers	
<b>E.</b> Number of staff attending trainings	800
<b>F.</b> Number of board members attending trainings	12
<b>G.</b> Hours of staff in trainings	1,100
<b>H.</b> Hours of board members in trainings	116

*In the rows below, please include any additional indicators that were not captured above.*

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## 2014-2015 CSBG/NPI CAP Projections

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**Goal 6: Low-income people, especially vulnerable populations, achieve their potential by strengthening family and other supportive environments.**

### **NPI 6.1: Independent Living**

**Problem Statement:** (If additional space is needed, please attach a separate sheet.)

Problem: Homebound or disabled seniors without adequate family or financial resources are unable to live safely in their housing-of-choice

Cause of the Problem: Members of the senior's traditional support system are estranged, have died, moved away or are too frail to assist

Target Group Affected: Homebound seniors and disabled seniors 60+ who are unable to perform all of life's basic physical activities and without the financial resources to secure assistance in the private marketplace.

Location of those Affected: Sacramento County

**Program Activities and Delivery Strategies:** (If additional space is needed, please attach a separate sheet.)

Planned Activities: Staff will provide for regularly scheduled in-home visits, telephone check-ins, transportation assistance and the delivery of surplus food commodities

Delivery Strategies: All services will be provided through the senior's assigned staff (peer mentor) to build trust

Service Description: Staff will provide companionship, assist with shopping and help the senior access needed resources or services available in the community

Service Delivery: Services will be provided off-site in the senior's home

<b>National Performance Indicator 6.1</b>	<b>CAP 2 YEAR PROJECTIONS</b>
<b>Independent Living</b>	
The number of vulnerable individuals receiving services from Community Action who maintain an independent living situation as a result of those services:	<b>Number of Vulnerable Individuals Living Independently Expected to Achieve (#)</b>
<b>A.</b> Senior Citizens ( <i>seniors can be reported twice, once under Senior Citizens and again, if they are disabled, under Individuals with Disabilities, ages 55-over.</i> )	300
<b>B.</b> Individuals with Disabilities	90
<b>Ages:</b>	
<b>a.</b> 0-17	
<b>b.</b> 18-54	
<b>c.</b> 55-over	90
<b>d.</b> Age Unknown	
<b>Total Individuals with Disabilities:</b>	<b>90</b>

*In the rows below, please include any additional indicators for NPI 6.1 that were not captured above.*

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**2014-2015 CSBG/NPI CAP Projections**

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## 2014-2015 CSBG/NPI CAP Projections

**Goal 6: Low-income people, especially vulnerable populations, achieve their potential by strengthening family and other supportive environments.**

### **NPI 6.2: Emergency Assistance**

**Problem Statement:** (If additional space is needed, please attach a separate sheet.)

Problem: Federal, state and local resources are not adequate to meet the vital emergency needs of families living below federal poverty income guidelines

Cause of the Problem: Persistent, high unemployment, under-employment and state and local public sector cut-backs in resources serving the poor

Target Group Affected: Persons living below federal poverty income guidelines

Location of those Affected: Sacramento County

**Program Activities and Delivery Strategies:** (If additional space is needed, please attach a separate sheet.)

Planned Activities: Provide direct emergency "Safety-Net" resources through CSBG funded case managers and SETA Workforce Development Professionals

Delivery Strategies: Utilize all SETA partnering agencies serving target group individuals and families, and Sacramento County's comprehensive referral system, 2-1-1 Sacramento, for service referral.

Service Description: Provide for food packages, prepared hot food, food vouchers, housing and utility vendor payments, temporary shelter, legal assistance, clothing and transportation.

Service Delivery: Establish service delivery sites at conveniently located partner locations and at the 12 Sacramento Works Career Centers throughout Sacramento County.

<b>National Performance Indicator 6.2</b>	<b>CAP 2 YEAR PROJECTIONS</b>
<b>Emergency Assistance</b>	<b>Number of Individuals Expected to Achieve (#)</b>
The number of low-income individuals served by Community Action who sought emergency assistance and the number of those individuals for whom assistance was provided.	
<b>A.</b> Emergency Food	7,700
<b>B.</b> Emergency fuel or utility payments funded by LIHEAP or other public and private funding sources	682
<b>C.</b> Emergency Rent or Mortgage Assistance	720
<b>D.</b> Emergency Car or Home Repair (i.e. structural appliance, heating systems, etc.)	
<b>E.</b> Emergency Temporary Shelter	542
<b>F.</b> Emergency Medical Care	
<b>G.</b> Emergency Protection from Violence	
<b>H.</b> Emergency Legal Assistance	2,650
<b>I.</b> Emergency Transportation	1,080
<b>J.</b> Emergency Disaster Relief	
<b>K.</b> Emergency Clothing	408

*In the rows below, please include any additional indicators for NPI 6.2 that were not captured above.*

**2014-2015 CSBG/NPI CAP Projections**

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## 2014-2015 CSBG/NPI CAP Projections

**Goal 6: Low-income people, especially vulnerable populations, achieve their potential by strengthening family and other supportive environments.**

### **NPI 6.3: Child and Family Development**

**Problem Statement:** (If additional space is needed, please attach a separate sheet.)

**Problem:** Many children do not have the benefit of adequate out-of-school oversight, positive role models to mentor them or families with healthy family functioning, to learn life skills necessary to become self-sufficient

