



Sacramento  
Employment and  
Training  
Agency

## **GOVERNING BOARD**

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**MAI VANG**  
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## **REGULAR MEETING OF THE COMMUNITY ACTION BOARD**

**DATE:** Wednesday, November 10, 2021

**TIME:** 10:00 a.m.

### **LOCATION:**

<https://us02web.zoom.us/j/84864853865?pwd=Zm9BQmVlck9WU2dHclMyMytxOE16UT09>

In response to the AB361 (Brown Act Section 54953) relating to the COVID-19 Pandemic, the Sacramento Employment and Training Agency Community Action Board is conducting this meeting on Zoom at <https://us02web.zoom.us/j/84864853865?pwd=Zm9BQmVlck9WU2dHclMyMytxOE16UT09>. Members of the public may join the meeting by clicking the link above or typing the meeting address above into their web browser, or listen to the meeting on One tap mobile +16699006833,,84864853865#US (San Jose). Meeting ID: 848 6485 3865. Passcode: 416157. Find your local number: <https://us02web.zoom.us/j/84864853865?pwd=Zm9BQmVlck9WU2dHclMyMytxOE16UT09>. Members of the public are encouraged to participate in the meeting by submitting written comments by email to: [Monica.Newton@seta.net](mailto:Monica.Newton@seta.net). Any member of the public who wishes to speak directly to the board regarding any item on the agenda may contact Monica Newton at (916) 263-3753, or [Monica.Newton@seta.net](mailto:Monica.Newton@seta.net). Please include in your request on which item you would like to participate. Additionally, during the meeting any questions or comments may be submitted via the Q&A or chat features on Zoom. Public comments will be accepted until the adjournment of the meeting, distributed to the Governing Board and included in the record.

In the event of disruption which prevents broadcasting of the meeting to members of the public using the call-in or internet-based service options, or in the event of a disruption which prevents members of the public from offering public comments, the Board shall take no further action on items appearing on the meeting agenda until public access to the meeting is restored.

Closed captioning will be available. This document and other Board meeting information may be accessed through the Internet by accessing the SETA home page: [www.seta.net](http://www.seta.net).

# **AGENDA**

## **PAGE NUMBER**

### **I. Call to Order/Roll Call**

### **II. Consent Item**

- A. Approval of Minutes of the October 13, 2021 Regular Meeting 2-9

### **III. Action/Discussion Item**

- A. Approval of Findings and Authorization to Extend Use of Teleconferencing Procedures for Board Meetings During Declared State of Emergency and/or While State or Local Officials Continue to Impose or Recommend Measures to Promote Social Distancing (Legal Counsel) 10-11
- B. Approval of Community Services Block Grant (CSBG) Funding Recommendations for Program Year 2022 12-18

### **IV. Information Items**

- A. Community Services Block Grant Fiscal Monitoring Reports (Julie Davis-Jaffe) 19-29
- Folsom Cordova Community Partnership
  - Greater Sacramento Urban League
  - La Familia Counseling Center
  - Lao Family Community Development, Inc.
  - Pivot Sacramento
- B. Program Operator Report (CARES Act) – 4<sup>th</sup> Quarter 30-34

### **V. Reports to the Board**

35

- A. Chair
- B. Executive Director
- C. Program Manager
- D. Members of the Board
- E. Public

### **VI. Adjournment**

**DISTRIBUTION DATE: Wednesday, November 3, 2021**

***“Preparing People for Success: in School, in Work, in Life”***

**COMMUNITY ACTION BOARD  
MEETING ATTENDANCE  
2021**

<b>BOARD MEMBER</b>	<b>Represented Sector</b>	<b>1/13</b>	<b>2/10</b>	<b>3/10</b>	<b>4/14</b>	<b>5/24 *</b>	<b>5/25 *</b>	<b>6/9</b>	<b>7/14</b>	<b>8/11</b>	<b>9/8</b>	<b>10/13</b>	<b>11/10</b>	<b>12/8</b>	<b># of meetings attended</b>
LaShelle Dozier	Public Sector	X		X	X	X	X		X			X			
Dominique Espinosa (8/1)	Low Income Sector	X		A	X	A	A		X			X			
John Foley (3/24)	Private Sector				X	X	X		X			X			
Anthony Garcia	Public Sector	X		A	A	X	X		A			X			
Kristin (9/18/19) Gibbons	Public Sector	X		A	A	A	A		X			X			
Genevieve Levy	Private Sector	X		X	A	SFBFS chose to no longer serve on CAB 5/2021									
Jara Lindgren (7/1)	Low Income Sector	X	REPLACED BY S. PIERCE												
Donald Migge	Private Sector	X		X	X	X	X		X			X			
Shannon Pierce (2/2021) Alt: Donna Bonner	Low Income Sector			X	X	A	A		AP			X			
Jon Rango (2/6)	Private Sector	A	RESIGNED 1/20/2021												
Rivkah Sass	Public Sector	X		X	A	X	X		A			A			
Sam Starks	Public Sector	X		X	X	X	X		X			A			
Fienishia Wash (5/19)	Low Income Sector	X		X	X	X	X		X			X			

\*Special meeting

AP: Alternate Present

ITEM II -A- CONSENT

APPROVAL OF MINUTES OF THE OCTOBER 13, 2021 REGULAR MEETING

BACKGROUND:

Attached are the minutes of the October 13, 2021 board meeting.

RECOMMENDATION:

Review, make any necessary corrections and approve the minutes.

PRESENTER: Julie Davis-Jaffe

## REGULAR MEETING OF THE COMMUNITY ACTION BOARD

### Minutes/Synopsis

*(The minutes reflect the actual progression of the meeting.)*

Electronic meeting

Wednesday, October 13, 2021  
10:00 a.m.

#### I. **Call to Order/Roll Call**

Mr. Garcia called the meeting to order at 10:05 a.m. The roll was called and a quorum was established.

##### Members Present:

LaShelle Dozier, Sacramento Housing & Redevelopment Agency  
Fienishia Wash, Head Start Policy Council  
John Foley, Self Help Housing  
Anthony Garcia, Child Action, Inc.  
Shannon Pierce, Head Start Policy Council  
Dominique Espinosa, Vice Chair; Mutual Housing California *(joined at 10:29 a.m.)*  
Kristin Gibbons, County Department of Human Assistance  
Donald Migge, Chair; California Community Credit Union

##### Members Absent:

Sam Starks, Secretary/Treasurer; SMUD  
Rivkah Sass, Sacramento Public Library Authority

#### II. **Consent Item:**

##### A. Approval of Minutes of the May 25, 2021 Special Meeting and July 14, 2021 Regular Meeting

The minutes were reviewed, there were no questions or concerns.

Ms. Dozier read modifications of the July 14, 2021 minutes into the meeting.

Moved/Foley, second/Dozier, to approve the minutes for the May 5, 2021 Special Meeting and July 14, 2021 Regular Meeting with corrections.

Roll call vote:

Aye: 6 (Dozier, Wash, Foley, Garcia, Pierce, Gibbons)

Nay: 0

Absent: 4 (Espinosa, Migge, Starks, Sass)

### **III. Action/Discussion Item**

- A. Approval of Findings and Authorization to Extend Use of Teleconferencing Procedures for Board Meetings During Declared State of Emergency and/or While State or Local Officials Continue to Impose or Recommend Measures to Promote Social Distancing

Ms. Kathy Kossick reviewed the new teleconferencing guidelines set forth by Governor Newsom. This item will be on the agenda through December 31, 2021; action will need to be taken at each meeting.

Mr. Garcia asked if the need to see it on every meeting agenda is to acknowledge the state of emergency and the need to be virtual.

Ms. Kossick replied it is written in law that there has to be an action item at any public meetings.

Moved/Garcia, second/Gibbons, to approve the Findings and Authorization to Extend Use of Teleconferencing Procedures for Board Meetings During Declared State of Emergency and/or While State or Local Officials Continue to Impose or Recommend Measures to Promote Social Distancing

Roll call vote:

Aye: 8 (Dozier, Wash, Foley, Garcia, Pierce, Gibbons, Espinosa, Migge)

Nay: 0

Absent: 2 (Starks, Sass)

### **IV. Information Item**

- A. Community Services Block Grant Provider Presentations

Ms. Julie Davis-Jaffe introduced Mr. Bo Cassell, with the Salvation Army.

Mr. Cassell presented on the CSBG funds and how they are being used. Mr. Cassell is the Program Administrator for Salvation Army and social services in Sacramento. He oversees the managers of five different programs. Mr. Cassell spoke about a struggling woman who called the Salvation Army for assistance. This woman had lost her father, grandfather, and uncle to COVID-19, all within two months. The Salvation Army was able to assemble SETA funds including rental assistance for her and her family. The Salvation Army assists approximately sixty to eighty families each month. The rental and eviction assistance funds are almost exhausted. The remaining utilities assistance funds are at approximately \$4,000; the available hotel/motel assistance funds are down to a few hundred dollars, which equates to one to two nights stay. Mr. Cassell reviewed two additional stories of families who received help and resources from SETA and the Salvation Army.

