

MEMORANDUM

ADMINISTRATIVE SERVICES DEPARTMENT

To: Ad-Hoc Committee Members
From: Stephen Erlandson, Deputy City Manager
Subject 2021-2022 CDBG Program Year Planning
Date: April 5, 2021

We would like to thank you in advance for taking the time to participate in the 2021-2022 Community Development Block Grant (CDBG) Program Action Plan process. As a member of the CDBG Ad-Hoc Committee, you are tasked with providing the City Council with a recommendation for the use of CDBG funds; make recommendations to the City Council on any amendments to the Annual Action Plan and the 5-Year Consolidated Plan; and the use of any other U.S. Department of Housing and Urban Development (HUD) funds that are awarded to the City.

In order for the City to meet the submittal requirements of its Annual Action Plan to the U.S. Department of Housing and Urban Development (HUD), the City commenced the 2021-2022 Annual Action Plan process in late January. The process commenced with the issuance of a Notice of Funding Availability (NOFA). The notice informed public service agencies, City Departments, and the general public that CDBG funds were being made available for the 2021-2022 Program Year and that an application was available for those interested in submitting a proposal. The deadline date for submitting a proposal was February 18, 2021.

As Ad-Hoc Committee members, you will be receiving a Community Development Block Grant (CDBG) Program “2021-2022 Program Year Planning” PDF attachment. The attachment provides you with copies of all of the program/project submittals for funding consideration under the CDBG program. The Ad-Hoc Committee will be held virtually due to COVID-19 Pandemic.

The public meeting will convene and the public service agencies and any member of the general public will be provided an opportunity to speak on programs and/or projects being considered for funding.

We anticipate that the public meeting will take no more than two (2) hours. Once all the public comments have been received, the Committee can continue their meeting to determine the funding recommendations to the City Council.

To facilitate the review, a table with a summarized description of the projects has been provided in your PDF attachment. The table has been divided into four (4) sections 1) Program Funding Totals (Exhibit “A”); 2) Public Service Projects (Exhibit “B”); 3) Capital Projects (Exhibit “C”); and 4) Administration/Planning Projects (Exhibit “D”). The sum total of all of the applications submitted under the specific category is listed at the bottom of the last page of that category. The U.S. Department of Housing and Urban Development (HUD) recently provided the City with its final 2021-2022 CDBG allocation. The City is expected to receive \$1,248,066. In

Memorandum – Ad Hoc Committee
2021-2022 CDBG Program Year Planning

addition, the City will have \$184,826 of unprogrammed funds resulting from residual amounts from closed out projects from the prior year. These funds can only be utilized for Capital Projects.

Based on the aforementioned allocation and unprogrammed funds, the table below provides a summary of the maximum amounts that may be budgeted for the Administration and the Public Service categories with the balance being noted in the Capital category.

Expected Budget	
Expected 2021 - 2022 Allocation	\$1,248,066
Available Prior Year Unallocated Funds	\$184,826
Total Funds Available	\$1,432,892

Administration	
Max. 20% of 2021-2022 Allocation (\$1,248,066)	\$249,613
Total Administration Funds Available	\$249,613

Public Service	
Max. 15% of 2021-2022 Allocation (\$1,248,066)	\$187,209
Total Public Service Funds Available	\$187,209

Capital Improvement	
2021- 2022 Expected Budget	\$1,248,066
Minus Allocated Administration Funds	(\$249,613)
Minus Allocated Public Service Funds	(\$187,209)
Plus Prior Year Unallocated Funds	\$184,826
Minus Section 108 Loan Repayment *	(\$428,120)
Total Capital Improvement Funds Available*	\$567,950

*Note that a total of \$428,120 of Capital Improvement funds must be used towards the repayment of the Section 108 Loan for the Construction of the Rialto Senior Center and Bud Bender Park projects.

To facilitate the review of the applications, your attachment contains each individual application submitted to date. Inserted color sheets are used as dividers between each submittal. To be noted, there is only one applicant under the administration category (Fair Housing and Mediation Services); however HUD mandates the funding of a fair housing services and in past program years, this application was funded out of the administration budget of CDBG funds. We hope this makes it easier for you to review and follow along during the public service agency presentations.

If you have any questions regarding the information contained in the binder, the proposed schedule, or the CDBG Program, please do not hesitate to call me at (909) 820-8044.

City of Rialto

2020-2024 Proposed Consolidated Plan 5 – Year Goals

2020-2024 Goal Name	Description / 1 st Year Activities (Goal)	Category	Priority Need(s) Addressed
Housing Preservation	Preserve the quality of existing owner-occupied dwellings and/or rental housing units through rehabilitation including the lead-based paint education, inspection, testing and abatement.	Affordable housing	Preserve the supply of affordable housing
Fair Housing Services	Fulfill the HUD regulatory mandate to affirmatively further fair housing choice through the provision of fair housing education, counseling, anti-discrimination and landlord-tenant mediation services.	Affordable Housing	Ensure equal access to housing opportunities
Community Facilities and infrastructure improvements	Improve public facilities and infrastructure to benefit low and moderate –income people or those presumed under HUD regulation to be low – and moderate – income such as elderly people and disabled adults.	Non-Housing Community Development	Improve Public Facilities and public infrastructure
Loan Repayment	Repayment of Section 108 Loan debt. Loan funds used for the development of the Rialto Senior Center facility and Bud Bender Park Improvements.	N/A	N/A
Public Services for low-income residents	Provide public services to help low-income residents succeed.	Non-Housing Community Development	Provide public services to help low-income residents succeed

2021-2022 Budget	
2021 – 2022 Allocation (<i>Expected</i>)	\$1,248,066
Total 2021-2022 Allocated Funds (<i>Expected</i>)	\$1,248,066

Administration	
Max. 20% of 2021-2022 Allocation (\$1,248,066)	\$249,613
Total Administration Funds Available	\$249,613

Public Service	
Max. 15% of 2021-2022 Allocation (\$1,248,066)	\$187,209
Total Public Service Funds Available	\$187,209

Capital Improvement	
2021-2022 Allocation (<i>Expected</i>)	\$1,248,066
Plus, Prior Year Unallocated Funds	\$184,826
Minus Allocated Administration Funds (maximum)	(\$249,613)
Minus Allocated Public Service Funds (maximum)	(\$187,209)
Minus Section 108 Loan Repayment *	(\$428,120)
Total Capital Improvement Funds Available*	\$567,950

*Note that a total of \$428,120 of Capital Improvement funds is budgeted towards the repayment of the Section 108 Loans for the 1) Construction of the Rialto Senior Center; and 2) the Bud Bender Park projects.

2021-2022 CDBG PROGRAM YEAR PROPOSALS
EXHIBIT “B”
PUBLIC SERVICE PROJECTS

Program/ Project Title	Submitting Organization	Project Summary	Eligibility	Past Year Funding	Funding Requested	AD- HOC Recommended Funding
High School “Bigs” (School- Based Mentoring)	Big Brothers & Big Sisters of Inland Empire	The High School Bigs Program is a free after-school program that empowers school aged youth “Littles” and develops future leaders – high school aged volunteer’s “Big” mentors. The program matches “Big” mentors with “Littles” to meet weekly throughout the school year. Hour and a half-session are held where the focus is homework, reading together, and participating in inspiring and relationship building activities, including 15 STEM related activities. The goal of the program is to promote healthy youth development by providing emotional, academic, and social support through one-to-one mentoring.	LMC (Income - Youth)	\$12,225	\$15,000	\$0
Rialto’s Legal Aid	Legal Aid Society of San Bernardino	The program will be used to support free legal services for active duty military, veterans and their families, the disabled, homeless, and at-risk of homelessness, elderly, minor and adult victims of abuse, the illiterate and those clients with limited English proficiency. Clients are served out of their San Bernardino office as well as every 3 rd Thursday of each month at the Rialto Resource Center, located at 141 S. Riverside Avenue in Rialto (when facilities remain open). Services will improve the lives of Rialto residents by allowing access to free legal services to address housing, disability, domestic violence, child custody and visitation, guardianship, conservatorship, and consumer issues. This work will help Rialto residents and their families improve their health and safety through peaceful and lawful resolution of disputes, which challenge daily life.	LMC (Income)	\$21,000	\$29,525	\$0
Rialto Senior Services Division	City of Rialto Community Service Department	The Senior Services Division provides a broad range of services Monday through Friday at the Grace Vargas Senior Center that include recreational, educational, social integration, intergenerational and special event administration activities, to the senior citizen community of Rialto. The program’s staff will hold a computer lab that focuses on the basics to teach Rialto’s seniors how to transition into the digital age.	LMC (Income - Presumed Group: Seniors)	\$48,500	\$48,500	\$0

2021-2022 CDBG PROGRAM YEAR PROPOSALS
EXHIBIT “B”
PUBLIC SERVICE PROJECTS

Program/ Project Title	Submitting Organization	Project Summary	Eligibility	Past Year Funding	Funding Requested	AD- HOC Recommended Funding
Veterans Affairs Assistance Program	Rialto Family Health Services	The Veterans Assistance program will provide alternative, temporary, and or permanent living arrangements, job assistance, assist with establishing veteran's disability upgrade components for veterans within the City of Rialto. Individuals are provided with a case manager that assists in veteran's education, counseling, obtain health and financial resources that are available to them. It is the goal of the program that by establishing roots in community that there is a decreased homeless veteran population, decreased rent burdens and expenses to related shelters, and most of all provide stability and reduce health care complications suffered by most veterans that have served in the United States Military.	LMC (Income)	\$20,000	\$30,000	\$0
Young Adults Academic and Pre- Employment Skills Training	Inland Empire Section, National Council of Negro Women	The goal of the program is to increase the academic and occupational learning of Rialto's young adult population by reducing the barriers that make it difficult for many low-income youth from becoming responsible, self-reliant adults. Participating in the program will allow access to a wide range of training elements such as: Academic Enhancement Skills, Occupational Skills Training, Leadership Development Opportunities, Supportive Services, Case Management, Paid and Unpaid work Opportunities, Adult Mentoring, Health and Life Skills Training, Civic Engagement and Volunteerism. The purpose of this program is to create more mature young adults who are focused on becoming a more productive citizen.	LMC (Income - Youth)	\$40,417	\$42,000	\$0
TOTAL ELIGIBLE FOR PUBLIC SERVICE PROJECTS				\$142,142	\$165,025	\$0

Maximum Allowed by HUD: 15% of Allocation = (15%) x (\$1,248,066*) = \$187,209

** Expected amount based on 2021-2022 CDBG recently released allocations*

2021-2022 CDBG PROGRAM YEAR PROPOSALS**EXHIBIT “C”****CAPITAL PROJECTS**

Project Title	Submitting Organization	Project Summary	Eligibility	Past Year Funding	Funding Requested	AD-HOC Recommended Funding
Mobile Home Repair Program	City of Rialto Housing Division	The Mobile Home Repair program will assist homeowners with a grant at a maximum amount of \$10,000.00 per household. Types of repairs include interior/exterior improvements and correcting code violations as well as health and safety issues as determined by the California Health and Safety Code.	LMH (income)	\$3,548	\$120,000	\$0
Skate Park Fencing Project	City of Rialto Community Services Department	The Skate Park Fencing Project's goal is to maintain the safety and integrity of the park, this project aims to add a fence that would enclose the Skate Park and its amenities during the park's hours of operation. The Skate Park is located within Margaret Todd Park adjacent to the City of Rialto's Community center located at 214 N Palm.	LMA	\$0	\$120,000	\$0
*Section 108 Loan Repayment (Required Funding)	City of Rialto Recreation and Community Services Department	Funds to be used for an annual loan repayment of the City's Section 108 Loan that was used to construct the Rialto Senior Center and the Bud Bender Park projects.	N/A	\$428,120	\$428,120	\$0
TOTAL ELIGIBLE CAPITAL PROJECTS				\$431,668	\$668,120	\$0

2021-2022 Available for Capital (if maximum Public Service and Admin. are allocated) = \$567,950*

*Note: After required Section 108 loan payments are deducted from available funds= (\$996,070 - \$428,120) = \$567,950

2021-2022 CDBG PROGRAM YEAR PROPOSALS

EXHIBIT “D”

ADMINISTRATION / PLANNING PROJECTS

Project Title	Submitting Organization	Project Summary	Eligibility	Past Year Funding	Funding Requested	AD-HOC Recommended Funding
CDBG Program Administration	Rialto Administration Department	Project to provide for the overall administration of the CDBG Program, to include: preparation and submission of required contracts with HUD, submission of all reporting requirements, provision of individual project oversight, monitoring of all project implementation and ongoing completion, and fiscal management and oversight. Program Administration is performed by a combination of City Staff and a Professional Consultant.	N/A	\$213,796	\$217,613	\$0
Fair Housing [AFFH] Program Services	Inland Fair Housing & Mediation Board	This project will provide fair housing education, outreach enforcement, landlord/tenant counseling and mediation services for the residents of the City of Rialto. Rialto residents will be provided the services at the Inland Fair Housing and Mediation Board office located in the City of San Bernardino.	N/A	\$29,061	\$32,000	\$0
TOTAL ADMINISTRATION / PLANNING REQUESTS				\$242,857	\$249,613	\$0

Maximum Allowed by HUD: 20% of Allocation = (20%) x (\$1,248,066*) = \$249,613

** Expected amount based on 2021-2022 CDBG recently released allocations*



Inland Fair Housing and Mediation Board
A HUD Approved Housing Counseling Agency

p: 800.321.0911 | f: 909.460.0274 | e: info@ifhmb.com | w: www.ifhmb.com

February 15, 2021

City of Rialto
Attn: Frank Perez, CDBG Program Consultant
Administrative Services Department (Deputy City Manager's Office)
150 S. Palm Ave.
Rialto, CA 92376

Re: 2021-2022 Proposal for Fair Housing Services

Dear Mr. Perez:

Inland Fair Housing and Mediation Board hereby submits this proposal for Fair Housing and Landlord/Tenant Mediation Services in the amount of \$32,000 for your review. We look forward to working with the City of Rialto to provide a comprehensive Fair Housing Program and Landlord/Tenant Mediation Services for Rialto residents, housing providers/landlords, and City officials.

IFHMB will utilize education, outreach, and enforcement activities, designed in tandem with the City, to affirmatively further fair housing in the City of Rialto. Our proposal includes education, outreach, and enforcement activities that will strengthen the community by affirmatively furthering fair housing and helping to prevent homelessness. IFHMB is a Qualified Fair Housing Organization (QFHO).

IFHMB has provided services to low and moderate income individuals throughout its more than 30 year history. In this proposal, IFHMB will provide the following services in the City of Rialto:

- Educate residents, City staff, community members, and housing industry groups on federal and state fair housing laws, and landlord/tenant laws. Offer landlord/tenant mediation services.
- Upon request provide fair housing information to City staff.
- Enforce fair housing laws through investigation, filing, mediating, and/or conciliating fair housing complaints.

IFHMB's fair housing and landlord/tenant programs are coordinated to maximize the City of Rialto's funding award contribution, and meet the City's objectives as outlined in the Consolidated Plan.

