

CITY OF DAVIS
2007-2008 COMMUNITY DEVELOPMENT BLOCK GRANT APPLICATION

Organization Name: DAVIS COMMUNITY MEALS

Street Address: 202 F Street, Davis, CA 95616
Mailing Address: P.O. Box 72463, Davis, CA 95617
E-mail Address: billpride-dcm@sbcglobal.net
Phone Number: (530) 756-4008
Fax Number:

Contact: Bill Pride Address: P.O. Box 72463, Davis, CA 95617 Phone: (530) 756-4008
(Be sure to list the best contact to get information to the organization as quickly as possible.)

Total Proposal Request: \$20,000.00

(Check One) On-going Support New Project

CDBG Eligible Category: Public Service
(See List A)

National Objective Compliance/Low and Mod Benefit: Limited Clientele
(See List B)

City Council Identified Critical Needs: (See List C)

- 1) Homeless Prevention Services
- 2) Hunger Prevention Services
- 3) _____

PUBLIC SERVICE

NON-PUBLIC SERVICE

Beneficiary Information:

965 Total number of beneficiaries in program
645 Total number of beneficiaries in program served with CDBG funds
100% Percentage of the CDBG beneficiaries with low/moderate income
\$31.00 Cost per CDBG beneficiary (CDBG Request/CDBG Beneficiaries)

Project Narrative

a. Need

Davis Community Meals (DCM) provided 5,051 meals to 335 unduplicated low-income and homeless individuals and families in 2006. DCM also operates a year-round emergency shelter, transitional housing programs, and day shelter/resource centers. In 2006, our emergency shelter and transitional housing program for adult men and women at 1111 H Street provided overnight accommodations to 121 unduplicated individuals who spent a total of 5,156 bed nights in the shelter. Our Family Transitional Housing Program provided housing to 17 families during 2006. The families consisted of 19 adults and 30 children. They spent a total of 6,226 bed-nights in our facilities. Our Day Shelter/Resource Center provided services to 655 unduplicated individuals, 353 adults and 302 children. Of the total number served in all of our programs, there were 361 homeless men, women and children. 65 were veterans. The services provided in our resource centers may be as simple as a shower or laundry service or as extensive as employment assistance, drug/alcohol counseling, parenting classes and child development services, or life skills counseling. Every person served was low or very low-income. The number of individuals served points to the need for homeless prevention services, hunger prevention services, and the housing services offered by our programs.

b. Benefit

The meals offered at St. Martin's Church on Tuesdays, Thursdays and Saturdays are balanced and ample in both variety and quantity. They provide a nourishing and well-balanced nutritional meal to individuals and families who might not otherwise receive any meal.

DCM's emergency shelter, transitional housing programs and resource centers address many problems in the community. The first is the problem of homelessness. Homeless clients work toward identified goals of self-sufficiency and obtaining permanent housing with the encouragement and assistance of staff, volunteers, and their peers. The shelter and resource center work together to assist low-income and/or homeless individuals and families to achieve self-sufficiency and thereby increase self-esteem and participation in society

Providing a variety of services, from housing and benefit counseling, to assistance in searching for employment and referrals to mental and other health services, the resource center gives homeless and other low-income Davis residents a place to identify and meet their needs.

c. Other Resources and Collaboration

Funding for the 2007-2008 operations of DCM will be derived from a number of sources: individuals, business and corporate donations, contributions from non-profits, fundraising events, Yolo County Community Services Block Grant (CSBG), Davis CDBG,

the Emergency Housing Assistance Program (EHAP), the Emergency Food and Shelter Program (EFSP formerly known as FEMA), Federal Emergency Shelter Grants (FESG), HUD Supportive Housing Program, and other funding. We will continue to apply for these funds and other available funding sources. The shelter, resource center, and transitional housing programs rely extensively on community volunteers. The meals program is staffed entirely by volunteers from the community. We receive substantial in-kind donations, such as food, clothing, and blankets, to assist our clients in all of our programs.