Mr. Foley asked if there is any data on how many referrals from 211 Salvation Army receives.

Mr. Cassell answered he does not have an exact number. A rough estimate would be twenty-five to thirty-five referrals are received from 211. The majority of calls received are directly to the Salvation Army. Most calls have been regarding ongoing support over the last year.

Ms. Dozier stated that if the CSBG is running out of rental assistance funds, Sacramento Housing and Redevelopment Agency does have the ability to help.

Mr. Cassell said thank you. He gets requests every day.

Ms. Dozier said all forms are available online. She asked if the food distribution center in the North Highlands accepts non-perishable donations.

Mr. Cassell answered most of the food comes from the grocery store recovery program. He will check if individual donations are accepted.

Ms. Pamela Moore shared information from Lieutenant Carmichael that food distribution for the Salvation Army was up to 800 percent of the last year. She asked if the number for food distribution has leveled off?

Mr. Cassell answered yes it has leveled off slightly. It does fluctuate depending on the time of month, due to government funds received by the public.

Mr. Garcia asked if we have a process in place when we have a contractor who reaches back out to us. Do we have a process to reach out to other funders for assistance when specific line items are exhausted?

Ms. Dominique Espinosa joined the meeting at 10:29 a.m.

Mr. Cassell said he would like to get together to work with Mr. Garcia on that. He is meeting with his superiors on what to do next.

Ms. Davis-Jaffe responded to Mr. Garcia's question. The quarterly reports will be reported on later in the meeting. This will include discussing funding breakdowns and where we can move funds that are unable to be reallocated.

Ms. Moore said we have had some agencies that have not expended as quickly as expected. Those agencies have put together flyers for people to contact them for assistance.

Ms. Davis-Jaffe introduced Ms. Nilda Valmores with My Sister's House (MSH).

Ms. Valmores presented on Domestic Violence month. MSH has been focusing on fighting domestic violence, sexual assault, and human trafficking in answer to several high-profile deaths within the Asian Pacific Islander community. To qualify for services a person must be a victim of domestic violence. MSH is the only domestic violence shelter operating a social enterprise in California. During the pandemic of COVID-19 there has been an increase in domestic violence, MSH has seen more calls from victims. MSH is part of the safety net program. Ms. Valmores shared stories of how MSH has helped the community by connecting women with different programs. Such programs as Women to Work, which assists women in getting back on their feet. In addition to programs the center provides clothes, hygiene products, legal advice, and counseling. Today marked the ribbon cutting for Sakura Gifts "My Sister's House Treasures". The majority of the products in the shop are produced by Asian Pacific Islanders. The goals of MSH for the year are opening a fourth shelter and starting a second social enterprise. MSH is celebrating its 20<sup>th</sup> anniversary in 2022. The annual Run for Safe Haven is being held on October 23<sup>rd</sup>.

Mr. Foley commented he wants to better understand the referral system with 211. He asked what is the traffic rate for MSH?

Ms. Valmores responded with the estimate of five to ten percent of the calls received are through 211. She said 211 is most utilized when referring back to survivors. The majority of referrals come from the police, hospitals, or personal referrals from other survivors.

Mr. Foley responded perhaps 211 is not well known in certain communities.

SETA staff asked what does the Women to Work program Tuesday night session currently look like. And has that impacted getting the word out about eviction and utilities assistance?

Ms. Valmores said MSH is on spot for this time of year. MSH did utilize virtual meetings during COVID-19. The center also remained open during COVID-19, with minimized traffic going through the doors. Prior to COVID-19 there could be up to thirty women and fifty children in attendance at a program night. There are currently less people participating in virtual meetings, and more people going in-person to MSH.

Mr. Garcia inquired about services available to support the children who are affected by domestic violence trauma. Are there referrals to the Help Me Grow hotline, website for diagnosis or Child Action?

Ms. Valmores said counseling staff is available to both women and children. Additionally, there is a yearly parenting domestic violence group, which focuses on the impact of domestic violence on children. Ms. Valmores said MSH would like to do more work with Child Action, Inc.



B. Community Services Block Grant Fiscal Monitoring Reports

Ms. Davis-Jaffe reviewed the fiscal monitoring report, there were no recommendations for corrective action.

C. Program Operator Report – 2<sup>nd</sup> Quarter

Ms. Davis-Jaffe reviewed the Program Operator Reports. The majority of agencies are meeting enrollments, as of June 30, 2021. The employment rate was relatively high. A couple of agencies proposed housing and another proposed working with people with disabilities. Folsom Cordova has four customers in the category, a subset of serving families in self-sufficiency. St. John's Program said the challenges with the eviction moratorium mean less referrals into the facility because people are able to stay in their home without eviction. For off-site shelter there was not as much need for eviction assistance, and first month's rent did have individuals reach out for help. We are working with agencies to complete contract modifications to move funds around to meet the needs of the community. Expenditures with the Salvation Army up to August have seen a significant increase. Since June, one agency increased by 43.7 percent. We are working with these agencies to keep them on track and move funds where needed. The agencies which have spent less than 50 percent of their funds received a substantial quantity of funding during COVID-19, including the CARES Act and outside funding.

Mr. Migge left the meeting at 10:59 a.m.

Mr. Foley asked once CalAIM starts working next year do we know how that will impact our providers.

Ms. Davis-Jaffe said based on what we experienced in the last year and a half we are focusing on helping agencies navigate the funding and how to best spend it. There will be performance overviews. They need to meet the projected numbers that were committed to in their contracts. We will implement performance improvement plans where needed.

Mr. Foley said CalAIM is the new expansion of Medi-Cal, in particular for the homeless population.

D. Program Operator Report (CARES Act) – 3rd Quarter CSBG

Ms. Davis-Jaffe reviewed the CARES Act funding which started November 2020 and runs through March 2022. There have been increases since the August report of ten percent or more on many of the agencies. Those agencies who have not shown improvement will be working on corrective action plans.

E. Customer Satisfaction Surveys

Ms. Davis-Jaffe reviewed the survey. We received 99 to 100 percent of individuals pleased with the service they are receiving from agencies.

Ms. Dozier inquired about the number of surveys received compared to the number of agencies it was sent to. Is this due to COVID-19 or the survey being optional?

Ms. Moore answered the low response is partially due to when the surveys are submitted. It is also a big challenge to get surveys returned.

Ms. Espinosa asked where does the COVID-19 funding go if it is not completely expended.

Ms. Davis-Jaffe said there are flyers being circulated to help agencies spend the allocations. The funds are anticipated to be expended by the end of the contract year.

F. Department of Community Services and Development - Community Services Division – Monitoring Report

Ms. Davis-Jaffe reviewed the three-year monitoring report, there are no observations or findings. This highlights the great work being accomplished, and policies and procedures are being followed.

V. **Reports to the Board**

A. Chair: Mr. Garcia had no reports.

B. Executive Director:

Ms. Kossick said the next CAB meeting is critical for all board members to attend, as funding decisions will be made. The next meeting will be held on November 10, 2021. We are still recruiting to fill Head Start and Early Head Start programs. We are having difficulty attracting children and families that are willing to participate during COVID-19. We continue to have an issue of filling teacher and associate teacher positions. A job fair will be held on Saturday, October 16<sup>th</sup>, from 9:00 a.m. to 12:00 p.m. at SETA Headquarters. There are twenty-five available positions to fill.

C. Program Manager: No Report.

D. Members of the Board:

Ms. Dozier spoke on the rental assistance program. It is continuing for the next couple of years. There is more information located on the website, [www.shra.org/sera](http://www.shra.org/sera). Rental and utility assistance are also available. Those getting notice of evictions can reach out through the Sacramento courts for assistance before vacating.

Mr. Garcia said Child Action is seeing a lot of the same issues Head Start and Early Head Start are facing, despite people looking for childcare and jobs.

E. Public: None.

**VI. Adjournment:** The meeting was adjourned at 11:18 a.m.

### ITEM III-A- ACTION

#### APPROVAL OF FINDINGS AND AUTHORIZATION TO EXTEND USE OF TELECONFERENCING PROCEDURES FOR BOARD MEETINGS DURING DECLARED STATE OF EMERGENCY AND/OR WHILE STATE OR LOCAL OFFICIALS CONTINUE TO IMPOSE OR RECOMMEND MEASURES TO PROMOTE SOCIAL DISTANCING

#### BACKGROUND:

California Governor Gavin Newsom has recently extended until December 31, 2021 the long-existing state of emergency related to COVID-19. Governor Newsom had previously authorized local agencies, by Executive Order, to conduct meetings under the Brown Act utilizing Zoom or other remote procedures to conduct meeting by modified teleconference procedures. Recently the legislature signed and passed into law AB 361, which amended Section 54953 of the Brown Act to similarly authorize teleconferencing of Board Meetings, provided necessary procedures are followed. The Community Action Board on November 10, 2021 will be the first board meeting conducted utilizing the AB 361 Procedures, which are reflected in the Notice for the Board Agenda.