Ontario
(909) 984-2254
1500 South Haven Ave., Suite 100
Ontario, CA 91761

San Bernardino
(909) 888-3763
225 West Hospitality Lane, Suite 207
San Bernardino, CA 92408

Victorville
(760) 243-2412
15428 Civic Dr., Suite 225
Victorville, CA 92392

Indio
(760) 775-3151
82921 Indio Blvd.
Indio, CA 92201

El Centro
(760) 482-5773
444 South 8th St., Suite C-1A
El Centro, CA 92243



Inland Fair Housing and Mediation Board
A HUD Approved Housing Counseling Agency

p: 800.321.0911 | **f:** 909.460.0274 | **e:** info@ifhmb.com | **w:** www.ifhmb.com

IFHMB strives to provide quality services to its contractors and the communities they serve. Should you have any questions regarding this proposal, please contact me at (909) 984-2254, ext. 153, or via email at igarcia@ifhmb.com. We look forward to working with the City of Rialto regarding this matter.

Sincerely,

Carmen I. Garcia
President and Chief Executive Officer

Enclosures

Ontario
(909) 984-2254
1500 South Haven Ave., Suite 100
Ontario, CA 91761

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(909) 888-3763
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San Bernardino, CA 92408

Victorville
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Indio, CA 92201

El Centro
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444 South 8th St., Suite C-1A
El Centro, CA 92243



CITY OF RIALTO
COMMUNITY DEVELOPMENT BLOCK GRANT FUNDING APPLICATION
ADMINISTRATIVE SERVICES DEPARTMENT

All organizations wishing to apply for Community Development Block Grant (CDBG) funds must complete an application form to be considered. All applications must be received at Rialto Administrative Services Department, Deputy City Managers Office Attn: Frank Perez, CDBG Program Consultant, 150 S. Palm Ave. Rialto, California, 92376 by **12:00 noon** on **Thursday, February 18, 2021**. Late applications will not be accepted. **NO EXCEPTIONS.**

To be considered for funding, all sections of the application must be completed. Any sections that do not apply should be marked N/A.

APPLICANT INFORMATION	
Organization Name: Inland Fair Housing and Mediation Board	Contact Person: Carmen I. Garica
Corporate Status <i>(Check One)</i> : <input checked="" type="checkbox"/> Nonprofit <input type="checkbox"/> For-Profit ¹ <input type="checkbox"/> Public (City Dept.)	Contact Title: President and CEO
Organization Address: Address: 1500 S. Haven Ave., Suite 100 City, State, Zip: Ontario, CA 91761	Telephone No.: 909-984-2254, ext. 153 Name and Title of Person Authorized to Sign Contracts: Carmen I. Garcia, President and CEO
Federal Tax ID No.: 95-3639912	Email Address: igarcia@ifhmb.com
DUNS No.: 108734237	System for Awards Management (SAMs Cage Code) No.: 305J3

PROGRAM/PROJECT INFORMATION	
Program/Project Title: Fair Housing Services Program	This request is for a <i>(Check One)</i> : <input type="checkbox"/> New Program/Project <input checked="" type="checkbox"/> Existing Program/Project <input type="checkbox"/> Expanded Program/Project
Amount of CDBG Funds Being Requested: \$32000	Program/Project Site Location Address: Address: 1500 S. Haven Ave., Suite 100 City, State, Zip: Ontario, CA 91761
Has your Organization previously received HUD or CDBG funds? <i>(Check One)</i> : <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	

¹ Pursuant to 570.500(c). For profit CDBG subrecipients may only apply for microenterprise activities found at 570.201(o).

NARRATIVE QUESTIONS

1. **Provide a detailed description of the proposed Program/Project. Explain how the Program/Project will benefit the community, the characteristics of the people who will benefit from the Program/Project and how CDBG funds will be used to implement the Program/Project. *(Limited to space provided for each question)***

IFHMB's proposed fair housing services program will provide fair housing and landlord - tenant mediation services to residents of the City of Rialto. Many housing opportunities are lost when individuals experience housing discrimination based on federal and state protected categories, such as race, sex, national origin, disability, and familial status. IFHMB's fair housing education, outreach, and enforcement activities will address fair housing issues encountered by City residents and assist the City to support and sustain inclusive neighborhoods vibrant with diversity. This program will provide Rialto residents with information about fair housing rights and responsibilities.

IFHMB provides one-on-one client services through telephone, by email, and by regular mail. Our offices are temporarily closed to the public due to the COVID-19 pandemic, however we are continuing to provide all of our services by phone, email, regular mail, and virtually (through Zoom), and through our website. Services are advertised through public service channels, through our social media platforms, flyers, brochures, attendance at local events, education seminars, group presentations, and other events upon request. This project will : (1) increase the number of complaints of possible fair housing violations from affected citizens as a measure of empowerment and effectiveness; and (2) conduct education programs to the community to reduce the incidence of housing discrimination associated with the lack of education and enforcement of existing laws. Over 80% of the clients we serve are LMI households which include youth, seniors, LGBT individuals, and persons with disabilities. Disability remains the top basis of fair housing complaints, and many of IFHMB's outreach activities are focused on reaching this vulnerable population.

To accomplish these goals, the agency conducts intake, investigation, and enforcement activities regarding fair housing complaints. We also utilize our landlord-tenant mediation program as a means of assisting residents and property owners/managers with disputes that could result in the loss of a housing opportunity. Landlord-tenant cases may include fair housing issues and a resident may not realize that the issue they are having with their housing provider constitutes discrimination. IFHMB staff conduct monthly outreach to the community and housing-related organizations utilizing both print and online outreach strategies. Fair Housing and Landlord-Tenant workshops are conducted throughout the year to familiarize residents with their housing rights and responsibilities, including federal and state fair housing laws.

In addition, IFHMB's Fair Housing program will provide data that aligns with Affirmatively Furthering Fair Housing (AFFH) assessment objectives involving analysis of 5 categories in determining AFFH goals: (1) Demographics; (2) Segregation/Integration; (3) Racially/Ethnically Concentrated Areas of Poverty; (4) Disparities in Access to Community Assets; and (5) Housing Needs Across Protected Classes. Monthly progress reports will detail the income levels and demographics of City residents who receive services and will assist the City with its AFFH reporting requirements.

NARRATIVE QUESTIONS - CONTINUED

- 2. Describe the target population. Indicate the number of unduplicated people or households the Program/Project will serve, their income levels, and if the target population is limited to one or more special needs groups. *(Limited to space provided for each question)***

IFHMB proposes to provide services to 400 residents (50 Fair Housing and 350 Landlord-Tenant). IFHMB's target population are residents of Rialto, with a focus on low to moderate-income communities and those groups who are veterans, disabled, and senior citizens. Fair Housing services will focus on marginalized and vulnerable individuals who face housing challenges based on their protected class status under federal and state fair housing laws. Historically, 80% of the beneficiaries of IFHMB's programs and services are low to moderate-income individuals.

- 3. Please describe the level of need for the proposed program in the City of Rialto. Provide verifiable data or evidence of this need to support the development of 2020-2024 Consolidated Plan -Strategic Plan goals. (If the activity will provide Fair Housing and landlord/tenant mediation services, describe how your Agency will assist the City in the implementation of the Fair Housing Plan that is part of the most recent Analysis of Impediments to Fair Housing Choice). *(Limited to space provided for each question)***

In the 2019-20 fiscal year, 95% of the City of Rialto residents who received services in our fair housing program fell into the LMI categories (54% extremely low, 16% low, 24% low-mod). Likewise, 94% of Rialto residents who received landlord-tenant services were LMI (35% extremely low, 45% low, 15% low-mod). IFHMB will assist the City in meeting its AFFH obligations by active participation and collaboration in the City's AFFH activities, such as community/stakeholder participation in the AFFH process, and interaction/collaboration, where possible, with other agencies who serve the same vulnerable populations. Fair Housing services help ensure that residents are informed of their state and federal fair housing rights. Increased awareness and education leads to increased reporting and investigation of fair housing violations, bringing remedy to those residents who have been victims of housing discrimination.

- 4. Describe all similar Program/Projects your organization has carried out in the last five years. For each Program/Project, provide a reference name and telephone number from the HUD grantee that provided CDBG or other HUD funding. *(Limited to space provided for each question)***

IFHMB contracts with several CDBG program participant jurisdictions in three Southern California counties (San Bernardino, Riverside, and Imperial) to conduct fair housing, landlord-tenant mediation, and senior service activities. In addition, IFHMB receives funding to provide HUD-approved housing counseling services, such as default/foreclosure counseling, which complement and provide added value to the services provided pursuant to CDBG program participants. Please see the attached Secured Funders List that outlines references and contact information for all organizations with which IFHMB maintains contracts for additional information.

- 5. Identify and describe any audit findings, liens, investigations, or probation by any oversight organization in the five years preceding this application. If none, so indicate. *(Limited to space provided for each question)***

None.

PROPOSED PROGRAM/PROJECT OPERATING BUDGET

Provide the anticipated operating budget for the proposed CDBG Program/Project. The CDBG portion of the budget must reflect only those costs of serving CDBG-eligible City residents. Indicate any leveraged funds to be used in conjunction with CDBG funds to implement the Program/Project. Additionally, provide the total operating budget for your organization for each type of operating expense. Please round up to the nearest dollar. *(Note: once you have entered the amounts, right click on the Total Budget cell for each column and select the "Update Field" option to update the totals)*

Cost Category	Proposed CDBG Program/Project Operating Budget			Total Organization Operating Budget
	CDBG Funds Requested*	Leveraged Funds	Total Program / Project Operating Budget	
Personnel Costs <i>(Salaries, Benefits, Other)</i>	\$24,091	\$437,723	\$461,814.00	\$1,094,067
Non-Personnel Costs <i>(Supplies, Consultants, etc.)</i>	\$7,909	\$143,691	\$151,600.00	\$482,236
Capital Improvement Costs <i>(Design, Construction, etc.)</i>	\$	\$	\$ 0.00	\$
Total Budget	\$32,000.00	\$581,414.00	\$613,414.00	\$1,576,303.00

*For public service programs, the City generally encourages the use of CDBG funds for personnel costs to reduce the amount of documentation required by the organization. Include all Program/Project costs and overall organization budget by the three cost categories listed. Leveraged funds are not required for Programs/Projects, but will enhance your proposal. Leveraged funds are other non-CDBG funds that will be used in conjunction with CDBG funds to implement the Program/Project. Leveraged funds include, but are not limited to, cash, gifts, in-kind gifts, or volunteer labor.

SOURCES OF FUNDING

If you have included leveraged funds in the section above, use the section below to list the sources of funding you anticipate using to implement the City CDBG Program/Project by source, amount, type and status below. The amount of CDBG funding you are seeking in this application is listed first. Fill in the remaining rows to indicate other leveraged funds. The total of all sources listed in the table below should equal the Total Program/Project Operating Budget in the table above. *(Note: once you have entered the amounts, right click on the Total Budget cell for the column and select the "Update Field" option to update the totals)*

Source	Amount	Status (Not yet applied), Committed, In-hand, or Unknown)	Comments
CDBG (this application)	\$32,000	Unknown	See Secured Funder's list for complete list of funding
Hesperia	\$35,000	Unknown	
Ontario	\$42,200	Unknown	
Apple Valley	\$20,000	Unknown	
Rancho Cucamonga	\$20,000	Unknown	
El Centro, San Bernardino, ETC	\$464,214	Unknown	
Total Prog./Proj. Budget:	\$613,414.00		

TO BE COMPLETED FOR PUBLIC SERVICE PROGRAM APPLICATIONS ONLY

PUBLIC SERVICE PROGRAM ACCOMPLISHMENTS

Indicate the number of <u>unduplicated</u> people/households served:	City Residents	Total Unduplicated People/HH Served
Actually served during Program Year 2019-2020	397	12,837
Expected to be served during the current Program Year 2020-2021	400	12,286
Expected to be served during the upcoming Program Year 2021-2022	400	12,286

Describe how the Program will benefit low- and moderate-income residents. For Programs that previously received CDBG funds, discuss the number of unduplicated people or households served in prior years and provide the unduplicated number expected to be served in the event that this application is fully or partially funded. *(Limited to space provided for each question)*

IFHMB's fair housing and landlord-tenant services address HUD's AFFH requirements by helping the City to narrow gaps that leave families with children, LGBTQ populations, people with disabilities, different races, colors, and national origins with disproportionate housing problems and lack of access to opportunities. There is a continued need for fair housing and landlord-tenant education, outreach, and enforcement activities, in order to intake and process the number of fair housing complaints from City residents and help them obtain and sustain access to the housing of their choice.

TO BE COMPLETED FOR CAPITAL IMPROVEMENT PROJECT APPLICATIONS ONLY

CAPITAL IMPROVEMENT PROJECT IMPLEMENTATION SCHEDULE

Milestone	Target Date	Comments
Phase 1: Preparation of Bid Document		
Phase 2: Pre-Bid		
Phase 3: Bid Opening		
Phase 4: Contract Award		
Phase 5: Pre-Construction / Notice to Proceed		
Phase 6: Mid-Construction		
Phase 7: Construction Completed		
Phase 8: Post Construction/Labor Clearance		

CAPITAL IMPROVEMENT PROJECT SPECIAL REQUIREMENTS

Has your organization implemented a project within the last five years subject to the following requirements?

The procurement and contracting requirements of 2 CFR Part 200	<input type="checkbox"/> Yes <input type="checkbox"/> No
The prevailing wage requirements of the Davis-Bacon and Related Acts	<input type="checkbox"/> Yes <input type="checkbox"/> No
The Equal Employment Opportunity and Women's/Minority-owned Business Requirements (WBE/MBE)	<input type="checkbox"/> Yes <input type="checkbox"/> No
Section 3 of the Housing and Urban Development Act of 1968	<input type="checkbox"/> Yes <input type="checkbox"/> No

I hereby certify that the aforementioned statements are true and correct. As the submitting agency, I certify that no member, officer or employee of the Sub recipient is an officer or employee of the City or member of any of its boards, commissions or committees or has any interest or holdings, which could be affected by any actions taken in execution of this application.