We are a member of the Yolo County Homeless and Poverty Action Coalition, a collaboration between Yolo Wayfarer Center, Broderick Christian Center, STEAC (Short Term Emergency Aid Committee), the Food Bank of Yolo County, Yolo Community Care Continuum, Yolo Crisis Nursery, SADVC (Sexual Assault and Domestic Violence Center), Yolo County Department of Social Services, Yolo County Department of Alcohol, Drug, and Mental Health, and other organizations to serve the needs of the homeless and low-income in Yolo County.

d. Organizational Capacity

Davis Community Meals is a nonprofit 501(c)(3) corporation, governed by a Board of Directors, which is elected annually to overlapping terms by the general membership. DCM officially incorporated in August 1990 and began operations as a meals program in February 1991. The shelter and resource center began operating in 1993. The transitional housing program began in 1995. The Family Transitional Housing Program began operations in 2001. We began a cold weather shelter in January 2006. We currently employ 13 staff. Our target population is not served with these services by any other organization in the City of Davis.

Scope of Services

The CDBG funding requested in this proposal will fund the following described programs:

1. Emergency Shelter/Transitional Housing Program for Adult Individuals-The emergency shelter/transitional housing program for adult men and women and the resource center is located at 1111 H Street. The emergency shelter/transitional-housing program accommodates 16 people per night (12 men and 4 women), not including overnight staff and volunteers. Of the 16 available beds 14 are reserved for persons in our transitional housing program and at two are reserved for emergency shelter. Clients in our transitional housing program are allowed to stay up to a maximum of 18 months. Clients in our emergency shelter program are limited to staying for seven consecutive nights with a maximum of 21 nights per year. All clients in this program fall into the very low income and no income category.

The emergency shelter/transitional housing program for adult men and women is staffed by an program supervisor/career counselor, case manager, substance abuse

counselor, resource center coordinator, volunteer coordinator, paid overnight staff and a large number of volunteers. Supportive services are offered to clients in our transitional housing program such as life skills training, employment counseling, substance abuse counseling, mental health counseling, public benefit counseling, referrals to other public and private agencies, and permanent housing counseling and assistance.

2. Day Shelter/Resource Center-The resource center is located with the shelter in the same facility, and is open Monday through Friday, 8:00 a.m. to 4:00 p.m. At the resource center, staff and trained volunteers provide housing assistance, benefit counseling, employment assistance and mental health and substance abuse referrals to homeless and low-income community members. It also allows homeless and low-income individuals and families a place to shower, wash clothing, make telephone calls, receive food, clothing and blankets, and other similar services.

3. Family Transitional Housing Program-The Family Transitional Housing program provides transitional housing services for eight families at scattered sites in Davis, including 512 5th Street. Supportive services are offered to clients such as life skills training, employment counseling, substance abuse counseling, mental health counseling, public benefit counseling, referrals to other public and private agencies, and permanent housing counseling and assistance.

All of the CDBG funding sought in this proposal will be used for direct services to homeless and low-income individuals. A portion of the funding is intended for the salaries of personnel such as overnight staff, case managers, resource center coordinator, substance abuse counselor and volunteer coordinator. The balance of the funding is for operating expenses.

b. Target Group

DCM expects to serve 320 individuals at our meals program, 100 individuals in the shelter/transitional-housing program, 15 families in the family transitional housing program (15 adults/30 children), and 500 individuals in the resource center. The persons served will range from persons with no income to the very low and low income. We will provide approximately 5,200 bed nights in the shelter and 7,000 bed nights in the family transitional program. Beneficiaries of these programs are homeless and/or low- or very low-income individuals and families residing in the city of Davis and Yolo County.

c. Outreach

Information about the meals program, homeless shelter and resource center is now well known in Davis among the target population and likely referral centers

(welfare and health agencies, police department, religious organizations). In addition, information is publicized through a variety of sources:

- Articles in local newspapers: *Davis Enterprise, California Aggie*.
- Fliers posted in high traffic areas where they are likely to be seen by intended beneficiaries (e.g., public transportation centers, Yolo County Department of Social Services, local religious establishments, grocery store bulletin boards).
- "Business cards" with information on the meals program.
- Referrals from local service providers, such as Communicare, STEAC, Yolo Community Care Continuum, Yolo County Mental Health, Mental Health Association.
- Word-of-mouth.
- Police Department officers have been informed about shelter intake and bed reservation procedures enabling them to share this information with prospective beneficiaries.

Additionally, Davis Community Meals conducts outreach to individuals living on the streets and other areas of Davis and the surrounding area. The outreach specialists work in all areas of the city of Davis and the immediate surrounding area outside its jurisdictional boundaries. The outreach specialist's job function is to make contact with all homeless individuals, provide appropriate referrals and necessities when requested, and seek to work with the individual to access services such as mental health, shelter services, substance abuse services, etc. Most, if not all, of the individuals being served are "chronically homeless" individuals with a major mental illness and/or a chronic substance abuse problem.