Under AB 361, in the event of disruption which prevents broadcasting of the meeting to members of the public using the call-in or internet-based service options, or in the event of a disruption which prevents members of the public from offering public comments, the legislative body shall take no further action on items appearing on the meeting agenda until public access to the meeting is restored.

AB 361 also authorizes public agencies to continue to hold subsequent meetings via teleconference procedures during any state of emergency that directly impacts the ability of the members to meet safely in person or while State or local officials continue to impose or recommend measures to promote social distancing. The Governor's declared continuing state of emergency remains active and continues to serve to protect members of the public from unnecessary risk and exposure to COVID-19. In addition, Sacramento County continues to follow recommendations of the federal CDC promoting social distancing outside of the home and especially indoors. Given these circumstances, in order to allow for the next Board meeting to be held by teleconference procedures consistent with AB 361, the Board must make the following findings no later than 30 days after the first teleconferencing meeting and every 30 days thereafter by majority vote:

- a. The legislative body has reconsidered the circumstances of the state of emergency.
- b. Any of the following circumstances exists:
  - i. The state of emergency continues to directly impact the ability of the members to meet safely in person.

ITEM III-A-ACTION (continued)

Page 2

- ii. State or local officials continue to impose or recommend measures to promote social distancing.

RECOMMENDATION:

Authorize the continued use of teleconferencing for Community Action Board meetings under AB 361, occasioned by the continuing state of emergency issued by Governor Newsom and the continuation of local and federal recommendations promoting social distancing outside of the home and especially indoors and, based thereon, make the following findings in support of this action:

- a. The Board has reconsidered the circumstances of the state of emergency.
- b. The following circumstances exist:
  - i. The state of emergency continues to directly impact the ability of the members to meet safely in person.
  - ii. State or local officials continue to impose or recommend measures to promote social distancing.

PRESENTER: Legal Counsel

## ITEM III-B- ACTION

### APPROVAL OF COMMUNITY SERVICES BLOCK GRANT (CSBG) FUNDING RECOMMENDATIONS FOR PROGRAM YEAR 2022

#### BACKGROUND:

On August 6, 2021, SETA released a Request for Proposals (RFP) for the CSBG program for program year 2022. The RFP solicited services under the Safety-Net, Youth and Senior Support, and Family Self-Sufficiency categories as identified in the 2022-2023 CSBG Community Action Plan. The amount of funding available for program services was estimated to be \$900,000, of which 39% was allocated to Safety-Net or short-term emergency services, 39% allocated to case-managed Family Self-Sufficiency services, and 22% allocated to Youth and Senior Support services.

The RFP included a special project to prevent or eliminate recidivism of felony or misdemeanor arrests in Sacramento County among African American youth 14-17. The successful proposals were eligible to receive up to \$50,000 under this service category. Success measures under this service area will include the number of project participants without a recidivating event during 180 days of project participation.

The deadline for receipt of proposals was September 16, 2021. Twenty-six (26) proposals were received by the 5:00 p.m. deadline, requesting a total of \$1,713,496. All twenty-six (26) proposals were evaluated.

#### Evaluation Process:

All proposals received through this solicitation went through a comprehensive review process to provide funding recommendations to the Community Action Board. Staff recommendations were developed through the deliberations of a team of ten (10) readers representing SETA's Workforce Development, Head Start, and Fiscal Departments, Contracts unit, a member from the City of Sacramento homeless services, and a member from the County Department of Human Assistance. The readers evaluated, scored and ranked each proposal using standardized evaluation and scoring criteria that were identified in the RFP. Proposals were scored and ranked into four categories based on their numerical score.

Item III-B-ACTION (continued)  
Page 2

The top ranked proposals achieved their scores based on the following criteria:

- The proposing agency had a history of successfully operating the proposed program or a similar program, had sufficient leveraged funding, and demonstrated the establishment of collaborative partnerships.
- The proposing agency adhered to the service priorities set forth in SETA's 2022-2023 Community Action Plan.
- The proposing agency succeeded in achieving planned, contracted goals; or, if not previously funded by CSBG, the agency demonstrated a potential for success.
- The proposing agency demonstrated a need exists for the service.
- If applying for the Family Self-Sufficiency category, the proposing agency had a clear description of a case-management system and had a connection with the system of Sacramento Works America's Job Centers.

Staff also considered that all identified high-risk and underserved neighborhoods would have access to services and ensured that all identified target groups would be served. Due to limited availability of CSBG funding, only fifteen proposals are being recommended for funding.

World Relief and Opening Doors are new to regular year-round CSBG funding and are recommended for funding. Both agencies are currently funded under SETA's CSBG CARES Act program.

Seven Safety-Net proposals are recommended for funding with the stipulation that at least 70% of awarded funding be allocated for direct participant support services. As required in the RFP, Family Self-Sufficiency proposals are required to allocate a minimum of 15% of the awarded funding for direct participant support services.

All funding recommendations are made contingent upon successful agency performance of current CSBG programs by the end of calendar year 2021.

Attached are the resulting proposal rankings and staff funding recommendations. Proposal summaries and funding rationale will be submitted under separate cover.

The SETA Governing Board will consider CAB recommendations at its December 2, 2021 meeting.

RECOMMENDATION:

Approve staff funding recommendations for the Program Year 2022 Community Services Block Grant.

PRESENTER: Julie Davis-Jaffe

# Sacramento Employment and Training Agency

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Sacramento, CA 95815

[www.seta.net](http://www.seta.net)

## ***SETA STAFF FUNDING RECOMMENDATIONS***

2022 Program Year

Community Services Block Grant Program Services

### **Staff Funding Recommendations Release Date**

Thursday, October 28, 2021

3:30 p.m.



**2022 CSBG STAFF FUNDING RECOMMENDATIONS**

**SAFETY-NET SERVICES**

<b>Prop #</b>	<b>Rank</b>	<b>Score</b>	<b>Agency</b>	<b>Target Group</b>	<b>Target Area</b>	<b>Current Funding</b>	<b>Funding Request</b>	<b>Cost per/ # Served</b>	<b>Staff Recomm</b>	<b>Page #</b>
23	1	93	My Sister's House	Survivors of Domestic Violence	Central & South Sacramento, Elk Grove	\$34,100	\$43,959	\$578 / 76	\$43,959	13
20	1	92	Elk Grove Adult & Continuing Education	Single Parents, Homeless, Low-Income Households	Florin & Lemon Hill Areas	\$20,000	\$54,489	\$285/191	\$54,489	12
4	1	92	River City Food Bank	Low-Income Individuals and Families	Sacramento County	\$40,000	\$30,000	\$21.43/ 1,400	\$30,000	6
21	1	91	Folsom Cordova Community Partnership	Single Parent Families with Children 0-17, Homeless Families or at Risk of Homelessness	Rancho Cordova area zip codes & selected areas of Folsom	\$40,000	\$76,896	\$244/315	\$76,896	12
2	1	90	Opening Doors	Refugee, Immigrant, and Asylee Households	Sacramento County, Arden Arcade, Lemon Hill, and North Highlands	\$0	\$60,000	\$378/135	\$60,000	6
10	2	88	The Salvation Army	Families and Individuals Experiencing Food or Housing Insecurities	Sacramento County	\$60,500	\$85,000	\$707/119	\$60,000	9
3	2	84	South County Services	Low-Income, Homeless, Disability and Seniors	Galt, River Delta Region, and Sacramento County	\$27,768	\$61,775	\$123/500	\$25,656	6
12	2	83	Next Move Francis House	Low-Income Families, People Experiencing Homelessness or Imminent Homelessness	The Promise Zone, Rancho Cordova, Parkway, N. Sacramento, Lemon Hill, Florin, Galt, Elk Grove, Citrus Heights, Carmichael, and Arden Arcade	\$8,762	87,904	\$845/104	\$0	9
13	2	83	Volunteers of America	Homeless, Very Low Income Veterans, Reservists, Veteran Families	Sacramento County	\$27,870	\$27,870	\$123/226	\$0	10
16	3	78	Wind Youth Services	Low-Income Families, People Experiencing Homelessness or Imminent Homelessness	Arden Arcade, Florin, North Sacramento, Parkway, N. Highlands, and La Riviera	\$20,000	\$29,000	\$145/200	\$0	11
5	3	78	Elk Grove Food Bank	Low-Income People	Florin, Vineyard, Elk Grove, Sloughouse, Ranch Murrieta, and Wilton	\$20,000	\$75,000	\$125/600	\$0	7

24	3	76	Rose Family Creative Empowerment	Low-Income Families	South Sacramento	\$0	\$145,632	\$1,214/120	\$0	13
6	4	56	Sacramento Kindness Campaign	Domestic Violence, Families Experiencing Homelessness, on the Edge of Homelessness or Formerly Homeless	Sacramento County	\$0	\$43,000	\$512/84	\$0	7
<b>TOTAL SAFETY-NET RECOMMENDED:</b>									<b>\$351,000</b>	