Carmen I. Garcia

PRINT NAME OF PERSON SIGNING CONTRACT



SIGNATURE

2/16/20

DATE

**STAFF COSTS: FAIR HOUSING & Landlord Tenant: PROGRAM BUDGET
FY2021-2022**

A. WAGES

POSITION/TITLE	HOURLY RATE	HRS. PER WK.	MONTHS IN PROGRAM	TOTAL CDBG COST	OTHER SOURCES	CDBG SHARE
CHIEF EXECUTIVE OFFICER	\$50.48	18	12	\$ 47,249	\$ 44,784	\$ 2,465
COO/CIO	\$38.46	18	12	\$ 35,999	\$ 34,121	\$ 1,878
CHIEF FINANCIAL OFFICER	\$47.00	8	12	\$ 19,552	\$ 18,532	\$ 1,020
ACCOUNTANT/ OFFICE MANAGER	\$26.00	10	12	\$ 13,520	\$ 12,815	\$ 705
GRANT ANALYST/PROG. SUP 2	\$25.00	26	12	\$ 33,800	\$ 32,037	\$ 1,763
FH SPECIALIST/INVESTIGATOI 2	\$18.25	30	12	\$ 28,470	\$ 26,985	\$ 1,485
TESTING COORDINATOR	\$18.00	10	12	\$ 9,360	\$ 8,872	\$ 488
FH/LT MEDIATOR 6	\$17.50	156	12	\$ 141,960	\$ 134,554	\$ 7,406
RECEPTIONIST/ OPERATOR	\$17.50	40	12	\$ 36,400	\$ 34,501	\$ 1,899
EXECUTIVE ASSISTANT	\$24.00	20	12	\$ 24,960	\$ 23,658	\$ 1,302
SUBTOTAL FOR WAGES				\$ 391,270	\$ 370,858	\$20,411

B. FRINGE BENEFITS

TYPE OF COSTS	PERCENT OF SALARY	TOTAL COST	OTHER SOURCES	CDBG SHARE
FICA	8.0%	\$ 31,353	\$ 29,718	\$ 1,636
SUI	1.0%	\$ 3,919	\$ 3,715	\$ 204
OTHER: Health	9.0%	\$ 35,272	\$ 33,432	\$ 1,840
SUBTOTAL FOR FRINGE BENEFITS		\$ 70,545	\$ 66,865	\$ 3,680

	TOTAL COST	OTHER SOURCES	CDBG SHARE
TOTAL STAFF COSTS	\$ 461,814	\$ 437,723	\$24,091

**C. SUPPLIES AND SERVICES COSTS: FAIR HOUSING & Landlord Tenant
FY2021-2022**

COST CATEGORY	PROGRAM TOTAL COST \$	OTHER SOURCES \$	CDBG SHARE \$
SPACE RENTAL	\$65,000.00	\$ 61,609	\$ 3,391
UTILITIES	\$5,000.00	\$ 4,739	\$ 261
INSURANCE:	\$ -		
D & O/LIABILITY	\$4,800.00	\$ 4,550	\$ 250
WORKERS COMP	\$15,000.00	\$ 14,217	\$ 783
CONTRACT SERVICES:	\$ -	\$ -	
ACCOUNTING & LEGAL	\$10,000.00	\$ 9,478	\$ 522
PAYROLL	\$7,000.00	\$ 6,635	\$ 365
JANATORIAL	\$8,200.00	\$ 7,772	\$ 428
OTHER PROFESSIONAL SERVICES	\$0.00	\$ -	\$ -
TRAVEL	\$1,500.00	\$ 1,422	\$ 78
SUPPLIES	\$4,200.00	\$ 3,981	\$ 219
POSTAGE	\$2,500.00	\$ 2,370	\$ 130
EQUIPMENT REPAIR & MAINTENANCE	\$3,000.00	\$ 2,843	\$ 157
EQUIPMENT LEASE	\$1,000.00	\$ 948	\$ 52
OTHER: TELEPHONE/ INTERNET	\$19,000.00	\$ 18,009	\$ 991
ADVERTISING	\$0.00	\$ -	\$ -
PRINTING	\$1,000.00	\$ 948	\$ 52
OTHER	\$1,000.00	\$ 948	\$ 52
TRAINING MATERIALS/	\$3,400.00	\$ 3,223	\$ 177
SUPPLIES AND SERVICES TOTALS	\$ 151,600	\$ 143,691	\$ 7,909

BUDGET OVERVIEW

COST CATEGORY	TOTAL COST \$	OTHER SOURCES \$	CDBG SHARE \$
PERSONNEL	\$ 461,814	\$ 437,723	\$ 24,091
SERVICES/SUPPLIES	\$ 151,600	\$ 143,691	\$ 7,909
TOTAL	\$ 613,414	\$ 581,414	\$ 32,000

If costs are to be shared by other sources of funding, including CDBG funds from other jurisdictions, identify the source of funding, grantor/lending agency, and amount.

FUNDING SOURCE	AMOUNT
PLEASE SEE LIST OF CONTRACTORS	

FAIR HOUSING AND OTHER HOUSING RELATED CONTRACTORS

Inland Fair Housing and Mediation Board is presently serving the Cities of Apple Valley, Cathedral City, Chino, Chino Hills, El Centro, Fontana, Hesperia, Indio, Ontario, Pomona, Rancho Cucamonga, Rialto, San Bernardino, Upland, Victorville and the County of San Bernardino for Fair Housing and other housing dispute resolution problems. In addition to these services, the organization is currently funded for Senior Services, Housing Counseling, and Dispute Resolution Program.

The contact person for each government agency follows:

Apple Valley (Town of) Douglas B. Robertson, Town Manager 14955 Dale Evans Parkway Apple Valley, CA 92307 F - 8 <div style="text-align: center;">[r]</div>	Lori Lamson, Asst. Town Mgr. or Maribel Hernandez (760) 240-7000 Ext. 7921 Fax: 240-7399 llamson@applevalley.org mhernandez@applevalley.org	Provide Fair Housing education, outreach and mediation \$8,022 Provide Landlord/Tenant mediation – \$0.00 July 1, 2020 - June 30, 2021 \$8,022 CDBG
Cathedral City Charles P. McClendon, City Mgr. 68-700 Avenida Lalo Guerrero Cathedral City, CA 92234 F-25 / L-175 <div style="text-align: center;">[r]</div>	Adnan Syed ^(07/2018) Community Development Department (760) 770.0376 ASyed@cathedralcity.gov	Provide Fair Housing education, outreach and Landlord/Tenant mediation \$18,000 July 1, 2020 - June 30, 2021 \$18,000 CDBG
Chino Armando Compean Principal Planner 13220 Central Avenue Chino, CA 91710 F- 25 P L- 200 P <div style="text-align: center;">[r]</div>	Pat Cacioppo Housing Technician (909) 334-3355 Fax: (909) 334-3724 pcacioppo@cityofchino.org	Provide Fair Housing education, outreach and mediation \$18,000 Provide Landlord/Tenant mediation \$13,000 July 1, 2020 - June 30, 2021 \$31,000 CDBG

Secured Funders List | 2020-2021

Chino Hills Ms. Alma Hernandez Administrative Analyst II 14000 City Center Drive Chino Hills, CA 91709 F-18 L-35 [r]	Remit to: Accounts Payable (909) 364-2717 Fax: 364-2725 ahernandez@chinohills.org	Provide Fair Housing education, outreach and mediation \$18,200 Provide Landlord/Tenant mediation \$10,000 July 1, 2020 - June 30, 2021 \$28,200 CDBG
County of San Bernardino Shanikqua Freeman (10/2016) 385 N. Arrowhead Ave., 3 rd Floor San Bernardino, CA 92415-0043 909-387-4411 Shanikqua.Freeman@eda.sbcounty.gov F- 209 L-2,741 [r]	Trina Perez, Housing Project Manager II Economic Development Agency 385 N. Arrowhead Avenue 3rd Floor San Bernardino, CA 92415-0043 Community Development & Housing ECD Analyst Trina.perez@cdh.sbcounty.gov 909-387-4486 Fax: 387-4415	Provide Fair Housing education, outreach and mediation, \$74,257 Provide Landlord/Tenant mediation \$37,129 July 1, 2020 - June 30, 2021 \$111,386 CDBG
El Centro Ms. Marcela Piedra Redevelopment Manager Economic Development Agency 1249 West Main Street El Centro, CA 92243 F- 15 L- 169	Bianca Sanabria (760) 337-4543 ext. 4751 Fax: 352-4867 bsanabria@cityofelcentro.org	Provide Fair Housing education, outreach and mediation Provide Landlord/Tenant mediation 2018-2021: May 2018 - April 30, 2021 Contract period @ \$47,250/yr.
Fontana Mr. Brent Mickey Housing Development Manager 8353 Sierra Avenue Fontana, CA 92335 F- 110 L- 750 [r]	Ms. Mary Aquilar Project Specialist (909) 350-6786 Fax: 350-6616 MAquilar@fontana.org • Office: (909) 350-6786	Provide Fair Housing education, outreach and mediation \$18,750 Landlord Tenant Education, outreach, and mediation \$18,750 July 1, 2020 - June 30, 2021 \$37,500 CDBG

Secured Funders List | 2020-2021

Hesperia CDBG Contract Administrator Economic Development Dept 9700 Seventh Avenue Hesperia, CA 92345 760.947.1906 F/L 20/150 <p style="text-align: right;">[r]</p>	Daniel Perez LDM Consultant 909-476-9696 xt 112 Fax: 909-476-6086 dperez@mdg-ldm.com	Provide Fair Housing education, outreach and mediation July 1, 2020 - June 30, 2021 \$15,000 CDBG
Indio Jesus Gomez Housing Programs Manager 100 Civic Center Mall Indio, CA 92201 F - 25 L - 175 200 persons	(760) 541-4260 Jesus Gomez jgomez@indio.org Yanel Ramirez yramirez@indio.org	Provide Fair Housing education, outreach and mediation \$19,000 Provide COVID Fair Housing \$86,622 and Landlord/Tenant mediation \$57,748 July 1, 2020 - June 30, 2021 \$19,000 CDBG \$144,370 COVID CDBG
Ontario Ms. Julie Bjork (<i>be-york</i>) Housing Manager 208 West Emporia Avenue Ontario, CA 91762 909-395-2307 F-100 L-1400 S-600 <p style="text-align: right;">[r]</p>	Ms. Katryna Gonzalez Project Coordinator (909) 395-2322 Fax: 395-2288 jrichardson@ci.ontario.ca.us kgonzalez@ci.ontario.ca.us	Provide Fair Housing education, outreach and mediation \$22,000 Provide Landlord/Tenant mediation \$10,200 Provide Senior Services \$10,000 July 1, 2020 - June 30, 2021 \$ CDBG
Pomona Ms. Tracy Byl Housing Technician City of Pomona 505 S. Garey Avenue Pomona, CA 91766 909-620-2437 F - 200/40 <p style="text-align: right;">[r]</p>	Vanessa Garcia Technical Specialist City Hall, 505 S Garey Pomona, CA 91769 vanessa_garcia@ci.pomona.ca.us	Provide Fair Housing education, \$1,500 CDBG July 1, 2020 - June 30, 2021

Secured Funders List | 2020-2021

Rancho Cucamonga Mr. David Munoz 10722 Arrow Route, Suite 822 Rancho Cucamonga, CA 91730 dmunoz@mdg-ldm.com 909) 774-4303 Fax: 477-2847 F- 30 L- 375 [r]	Mr. David Munoz dmunoz@mdg-ldm.com (909) 476-9696 x 100 C: 951-218-2205 Fax: 477-2847	Provide Fair Housing education, outreach and mediation \$20,000 Provide Landlord/Tenant mediation \$ July 1, 2020 - June 30, 2021 \$20,000 CDBG
Rialto Recreation & Comm Services Dept Mr. Perry Brents, Director 150 South Palm Avenue Rialto, CA 92376 (909)820-2685 F / L 50/350 [r]	Frank Perez LDM Consultant 909-476-6006 xt 112 fperez@mdg-ldm.com	Provide Fair Housing education, outreach and mediation \$29,061 July 1, 2020 - June 30, 2021 \$29,061 CDBG
San Bernardino City of San Bernardino Office of the City Manager 290 North D Street San Bernardino, CA 92418 (909) 384-7240 F-300 L-2.400 [r]	Fax: 384-5138 CDBG Coordinator (909) 384-7267 Maria Gallegos Gallegos_Ma@sbcity.org Invoices to: Economic Development & Housing Dept., 215 N D Street, San Bernardino CA 92401	Provide Fair Housing education, outreach and mediation and Landlord/Tenant mediation \$73,000 July 1, 2020 - June 30, 2021 \$73,000 CDBG
Upland Ms. Liz Chavez Housing Manager 460 North Euclid Avenue Upland, CA 91786 F- 60 L-500 [r]	Deyanira Pelayo-Brito Housing Coordinator (909) 931-4334 Fax: 931-9923 dbrito@ci.upland.ca.us	Provide Fair Housing education, outreach and mediation \$26,000 Provide Landlord/Tenant mediation \$19,500 July 1, 2020 - June 30, 2021 \$45,500 CDBG

Secured Funders List | 2020-2021

Victorville Lesyenia Marin Senior Administrative Analyst 14343 Civic Drive P.O. Box 5001 Victorville, CA 92392-5001 F- 50 L- 333 [r]	Liliana Collins (760) 243-6312 (760) 243-1923 Fax: 245-6646 LCollins@ci.victorville.ca.us	Provide Fair Housing education, outreach and mediation \$24,000 Provide Landlord/Tenant mediation \$ July 1, 2020 - June 30, 2021 \$24,000 CDBG
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Community Development Block Grant (CDBG) Funds:

\$

Secured Funders List | 2020-2021

<p>ADR Alan Crouse, Interim Court Administrative Services Manager Superior Court of San Bernardino County Box 15010 San Bernardino, CA 92415-5010</p> <p>909-708-8745 or 909-521-3608 Fax 909-708-8754</p> <p>Mediations per month: 500 [r]</p>	<p>Invoices to: Finance and Administration Office, Indigent Defense Attn: Craig Congdon 385 N. Arrowhead Ave, 4th Floor San Bernardino, 91415-0120 Craig.Congdon@cao.sbcounty.gov (909) 387-4603</p> <p>Dottie Giancanteri dgiancanteri@sb-courts.org (909) 363-4423</p>	<p>Provide Alternative Dispute service in County of San Bernardino</p> <p>July 1, 2019 - June 30, 2021 *Possible two 1-yr extension to June 2021</p> <p>\$1,080,000 \$396,000 Annually</p>
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Secured Funders List | 2020-2021

<p>FHIP Ms. Vicki Gums, GTM HUD US Department of Housing & Urban Development Attn: Vicki Gums, GTM, FHEO Office of Fair Housing and Equal Opportunity (FHEO) One Sansome Street, Suite 1200 San Francisco, CA 94104-4430</p> <p>(415) 489-6524 Office (800) 347-3739 Ext. 6524 Office (415) 489-6560 Intake Fax (415) 489-6564 TTY <u>Complaints_office_09@hud.gov</u> Region 9 online complaint mailbox</p>	<p>Vicki Gums OE Specialist/Investigator (415) 489-6534 (714) 246-8223 Ext. 3917 Fax: 436-8537 vicki.a.gums@hud.gov</p> <p>Ana Gutierrez, GTM (213) 534-2594 ana.l.gutierrez@hud.gov 300 North Los Angeles Street 4th Floor Los Angeles CA 90012</p>	<p>FHIP PROGRAMS: 1. April 1, 2018 – March 31, 2019 [3 yr to June 2020] \$300,000 PEI</p> <p>2. June 1, 2020– May 31, 2021 \$125,000 EOI</p> <p>3. COVID \$20,000</p>
<p>US Department of Housing & Urban Development</p>	<p>Christine Brown, GTR christine.w.brown@hud.gov</p> <p>Buki Baruwa, GTM (202) 402-3552 Buki.baruwa@hud.gov</p>	<p>HUD Community Compass Technical Assistance</p> <p>September 29, 2014 – September 28, 2021 \$507,606</p>
<p>RCAC Ms. Teresa Bardwell Grants & Contracts Administration Manager, Housing</p> <p>Rural Community Assistance Corp 3120 Freeboard Drive, Suite 201 West Sacramento, CA 95691</p> <p style="text-align: center;">[r]</p>	<p>(916) 447-2854 Fax: (916)447-2878 tbardwell@rcac.org 720-234-9565 (cell) Cindy Bray CBray@rcac.org (916) 447-2854 ext.1013</p>	<p>Housing Counseling April 1, 2018 – September 30, 2019* \$47,764</p> <p>*October 2019 to March 2021: \$27,000</p>

Inland Fair Housing and Mediation Board (IFHMB) is a Qualified Fair Housing Organization [QFHO]. IFHMB's scope of services includes activities that Affirmatively Furthering Fair Housing.