PERFORMANCE SCHEDULE

Work Plan (Identify activities and completion dates)

List Activity

Completion Date

Emergency Shelter and Transitional Housing:

Conduct volunteer training and recruitment	Monthly
Fundraising	Ongoing
Conduct evaluation	September 2007
AfterCare Program	Ongoing
Individual Emergency Shelter	November 2007

Resource Center:

Refine and enhance current programs	Ongoing
Conduct outreach to potential clients	Ongoing
Train and recruit volunteers	Ongoing
Conduct evaluation	October 2007

Family Transitional Housing

Conduct Outreach	Ongoing
Evaluate Data Collection	September 2007
Permanent Site Acquisition	March 2008

PERFORMANCE MEASUREMENTS

ACTIVITY (What the program does to fulfill its mission)	INDICATOR (The direct products of program activities) Service #s	OUTCOME (Benefits that result from the program)
Provide Emergency Shelter/Transitional Housing to Adult Individuals	Provide no less than 5,370 bed nights per year	Homeless Individuals are provided a safe and stable environment
Participants in the Individual THP find permanent housing	60% of program graduates attain permanent housing	Homeless individuals become more self sufficient and functioning community mbrs.
Participants in the Family THP find permanent housing	80% of program graduates attain permanent housing	Homeless families become more stable and children provided better home environ.
Provide day shelter/resource center services	Provide services to no less than 500 persons per year	Homeless and low-income individuals are provided necessities of life

**CITY OF DAVIS
COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM**

BUDGET SUMMARY

Budget Category	Proposed Project	Other Source	Total
A. Salaries and Wages	\$12,000	\$212,012	\$224,012
B. Fringe Benefits and Payroll	\$1,860	\$42,472	\$44,332
C. Consultant/Contract Services			
Total Personnel Budget	\$13,860	\$254,484	\$268,344
D. Rent (Family THP monthly rent)	\$-0-	\$46,980	\$46,980
E. Utilities	\$1,000	\$10,800	\$11,800
F. Telephone	\$590	\$3,810	\$4,400
G. Office/House Supplies and Postage	\$1,000	\$8,900	\$9,900
H. Equipment-drug testing supplies	\$500	\$2,000	\$2,500
I. Printing/duplication	\$400	\$4,725	\$5,125
J. Travel/Conferences	\$150	\$1,725	\$1,875
K. Insurance	\$500	\$6,100	\$6,600
L. Transportation**	--	\$1,500	\$1,500
M. Food Procurement	--	\$5,000	\$5,000
N. Other Office expense (accounting, misc.)	\$1,000	\$6,200	\$7,200
O. Other Facility expense (taxes, maint.)	\$1,000	\$5,500	\$6,500
P. Other Program expenses()	--	\$7,100	\$7,100
TOTAL NON PERSONNEL BUDGET	\$6,140	\$110,340	\$116,480
TOTAL PROJECT BUDGET	\$20,000	\$264,824	\$384,824

***Please Revise this form and annotate budget items as needed.**

E'ee Wage-Source	Total Amount	Undedicated	ShelterAdmin	Case Manager	RCC	Outreach	VolCoor	D/A Coun	O'night Staff	Bill P.	Total
SHP	\$96,309		\$25,815	\$11,831	\$12,390		\$3,009	\$9,404	\$31,319	\$2,541	\$96,309
FESG	\$48,906		\$6,679	\$0	\$8,107	\$16,558	\$3,821	\$8,077		\$5,664	\$48,906
EHAP	\$0			\$0	\$0		\$0	\$0	\$0	\$0	\$0
CDBG	\$10,690	\$10,690									\$0
CSBG	\$13,500									\$13,500	\$13,500
State CDBG	\$20,886			\$13,515	\$0					\$7,371	\$20,886
TOTAL	\$190,291	\$10,690	\$32,494	\$25,346	\$20,497	\$16,558	\$6,830	\$17,481	\$31,319	\$29,076	\$190,291
		Dedicated	\$179,601								
		Undedicated	\$10,690								
		Total	\$190,291								