### FAMILY SELF-SUFFICIENCY SERVICES

Prop #	Rank	Score	Agency	Target Group	Target Area	Current Funding	Funding Request	Cost per/ # Served	Staff Recomm.	Page #
9	1	94	Waking the Village	Pregnant and Parenting Youth Experiencing Homelessness and their Child	Sacramento County	\$0	\$80,000	\$1,778/ 45	\$80,000	8
815	1	91	Women's Empowerment	Homeless Women and their Children	City of Sacramento	\$40,000	\$48,500	\$606/80	\$48,500	10
7	1	91	International Rescue Committee	Immigrants, Refugees with Families, and Low-Income Women	Sacramento County, Arden Arcade, Carmichael, and Florin	\$65,001	\$75,000	\$2,500/30	\$75,000	8
22	1	90	World Relief	Refugees and New Arrivals, Women, Single Mothers and Low-Income Households	North Sacramento, North Highlands, Foothill Farms, Arden Arcade, and Rancho Cordova	\$0	\$84,000	\$1,750/48	\$84,000	12
19	2	89	Elk Grove Adult & Community Education	Single Parent Household, Under Employed Families	Florin and Lemon Hill	\$35,218	\$63,847	\$1,774/36	\$63,500	11
11	2	88	Saint John's Program for Real Change	Low-Income Families and Single Parent Families with Children 0-5	Arden Arcade, North Highlands, Foothill Farms, Florin, Lemon Hill, and Parkway	\$35,218	\$46,658	\$1,166/40	\$0	9
18	2	88	Lao Family Community Development	Low-Income Families, Single Parent Families, Domestic Violence Survivors	Lemon Hill, North Sacramento, North Highlands, Florin, Arden Arcade, Foothill Farms	\$50,000	\$99,898	\$1,332/75	\$0	11
14	2	82	Folsom Cordova Community Partnership	Single Parent Families with Children 0-5, Homeless Families or at Risk of Homelessness	Rancho Cordova, Mather, Rosemont, Carmichael, Citrus Heights, Sacramento County	\$64,563	\$71,654	\$2,388/30	\$0	10
17	3	75	Wind Youth Services, Inc.	Low-Income Families, People Experiencing Homelessness, or Imminent Homelessness	North Sacramento, North Highlands, Parkway, Foothill Farms, Sacramento City, La Riviera, and Florin	\$40,000	\$57,904	\$1,447/40	\$0	11
<b>TOTAL FAMILY SELF-SUFFICIENCY RECOMMENDED:</b>									<b>\$351,000</b>	

<b>YOUTH AND SENIOR SUPPORT SERVICES</b>										
<b>Prop #</b>	<b>Rank</b>	<b>Score</b>	<b>Agency</b>	<b>Target Group</b>	<b>Target Area</b>	<b>Current Funding</b>	<b>Funding Request</b>	<b>Cost per/ # Served</b>	<b>Staff Recomm.</b>	<b>Page #</b>
8	1	94	International Rescue Committee	Low-Income English Language Learners, High School Youth	Sacramento County, Arden Arcade, Carmichael, and Florin	\$0	\$65,000	\$1,625/40	\$65,000	8
1	1	91	La Familia Counseling Center, Inc.	At-Risk Youth who are at Risk of Dropping Out of School, and Pre-Gang Affiliate	Lemon Hill and Parkway	\$60,000	\$100,000	\$2,000/50	\$83,000	6
25	1	81	Rose Family Creative Empowerment (Special Project)	African American youth Ages 10-24	South Sacramento, 95832, 95822, and 95823	\$40,000	\$50,000	\$5,000/20	\$50,000	13
26	3	74	Roberts Family Development	Youth Age 14-18 who Attend Grant High School	Del Paso Heights, North Sacramento, South Natomas, and Robla	\$0	\$50,510	\$1,010/50	\$0	14
<b>TOTAL YOUTH AND SENIOR SUPPORT RECOMMENDED:</b>									<b>\$198,000</b>	

## ITEM IV-A- INFORMATION

### COMMUNITY SERVICES BLOCK GRANT FISCAL MONITORING REPORTS

#### BACKGROUND:

Attached for your information are the latest CSBG fiscal monitoring reports.

Staff will be available to answer questions.

PRESENTER: Julie Davis-Jaffe

## MEMORANDUM

**TO:** Mr. Robert Sanger **DATE:** November 2, 2021

**FROM:** David B. Clark, SETA Fiscal Monitor

**RE:** Fiscal Desk Monitoring of Folsom Cordova Community Partnership

<u>PROGRAM</u>	<u>ACTIVITY</u>	<u>FUNDING</u>	<u>CONTRACT</u> <u>PERIOD</u>	<u>PERIOD</u> <u>COVERED</u>
CSBG	Family Self Sufficiency	\$64,563	1/1/21 - 12/31/21	1/1/21 - 6/30/21
CSBG	Safety Net	\$56,508	1/1/21 - 12/31/21	1/1/21 - 6/30/21
WIOA	DEA	\$97,500	6/1/19 - 3/31/21	10/1/20 - 3/31/21
RSS	VESL/ES	\$74,940	10/1/20 - 9/30/21	10/1/20 - 6/30/21
RSS	ES	\$127,428	10/1/20 - 9/30/21	10/1/20 - 6/30/21
RSS	VESL OJT	\$176,000	10/1/20 - 9/30/21	10/1/20 - 6/30/21
WIOA	OSY	\$164,947	7/1/20 - 6/30/21	7/1/20 - 6/30/21
WIOA	ADULT	\$225,000	7/1/20 - 6/30/21	7/1/20 - 6/30/21
WIOA	DW	\$75,000	7/1/20 - 6/30/21	7/1/20 - 6/30/21
CSBG	FSS CARES	\$60,000	11/2/20 - 3/31/22	11/2/20 - 6/30/21
CSBG	SN CARES	\$103,917	11/2/20 - 3/31/22	11/2/20 - 6/30/21

Monitoring Purpose: Initial X Follow-up Special Final X  
Date of review: 8/16/21  
Follow Up: 8/30, 9/13, 9/17, 9/27-28, 10/5, 10/8

<u>AREAS EXAMINED</u>		<u>SATISFACTORY</u>		<u>COMMENTS/</u> <u>RECOMMENDATIONS</u>	
		<u>YES</u>	<u>NO</u>	<u>YES</u>	<u>NO</u>
1	Accounting Systems/Records	X			
2	Internal Control	X			
3	Bank Reconciliations	X			
4	Disbursement Control	X			
5	Staff Payroll/Files	X			
6	Fringe Benefits	X			
7	Participant Payroll	X			
8	OJT Contracts/Files/Payment	X			
9	Indirect Cost Allocation	X			
10	Adherence to Budget	X			
11	In-Kind Contribution	N/A			
12	Equipment Records	N/A			

**Program Operator: Folsom Cordova Community Partnership**

**Findings and General Observations:**

- 1) The total costs as reported to SETA for the CSBG, WIOA, and RSS programs have been traced to the delegate agency records. The records were verified and appear to be in order.

**Recommendations for Corrective Action:**

None

cc: Kathy Kossick  
Governing Board

**MEMORANDUM**

**TO:** Ms. DeNelle Ellison                      **DATE:** October 18, 2021

**FROM:** David B. Clark, SETA Fiscal Monitor

**RE:** Fiscal Desk Monitoring of Greater Sacramento Urban League

<b><u>PROGRAM</u></b>	<b><u>ACTIVITY</u></b>	<b><u>FUNDING</u></b>	<b><u>CONTRACT PERIOD</u></b>	<b><u>PERIOD COVERED</u></b>
WIOA	Adult	\$ 204,900	7/1/20 - 6/30/21	7/1/20 - 6/30/21
WIOA	DW	\$ 55,600	7/1/20 - 6/30/21	7/1/20 - 6/30/21
WIOA	OS	\$ 132,116	7/1/20 - 6/30/21	7/1/20 - 6/30/21
CWDB	P2E	\$ 62,819	11/1/19 – 6/30/21	7/1/20 - 6/30/21
CSBG	CARES	\$ 92,000	10/5/20 – 12/30/20	10/5/20 – 12/30/20

**Monitoring Purpose:** Initial \_\_\_ Follow-Up \_\_\_ Special \_\_\_ Final X

**Date of review:** 9/6/2021

**Follow up:** 9/7, 9/9, 9/15, 9/16, 9/17, 9/20

<b>AREAS EXAMINED</b>		<b>SATISFACTORY</b>		<b>COMMENTS/ RECOMMENDATIONS</b>	
		<b>YES</b>	<b>NO</b>	<b>YES</b>	<b>NO</b>
1	Accounting Systems/Records	X			
2	Internal Control	X			
3	Bank Reconciliation	X			
4	Disbursement Control	X			
5	Staff Payroll/Files	X			
6	Fringe Benefits	X			
7	Participant Payroll	X			
8	OJT Contracts/Files/Payment	N/A			
9	Indirect Cost Allocation	X			
10	Adherence to Contract/Budget	X			
11	In-Kind Contribution	N/A			
12	Equipment Records	N/A			



**Program Operator:** Greater Sacramento Urban League

**Findings and General Observations:**

The total costs as reported to SETA have been traced to the subgrantee's fiscal records. The records were verified and appear to be in order.