Pursuant to 24 CFR 125.103 [Title 24 Housing and Urban Development; Subtitle B Regulations Relating to Housing and Urban Development; Chapter I Office of Assistant Secretary for Equal Opportunity, Department of Housing and Urban Development; Subchapter A Fair Housing; Part 125 Fair Housing Initiatives Program], the term Qualified Fair Housing Organization (QFHO) means "any organization, whether or not it is solely engaged in fair housing enforcement activities, that –

- (1) Is organized as a private, tax-exempt, nonprofit, charitable organization;
- (2) Has at least 2 years' experience in complaint intake, complaint investigation, testing for fair housing violations and enforcement of meritorious claims; and
- (3) Is engaged in complaint intake, complaint investigation, testing for fair housing violations and enforcement of meritorious claims at the time of application for FHIP assistance."

AFFH activities take proactive steps beyond combating discrimination to promote more inclusive communities and access to community assets for all persons protected by the Fair Housing Act.

IFHMB's proposed fair housing program will provide:

- Fair housing education, outreach, mediation, investigation, enforcement, and counseling for residents who feel they have been the victim of housing discrimination. IFHMB's mediation and counseling help bring complaints and disagreements to a satisfactory conclusion in a swift and expeditious manner whenever possible.
- Utilize IFHMB's Fair Housing Management System (FHMS) and HUD's data tools to measure trends and changes in the targeted service area, and provide that information to the City of Rialto as requested.
- Work with the City of Rialto to establish AFFH activities that can be incorporated into existing planning processes.
- Address regional approaches to fair housing issues, working with community-based organizations, Public Housing Authorities, and education and transportation agencies in identifying fair housing issues.
- Promote a coordinated effort with municipal partners and other stakeholders to combat housing discrimination.

These services are offered through:

- Disseminating fair housing information to residents, housing providers, housing industry groups and other community partners.
- Working with housing industry groups and other professionals to promote equal access to housing choice and other community resources.
- Promoting fair housing practices in the community to create a better understanding of the rights and obligations of tenants, landlords, buyers, and sellers under the law.
- Counseling and/or mediating with individuals alleging discrimination.
- Investigating alleged discrimination complaints.
- Work with HUD, DFEH and administrative agencies for positive client outcomes in cases of discrimination.

Education includes free workshops to both landlords and tenants, property management companies, apartment owners' associations, and realtors. Education is also provided to various City-based programs, such as Head Starts, senior groups, disability agencies and literacy programs. Workshops and educational outreach are available to Limited English Proficient individuals and ESL classes.

Media outreach may consist of newspaper advertising in several newspapers throughout the County. Public service television and radio PSAs in English and Spanish are broadcast to encourage identification and discussion of fair housing issues. Fair housing brochures and flyers are periodically distributed to City Hall, Code Enforcement, Police Departments, and to numerous community-based public service agencies. These agencies assist IFHMB in circulating information regarding the services provided by IFHMB; we reciprocate by including community information in the materials provided to residents so that federal resource dollars are maximized.

A website has been established to make IFHMB's information and services more accessible. Website information provides links to fair housing history, laws, and how to file a complaint with HUD and/or DFEH. The site address is: www.ifhmb.com.

All of IFHMB's programs, services, and community outreach materials are provided in both English and Spanish in accordance with the law regarding providing services to Limited English Proficiency (LEP) individuals. IFHMB reviews its LEP plan annually to assure compliance with applicable laws and regulations and ensure meaningful access to its services by LEP populations.

IFHMB investigates bonafide discrimination complaints and facilitates enforcement through the agency's established testing program, described as one of the best in the country. Testing activities are complaint-based and are not conducted arbitrarily. Testing services are comprehensive and not part of general fair housing service proposals. *Testing services are provided at an additional cost.* HUD has awarded the agency a consistent rating of "Excellent" in testing grants provided to the agency since 1993. IFHMB, as a HUD-approved Housing Counseling Agency, also provides extensive housing counseling services, including default and foreclosure, Housing Counseling Grants.

During this program year, IFHMB will provide the following services to the City of Rialto:

- Intake and process complaints of housing discrimination for a minimum of (50) City residents.
- Provide fair housing information and/or mediation to both landlords and tenants to facilitate understanding of their housing rights and responsibilities, and promote fair housing choice for City of Rialto residents.
- Conduct fair housing outreach through the dissemination of literature throughout the community, and PSAs on local radio and cable television stations.
- Conduct fair housing workshops in the City of Rialto and surrounding cities, with particular focus on disability discrimination, as disability complaints currently make up the majority of fair housing complaints in the City of Rialto. These workshops will be marketed to housing providers, tenants, community stakeholders and City of Rialto staff.
- Provide technical assistance with fair housing issues for City of Rialto staff, upon request.

**FAIR HOUSING
CASE MANAGEMENT
PROGRAM ACTIVITIES**

Activities	Tasks	Staff	Submitted By	Performance Measurement
1. Conduct client intake and case management for residents seeking remedy on fair housing complaints	Open case files on all clients seeking services. Conduct investigation on complaint	FH Specialists Grants Analyst	Monthly	Report on number of clients utilizing services Satisfaction Tool
2. Inform clients of status of case and review options in filing cases with HUD, DFEH, DOJ, and private attorney	Provide clients with necessary documentation and filing forms to complete their complaint	FH Specialists and Program Supervisors	Monthly	Number of clients choosing to file
3. Conduct testing if client complaint indicates possible fair housing violation. Testing remains a tool used by IFHMB <i>independent</i> of this grant proposal.	Refer case to PEI Enforcement Department for case development	Programs Supervisor	As needed	N/A
4. Conduct surveys, if indicated, to determine if fair housing violation is systemic	Surveys to apartment complexes, PHA units, local residents	Program Supervisors	As indicated by test results	N/A
5. Prepare cases for referral to HUD, DFEH, DOJ, or private attorney if systemic investigations are indicative of fair housing violations	Report to City on systemic violations as indicated	Program Supervisors	As indicated by test results	Report on number and type of fair housing cases filed in jurisdiction
6. Provide statistical and financial reporting to the City as directed on required demographic client information	Provide reports to City on required data and fiscal use of funds, including all supporting documentation	Grants Analyst	Monthly	Timely submission of required report data

**PROGRAM ACTIVITIES
FAIR HOUSING
EDUCATION**

Activities	Tasks	Staff	Submitted By	Performance Measurement
1. Distribute protected class literature throughout City	Submit projected dates/locations	FH Specialists	Monthly	Number of clients seen from distribution
2. Create social media linkages between City and IFHMB and other resources	Provide images on fair housing linkages on City and IFHMB sites	CIO Program Supervisor	30 Days Review Quarterly	Number of clients referred from Links
3. Conduct community-based workshops on fair housing issues to vulnerable groups [disabled, veteran, LGBT, and seniors] as requested	Trainings will cover federal and state law in general and specifically on fair housing laws protect the identified group	Fair Housing Specialists	Quarterly	Pre-Post Survey Tool
4. Conduct workshops on fair housing to LEP community [Spanish-speaking] as requested	Trainings will cover federal and state civil rights and responsibilities	Program Supervisor	Quarterly	Pre-Post Survey Tool

Inland Fair Housing and Mediation Board (IFHMB) has provided mediation services throughout its service areas for over 30 years. The agency uses trained mediators and paralegals to work with landlords, tenants, property managers, property owners, real estate industry partners, housing developers, public housing authorities, and others to reduce the number of judicial complaints that result when disputants are unable to find resolution for contractual violations. IFHMB's programs reduce the number of complaints to both City staff and the Court system through the education and mediation process.

In addition to dispute resolution services, IFHMB staff review landlord/tenant disputes to determine whether violations of the Fair Housing Act have occurred. Examples of these violations may, on their face, appear to be general disputes; however, in many cases, cases can reflect negative attitudes toward protected classes, seniors, veterans, limited English populations, and generally arbitrary reasons. These types of complaints are routinely referred to the Fair Housing Department for additional investigation.

IFHMB's Scope of Services will address the following general landlord/tenant activities:

- Provide all individuals with information concerning their fair housing rights
- Provide landlord/tenant counseling and education on existing laws and regulations
- Provide information regarding landlord/tenant issues and mediation in both English and Spanish languages
- Assist individuals in resolving questions and avoiding disputes over evictions, deposit returns, substandard conditions, and other renter/rental owner matters.
- Provide trained mediators to discuss with renters, rental managers, and property owners their individual rights and responsibilities in all aspects of housing.
- Resolve problems through the process of education and negotiation.
- Refer disputants to local legal resources where necessary.

Scope of Services | Landlord Tenant Mediation

- Provide printed resources to landlords and tenants regarding basic fair housing regulations as preventative measures
- Develop case process and management on mediated cases
- Act as a community referral network resource
- Provide individuals access to information and problem-solving remedies

Mobilehome Park Services

In addition, IFHMB provides similar services to community residents who reside in Mobilehome Parks. IFHMB is the only agency in the county that provides specialized information and mediation services regarding disputes involving mobilehome residents and mobilehome park management and owners. IFHMB has extensive information regarding mobilehome park accords, ordinances, and laws that affect the unique circumstances involving mobilehome park housing and management, including current knowledge of Mobilehome Residency Law and Title 25 requirements. IFHMB provides the following services to the mobilehome population:

- Provides all individuals with information regarding their parks' specific rules and regulations
- Provides education services in mobilehome park community centers on fair housing and tenant/landlord rights and responsibilities
- Works with city departments (code enforcement, housing departments) on educating mobilehome park owners and management of fair housing and landlord/tenant law
- Provide individuals with mediation services regarding Mobilehome Residency and Title 25 law
- Provide education on mobilehome purchases, title searches, and sales.
- Work with property managers and owners to ensure correct application of mobilehome parks rules and regulations.

**PROGRAM ACTIVITIES
LANDLORD/TENANT
CASE MANAGEMENT**

Activities	Tasks	Staff	Submitted By	Performance Measurement
1. Conduct client intake and case management to 350 residents seeking remedy on landlord/tenant dispute issues	Open case files on all clients seeking services. Client data remains stored in databases for possible referrals	LT Mediators Grants Analyst	Monthly	Increased number of clients seeking services Client satisfaction survey tool
2. Review client complaints for possible fair housing implications	Refer clients with fair housing indicators to FH Department for additional investigation	LT and FH Mediators	Monthly	Number of clients referred from LT to FH for services
3. Conduct client intake and case management for mobilehome residents	Report on number of case files opened and basis of complaint and remedy	Mobile home LT Mediators	Monthly	Increased number of MH complaints
4. Explain judicial process to LT clients when mediation is not successful and referral to legal services is indicated	Indicate information provided to LT clients on unlawful detainer and small claims actions	LT Mediators	Monthly	Number of clients referred for legal or other services

**PROGRAM ACTIVITIES
LANDLORD/TENANT
EDUCATION**

Activities	Tasks	Staff	Submitted By	Performance Measurement
1. Develop and implement outreach and education plan regarding services throughout the City	Submit projected dates/locations	COO and Program Supervisor	Monthly	Numbers of outreach distributed
2. Distribute fair housing PSAs to media outlets and cable TV	Report on materials submitted	Program Supervisor	Quarterly	Number of Referrals from PSAs
3. Conduct community-based workshops on landlord/tenant issues for vulnerable groups [disabled, veteran, LGBT, and seniors] as needed	Trainings will cover the rental process, rights & responsibilities, terminations, evictions, and the judicial process	Program Supervisor	October and May	Pre-Post Survey Tool
4. Conduct mobilehome park workshops to discuss specialized laws governing mobilehome parks	Trainings will cover park management, special notice requirements, and Title 25 and Mobilehome Residency Law	Mobilehome LT Mediators	As requested	Pre-Post Survey Tool
5. Conduct general information workshops to the LEP community as needed [Spanish-speaking]	Trainings will cover federal and state civil rights and responsibilities	Program Supervisor	October/May	Pre-Post Survey Tool
6. Create social media linkages between City and IFHMB and other resources	Provide image of linkages	CIO Program Supervisor	First Quarter Review Quarterly	Number of Referrals from Links



**Big Brothers
Big Sisters**

OF ORANGE COUNTY
& THE INLAND EMPIRE

2155 CHICAGO AVENUE, SUITE 100
RIVERSIDE, CA 92507

REGIONAL BOARD

Erik Anderson
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Victor Cisneros
Jim Davenport
Amanda Deniston
Chris Foster
Vince French
Fred Grand
Dr. Jacqueline Gustafson
Kathryn Gutierrez
Ernie Hwang
Eugene Kim
Brent Lee
Jeremiah Lee
Ken Lineberger
Jonathan Mitchell
Erin Phillips
Dennis Shannon
Matt Stowe
Gustavo Theisen
Chris Venhoff
David Werner
Brett Zour

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Rusty Cochran
Craig Davis
Robert "Bob" Gedeon
Cyndi Light
Bill Olien
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Shawn Sorensen
Kristin Stolte
Robert "Bob" Tyler

RECEIVED

FEB 18 2021

February 16, 2021

ADMINISTRATION

City of Rialto
Attn: Frank Perez, CDBG Program Consultant
Administrative Services Department (Deputy City Manager's Office)
150 S. Palm Avenue
Rialto, CA 92376

Dear Mr. Perez,

On behalf of the Board of Advisors of Big Brothers Big Sisters of the Inland Empire, I hereby authorize Jennifer O'Farrell, Executive Director, to serve as signatory of the City of Rialto CDBG program covering the period of July 1st, 2021 through June 30th, 2022 which supports the direct program costs associated with the funding High School Bigs One-to-One Mentoring Program in Rialto.

The earlier we can intervene will provide a child more chances to refrain from criminal activity, stay in school and be able to take care of their family and future.

As the new Chairman of the Board and past Board Member for many years, I have observed the significant impact this remarkable organization has had on our region's most vulnerable children. I have complete confidence in the current leadership of Executive Director, Jennifer O'Farrell.

Thank you,

Brent Lee
BBBSIE Chairman of the Board



909.763.5959



909.303.2680



iebig.org

Tax ID# 95-1992702



**Big Brothers
Big Sisters**

2155 CHICAGO AVENUE, SUITE 100
RIVERSIDE, CA 92507

REGIONAL BOARD

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Sonya Sanders
Shawn Sorenson
Kristin Stone
Robert Bob Tyler

RECEIVED

FEB 18 2021

February 17, 2021

ADMINISTRATION

Rialto Administrative Services Department,
Deputy City Manager's Office
Attn: Frank Perez, Program Consultant
150 S. Palm Avenue
Rialto, California, 92376

Dear Mr. Perez and the City of Rialto Community Services Department:

On behalf of Big Brothers Big Sisters of the Inland Empire, attached you will find our completed application packet for 2021-2022 City of Rialto CDBG funding consideration.

A contribution from the City of Rialto CDBG will help us sustain our fourth year of the High School Bigs School-based Mentoring Program in Rialto Unified School District. Our program matches qualified high school student volunteer mentors, "Bigs," with elementary school youth "Littles" referred by counselors, principal, and teacher as in need of additional support. This dual impact program is currently taking place at Kelley, Preston and Casey elementary schools and teen volunteers attend Rialto and Eisenhower High Schools.

The uncertain future caused by Covid-19 has made our mission to support youth's mental (social-emotional) health, prepare them for work and college, and ensure that they have connections outside their families' socio-economic status vital to our region's success & their survival. If we do not provide support services now to mitigate the impact of this crisis, which disproportionately affects low-income children and youth of color, an entire generation of youth are at risk.

We are grateful for your consideration of continued financial support of our mentoring services to the Rialto youth in our High School Bigs program.