**Cause of the Problem:** Inadequate public resources for out-of-school youth activities, the high rate of single parent households, mono-lingual immigrant households struggling to bridge old world cultures with new and an abundance of violent gangs vying for new members from disassociated youth

**Target Group Affected:** Youth, foster youth, emancipated youth, incarcerated and probation youth

**Location of those Affected:** Sacramento County

**Program Activities and Delivery Strategies:** (If additional space is needed, please attach a separate sheet.)

**Planned Activities:** After school social/educational enrichment programs, gang intervention programs, GED/college outreach and assistance programs and programs that support healthy family functioning

**Delivery Strategies:** Whenever possible, services will include the entire family unit and focus on healthy family functioning. In the instance of homeless youth, unless involving the family poses a physical or emotional threat to the youth, every effort will be made to include appropriate family members in youth decisions or in a decision to reunify with the family. When possible, youth mentors will be utilized to guide their peers at on-campus college sites.

**Service Description:** Family interventions to prevent or stop gang involvement will occur in client homes and in safe havens. In-crisis families will receive support in reaching a level of healthy family functioning. Foster and formerly incarcerated youth will be enrolled in college and homeless youth will be provided with safe shelter or housing.

**Service Delivery:** Services for youth will be provided off-site in their homes whenever possible, in safe havens, at on-campus college sites, in dedicated homeless teen shelters and day centers for homeless teens.

<b>National Performance Indicator 6.3</b>	<b>CAP 2 YEAR PROJECTIONS</b>
<b>Child and Family Development</b>  The number and percentage of all infants, children, youth, parents, and other adults participating in developmental or enrichment programs that achieve program goals, as measured by <u>one or more</u> of the following:	<b>Number of Participants Expected to Achieve Outcome (#)</b>
<b>INFANTS &amp; CHILDREN</b>	
A. Infants and children obtain age appropriate immunizations, medical, and dental care	
B. Infant and child health and physical development are improved as a result of adequate nutrition	
C. Children participate in pre-school activities to develop school readiness skills	
D. Children who participate in pre-school activities are developmentally ready to enter Kindergarten or 1st Grade	
<b>YOUTH</b>	
E. Youth improve health and physical development	
F. Youth improve social/emotional development	
G. Youth avoid risk-taking behavior for a defined period of time	
H. Youth have reduced involvement with criminal justice system	
I. Youth increase academic, athletic, or social skills for school success	140
<b>PARENTS AND OTHER ADULTS</b>	

**2014-2015 CSBG/NPI CAP Projections**

<b>J.</b> Parents and other adults learn and exhibit improved parenting skills	
<b>K.</b> Parents and other adults learn and exhibit improved family functioning skills	

*In the rows below, please include any additional indicators for NPI 6.3 that were not captured above.*

6.3-B6 Foster and adjudicated youth transition into local or state college	100
6.3-B7 Homeless youth in safe shelter or housing	188

## 2014-2015 CSBG/NPI CAP Projections

**Goal 6: Low-income people, especially vulnerable populations, achieve their potential by strengthening family and other supportive environments.**

### **NPI 6.4: Family Supports**

**Program Activities and Delivery Strategies:** (If additional space is needed, please attach a separate sheet.)

National Performance <u>Indicator 6.4</u>	CAP 2 YEAR PROJECTIONS
<b>Family Supports (Seniors, Disabled and Caregivers)</b>  Low-income people who are <b>unable to work</b> , especially seniors, adults with disabilities, and caregivers, for whom barriers to family stability are reduced or eliminated, as measured by one or more of the following:	<b>Number of Participants Expected to Achieve Outcome (#)</b>
<b>A.</b> Enrolled children in before or after school programs	
<b>B.</b> Obtained care for child or other dependent	
<b>C.</b> Obtained access to reliable transportation and/or driver's license	
<b>D.</b> Obtained health care services for themselves or family member	
<b>E.</b> Obtained and/or maintained safe and affordable housing	
<b>F.</b> Obtained food assistance	
<b>G.</b> Obtained non-emergency LIHEAP energy assistance	
<b>H.</b> Obtained non-emergency WX energy assistance	
<b>I.</b> Obtained other non-emergency energy assistance. (State/local/private energy programs. Do Not Include LIHEAP or WX)	
<i>In the rows below, please include any additional indicators for NPI 6.4 that were not captured above.</i>	

**2014-2015 CSBG/NPI CAP Projections**

***Goal 6: Low-income people, especially vulnerable populations, achieve their potential by strengthening family and other supportive environments.***

**NPI 6.5: Service Counts**

**Problem Statement:** (If additional space is needed, please attach a separate sheet.)

**Program Activities and Delivery Strategies:** (If additional space is needed, please attach a separate sheet.)

<b>National Performance Indicator 6.5</b>	<b>CAP 2 YEAR PROJECTIONS</b>
<b>Service Counts</b> The number of services provided to low-income individuals and/or families, as measured by one or more of the following:	<b>Number of Services Expected (#)</b>
<b>A.</b> Food Boxes	
<b>B.</b> Pounds of Food	
<b>C.</b> Units of Clothing	
<b>D.</b> Rides Provided	
<b>E.</b> Information and Referral Calls	
<i>In the rows below, please include any additional indicators for NPI 6.5 that were not captured above.</i>	