**Recommendations for Corrective Action:**

None.

cc: Kathy Kossick  
Governing Board

# MEMORANDUM

**TO:** Ms. Rachel Rios **DATE:** October 19, 2021  
**FROM:** David B. Clark, SETA Fiscal Monitor  
**RE:** Fiscal Desk Monitoring of La Familia Counseling Center

<u>PROGRAM</u>	<u>ACTIVITY</u>	<u>FUNDING</u>	<u>CONTRACT PERIOD</u>	<u>PERIOD COVERED</u>
WIOA	OSY	\$ 181,981	7/1/20 - 6/30/21	7/1/20 - 6/30/21
WIOA	AD/BIC	\$ 208,000	7/1/20 - 6/30/21	7/1/20 - 6/30/21
WIOA	DW/BIC	\$ 52,000	7/1/20 - 6/30/21	7/1/20 - 6/30/21
CITY CARES	OJT	\$ 69,000	10/5/20 - 12/30/20	10/5/20 - 12/30/20
CSBG	YSS	\$ 60,000	1/1/20 - 12/31/20	7/1/20 - 12/31/21
WIOA	P2E	\$ 62,819	11/1/19 - 5/1/21	7/1/20 - 5/1/21
CSBG	YSS	\$ 60,000	1/1/21 - 12/31/21	1/1/21 - 6/30/21

**Monitoring Purpose:** Initial  X  Follow-Up      Special      Final  X

**Date of review:** September 7, 2021  
**Follow up:** 9/21, 9/27, 9/29, 10/6, 10/13

<b>AREAS EXAMINED</b>		<b>SATISFACTORY</b>		<b>COMMENTS/ RECOMMENDATIONS</b>	
		<b>YES</b>	<b>NO</b>	<b>YES</b>	<b>NO</b>
1	Accounting Systems/Records	X			
2	Internal Control	X			
3	Bank Reconciliation	X			
4	Disbursement Control	X			
5	Staff Payroll/Files	X			
6	Fringe Benefits	X			
7	Participant Payroll	X			
8	OJT Contracts/Files/Payment	NA			
9	Indirect Cost Allocation	X			
10	Adherence to Contract/Budget	X			
11	In-Kind Contribution	NA			
12	Equipment Records	NA			

**Program Operator:** La Familia Counseling Center

**Findings and General Observations:**

The total costs as reported to SETA for WIOA, CITY CARES and CSBG have been traced to the delegate agency records. The records were verified and appear to be in order, and there are no adjustments required.

**Recommendations for Corrective Action:**

None

cc: Kathy Kossick  
Governing Board

**MEMORANDUM**

**TO: Ms. Kathy Rothberg                      DATE: October 12, 2021**

**FROM: Tracey Anderson, SETA Fiscal Monitor**

**RE: Desk Fiscal Monitoring of Lao Family Community Development**

<b><u>PROGRAM</u></b>	<b><u>ACTIVITY</u></b>	<b><u>FUNDING</u></b>	<b><u>CONTRACT PERIOD</u></b>	<b><u>PERIOD COVERED</u></b>
CSBG	FSS-CARES	\$125,000	11/2/2020-3/31/2022	11/2/2020-6/30/2021
WIOA	Adult	\$208,000	7/1/2020-6/30/2021	1/1/2021-6/30/2021
WIOA	DW	\$52,000	7/1/2020-6/30/2021	1/1/2021-6/30/2021
WIOA	OSY	\$112,242	7/1/2020-6/30/2021	1/1/2021-6/30/2021

**Monitoring Purpose:      Initial: X    Follow-up:      Special:      Final: X**

**Date of review: September 2021**

<b>AREAS EXAMINED</b>		<b>SATISFACTORY</b>		<b>COMMENTS RECOMMENDATIONS</b>	
		<b>YES</b>	<b>NO</b>	<b>YES</b>	<b>NO</b>
<b>1</b>	<b>Accounting Systems/Records</b>	<b>X</b>			
<b>2</b>	<b>Internal Control</b>	<b>X</b>			
<b>3</b>	<b>Bank Reconciliations</b>	<b>X</b>			
<b>4</b>	<b>Disbursement Control</b>	<b>X</b>			
<b>5</b>	<b>Staff Payroll/Files</b>	<b>X</b>			
<b>6</b>	<b>Fringe Benefits</b>	<b>X</b>			
<b>7</b>	<b>Participant Payroll</b>	<b>N/A</b>			
<b>8</b>	<b>OJT-Contracts/Files/Payment</b>	<b>N/A</b>			
<b>9</b>	<b>Indirect Cost Allocation</b>	<b>N/A</b>			
<b>10</b>	<b>Adherence to Budget</b>	<b>X</b>			
<b>11</b>	<b>In-Kind Contribution</b>	<b>N/A</b>			
<b>12</b>	<b>Equipment Records</b>	<b>N/A</b>			

**Program Operator: Lao Family Community Development**

**Findings and General Observations:**

- 1) We have reviewed the CSBG Family Self-Sufficiency CARES Act from November 2, 2020 to June 30, 2021 and the WIOA Adult, Dislocated Worker and Out-of-School Youth from January 1, 2021 to June 30, 2021. The costs reported for these programs have been traced to the subgrantee's records. The records were verified and appear to be in order.

**Recommendations for Corrective Action:**

None

cc: Kathy Kossick  
Governing Board

**MEMORANDUM**

**TO:** Ms. Lisa Miller **DATE:** October 18, 2021

**FROM:** David B. Clark, SETA Fiscal Monitor

**RE:** Fiscal Desk Monitoring of Pivot Sacramento

<b><u>PROGRAM</u></b>	<b><u>ACTIVITY</u></b>	<b><u>FUNDING</u></b>	<b><u>CONTRACT PERIOD</u></b>	<b><u>PERIOD COVERED</u></b>
CSBG	FSS-Cares	\$ 43,919	11/2/20 – 3/31/22	11/2/20 – 6/30/21
WIOA	Adult	\$ 78,533	7/1/20 - 6/30/21	1/1/21 – 6/30/21
WIOA	DW	\$ 19,633	7/1/20 - 6/30/21	1/1/21 – 6/30/21

**Monitoring Purpose:** Initial  X  Follow-Up      Special      Final  X

**Date of review:** 9/6/2021

**Follow up:** 9/13, 9/29, 9/30, 10/1

<b>AREAS EXAMINED</b>		<b>SATISFACTORY</b>		<b>COMMENTS/ RECOMMENDATIONS</b>	
		<b>YES</b>	<b>NO</b>	<b>YES</b>	<b>NO</b>
1	Accounting Systems/Records	X			
2	Internal Control	X			
3	Bank Reconciliation	X			
4	Disbursement Control	X			
5	Staff Payroll/Files	X			
6	Fringe Benefits	X			
7	Participant Payroll	N/A			
8	OJT Contracts/Files/Payment	N/A			
9	Indirect Cost Allocation	N/A			
10	Adherence to Contract/Budget	X			
11	In-Kind Contribution	N/A			
12	Equipment Records	N/A			

**Program Operator:** Pivot Sacramento

**Findings and General Observations:**

The total costs as reported to SETA have been traced to the subgrantee's fiscal records. The records were verified and appear to be in order.

**Recommendations for Corrective Action:**

None.

cc: Kathy Kossick  
Governing Board

## ITEM IV- B- INFORMATION

### PROGRAM OPERATOR REPORT (CARES Act) – 4th QUARTER

#### BACKGROUND:

Attached for your information is the CSBG Program Operator report for CARES Act Funding with program and fiscal data through the 4th Quarter.

Staff will be available to answer questions.