Attached:

1. CDBG Funding Application Form
2. Additional Information ~ Attachments
3. Most recent IRS 990
4. 2021 Board of Directors List
5. Corporate Resolution Letter
6. 501c3 IRS Letter
7. Articles of Incorporation and By-Laws

Warmest Regards,


Jennifer O'Farrell, Executive Director



909.763.5959



909.303.2680



iebig.org

Tax ID# 95-1992702

FEB 18 2021



ADMINISTRATION

CITY OF RIALTO

COMMUNITY DEVELOPMENT BLOCK GRANT FUNDING APPLICATION
ADMINISTRATIVE SERVICES DEPARTMENT

All organizations wishing to apply for Community Development Block Grant (CDBG) funds must complete an application form to be considered. All applications must be received at Rialto Administrative Services Department, Deputy City Managers Office Attn: Frank Perez, CDBG Program Consultant, 150 S. Palm Ave. Rialto, California, 92376 by **12:00 noon** on **Thursday, February 18, 2021**. Late applications will not be accepted. **NO EXCEPTIONS.**

To be considered for funding, all sections of the application must be completed. Any sections that do not apply should be marked N/A.

Organization Name: Big Brothers Big Sisters of the Inland Empire (BBBSIE)	Contact Person: Jennifer O'Farrell
Corporate Status <i>(Check One)</i> : <input checked="" type="checkbox"/> Nonprofit <input type="checkbox"/> For-Profit ¹ <input type="checkbox"/> Public (City Dept.)	Contact Title: Executive Director
Organization Address: Address: 2155 Chicago Avenue Suite 100 City, State, Zip: Riverside, CA 92507	Telephone No.: 951-283-9305
	Name and Title of Person Authorized to Sign Contracts: Jennifer O'Farrell
Federal Tax ID No.: 95-1992702	Email Address: jofarrell@iebig.org
DUNS No.: 071891346	System for Awards Management (SAMs Cage Code) No: 4R3E2

Program/Project Title: High School Bigs School-based Mentoring	This request is for a <i>(Check One)</i> : <input type="checkbox"/> New Program/Project <input checked="" type="checkbox"/> Existing Program/Project <input type="checkbox"/> Expanded Program/Project
Amount of CDBG Funds Being Requested: \$15000	Program/Project Site Location Address: Address: Casey, Kelley and/or Preston Elementary Virtual or InPerson City, State, Zip: Rialto, CA 92376
Has your Organization previously received HUD or CDBG funds? <i>(Check One)</i> : <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	

Pursuant to 570.500(c). For profit CDBG subrecipients may only apply for microenterprise activities found at 570.201(o).

1. Provide a detailed description of the proposed Program/Project. Explain how the Program/Project will benefit the community, the characteristics of the people who will benefit from the Program/Project and how CDBG funds will be used to implement the Program/Project. (Limited to space provided for each question)

Through the Big Brothers Big Sisters High School Bigs School-Based Mentoring program, high school students (Bigs) are trained to be mentors to students (Littles) attending Title I elementary schools. The high school students serve as mentors and are "matched" with elementary youth who are identified by teachers and counselors as needing mentoring support. They are matched one-to-one as long as they remain at the partner schools, and meet weekly throughout the school year. High School Bigs is an ongoing, year-round program. The mentoring sessions and curriculum activities are conducted weekly between September and June of each school year. Mentor recruitment and identification of new elementary and high school participants is ongoing, however, there is a very concentrated effort for this function that takes place at the beginning of each school year between August and October. Formal training sessions for the Bigs called "Bigs Only" are conducted monthly, and on an individual basis as needed.

We currently serve youth from Kelley, Preston and Casey Elementary with high school students from Rialto High School. The high school mentors work together with BBBSIE program staff on assisting the Little with their school work and follow a curriculum that is targeted towards socio-emotional growth, academic success, and health and wellness. Concurrently, we empower high school Bigs to become community leaders, advocates and expand their college/career worldview.

Since the onset of Covid-19, mentoring sessions have been conducted virtually and while the platform in which we interact with our students has changed, our session structure has not. Access to both the Littles and Bigs and their parents is increasingly difficult, especially due to the technology gaps at home. We spent the first half of the year retaining and enrolling pastmatches and enrollment for new matches is ongoing. In 2020-2021 school year, we currently are serving 35 matches in Rialto. Students experience one-to-one mentoring sessions with their mentees via Zoom "breakout rooms" and then shift into a group mentoring session where curriculum is facilitated and students are led through engaging SEL conversations. Our program is providing our high school Bigs and elementary school Littles with the tools to cope with their emotions and are being taught to possess the language and confidence to advocate for themselves. Our staff will continue to work remotely until at least Fall 2021.

In response to the pandemic, we changed our focus to meet the needs of the youth and families we serve:

1. Mental and Physical Health
2. Educational barriers (digital divide, distance learning)
3. Economic distress/family resources: safety, food, unemployment, housing insecurity.

We accomplished and continue to create support via:

1. Virtual Mentoring: keeping kids connected in real time via text, phone, device and apps – giving young people a bridge of connection, emotional support, and security in unsettling times.
2. Academic help: mentors helping families with digital literacy, tutoring and advocate for their mentee's needs.
3. Access to resources: BBBS youth and families are professionally case managed and supported, serving as a resource to other service providers to create security for a family's basic needs.

The youth we serve, and their families, are under an even higher level of stress due to the impact of social isolation and economic disruption. Our goal is to keep our youth CONNECTED so that they don't become disconnected teenagers and young adults who are neither working or in school. According to Measure of America, 11.2% of the nation's vulnerable disconnected young people are cut off from the people, institutions, and experiences that would otherwise help them develop the knowledge, skills, maturity, and sense of purpose required to live rewarding lives as adults. The negative effects of youth disconnection ricochet across the economy, the social sector, the criminal justice system, and the political landscape, affecting us all. If we do not continue to provide mentoring support services to mitigate the impact of the Covid-19 crisis, which disproportionately affects low-income children and youth of color, an entire generation of Rialto youth is at risk.

2. Describe the target population. Indicate the number of unduplicated people or households the Program/Project will serve, their income levels, and if the target population is limited to one or more special needs groups. *(Limited to space provided for each question)*

The target population we serve face some of the most significant socio-economic challenges in our community. 68% of families live on household incomes under \$30,000 a year and 86% of the families served in the three counties qualify as "low income" by HUD standards. Only 7% of the parents hold a four-year college degree, and only 10% have graduated with any sort of post-secondary education. Beyond socioeconomic and education inequities, 10% of the youth we serve have had an incarcerated parent, 35% of youth have been exposed to abuse or neglect in their households, 14% have lived with someone who has served time in jail, and 8% of children have struggled with thoughts of suicide. Next year we hope to be back in-person, yet if not, continue to serve the 13 sites/sessions and school districts we are working with this school year.

3. Please describe the level of need for the proposed program in the City of Rialto. Provide verifiable data or evidence of this need to support the development of 2020-2024 Consolidated Plan -Strategic Plan goals. (If the activity will provide Fair Housing and landlord/tenant mediation services, describe how your Agency will assist the City in the implementation of the Fair Housing Plan that is part of the most recent Analysis of Impediments to Fair Housing Choice). *(Limited to space provided for each question)*

According to HUD online reporting, the City of Rialto Median Household Income in 2019-20 is \$61,500. Currently, 71% of High School Big Rialto elementary school youth that we serve come from families with a household income less than the San Bernardino County 'very low' income limits and 18% come from families with a household income less than the 'extremely low' income limits.

According to the Rialto Unified School District's Unduplicated Student Poverty data regarding- Free or Reduced Price Meals Data over 90% of youth ages 5-17 at Casey Elementary, Kelley Elementary and Preston Elementary are eligible for FRP Meals.

Through the youth identification process, BBBSIE targets youth with the greatest potential to break the cycle of poverty as a benefit of the positive influence of their mentor.

4. Describe all similar Program/Projects your organization has carried out in the last five years. For each Program/Project, provide a reference name and telephone number from the HUD grantee that provided CDBG or other HUD funding. *(Limited to space provided for each question)*

Initial funding for the High School Bigs Program in the Rialto Unified School District was awarded June 2018 by Andeavor/Marathon Petroleum Corporation, and they have generously funded us again in 2020 in response to the pandemic. We are in our 3rd year of the program and continue to make a positive impact in the City of Rialto and the Rialto Unified School District.

-In 2020, BBBSIE served youth total in our regional High School Bigs School Based Program in San Bernardino County.

-City of Riverside- CDBG: Martha Naranjo: 951.826.5469

5. Identify and describe any audit findings, liens, investigations, or probation by any oversight organization in the five years preceding this application. If none, so indicate. *(Limited to space provided for each question)*

None at this time

Provide the anticipated operating budget for the proposed CDBG Program/Project. The CDBG portion of the budget must reflect only those costs of serving CDBG-eligible City residents. Indicate any leveraged funds to be used in conjunction with CDBG funds to implement the Program/Project. Additionally, provide the total operating budget for your organization for each type of operating expense. Please round up to the nearest dollar. *(Note: once you have entered the amounts, right click on the Total Budget cell for each column and select the "Update Field" option to update the totals)*

Cost Category	Proposed CDBG Program/Project Operating Budget			Total Organization Operating Budget
	CDBG Funds Requested*	Leveraged Funds	Total Program / Project Operating Budget	
Personnel Costs <i>(Salaries, Benefits, Other)</i>	\$15,000	\$249,241.30	\$ 0.00	\$264,241.30
Non-Personnel Costs <i>(Supplies, Consultants, etc.)</i>	\$0	\$175,789.46	\$ 0.00	\$175,789.46
Capital Improvement Costs <i>(Design, Construction, etc.)</i>	\$0	\$	\$ 0.00	\$0
Total Budget	\$15,000.00	\$425,030.76	\$ 0.00	\$440,030.76

*For public service programs, the City generally encourages the use of CDBG funds for personnel costs to reduce the amount of documentation required by the organization. Include all Program/Project costs and overall organization budget by the three cost categories listed. Leveraged funds are not required for Programs/Projects, but will enhance your proposal. Leveraged funds are other non-CDBG funds that will be used in conjunction with CDBG funds to implement the Program/Project. Leveraged funds include, but are not limited to, cash, gifts, in-kind gifts, or volunteer labor.

If you have included leveraged funds in the section above, use the section below to list the sources of funding you anticipate using to implement the City CDBG Program/Project by source, amount, type and status below. The amount of CDBG funding you are seeking in this application is listed first. Fill in the remaining rows to indicate other leveraged funds. The total of all sources listed in the table below should equal the Total Program/Project Operating Budget in the table above. *(Note: once you have entered the amounts, right click on the Total Budget cell for the column and select the "Update Field" option to update the totals)*

Source	Amount	Status (Not yet applied), Committed, In-hand, or Unknown)	Comments
CDBG (this application)	\$15,000.00	Unknown	City of Rialto CDBG
Corp Grants/Foundations	\$276,500.76	Received	Various
Major and Individual Giving	\$66,030.00	Received	Personal Giving
San Bernardino	\$32,500.00	Received	Government Contracts
Fundraising Events	\$0	Received	Canceled due to Covid-19
Federal Grant Funds	\$50,000	Pending	Office of Juv Justice/Health and Education Fed Grants
Total Prog./Proj. Budget:	\$440,030.76		

TO BE COMPLETED FOR PUBLIC SERVICE PROGRAM APPLICATIONS ONLY

Indicate the number of <u>unduplicated</u> people/households served:	City Residents	Total Unduplicated People/HH Served
Actually served during Program Year 2019-2020	132	836
Expected to be served during the current Program Year 2020-2021	70	449
Expected to be served during the upcoming Program Year 2021-2022	70	449

Describe how the Program will benefit low- and moderate-income residents. For Programs that previously received CDBG funds, discuss the number of unduplicated people or households served in prior years and provide the unduplicated number expected to be served in the event that this application is fully or partially funded. *(Limited to space provided for each question)*

The majority of BBBSIE youth live in low-income, single parent families, and possess risk factors in their lives that increase their chances for academic failure, juvenile delinquency, alcohol/substance abuse, poor health outcomes and failed parental/peer relationships. Based on our intake process records regionwide, over 70% youth served are from low-income single parent homes. One third have experienced some form of homelessness and 2% live in foster or group homes. The requested \$15,000 for High School Bigs in Rialto is expected to help fund the High School Bigs Program Specialist salary for 35 Rialto unduplicated youth with the mentees self reporting household income levels, with the majority LMI residents.

TO BE COMPLETED FOR CAPITAL IMPROVEMENT PROJECT APPLICATIONS ONLY

Milestone	Target Date	Comments
Phase 1: Preparation of Bid Document		
Phase 2: Pre-Bid		
Phase 3: Bid Opening		
Phase 4: Contract Award		
Phase 5: Pre-Construction / Notice to Proceed		
Phase 6: Mid-Construction		
Phase 7: Construction Completed		
Phase 8: Post Construction/Labor Clearance		

Has your organization implemented a project within the last five years subject to the following requirements?

The procurement and contracting requirements of 2 CFR Part 200	<input type="checkbox"/> Yes <input type="checkbox"/> No
The prevailing wage requirements of the Davis-Bacon and Related Acts	<input type="checkbox"/> Yes <input type="checkbox"/> No
The Equal Employment Opportunity and Women's/Minority-owned Business Requirements (WBE/MBE)	<input type="checkbox"/> Yes <input type="checkbox"/> No
Section 3 of the Housing and Urban Development Act of 1968	<input type="checkbox"/> Yes <input type="checkbox"/> No

I hereby certify that the aforementioned statements are true and correct. As the submitting agency, I certify that no member, officer or employee of the Sub recipient is an officer or employee of the City or member of any of its boards, commissions or committees or has any interest or holdings, which could be affected by any actions taken in execution of this application.

Jennifer O'Farrell
PRINT NAME OF PERSON SIGNING CONTRACT

Jennifer O'Farrell
SIGNATURE

12/17/2021
DATE



LEGAL AID SOCIETY OF SAN BERNARDINO

588 W. Sixth Street, San Bernardino, CA 92410
Telephone: (909) 889-7328; Admin. 381-4633, 889-4811
E-mail: Pablor@Legalaidofsb.org

Board Officers

Joyce M. Holcomb, President
Derek Raynes, Vice President
Connie S. Johnson, Secretary
Bob MacBurney, Treasurer

Administrator

Pablo Ramirez, Executive Director

Directors

Barbara Keough
Eugene Kim
Michael A. Scaffidi
Wilfrid C. Lemann
Robert MacBurney
Mark H. McGuire
Dean McVay
Michael Reiter
William D. Shapiro

February 17, 2021

Via U.S. MAIL

Rialto Community Services Dept.
Attn: Rudy Munoz, CDBG Program Consultant
214 N. Palm Avenue, Suite 204
Rialto, CA 92376

Re: Legal Aid Services for Rialto

Dear Mr. Munoz and City Agents:

Our agency has been providing free legal services to the needy since 1958, modifying our focus and delivery methodology to meet the changing needs of the residents of our region. Our core service includes providing attorney consultations, case analysis and advice, and case strategy for indigent families who need to address an issue that adversely affects their lives. We then prepare the legal documents needed to allow self-litigants to pursue actions seeking protective restraining orders, elder abuse prevention orders, resolution of landlord-tenant matters, and guardianship or conservatorship services that allow non-parent caregivers the authority to care for abandoned minor children and disabled, dependent adults. We also assist families with respect to parental rights, including custody, support, and visitation. Additionally, we prepare expungements and motions to clear old criminal records that inhibit employment and self-sufficiency; and we provide clinics to address employment and labor-law matters. In 2021, we will focus on services relating to maintaining housing, preventing homelessness, and otherwise assisting with tasks to assist in the recovery from the economic fallout of the Covid-19 pandemic while adhering to guidelines established to protect the health and safety of our clients and staff. These services will be available to Rialto residents and veterans who, primarily, have an income within the low and low-moderate income range of the annual HUD poverty guidelines.