	A	B	C	D
1	Budget 2006-2007	INCOME		
2	5100-Contributions			
3		5120 Individuals	\$45,000	
4		5130 NonProfits	\$18,000	
5		5131 Rumsey Tribe Grant	\$10,000	
6		5132 United Way	\$4,000	
7		5140 Business	\$15,000	
8		5150 Jar at Meals	\$600	
9		5160 Community Cans	\$300	
10		Total 5100 Contributions		\$92,900
11	5200 Grants			
12		5220 CDBG	\$22,000	
13		5225 HOME	\$0	
14		5230 CSBG	\$29,500	
15		5235 PATH	\$15,000	
16		5240 FESG	\$50,162	
17		5250 FEMA	\$13,000	
18		5260 EHAP	\$10,674	
19		5270 SHP	\$104,211	
20		5275 State CDBG	\$3,000	
21		Total 5200 Grants		\$247,547
22	5300 Fundraisers			
23		5320 Thanksgiving in April	\$0	
24		5340 Concert	\$0	
25		5350 Giving Tree	\$0	
26		5365 Open House Fundraiser	\$4,000	
27		5370 Other FR Event	\$12,500	
28		Total 5300 Fundraisers		\$16,500
29	5400 Other Income			
30		5420 Interest Income	\$1,000	
31		5440 Vehicle Donations	0	
32		Total 5400 Income		\$1,000
33				
34		Total Income		\$357,947
35				
36		EXPENSES		
37				
38	7100 Resource Center			
39		7120 RC Maintenance and Repairs	\$1,375	
40		7130 RC Utilities	\$4,000	
41		7135 RC Telephone	\$1,100	
42		7140 RC Shelter Supplies	\$1,250	
43		7145 RC Printing and Reproduction	\$500	
44		7150 RC Property Taxes	\$125	
45		7230 RC Travel Expenses	\$150	
46		7260 RC Drug/Med Testing	\$625	
47		7290 RC Other Program Expenses	\$1,625	
48		Total 7100 Expenses		\$10,750
49	7300 Transitional Housing			
50		7310 TH Lease Expense	\$42,480	
51		7320 TH Maintenance and Repairs	\$5,500	
52		7329 Truck and Equipment Rental	\$300	
53		7330 TH Utilities	\$12,000	
54		7335 TH Telephone	\$3,300	
55		7340 TH Shelter Supplies	\$3,750	
56		7345 TH Pringing and Reproduction	\$1,500	
57		7350 TH Property Taxes	\$450	
58		7430 TH Travel Expenses	\$1,000	
59		7460 TH Drug Med Testing	\$1,875	

	A	B	C	D
60		7480 TH Storage Facility	\$0	
61		7490 TH Other Program Expenses	\$3,000	
62		Total 7300 Expenses		\$75,155
63	7500 Meals Program			
64		7520 Client Transportation	\$1,500	
65		7525 Supplies for Meals	\$750	
66		7535 Food Procurement	\$3,500	
67		Total 8500 Meals Program		\$5,750
68	8100 Office Expenses			
69		8110 Rent	\$5,580	
70		8120 Office Supplies	\$2,000	
71		8130 Printing and Copying	\$3,000	
72		8140 Postage	\$1,800	
73		8150 Telephone	\$600	
74		8160 Advertising	\$400	
75		8170 Service Charges	\$100	
76		8180 Other	\$100	
77		Total 8100 Office Expenses		\$13,580
78	8300 Insurance			
79		8320 Insurance	\$7,000	
80		Total 8300 Insurance Expense		\$7,000
81	8400 General Administration			
82		8420 Legal and Accounting	\$5,500	
83		8430 Travel Expenses	\$500	
84		8435 Conference Expenses	\$400	
85		8440 Promotion of DCM	\$300	
86		8450 Miscellaneous Expenses	\$400	
87		8480 General Administration	\$1,000	
88		Total 8400 General Expenses		\$8,100
89	8600 Labor Costs			
90				
91		8622 Professional Staff Wages	\$158,258	
92		8625 Overnight Staff Wages	\$35,815	
93		8630 Employee Benefits Total	\$11,460	
94		8640 Payroll Expenses		
95		8641 Employer FICA	\$12,032	
96		8642 Employer Medicare	\$2,814	
97		8643 CA Unemployment Ins.	\$2,550	
98		8644 Employment Training Tax	\$49	
99		Total 8640 Payroll Expense	\$17,445	
100		8645 Workers Comp Ins. Total	\$12,902	
101		8650 Bank Payroll Processing Fee	\$1,600	
102		Total 8600 Labor Costs		\$237,480
103				
104				
105		TOTAL EXPENSES		\$357,815
106				
107				
108		NET INCOME/LOSS		\$132