PRESENTER: Julie Davis-Jaffe



**Community Services Block Grant CARES Act Delegate Agency Report: Family Self-Sufficiency:  
Employment; Health and Social/Behavioral Development  
Fourth Quarter through September 30, 2021**

Family Self-Sufficiency: Employment	Enrollments				Employed				Employed 180 Days			
	Program Goal	YTD Goal	YTD Actual	YTD Rate	Program Goal	YTD Goal	YTD Actual	YTD Rate	Program Goal	YTD Goal	YTD Actual	YTD Rate
ELK GROVE UNIFIED SCHOOL DISTRICT (EGACE)	36	15	31	207%	31	12	11	92%	31	5	0	0%
FOLSOM CORDOVA COMM PARTNERSHIP	37	15	22	147%	20	6	16	267%	10	1	1	100%
LAO FAMILY	75	30	53	177%	60	26	41	158%	36	3	12	400%
PIVOT SAC	90	30	24	80%	50	15	5	33%	27	7	0	0%
WIND YOUTH SERVICES	56	26	1	4%	42	20	0	0%	24	10	0	0%
WORLD RELIEF SACRAMENTO	72	40	46	115%	58	25	18	72%	53	6	1	17%
Family Self-Sufficiency: Housing	Enrollments				Housed				Housed 180 Days			
	Program Goal	YTD Goal	YTD Actual	YTD Rate	Program Goal	YTD Goal	YTD Actual	YTD Rate	Program Goal	YTD Goal	YTD Actual	YTD Rate
FOLSOM CORDOVA COMM PARTNERSHIP	37	15	24	160%	15	4	1	25%	10	0	1	N/A
Family Self-Sufficiency: Health and Social/Behavioral Development	Enrollments				Demonstrate Positive Approaches to Learning							
	Program Goal	YTD Goal	YTD Actual	YTD Rate	Program Goal	YTD Goal	YTD Actual	YTD Rate				
SAINT JOHN'S PROGRAM FOR REAL CHANGE Age 0-5	100	38	15	39%	66	22	15	68%				
SAINT JOHN'S PROGRAM FOR REAL CHANGE Grades 1st-8th	70	28	24	86%	46	18	24	133%				
	Enrollments				Demonstrate Improved Mental/Behavioral Health and Well-							
	Program Goal	YTD Goal	YTD Actual	YTD Rate	Program Goal	YTD Goal	YTD Actual	YTD Rate				
SAINT JOHN'S PROGRAM FOR REAL CHANGE	30	13	39	300%	17	7	5	71%				

**Definitions**

**Program Goal:** Subgrantee Projected Goals for 2020-2022

**YTD Goal:** Projected goal at current point of the program period

**YTD Actual:** Actual Enrollments at current point of the program period

**YTD Rate:** Percentage of Total Cumulative Enrollments Compared to Projected Cumulative Enrollments

**CSBG CARES Act Delegate Agency Report**  
**Fourth Quarter Through September 30, 2021**

	Total Households Served YTD	Food				Eviction Assistance 1st Month's Rent				Utilities				Off-Site Shelter (Motel)			
<b>SAFETY-NET</b>		Prog. Goal	YTD Goal	Actual	%	Prog. Goal	YTD Goal	Actual	%	Prog. Goal	YTD Goal	Actual	%	Prog. Goal	YTD Goal	Actual	%
ELK GROVE FOOD BANK	328	1396	376	277	74%					112	37	53	143%				
ELK GROVE USD	49	51	25	44	176%	23	18	25	139%	45	12	28	233%				
FOLSOM CORDOVA COMM PARTNERSHIP	96	50	25	40	160%	28	15	37	247%	25	12	26	217%				
INTL RESCUE COMMITTEE	32					70	35	23	66%	35	20	12	60%				
MUTUAL ASST. NETWORK	40	90	60	30	50%	31	23	21	91%	15	9	15	167%	13	7	10	143%
MY SISTER'S HOUSE	24					35	24	18	75%	25	10	14	140%				
OPENING DOORS	93	50	32	55	172%	20	12	24	200%	50	32	11	34%	10	6	3	50%
RIVER CITY FOOD BANK	3220	3500	1400	3220	230%												
ROSE FAMILY	22					27	12	6	50%	36	18	17	94%	6	3	2	67%
SOUTH COUNTY SVCS.	49					16	15	15	100%	20	14	27	193%	6	4	8	200%
THE SALVATION ARMY	180					75	35	75	214%	108	60	109	182%				
VOLUNTEERS OF AMER.	14	40	22	8	36%	26	14	10	71%	30	10	4	40%	50	28	3	11%
WIND YOUTH SVCS.	17	187	100	17	17%	5	3	0	0%	10	7	0	0%				
WORLD RELIEF SAC.	43					28	14	21	150%	30	15	11	73%	3	1	1	100%

\* For Wind Youth Services, this category is for car repairs as an employment support

**CSBG CARES Act Delegate Agency Report  
Fourth Quarter Through September 30, 2021**

	Employment Supports				Transportation*				Clothing/Diapers			
<b>SAFETY-NET</b>	Prog. Goal	YTD Goal	Actual	%	Prog. Goal	YTD Goal	Actual	%	Prog. Goal	YTD Goal	Actual	%
ELK GROVE FOOD BANK												
ELK GROVE USD	20	10	20	200%	38	20	41	205%				
FOLSOM CORDOVA COMM PARTNERSHIP	10	5	1	20%					21	8	15	188%
INTL. RESCUE COMMITTEE	25	10	0	0%	30	14	0	0%				
MUTUAL ASST. NETWORK	87	64	41	64%								
MY SISTER'S HOUSE												
OPENING DOORS												
RIVER CITY FOOD BANK												
ROSE FAMILY												
SOUTH COUNTY SVCS.												
THE SALVATION ARMY												
VOLUNTEERS OF AMER.					75	40	1	3%				
WIND YOUTH SVCS.					180	100	13	13%				
WORLD RELIEF SAC.	3	1	0	0%	7	3	7	233%				

**CSBG CARES Act Delegate Agency Report  
Fourth Quarter Through September 30, 2021**

EXPENDITURES				EXPENDITURES			
DELEGATE AGENCIES	2021 BUDGET	Expended Through 4th Qtr.	% Expended	DELEGATE AGENCIES	2021 BUDGET	Expended Through 4th Qtr.	% Expended
ELK GROVE FOOD BANK (SN)	\$54,000	\$0	0.0%	RIVER CITY FOOD BANK (SN)	\$50,000	\$15,000	30.0%
ELK GROVE USD (FSS)	\$63,014	\$40,851	64.8%	ROSE FAMILY (SN)	\$33,286	\$12,710	38.2%
ELK GROVE USD (SN)	\$44,906	\$35,761	79.6%	PIVOT SAC (FSS)	\$43,919	\$19,221	43.8%
FOLSOM CORDOVA COMM PARTNERSHIP (FSS)	\$103,917	\$49,502	47.6%	SAINT JOHN'S PROGRAM FOR REAL CHANGE (FSS)	\$65,008	\$56,310	86.6%
FOLSOM CORDOVA COMM PARTNERSHIP (SN)	\$60,000	\$40,449	67.4%	SALVATION ARMY (SN)	\$60,000	\$59,865	99.8%
INTL RESCUE COMMITTEE (SN)	\$60,000	\$30,642	51.1%	SOUTH COUNTY SERVICES (SN)	\$33,286	\$31,242	93.9%
MUTUAL ASSISTANCE NETWORK (SN)	\$60,000	\$0	0.0%	VOLUNTEERS OF AMER. (SN)	\$54,000	\$11,771	21.8%
				WORLD RELIEF SACRAMENTO (FSS)	\$78,506	\$27,046	34.5%
LAO FAMILY (FSS)	\$125,000	\$32,181	25.7%	WIND YOUTH SERVICES (FSS)	\$78,042	\$13,687	17.5%
MY SISTER'S HOUSE (SN)	\$39,895	\$16,450	41.2%	WIND YOUTH SERVICES (SN)	\$24,800	\$3,209	12.9%
OPENING DOORS (SN)	\$60,000	\$51,936	86.6%	WORLD RELIEF SAC (SN)	\$37,724	\$18,386	48.7%

**Definitions: Family Self-Sufficiency (FSS); Youth & Senior Support (YSS); Safety-Net (SN)**

## ITEM V - REPORTS TO THE BOARD

### A. CHAIR'S REPORT

The Chair of the SETA Community Action Board on a regular basis receives numerous items of information concerning legislation, current programs and agency activities.

The important information from the material received and meetings attended will be shared with the entire Board and the method proposed by the Chair is to give a verbal report at each regular meeting. It will also allow time for the Board to provide input on items that may require future action.

### B. EXECUTIVE DIRECTOR'S REPORT

This item is set aside to allow the Executive Director of the Community Action Program to report to the Board on any items of important information or to deal with special requests which need to be addressed but, because of time constraints, were not included in the formal SETA Community Action Board packet.

The Executive Director's Report also allows the opportunity for the Executive Director to apprise the Board of upcoming events, significant agency activities, or conferences.

### C. PROGRAM MANAGER

This item provides an opportunity for Ms. Julie Davis-Jaffe, the CSBG program manager, to provide an oral report on issues not included in the agenda packet.

### D. MEMBERS OF THE BOARD

This item provides the opportunity for SETA Community Action Board members to raise any items for consideration not covered under the formal agenda. It also provides the opportunity for Board members to request staff to research or follow up on specific requests or to ask that certain items be placed on the next agenda.

### E. PUBLIC PARTICIPATION

Participation of the general public at SETA Community Action Board meetings is encouraged. Members of the audience are asked to address their requests to the Chair, if they wish to speak.