Our core services allow residents who simply cannot hire an attorney to pursue remedy of problems most often related to basic needs: housing, safety, health, food and income stability, and freedom from abuse or neglect. Without this service, many families are forced to ignore life-altering problems until those problems reach explosive proportions. This program allows our clients an improved home life while also discovering their potential to address and resolve life-altering challenges. Our program impact is reflected by the outcome data gathered from our clients and from the court records on completed casework. Our work enhances local communities by strengthening individuals and families, yielding safer homes and neighborhoods, and decreasing dependency upon public services. In 2021-2022, we hope the housing

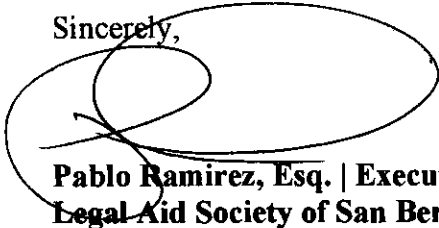
casework will minimize homelessness within the City.

Our various collaborative and partnership projects allow our clients access to healthcare, CalFRESH and WIC enrollment, citizenship and English classes, immigration services, victim recovery services, healthcare and mental health services, food and clothing, and counselling services.

Our services are accomplished by a small staff and Pro bono services donated by local attorneys and law students. We deliver these services through an electronic platform designed to minimize both travel and exposure to Rialto residents. According to the U.S. Census, of 2019, 94.6% of your Rialto residents have computers within the home and over 79.9% have established broadband accounts. Furthermore, our services will allow the secure transfer of data via clients' smart phones, making the service available to all Rialto residents.

Please consider this as a request to facilitate comprehensive services to your Rialto families. Should you have questions or need further information, please do not hesitate to contact me.

Sincerely,



Pablo Ramirez, Esq. | Executive Director
Legal Aid Society of San Bernardino

PR/djad
Enclosures



CITY OF RIALTO

COMMUNITY DEVELOPMENT BLOCK GRANT FUNDING APPLICATION
ADMINISTRATIVE SERVICES DEPARTMENT

All organizations wishing to apply for Community Development Block Grant (CDBG) funds must complete an application form to be considered. All applications must be received at Rialto Administrative Services Department, Deputy City Managers Office Attn: Frank Perez, CDBG Program Consultant, 150 S. Palm Ave. Rialto, California, 92376 by **12:00 noon** on **Thursday, February 18, 2021**. Late applications will not be accepted. **NO EXCEPTIONS.**

To be considered for funding, all sections of the application must be completed. Any sections that do not apply should be marked N/A.

APPLICANT INFORMATION	
Organization Name: LEGAL AID SOCIETY OF SAN BERNARDINO	Contact Person: Deborah J. Davis
Corporate Status (Check One): <input checked="" type="checkbox"/> Nonprofit <input type="checkbox"/> For-Profit ¹ <input type="checkbox"/> Public (City Dept.)	Contact Title: Chief Administrator
Organization Address: Address: 588 W. Sixth Street City, State, Zip: San Bernardino, CA 92410	Telephone No.: (909) 340-4492
	Name and Title of Person Authorized to Sign Contracts: Pablo Ramirez, Esq., Executive Director
Federal Tax ID No.: 95-1997024	Email Address: pablor@legalaidofsb.org
DUNS No.: 61871805	System for Awards Management (SAMs Cage Code) No: 36GA0

PROGRAM/PROJECT INFORMATION	
Program/Project Title: RIALTO'S LEGAL AID	This request is for a (Check One): <input type="checkbox"/> New Program/Project <input checked="" type="checkbox"/> Existing Program/Project <input checked="" type="checkbox"/> Expanded Program/Project
Amount of CDBG Funds Being Requested: \$29525	Program/Project Site Location Address: Address: 588 W. Sixth Street City, State, Zip: San Bernardino, CA 92410
Has your Organization previously received HUD or CDBG funds? (Check One): <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	

¹ Pursuant to 570.500(c). For profit CDBG subrecipients may only apply for microenterprise activities found at 570.201(o).

NARRATIVE QUESTIONS

1. **Provide a detailed description of the proposed Program/Project. Explain how the Program/Project will benefit the community, the characteristics of the people who will benefit from the Program/Project and how CDBG funds will be used to implement the Program/Project. (Limited to space provided for each question)**

LASSB will provide free direct legal services as well as outreach and education to primarily extremely low to low-moderate income residents of Rialto who need to address critical issues regarding basic needs, including health, safety, and secure living environments. LASSB will use the grant funds to prevent instability in families, to prevent or reduce homelessness and to seek correction of non-habitable rentals. Informal negotiation will be sought to resolve the issues as efficiently as possible. If that is not possible, LASSB will assist in preparation of legal documents and engage in mediation when the adverse party is amenable to such process. As a last resort, if litigation is required, LASSB intends to seek appropriate court relief to prevent eviction.

Through this partnership, the City will also assist with preserving family stability by supporting services for legal issues to secure protective restraining orders and establish custody, guardianship and conservatorship. The project will also allow your Rialto families to address a variety of other civil and consumer legal issues, including matters involving employment and labor disputes.

The target population will include the disabled, homeless and at-risk-of becoming homeless, elderly, minor and adult victims of abuse, the illiterate and those clients with limited English proficiency, Veterans, and military dependents.

The virtual community education component of this project will provide your Rialto families with a broader and more meaningful understanding of their rights and responsibilities by providing an awareness of protections afforded. Victims of past or future abuse will be empowered to assert their individual rights.

The project intends to assist vulnerable Rialto families with devastating problems that threaten their daily lives, specifically actions to prevent homelessness and establish orders preventing elder abuse, domestic violence. The project will also assist with actions to establish orders granting caregiver authority for those providing daily care for minors of absent, non-supporting parents and for caregivers of disabled, dependents adults.

By supporting this work, the City will meet it's own goals to improve living environs for it's most vulnerable constituents, thereby improving self-sufficiency within homes while preserving the City's limited resources.

NARRATIVE QUESTIONS - CONTINUED

- 2. Describe the target population. Indicate the number of unduplicated people or households the Program/Project will serve, their income levels, and if the target population is limited to one or more special needs groups. (Limited to space provided for each question)**

This project will serve 150 unduplicated households, benefitting approximately 510 individual residents of Rialto. At least 70% of those served will have income levels falling within the Extremely Low, Low and Low-Moderate levels of the annual HUD poverty guidelines. Those served will include qualifying military personnel, veterans, military dependents, the homeless and those at-risk of becoming homeless, the disabled, elderly and elderly frail, single heads-of-household, caregivers of disenfranchised minors, caregivers of disabled, dependent adults, residents facing employment or labor challenges and consumers seeking to protect their assets and resolve consumer disputes. These services will assist the more challenged residents of Rialto to seek corrective orders which will improve safety within the home and neighborhood, preserve or improve housing, prevent homelessness, stabilize income, dispel abuse or neglect and eliminate barriers to employment.

- 3. Please describe the level of need for the proposed program in the City of Rialto. Provide verifiable data or evidence of this need to support the development of 2020-2024 Consolidated Plan -Strategic Plan goals. (If the activity will provide Fair Housing and landlord/tenant mediation services, describe how your Agency will assist the City in the implementation of the Fair Housing Plan that is part of the most recent Analysis of Impediments to Fair Housing Choice). (Limited to space provided for each question)**

As of 2018, 28.2% of Ontario, CA residents (48.9k people) were born outside of the United States, which is higher than the national average of 13.7%. While there is one agency that provides similar services with reduced legal issues to Ontario clients, Ontario clients who do not have citizenship status (Immigrants) are not assisted. If awarded the funds, LASSB intends to assist ALL Ontario residents. Additionally, the other organization does not assist with Conservatorship, Civil Harassment or Guardianship. Finally, LASSB financial eligibility guidelines under CDBG provide greater flexibility to assist a higher population of Ontario clients, compared to the other agency.²

- 4. Describe all similar Program/Projects your organization has carried out in the last five years. For each Program/Project, provide a reference name and telephone number from the HUD grantee that provided CDBG or other HUD funding. (Limited to space provided for each question)**

Legal Aid has provided clinic-based legal services since 1977. Over the years we have fine-tuned the service delivery methods and altered the nature and scope of our services to meet the prevalent needs of our clientele. During the past five years, this has included using CDBG funds to serve the Cities of Chino Hills, Hesperia, Victorville and San Bernardino. Our contact person with these agencies are: City of Chino Hills, Alma Hernandez, (909) 364-2712; City of Hesperia, Susie Flores (760) 947-1909; City of Victorville, Liliana Collins (760) 243-6312; and City of San Bernardino, Paula Rae Espinosa (909) 663-1044.

- 5. Identify and describe any audit findings, liens, investigations, or probation by any oversight organization in the five years preceding this application. If none, so indicate. (Limited to space provided for each question)**

Most funders perform some sort of audit annually. Our CBDG funders typically audit annually. None of these funders have issued concerns, findings, liens, etc. We secure an annual, independent fiscal and compliance audit at the end of each year. Our 2019 audit expressed a finding with respect to the calculation of time donated by attorneys and the administrative policies. We immediately implemented a new procedure requiring each volunteer to sign documents tabulating such hours. We modified procedures and policies accordingly.

PROPOSED PROGRAM/PROJECT OPERATING BUDGET

Provide the anticipated operating budget for the proposed CDBG Program/Project. The CDBG portion of the budget must reflect only those costs of serving CDBG-eligible City residents. Indicate any leveraged funds to be used in conjunction with CDBG funds to implement the Program/Project. Additionally, provide the total operating budget for your organization for each type of operating expense. Please round up to the nearest dollar. *(Note: once you have entered the amounts, right click on the Total Budget cell for each column and select the "Update Field" option to update the totals)*

Cost Category	Proposed CDBG Program/Project Operating Budget			Total Organization Operating Budget
	CDBG Funds Requested*	Leveraged Funds	Total Program / Project Operating Budget	
Personnel Costs <i>(Salaries, Benefits, Other)</i>	\$27,900	\$37,727	\$ 0.00	\$65,627
Non-Personnel Costs <i>(Supplies, Consultants, etc.)</i>	\$1,625	\$8,711	\$ 0.00	\$10,336
Capital Improvement Costs <i>(Design, Construction, etc.)</i>	\$	\$	\$ 0.00	\$
Total Budget	\$29,525.00	\$46,438.00	\$ 0.00	\$75,963.00

*For public service programs, the City generally encourages the use of CDBG funds for personnel costs to reduce the amount of documentation required by the organization. Include all Program/Project costs and overall organization budget by the three cost categories listed. Leveraged funds are not required for Programs/Projects, but will enhance your proposal. Leveraged funds are other non-CDBG funds that will be used in conjunction with CDBG funds to implement the Program/Project. Leveraged funds include, but are not limited to, cash, gifts, in-kind gifts, or volunteer labor.

SOURCES OF FUNDING

If you have included leveraged funds in the section above, use the section below to list the sources of funding you anticipate using to implement the City CDBG Program/Project by source, amount, type and status below. The amount of CDBG funding you are seeking in this application is listed first. Fill in the remaining rows to indicate other leveraged funds. The total of all sources listed in the table below should equal the Total Program/Project Operating Budget in the table above. *(Note: once you have entered the amounts, right click on the Total Budget cell for the column and select the "Update Field" option to update the totals)*

Source	Amount	Status (Not yet applied), Committed, In-hand, or Unknown)	Comments
CDBG (this application)	\$29,525	Unknown	
State Bar IOLTA	\$36,438	Awarded	
State Bar HP Projec	\$10,000	Awarded	
	\$		
	\$		
	\$		
Total Prog./Proj. Budget:	\$75,963.00		

TO BE COMPLETED FOR PUBLIC SERVICE PROGRAM APPLICATIONS ONLY

PUBLIC SERVICE PROGRAM ACCOMPLISHMENTS

Indicate the number of unduplicated people/households served:	City Residents	Total Unduplicated People/HH Served
Actually served during Program Year 2019-2020		
Expected to be served during the current Program Year 2020-2021	120	408
Expected to be served during the upcoming Program Year 2021-2022	150	510

Describe how the Program will benefit low- and moderate-income residents. For Programs that previously received CDBG funds, discuss the number of unduplicated people or households served in prior years and provide the unduplicated number expected to be served in the event that this application is fully or partially funded. (Limited to space provided for each question)

We believe that through this partnership, we will be able to serve 150 Rialto household, benefitting 505 Rialto constituents. We have successfully operated a CDBG project for several years. In each such year, we have met or exceeded our goal in both the numbers served and the level of service proffered. The limitations experienced due to the Covid-19 pandemic have forced a modification of our service platform to allow continued service for your most vulnerable families. The financial devastation created by the pandemic has resulted in almost 43% of our local populations becoming unable to pay home rent or mortgage. Once the moratorium on evictions is lifted, we anticipate a deluge of clients facing homelessness. Continual changes to laws and procedures involving these housing issues will require continual training and flexibility to meet the needs.

TO BE COMPLETED FOR CAPITAL IMPROVEMENT PROJECT APPLICATIONS ONLY

CAPITAL IMPROVEMENT PROJECT IMPLEMENTATION SCHEDULE

Milestone	Target Date	Comments
Phase 1: Preparation of Bid Document		
Phase 2: Pre-Bid		
Phase 3: Bid Opening		
Phase 4: Contract Award		
Phase 5: Pre-Construction / Notice to Proceed		
Phase 6: Mid-Construction		
Phase 7: Construction Completed		
Phase 8: Post Construction/Labor Clearance		

CAPITAL IMPROVEMENT PROJECT SPECIAL REQUIREMENTS

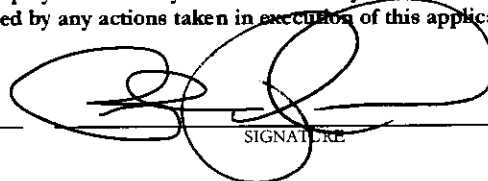
Has your organization implemented a project within the last five years subject to the following requirements?

The procurement and contracting requirements of 2 CFR Part 200	<input type="checkbox"/> Yes <input type="checkbox"/> No
The prevailing wage requirements of the Davis-Bacon and Related Acts	<input type="checkbox"/> Yes <input type="checkbox"/> No
The Equal Employment Opportunity and Women's/Minority-owned Business Requirements (WBE/MBE)	<input type="checkbox"/> Yes <input type="checkbox"/> No
Section 3 of the Housing and Urban Development Act of 1968	<input type="checkbox"/> Yes <input type="checkbox"/> No

I hereby certify that the aforementioned statements are true and correct. As the submitting agency, I certify that no member, officer or employee of the Sub recipient is an officer or employee of the City or member of any of its boards, commissions or committees or has any interest or holdings, which could be affected by any actions taken in execution of this application.