**BACKUP INFORMATION FOR THE**  
**November 10, 2021**  
**COMMUNITY ACTION BOARD MEETING**

**ITEM III-B -ACTION**

**APPROVAL OF COMMUNITY**  
**SERVICES BLOCK GRANT (CSBG)**  
**FUNDING RECOMMENDATIONS**  
**FOR PROGRAM YEAR 2022**

Sacramento Employment and Training Agency

925 Del Paso Boulevard, Suite 100

Sacramento, CA 95815

[www.seta.net](http://www.seta.net)

***SETA STAFF  
FUNDING  
RECOMMENDATIONS***

2022 Program Year

Community Services Block Grant Program Services

**Staff Funding Recommendations Release Date**

Thursday, October 28, 2021

3:30 p.m.

## **2022 COMMUNITY SERVICES BLOCK GRANT PROPOSAL SUMMARIES**

<u><b>Proposal Number</b></u>	<u><b>Proposer Organization</b></u>
1	<p style="text-align: center;"><b>La Familia Counseling Center, Inc.</b> (Youth and Senior Supports)</p> <p>Proposer requests <b>\$100,000</b> to provide Project Reach services to <b>50 youth</b> (10-21 years old) at risk of dropping out of school, and/or pre-gang or gang involved. Funded activities and resources are intended to increase academic progress in school, improve social and communication skills, help youth avoid risk-taking behavior, decrease truancy, and reduce involvement with the juvenile justice system.</p> <p><b>Staff recommends \$83,000 in funding for this proposal. La Familia has a long history of working with at-risk youth, gang and pre-gang youth, and their families, in target areas with a high density of gang-related activity.</b></p>
2	<p style="text-align: center;"><b>Opening Doors</b> (Safety-Net)</p> <p>Proposer requests <b>\$60,000</b> to provide <b>135 low-income refugees, immigrants, asylees, Special Immigrant Visa holders and survivors of human trafficking</b> with food and first month's rent assistance. <b>Direct client resources comprise approximately 85% of requested funding.</b></p> <p><b>Staff recommends \$60,000 in funding for this proposal. Opening Doors provides comprehensive services to its target population; the proposed services would help this vulnerable population establish roots and thrive in Sacramento County.</b></p>
3	<p style="text-align: center;"><b>South County Services</b> (Safety-Net)</p> <p>Proposer requests <b>\$61,775</b> to provide <b>124 households</b> with food, transportation assistance, eviction avoidance, off-site emergency shelter, and utility assistance and reconnection. <b>Direct client resources comprise 70% of the requested funding.</b></p> <p><b>Staff recommends \$25,656 in funding for this proposal. South County Services is the only agency providing services to the most southern, rural areas of Sacramento County, including Galt, and has provided valuable resources for the area.</b></p>



4	<p style="text-align: center;"><b>River City Food Bank (RCFB)</b> (Safety-Net)</p> <p>Proposer requests <b>\$30,000</b> to provide <b>1,400 food insecure households</b> with nutritionally balanced, culturally appropriate supplies of food for 3-5 days. Using a food choice model, the food bank provides food to all households, including medically fragile families, seniors, children, and people experiencing homelessness. <b>Direct client resources comprise approximately 70% of requested funding.</b></p> <p><b>Staff recommends \$30,000 in funding for this proposal. RCFB's service delivery system is highly efficient, brought about by leveraging labor costs with volunteers and long-term experience in the client centered distribution of nutritious foods to low income individuals and families.</b></p>
5	<p style="text-align: center;"><b>Elk Grove Food Bank</b> (Safety-Net)</p> <p>Proposer requests <b>\$75,000</b> to provide <b>600 food insecure households</b> with food at the Dino Drive facility. These funds are particularly sought to purchase non-perishable protein and fresh produce, which are frequently in short supply. <b>Direct client resources comprise 70% of requested funding.</b></p> <p><b>Staff does not recommend funding for this proposal due to insufficient funding available in this service category.</b></p>
6	<p style="text-align: center;"><b>Sacramento Kindness Campaign</b> (Safety-Net)</p> <p>Proposer requests <b>\$43,000</b> to provide <b>84 households who are escaping domestic abuse, who are homeless or housing insecure</b>, with off-site emergency shelter, eviction avoidance, first month's rent, and utility assistance and reconnection. <b>Direct client resources comprise 82% of the requested funding.</b></p> <p><b>Staff does not recommend funding for this proposal. Sacramento Kindness Campaign's proposal was evaluated as "Rank 4" and therefore does not qualify for a CSBG funding award.</b></p>

7	<p style="text-align: center;"><b>The International Rescue Committee (IRC)</b> (Self-Sufficiency)</p> <p>Proposer requests <b>\$75,000</b> to assist <b>45 economically disadvantaged households (including 15 carryover clients)</b> overcome significant barriers to employment through STEPS (Stabilize, Train, Employ, and Progress to Success), with a focus on low-income refugee and immigrant women with children aged 0-5 years. <b>Proposed support services comprise almost 16% of IRC's funding request.</b></p> <p><b>Staff recommends \$75,000 in funding for this proposal. IRC proposes to work with an established employment program with an excellent track record, citing a 60% success rate in enrolled households reaching self-sufficiency and employment within six months of enrollment.</b></p>
8	<p style="text-align: center;"><b>The International Rescue Committee (IRC)</b> (Youth and Senior Supports)</p> <p>Proposer requests <b>\$65,000</b> to provide <b>40 low-income English Language Learner high school youth</b> returning to a pre-pandemic school environment with tutoring to address pandemic-related learning losses, and group mentoring to address life skills and socio-emotional needs. <b>Direct client resources comprise 15% of requested funding.</b></p> <p><b>Staff recommends \$65,000 in funding for this proposal. IRC proposes to work with an underserved youth population who run the risk of falling permanently behind as a result of pandemic-related educational and social integration concerns. The IRC has a strong history of successful programs locally and internationally.</b></p>
9	<p style="text-align: center;"><b>Waking the Village</b> (Self-Sufficiency)</p> <p>Proposer requests <b>\$85,000</b> to provide housing to <b>45 homeless pregnant and parenting youth and their children</b> with housing, case management, and support for the purpose of stabilizing households. The youth are connected with Sacramento Works Job Centers, education at the secondary or post-secondary level, mental and physical health care, parenting workshops, and other services as needed by the individual. Family services include free licensed child care or connection to Early Head Start. <b>As required in this funding type, this request includes 15% of proposed funding as direct participant services,</b> to be used for meals prepared on-site and served at Tubman House.</p> <p><b>Staff recommends \$80,000 in funding for this proposal. Waking the Village has provided transitional housing to this population since 2003. The agency's intensive case management, advocacy and mentoring model has led to high levels of self-</b></p>

	<b>sufficiency and outcomes for the youth and young children who participate in the agency's programs.</b>
10	<p style="text-align: center;"><b>The Salvation Army (TSA)</b> (Safety-Net)</p> <p>Proposer requests <b>\$85,000</b> to provide <b>119 families</b> with utility assistance, off-site shelter, eviction avoidance, and first month rental assistance at TSA's Family Services' eight (8) sites and collaborative partner locations throughout Sacramento County, including North Sacramento, North Highlands, Urban League, downtown Sacramento, Oak Park, Citrus Heights, Florin and Arden Arcade. In addition, <b>Direct client resources comprise 82% of the requested funding.</b></p> <p><b>Staff recommends \$60,000 in funding for this proposal. The Salvation Army has a long history of providing the proposed services to SETA target groups in PY 2022 RFP priority areas throughout Sacramento County.</b></p>
11	<p style="text-align: center;"><b>Saint John's Program for Real Change</b> (Self-Sufficiency)</p> <p>Proposer requests <b>\$46,658</b> to provide <b>40 homeless women, single-mother families and their children</b> with housing, job training, and employment services in partnership with Sacramento Works, America's Job Centers of California (SWAJCC). Women and their children will be supported with immediate stabilization care through mental, physical and vocational assessment, and self-development. Participants have the opportunity to receive training and employment through the proposer's in-house training programs in food/beverage services and in child care.</p> <p><b>Staff does not recommend funding for this proposal due to insufficient funding available in this service category.</b></p>
12	<p style="text-align: center;"><b>Next Move Homeless Services</b> (Safety-Net)</p> <p>Proposer requests <b>\$87,904</b> to provide <b>104 low-income families with minor children experiencing homelessness</b> with food, transportation assistance, and motel vouchers for its Family Rescue Program (FRP). The FRP provides homeless families with children a safe respite and guidance in accessing vital community services, including shelter, housing and employment. <b>Direct client resources comprise 74% of the requested funding.</b></p> <p><b>Staff does not recommend funding for this proposal due to insufficient funding available in this service category.</b></p>