PABLO RAMIREZ, Esq., Executive
Director

PRINT NAME OF PERSON SIGNING CONTRACT



SIGNATURE

02-17-21

DATE

RECEIVED

FEB 18 2021



ADMINISTRATION

CITY OF RIALTO

COMMUNITY DEVELOPMENT BLOCK GRANT FUNDING APPLICATION

ADMINISTRATIVE SERVICES DEPARTMENT

All organizations wishing to apply for Community Development Block Grant (CDBG) funds must complete an application form to be considered. All applications must be received at Rialto Administrative Services Department, Deputy City Managers Office Attn: Frank Perez, CDBG Program Consultant, 150 S. Palm Ave. Rialto, California, 92376 by **12:00 noon** on **Thursday, February 18, 2021**. Late applications will not be accepted. **NO EXCEPTIONS.**

To be considered for funding, all sections of the application must be completed. Any sections that do not apply should be marked N/A.

APPLICANT INFORMATION

Organization Name: City of Rialto	Contact Person: Julio C. Salcedo
Corporate Status <i>(Check One)</i> : <input type="checkbox"/> Nonprofit <input type="checkbox"/> For-Profit ¹ <input checked="" type="checkbox"/> Public (City Dept.)	Contact Title: Acting Community Services Manager
Organization Address: Address: 214 N. Palm Ave, Suite 204 City, State, Zip: Rialto, CA 92376	Telephone No.: (909) 820-8039
	Name and Title of Person Authorized to Sign Contracts: Julio C. Salcedo, Acting Manager
Federal Tax ID No.: 95-6000768	Email Address: jsalcedo@rialtoca.gov
DUNS No.: 083583849	System for Awards Management (SAMs Cage Code) No: 5ALD7

PROGRAM/PROJECT INFORMATION

Program/Project Title: Rialto Senior Services Division	This request is for a <i>(Check One)</i> : <input type="checkbox"/> New Program/Project <input checked="" type="checkbox"/> Existing Program/Project <input type="checkbox"/> Expanded Program/Project
Amount of CDBG Funds Being Requested: \$48,500	Program/Project Site Location Address: Address: 1411 S. Riverside Ave. City, State, Zip: Rialto, CA 92376
Has your Organization previously received HUD or CDBG funds? <i>(Check One)</i> : <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	

¹ Pursuant to 570.500(c). For profit CDBG subrecipients may only apply for microenterprise activities found at 570.201(o).

NARRATIVE QUESTIONS

1. Provide a detailed description of the proposed Program/Project. Explain how the Program/Project will benefit the community, the characteristics of the people who will benefit from the Program/Project and how CDBG funds will be used to implement the Program/Project. *(Limited to space provided for each question)*

The Rialto Senior Services Division is part of the City of Rialto Community Services Department. The Community Services Department exists as a municipal government division within the incorporated City of Rialto. This division provides a broad spectrum of services, including recreational, educational, social, intergenerational and special event administration activities, to the residents of Rialto and surrounding communities. The Community Services Department is committed to excellence and fiscal responsibility as it strives to meet the needs of its diverse community. Essential to the overall quality of the community, a robust Department of Community Services promotes community pride and citizenship, enhances self esteem, develops character, encourages personal growth, and enriches the quality of life. With customer satisfaction as our priority, we will continue to deliver programming that is enjoyable, stimulating, challenging, and memorable. Through supplemental funding grants, we will continue to grow with our community and respond with greater facility to new challenges and needs.

The Rialto Senior Services Division is administered by the Rialto Community Services Department. The purpose of the Senior Services Division is to add years to the lives and life to the years of all Rialto senior citizens. We accomplish this by meeting all the social, recreation, informational and educational needs of our senior population. Rialto Senior Services provides opportunities for senior citizens to get a nutritious lunch, socialize with old and new friends, keep up to date on the changing health policies and programs and be informed on new scams that target this vulnerable population.

The staff that run the Senior Services Division make sure that informational workshops are scheduled, that relate to current important issues that affect our seniors. The staff facilitates recreational opportunities on site and off site. Staff also run a computer class in our own computer lab that focuses on the basics to teach our seniors how to transition into the digital age. The senior services division is the hub that our population depends on for information and referrals, special events specifically for senior citizens, health fairs and holiday celebrations. It is a division that understands the dynamics of working with such a valuable asset to our community as the senior population is.

The Rialto Senior Services Division is administered out of the Grace Vargas Senior Center. A healthy lunch is provided Monday through Friday with live music, dancing and lots of fun. Workshops on recent changes to health policies and plans, health issues, insurance and other topics that relate to our senior community are provided for free on a weekly basis. Some of the other activities that the seniors have a chance to engage in are crochet, billiards, karaoke, cribbage, bingo, crafts, quilting, hobby time and movie days.

NARRATIVE QUESTIONS - CONTINUED

2. Describe the target population. Indicate the number of unduplicated people or households the Program/Project will serve, their income levels, and if the target population is limited to one or more special needs groups. *(Limited to space provided for each question)*

The Rialto Senior Services Division will serve 100 seniors that reside in the City of Rialto that are on a fixed income and considered low income. Everyone is welcomed at the Grace Vargas Senior Center but because we served a senior population where the great majority qualifies for the lunch program, state and federal; services we offer, the great majority is considered low income according to HUD standards. The senior population in the City of Rialto is in great need for these types of services to continue consistently without a lapse in service because of lack of funds for staff. Our activities and services are, for the majority of our participants, the only meaningful social or educational interaction that they have throughout the day.

3. Please describe the level of need for the proposed program in the City of Rialto. Provide verifiable data or evidence of this need to support the development of 2020-2024 Consolidated Plan -Strategic Plan goals. (If the activity will provide Fair Housing and landlord/tenant mediation services, describe how your Agency will assist the City in the implementation of the Fair Housing Plan that is part of the most recent Analysis of Impediments to Fair Housing Choice). *(Limited to space provided for each question)*

The Grace Vargas Senior center is the only location in the City of Rialto that provides a daily hot meal for senior citizens in need. It is also the only location in the City of Rialto that offers the wide range of services aimed at our senior population all in one convenient location.

4. Describe all similar Program/Projects your organization has carried out in the last five years. For each Program/Project, provide a reference name and telephone number from the HUD grantee that provided CDBG or other HUD funding. *(Limited to space provided for each question)*

This would be the program's fifth funding cycle.

5. Identify and describe any audit findings, liens, investigations, or probation by any oversight organization in the five years preceding this application. If none, so indicate. *(Limited to space provided for each question)*

None

PROPOSED PROGRAM/PROJECT OPERATING BUDGET

Provide the anticipated operating budget for the proposed CDBG Program/Project. The CDBG portion of the budget must reflect only those costs of serving CDBG-eligible City residents. Indicate any leveraged funds to be used in conjunction with CDBG funds to implement the Program/Project. Additionally, provide the total operating budget for your organization for each type of operating expense. Please round up to the nearest dollar. *(Note: once you have entered the amounts, right click on the Total Budget cell for each column and select the "Update Field" option to update the totals)*

Cost Category	Proposed CDBG Program/Project Operating Budget			Total Organization Operating Budget
	CDBG Funds Requested*	Leveraged Funds	Total Program / Project Operating Budget	
Personnel Costs (Salaries, Benefits, Other)	\$48,500	\$	\$ 0.00	\$48500
Non-Personnel Costs (Supplies, Consultants, etc.)	\$	\$	\$ 0.00	\$
Capital Improvement Costs (Design, Construction, etc.)	\$	\$	\$ 0.00	\$
Total Budget	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00

*For public service programs, the City generally encourages the use of CDBG funds for personnel costs to reduce the amount of documentation required by the organization. Include all Program/Project costs and overall organization budget by the three cost categories listed. Leveraged funds are not required for Programs/Projects, but will enhance your proposal. Leveraged funds are other non-CDBG funds that will be used in conjunction with CDBG funds to implement the Program/Project. Leveraged funds include, but are not limited to, cash, gifts, in-kind gifts, or volunteer labor.

SOURCES OF FUNDING

If you have included leveraged funds in the section above, use the section below to list the sources of funding you anticipate using to implement the City CDBG Program/Project by source, amount, type and status below. The amount of CDBG funding you are seeking in this application is listed first. Fill in the remaining rows to indicate other leveraged funds. The total of all sources listed in the table below should equal the Total Program/Project Operating Budget in the table above. *(Note: once you have entered the amounts, right click on the Total Budget cell for the column and select the "Update Field" option to update the totals)*

Source	Amount	Status (Not yet applied), Committed, In- hand, or Unknown)	Comments
CDBG (this application)	\$48500	Unknown	
	\$		
	\$		
	\$		
	\$		
	\$		
Total Prog./Proj. Budget:	\$ 0.00		

TO BE COMPLETED FOR PUBLIC SERVICE PROGRAM APPLICATIONS ONLY

PUBLIC SERVICE PROGRAM ACCOMPLISHMENTS

Indicate the number of <u>unduplicated</u> people/households served:	City Residents	Total Unduplicated People/HH Served
Actually served during Program Year 2019-2020	100	100
Expected to be served during the current Program Year 2020-2021	96	96
Expected to be served during the upcoming Program Year 2021-2022	100	100

Describe how the Program will benefit low- and moderate-income residents. For Programs that previously received CDBG funds, discuss the number of unduplicated people or households served in prior years and provide the unduplicated number expected to be served in the event that this application is fully or partially funded. *(Limited to space provided for each question)*

The overwhelming majority of people who are served through the Grace Vargas Senior Center are considered low income or/and on a fixed income. The daily meal and programming that is administered helps enhance the quality of life for our seniors and maintains them engaged in their community.

TO BE COMPLETED FOR CAPITAL IMPROVEMENT PROJECT APPLICATIONS ONLY

CAPITAL IMPROVEMENT PROJECT IMPLEMENTATION SCHEDULE

Milestone	Target Date	Comments
Phase 1: Preparation of Bid Document		
Phase 2: Pre-Bid		
Phase 3: Bid Opening		
Phase 4: Contract Award		
Phase 5: Pre-Construction / Notice to Proceed		
Phase 6: Mid-Construction		
Phase 7: Construction Completed		
Phase 8: Post Construction/Labor Clearance		

CAPITAL IMPROVEMENT PROJECT SPECIAL REQUIREMENTS

Has your organization implemented a project within the last five years subject to the following requirements?

The procurement and contracting requirements of 2 CFR Part 200	<input type="checkbox"/> Yes <input type="checkbox"/> No
The prevailing wage requirements of the Davis-Bacon and Related Acts	<input type="checkbox"/> Yes <input type="checkbox"/> No
The Equal Employment Opportunity and Women's/Minority-owned Business Requirements (WBE/MBE)	<input type="checkbox"/> Yes <input type="checkbox"/> No
Section 3 of the Housing and Urban Development Act of 1968	<input type="checkbox"/> Yes <input type="checkbox"/> No

I hereby certify that the aforementioned statements are true and correct. As the submitting agency, I certify that no member, officer or employee of the Sub recipient is an officer or employee of the City or member of any of its boards, commissions or committees or has any interest or holdings, which could be affected by any actions taken in execution of this application.

Julio C Salcedo
PRINT NAME OF PERSON SIGNING CONTRACT

[Signature]
SIGNATURE

2/18/21
DATE



February 12, 2021

Rudy Gomez
CDBG Program Coordinator
150 South Palm Avenue
Rialto, California 92376

RE: Application for Community Development Block Grant Funding 2021

Mr. Gomez,

Rialto Family Health Services is applying for the Community Development Block Grant for 2021-2022. Please take a moment to review the updated application for this year's funding.

This funding would allow us to continue to make a difference in the community and the City of Rialto with our focus on decreasing Veterans homelessness, navigating through the complicated process of activating Veteran benefits, job placement, and referrals to local and State agencies for Rialto's Veterans.

The goal of this organization remains to provide assistance for our Veterans. During these difficult times we've remained diligent in assisting our Veterans at assisted living facilities and homeless camps, by delivering food, and seeking employment through our website.

We look forward to our continued partnership with the Loma Linda Veterans Hospital, the city of Rialto, San Bernardino County, and other state agencies in making a difference in the lives of our Veterans.

Respectfully,

Estevan Bennett
Executive Director
Rialto Family Health Services



CITY OF RIALTO

COMMUNITY DEVELOPMENT BLOCK GRANT FUNDING APPLICATION ADMINISTRATIVE SERVICES DEPARTMENT

All organizations wishing to apply for Community Development Block Grant (CDBG) funds must complete an application form to be considered. All applications must be received at Rialto Administrative Services Department, Deputy City Managers Office Attn: Frank Perez, CDBG Program Consultant, 150 S. Palm Ave. Rialto, California, 92376 by **12:00 noon** on **Thursday, February 18, 2021**. Late applications will not be accepted. **NO EXCEPTIONS.**

To be considered for funding, all sections of the application must be completed. Any sections that do not apply should be marked N/A.

Organization Name: Rialto Family Health Services	Contact Person: Estevan Bennett
Corporate Status (<i>Check One</i>): <input checked="" type="checkbox"/> Nonprofit <input type="checkbox"/> For-Profit ¹ <input type="checkbox"/> Public (City Dept.)	Contact Title: Executive Director
Organization Address: Address: 214 N. Palm Avenue City, State, Zip: Rialto, California 92376	Telephone No.: 909-685-3897 Name and Title of Person Authorized to Sign Contracts: Estevan Bennett/Executive Director
Federal Tax ID No.: 47-1610166	Email Address: rialtofamilyhealthsvcs@gmail.com
DUNS No.: 079650733	System for Awards Management (SAMs Cage Code) No: 079650733

Program/Project Title: Veteran Affairs Assistance Program	This request is for a (<i>Check One</i>): <input type="checkbox"/> New Program/Project <input checked="" type="checkbox"/> Existing Program/Project <input type="checkbox"/> Expanded Program/Project
Amount of CDBG Funds Being Requested: \$30,000	Program/Project Site Location Address: Address: 214 N. Palm Avenue City, State, Zip: Rialto, California 92376
Has your Organization previously received HUD or CDBG funds? (<i>Check One</i>): <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	

1. Provide a detailed description of the proposed Program/Project. Explain how the Program/Project will benefit the community, the characteristics of the people who will benefit from the Program/Project and how CDBG funds will be used to implement the Program/Project. (Limited to space provided for each question)

The Veteran Affairs Assistance Program provides support, information and resources to veterans in order for them to establish themselves in the community. Case management services are provided to assist with educating veterans on VA benefits, Financial services, Housing, Mental Health Counseling and Substance Abuse programs, as well as, a number of other needed services. Funds provided by CDBG will not only continue to be used for continuation of on-going services, but also be utilized for client advocacy measures. The Client Advocacy Measure involves RFHS acting as the liaison with the Department of Defense in addressing veterans services.

The program will benefit men and women in the veteran community by:

- 1.) Reducing the homeless population by signing veterans up for the Veterans Assistance Support Housing (VASH), which is a federally funded program that aids in getting veterans into housing.
- 2.) Providing information on veterans disability upgrades that would increase their financial status and therefore provide higher compensation. Thereby improving the quality of life for them and their families.
- 3.) Providing guidance on obtaining employment through the job assistance program for veterans. This will allow veterans to gain financial independence and have stability in their life.
- 4.) Assisting veterans in completing documentation for Cal-Fresh and Medi-Cal.
- 5.) Acting as a liaison with Children Support Services in addressing unpaid payments.
- 6.) Assisting with filing claims for Military Sexual Assault (MSA) cases.
- 7.) Working with veterans who were less than honorably discharged by filing paperwork to have the discharge upgraded. This will allow the veteran to function more effectively in the job market.
- 8.) Assisting any veteran with legal issues that fall within the eligibility level of Proposition 47 reduce the felony to a misdemeanor or dismissal.
- 9.) Assisting children of veterans access to benefits that are available to them.