13	<p style="text-align: center;"><b>Volunteers of America</b> (Safety-Net)</p> <p>Proposer requests <b>\$27,870</b> to provide <b>226 homeless and imminently homeless veteran, National Guard, and reservist households</b> enrolled in the Volunteers of America's Support Services for Veteran Families (SSVF) program with food, utility assistance and reconnection, off-site emergency shelter, eviction avoidance, first month rent assistance, and transportation assistance. <b>Direct client resources comprise 100% of requested funding.</b></p> <p><b>Staff does not recommend funding for this proposal due to insufficient funding available in this service category.</b></p>
14	<p style="text-align: center;"><b>Folsom Cordova Community Partnership</b> (Self-Sufficiency)</p> <p>Proposer requests <b>\$71,654</b> to provide <b>30 single parent families with children 0-5, homeless or imminently homeless families</b> with case management services and a full array of CSBG resources, to help families more fully engage in employment and training resources available through the SETA Sacramento Works America's Job Centers of California (SWAJCC) system. Secondary goals were cited of providing case management services for people experiencing homelessness, and people with disabilities. <b>Direct participant costs, for a wide array of support services, comprise 15% consistent with requirements of this funding category.</b></p> <p><b>Staff does not recommend funding for this proposal due to insufficient funding available in this service category.</b></p>
15	<p style="text-align: center;"><b>Women's Empowerment</b> (Self-Sufficiency)</p> <p>Proposer requests <b>\$48,500</b> to provide <b>80 homeless women and their children</b> with intensive and innovative assistance to achieve self-sufficiency and break the cycle of homelessness for themselves and their children through three phases: job readiness, job search training, and job placement and retention; such services will likely stabilize women and their families in preparation for full engagement in employment and training opportunities through any of the Sacramento Works, America's Job Centers of California (SWAJCC) sites. <b>Direct client resources comprise 22% of the requested funding.</b></p> <p><b>Staff recommends \$48,500 in funding for this proposal. Women's Empowerment has a strong history of working with homeless women and children in Sacramento County to provide emergency assistance and employment services.</b></p>

16	<p style="text-align: center;"><b>Wind Youth Services, Inc.</b> (Safety-Net)</p> <p>Proposer requests <b>\$29,000</b> to provide <b>200 homeless and imminently homeless youth</b> with food, transportation, utility assistance and reconnection, and eviction avoidance assistance. <b>Direct client resources comprise 100% of requested funding.</b></p> <p><b>Staff does not recommend funding for this proposal due to insufficient funding available in this service category.</b></p>
17	<p style="text-align: center;"><b>Wind Youth Services, Inc.</b> (Self-Sufficiency)</p> <p>Proposer requests <b>\$57,904</b> to provide <b>40 homeless and imminently homeless youth</b>, age 12-24, with case management and services likely to stabilize youth in preparation for full engagement in employment and training opportunities through a Sacramento Works, America's Job Center of California (SWAJCC) site. <b>Direct client resources comprise 15% of requested funding.</b></p> <p><b>Staff does not recommend funding for this proposal due to insufficient funding available in this service category.</b></p>
18	<p style="text-align: center;"><b>Lao Family Community Development, Inc. (LFCD)</b> (Self-Sufficiency)</p> <p>Proposer requests <b>\$99,898</b> to provide <b>75 low-income, single-parent families, domestic violence survivors, individuals experiencing homelessness or imminent homelessness and/or individuals with disabilities</b> with case-managed services leading to permanent housing. In addition, LFCD will collaborate with Sacramento Works, America's Job Centers of California in preparation for career planning, job readiness and life skills workshops and occupational training. <b>Direct client resources comprise 19.5% of the funding request.</b></p> <p><b>Staff does not recommend funding for this proposal due to insufficient funding available in this service category.</b></p>
19	<p style="text-align: center;"><b>Elk Grove Adult and Community Education</b> (Self-Sufficiency)</p> <p>Proposer requests <b>\$63,847</b> to provide <b>36 single-parent, justice-involved, and homeless households</b> with case management services and a full array of CSBG support service resources to help families more fully engage in employment and training resources available through the SETA Sacramento Works America's Job Centers of California</p>

	<p>(SWAJCC) system. <b>Direct client resources comprise 43% of requested funding.</b></p> <p><b>Staff recommends \$63,500 in funding for this proposal. This program is co-located at a SWAJCC, and includes support and employment services to several target populations identified in the PY 2022 RFP.</b></p>
20	<p style="text-align: center;"><b>Elk Grove Adult and Community Education</b> (Safety-Net)</p> <p>Proposer requests <b>\$54,489</b> to provide <b>191 single-parent, low-income or homeless households</b> in the Florin and Lemon Hill zip codes with emergency supports including hygiene kits, food vouchers, transportation vouchers, utility assistance/reconnection, eviction avoidance, first month's rent, and access to EGACE's clothing closet. <b>Direct client resources comprise 75% of requested funding.</b></p> <p><b>Staff recommends \$54,489 in funding for this proposal. This program proposes to provide emergency support services to several target areas and populations identified in the PY 2022 RFP.</b></p>
21	<p style="text-align: center;"><b>Folsom Cordova Community Partnership (FCCP)</b> (Safety-Net)</p> <p>Proposer requests <b>\$76,896</b> to provide <b>315 low-income, single-parent families with children 0-5 and unsheltered individuals/families or those at risk of homelessness</b>, with food, transportation, utility assistance, off-site shelter, eviction avoidance, first month rent assistance, employment supports, and diapers. <b>Direct client resources comprise approximately 82% of requested funding.</b></p> <p><b>Staff recommends \$76,896 in funding for this proposal. FCCP has a strong history of providing the proposed services in the Rancho Cordova and Folsom areas and was the only proposer with a service delivery site in that underserved area of Sacramento County. While FCCP has more limited in-person drop-in hours during the pandemic, the agency proposes to serve families by request at additional times, and to provide extended hours to 7:00 p.m. on Tuesdays to accommodate working families.</b></p>
22	<p style="text-align: center;"><b>World Relief Sacramento</b> (Family Self-Sufficiency)</p> <p>Proposer requests <b>\$84,000</b> to provide <b>72 low-income refugees, women and single mothers, particularly those who have been adversely affected by the impact of COVID-19</b>, with case management services and a full array of CSBG support service resources to help families more fully engage in employment and training resources</p>

	<p>available through the SETA Sacramento Works America's Job Centers of California (SWAJCC) system. <b>Direct client resources comprise 19% of requested funding.</b></p> <p><b>Staff recommends \$84,000 in funding for this proposal. The proposal focuses on employment services for low-income, vulnerable families and single mothers, who are all target groups in the PY 2022 RFP.</b></p>
23	<p style="text-align: center;"><b>My Sister's House</b> (Safety-Net)</p> <p>Proposer requests <b>\$43,959</b> to provide <b>76 low-income and homeless survivors of domestic violence</b> with utility assistance and reconnection, eviction avoidance, and first month rent assistance. <b>Direct client resources comprise 73% of requested funding.</b></p> <p><b>Staff recommends \$43,959 in funding for this proposal. My Sister's House has a strong history of providing outreach, services, and a safe haven to domestic violence survivors, including Asian and Pacific Islander women, and their children. Direct client resources comprise 73% of requested funding.</b></p>
24	<p style="text-align: center;"><b>Rose Family Creative Empowerment Center</b> (Safety-Net)</p> <p>Proposer requests <b>\$145,632</b> to provide <b>120 low-income households primarily living in the South Sacramento area</b> with utility assistance, motel vouchers, first month's rent and eviction avoidance assistance. <b>Direct client resources comprise 72% of requested funding.</b></p> <p><b>Staff does not recommend funding for this proposal due to insufficient funding available in this service category.</b></p>
25	<p style="text-align: center;"><b>Rose Family Creative Empowerment Center (Rose Family)</b> (Youth and Senior Support Special Project)</p> <p>Proposer requests <b>\$50,000</b> to provide <b>20 African-American youth</b>, ages 10-24, with intensive case management, advocacy, and mentoring, through the Healing the Hood Project. Goals include decreasing the disproportionate suspension rates for African-American boys in the Sacramento City Unified School District and prevention of the school-to-prison pipeline. Referrals to counseling, drug/alcohol treatment, victim services and strength-based family-centered services are provided as needed to the individual.</p> <p><b>Staff recommends \$50,000 in funding for this proposal to serve 20 African-American youth. Rose Family has a history of working with at-risk African American youth in Sacramento County. Rose Family is the host incubator for one of</b></p>

	<b>seven Black Child Legacy Campaign sites and has established a strong presence in the community it serves.</b>
26	<p style="text-align: center;"><b>Roberts Family Development Center</b> (Youth and Senior Supports)</p> <p>Proposer requests <b>\$50,510</b> to provide <b>50 African-American youth</b>, ages 14-18, who attend Grant High School in Del Paso Heights, with enrollment in Pacers Moving Forward, an academic and social/emotional support program offered four days per week. The program includes behavior challenge interventions, self-care and mental wellness guidance, life enrichment, civic involvement, and work experience.</p> <p><b>Staff does not recommend funding for this proposal due to insufficient funding available in this service category.</b></p>