Rialto Family Health Services will continue to collaborate with other groups to locate and service veterans and their families. This endeavor will take place by connecting with the City of Rialto SWAG Program, the Salvation Army, Transitional Living Agencies, San Bernardino Valley College Veterans Department and the Julia Palms Senior Center Complex. Other entities also include the Rialto American Legion, Loma Linda VA Hospital (STAR Program), Life Community Development and Transitional Housing in Loma Linda.

- 2. Describe the target population. Indicate the number of unduplicated people or households the Program/Project will serve, their income levels, and if the target population is limited to one or more special needs groups. (Limited to space provided for each question)**

The targeted population for Rialto Family Health Services are low to moderate income veterans. This particular group includes veterans from the age of 18 and above living in Rialto, California and the surrounding communities. The number of unduplicated people or households the agency is projected to service is up to 45. Services are not limited to special needs groups. Assistance is available to all groups including veterans dealing with challenges such as homelessness, physical handicaps, PTSD, Alcohol/Drug addiction, mental health issues, hearing impairment, etc.

- 3. Please describe the level of need for the proposed program in the City of Rialto. Provide verifiable data or evidence of this need to support the development of 2020-2024 Consolidated Plan -Strategic Plan goals. (If the activity will provide Fair Housing and landlord/tenant mediation services, describe how your Agency will assist the City in the implementation of the Fair Housing Plan that is part of the most recent Analysis of Impediments to Fair Housing Choice). (Limited to space provided for each question)**

The need for Veteran Affairs Representatives in the city of Rialto is great. There are only 4 offices in all of San Bernardino County with Rialto being one of them that assists veterans with their benefits. Many of the over 134,000 veterans living in San Bernardino County are seeking affordable housing. VA loans in the Inland Empire increased 44% in the last 5 years. Hundreds of thousands of federal dollars are not making its way back into the community, because claims are not being filed. When a disabled veteran's claim is filed; it can range from \$150.00 to \$3,900.00 per month; as we have done. When VA Support Housing Vouchers are increased; they allow families to remain in their home. These homes are often owned by veterans using them as rentals; this benefits both landlord and tenant. When dependents of disabled veterans file claims; they are eligible for a tuition free education at any California or State University, as well as any Community College. These are just a few examples of revenue returns that a veteran Affairs Office brings into our community. This money trickles back into the City's general funds and therefore provide money for services needed by the city.

- 4. Describe all similar Program/Projects your organization has carried out in the last five years. For each Program/Project, provide a reference name and telephone number from the HUD grantee that provided CDBG or other HUD funding. (Limited to space provided for each question)**

- 5. Identify and describe any audit findings, liens, investigations, or probation by any oversight organization in the five years preceding this application. If none, so indicate. (Limited to space provided for each question)**

Provide the anticipated operating budget for the proposed CDBG Program/Project. The CDBG portion of the budget must reflect only those costs of serving CDBG-eligible City residents. Indicate any leveraged funds to be used in conjunction with CDBG funds to implement the Program/Project. Additionally, provide the total operating budget for your organization for each type of operating expense. Please round up to the nearest dollar. *(Note: once you have entered the amounts, right click on the Total Budget cell for each column and select the "Update Field" option to update the totals)*

Cost Category	Proposed CDBG Program/Project Operating Budget			Total Organization Operating Budget
	CDBG Funds Requested*	Leveraged Funds	Total Program / Project Operating Budget	
Personnel Costs (Salaries, Benefits, Other)	\$30,000	\$10,000	\$ 0.00	\$
Non-Personnel Costs (Supplies, Consultants, etc.)	\$5,000	\$	\$ 0.00	\$
Capital Improvement Costs (Design, Construction, etc.)	\$	\$	\$ 0.00	\$
Total Budget	\$ 0.00	\$ 0.00	\$ 0.00	\$ 45,000.00

*For public service programs, the City generally encourages the use of CDBG funds for personnel costs to reduce the amount of documentation required by the organization. Include all Program/Project costs and overall organization budget by the three cost categories listed. Leveraged funds are not required for Programs/Projects, but will enhance your proposal. Leveraged funds are other non-CDBG funds that will be used in conjunction with CDBG funds to implement the Program/Project. Leveraged funds include, but are not limited to, cash, gifts, in-kind gifts, or volunteer labor.

If you have included leveraged funds in the section above, use the section below to list the sources of funding you anticipate using to implement the City CDBG Program/Project by source, amount, type and status below. The amount of CDBG funding you are seeking in this application is listed first. Fill in the remaining rows to indicate other leveraged funds. The total of all sources listed in the table below should equal the Total Program/Project Operating Budget in the table above. *(Note: once you have entered the amounts, right click on the Total Budget cell for the column and select the "Update Field" option to update the totals)*

Source	Amount	Status (Not yet applied), Committed, In-hand, or Unknown)	Comments
CDBG (this application)	\$45,000	Unknown	
	\$		
	\$		
	\$		
	\$		
	\$		
Total Prog./Proj. Budget:	\$ 45,000.00		

TO BE COMPLETED FOR PUBLIC SERVICE PROGRAM APPLICATIONS ONLY

Indicate the number of <u>unduplicated</u> people/households served:	City Residents	Total Unduplicated People/HH Served
Actually served during Program Year 2019-2020	35	70
Expected to be served during the current Program Year 2020-2021	40	70
Expected to be served during the upcoming Program Year 2021-2022	45	70

Describe how the Program will benefit low- and moderate-income residents. For Programs that previously received CDBG funds, discuss the number of unduplicated people or households served in prior years and provide the unduplicated number expected to be served in the event that this application is fully or partially funded. *(Limited to space provided for each question)*

This program will reconnect veterans with family members and needed support services. The services provided will reduce homelessness by increasing the financial status of veterans. These endeavors will be done through a connection with San Bernardino Housing Authority, Light House Support Services, KEYS, Cal-Fresh, Medi-Cal and U.S.Vets. We have served a total of 200 veterans and expect to serve an additional 40 rialto residents in the upcoming year.

TO BE COMPLETED FOR CAPITAL IMPROVEMENT PROJECT APPLICATIONS ONLY

Milestone	Target Date	Comments
Phase 1: Preparation of Bid Document		
Phase 2: Pre-Bid		
Phase 3: Bid Opening		
Phase 4: Contract Award		
Phase 5: Pre-Construction / Notice to Proceed		
Phase 6: Mid-Construction		
Phase 7: Construction Completed		
Phase 8: Post Construction/Labor Clearance		

Has your organization implemented a project within the last five years subject to the following requirements?

The procurement and contracting requirements of 2 CFR Part 200	<input type="checkbox"/> Yes <input type="checkbox"/> No
The prevailing wage requirements of the Davis-Bacon and Related Acts	<input type="checkbox"/> Yes <input type="checkbox"/> No
The Equal Employment Opportunity and Women's/Minority-owned Business Requirements (WBE/MBE)	<input type="checkbox"/> Yes <input type="checkbox"/> No
Section 3 of the Housing and Urban Development Act of 1968	<input type="checkbox"/> Yes <input type="checkbox"/> No

I hereby certify that the aforementioned statements are true and correct. As the submitting agency, I certify that no member, officer or employee of the Sub recipient is an officer or employee of the City or member of any of its boards, commissions or committees or has any interest or holdings, which could be affected by any actions taken in execution of this application.

Estevan Bennett
PRINT NAME OF PERSON SIGNING CONTRACT

Estevan Bennett
SIGNATURE

2-18-2021
DATE



Veterans Assistance Program

Providing Services to Aid With:

Disability Upgrades
Discharge Upgrades
Locating DD214
Accessing Veterans Benefits

Call: (909) 820-2660
Free Food Baskets

Rialto Family Health Services Inc.
rialtofamilyhealthservices.com
rialtofamilyhealthsvcs@gmail.com | (909)820-2660
214 N. Palm Avenue Suite 504, Rialto CA 92376

STATE VA SERVICE BENEFITS

Includes:

- Property Tax Exemption Guidance
- Tuition Fee Waiver for Dependents
- Car Registration Exemption
- Hunting and Fishing Licenses
- Fee Reduction
- VA Programs Resources & Referrals



Additional Programs

- Project Angel Tree
- Back on Track
- Expungement Program
- Healthy Cooking and Shopping for Life
- We Care Companion/Caregiver Services
- Moving Forward Child Development Program
- Healthy Minds

www.Rialtofamilyhealthservices.com
Email: rialtofamilyhealthsvcs@gmail.com

VETERAN AFFAIRS ASSISTANCE PROGRAM



**RIALTO FAMILY HEALTH
SERVICES INC.**

909-820-2660

214 N. Palm Ave. Suite 504

Rialto, CA 92377

P.O. Box 1071 Rialto, CA 92377

Our Mission is to provide assistance to veterans in obtaining housings and VA Services...

Rialto Family Health Services Inc, is a community based non-profit organization established by citizens of Rialto and health care professionals.

RFHS is committed in the development of human potential and strengthening community support services through public and private partnerships

Our Vision:

Enriching communities to promote wellness and community health.



We are here to help! Please contact US Today!

- Provide Assistance to Veterans and Family Members in Obtaining Benefits.
- Review Va Claim Decisions, Benefits & Regulations
- Assist Veterans with Agent Orange disability
- Provide Guidance on the Fiduciary Process.
- Educate Veterans on VA Disability Benefits



909-820-2660

www.Rialtofamilyhealthservices.com
Email: rialtofamilyhealthsvcs@gmail.com

Non-profit organization 501(c) (3)

VETERAN AFFAIRS ASSISTANCE PROGRAM

- Explanation of CRDP of CRDP versus the CRSC Process.
- Assistance In Obtaining Military
- Medical Records & aid with follow thru of claims
- Resources and Referral Services
- Provide Guidance on Electronic Code of Federal Regulations





President –Deborah Smith Gilbert
First Vice-President- Che Wright
Second Vice-President – Gerri Foxall-Kater
Third Vice-President – Charli Harris
Recording Secretary –Natasha Broome-Shaw
Corresponding Secretary –Pamela D. Peete
Treasurer –Gwendolyn Heard Nelson
Parliamentarian –Noella Buchanan
Chaplain – Linda Jackson
Bethune Center Program Director – Barbara Williams

February 4, 2021

City of Rialto
Attn: Frank Perez, CDBG Program Consultant
Community Services Department
214 N. Palm Avenue, Suite #204
Rialto, CA 92376

Dear Mr. Perez:

Please find the enclosed 2021-2022 CDBG application and supporting documents. The Inland Empire Section, National Council of Negro Women, Inc. proposed to continue providing academic enrichment and Pre-employment skills training and services to the residents of the City of Rialto.

Sincerely,

Barbara Williams

Program Director

Inland Empire Section, NCNW Bethune Center



President –Deborah Smith Gilbert
First Vice-President- Che Wright
Second Vice-President – Gerri Foxall-Kater
Third Vice-President – Charli Harris
Recording Secretary –Natasha Broome-Shaw
Corresponding Secretary –Pamela D. Peete
Treasurer –Gwendolyn Heard Nelson
Parliamentarian –Noella Buchanan
Chaplain – Linda Jackson
Bethune Center Program Director – Barbara Williams

NCNW Bethune Center has had a continuous history of providing a comprehensive youth training and development program to foster academic enrichment and employment achievement in the surrounding Rialto area. NCNW, Inc began providing services to youth in grades 8-12 over 30+ years ago and for the last 4 years. The focus has been on low-income to moderate income families with young adults 17-25 years old. The young adults were seeking employment but needed additional training and pre-employment assistance to find employment. This is an invisible segment of society with little knowledge of how to participate in and how to enjoy the benefits of higher education and possible career choices. The goals are to empower participants to choose positive actions and adopt healthy lifestyles through self-discovery and self-advocacy. NCNWs' membership and its partners will collaborate to ensure that the young clients obtain the widest array of training, community involvement, service and leadership skills which will enable the young adults to become productive citizens. Ongoing workshops on developing resumes, interviewing, proper attire, etiquette and life skills will be taught throughout the year. We strive to allow these young adults the opportunity to see that our organization cares for them, their wellbeing as well as understands that they can make a difference in their communities. We believe each young person has a purpose and path to discover. Our job is to open their eyes to the possibilities through allowing them to explore and challenge themselves to see beyond their self-imposed limitations. Beginning this year, we have collaborated with area continuation high school to address issues such as choices, decision making and responsibility and how wrong thoughts process can derail their goals in life. We are here to lift our young adults and allow them to see their futures. We also serve Colton, Fontana, San Bernardino, Rancho Cucamonga, Loma Linda, and Riverside adults.

Affiliated with: National Council of Women of the United States/International Council of Women/National Assembly for Social Policy & Development

Contributions are deductible for income tax purposes Tax ID #30-1113310



CITY OF RIALTO

COMMUNITY DEVELOPMENT BLOCK GRANT FUNDING APPLICATION **ADMINISTRATIVE SERVICES DEPARTMENT**


All organizations wishing to apply for Community Development Block Grant (CDBG) funds must complete an application form to be considered. All applications must be received at Rialto Administrative Services Department, Deputy City Managers Office Attn: Frank Perez, CDBG Program Consultant, 150 S. Palm Ave. Rialto, California, 92376 by **12:00 noon** on **Thursday, February 18, 2021**. Late applications will not be accepted. **NO EXCEPTIONS.**

To be considered for funding, all sections of the application must be completed. Any sections that do not apply should be marked N/A.

Organization Name: Inland Empire Sections, National Council of Negro Women Inc.	Contact Person: Barbara Williams
Corporate Status (Check One): <input checked="" type="checkbox"/> Nonprofit <input type="checkbox"/> For-Profit ¹ <input type="checkbox"/> Public (City Dept.)	Contact Title: Program Director
Organization Address: Address: 141 S. Riverside Avenue City, State, Zip: Rialto, CA 92376	Telephone No.: 909-874-6000 Name and Title of Person Authorized to Sign Contracts: Barbara Williams
Federal Tax ID No.: 30-1113310	Email Address: Rialtoresourcecenter@gmail.com
DUNS No.: 196074758936	System for Awards Management (SAMs Cage Code) No:

Program/Project Title: Youth Adults Academic and Pre-Employment Skills Training	This request is for a (Check One): <input type="checkbox"/> New Program/Project <input checked="" type="checkbox"/> Existing Program/Project <input type="checkbox"/> Expanded Program/Project
Amount of CDBG Funds Being Requested: \$ 42000	Program/Project Site Location Address: Address: 141 S. Riverside Avenue City, State, Zip: Rialto, CA 92376
Has your Organization previously received HUD or CDBG funds? (Check One): <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	

¹ Pursuant to 570.500(c). For profit CDBG subrecipients may only apply for microenterprise activities found at 570.201(o).



1. **Provide a detailed description of the proposed Program/Project. Explain how the Program/Project will benefit the community, the characteristics of the people who will benefit from the Program/Project and how CDBG funds will be used to implement the Program/Project. (Limited to space provided for each question)**

The NCNW project provides customer service training which fosters a successful transition to either employment, higher education, trade apprenticeship or military service. The project will provide a wide range of training elements as listed below:

- Academic Enhancement Skills Training
- Soft Skills Training
- Leadership Development Opportunities
- Case Management
- Adult Mentoring
- Life Skills Training
- Volunteerism

The mission of the National Council of Negro Women/Bethune Center is to provide pre-employment, developing and identifying skills, assisting with job search opportunities and follow-up with our clients in the San Bernardino County. Our efforts are to combat high unemployment and promote self-sufficiency.

We also have the pleasure of serving the general public in the Rialto Resource Center. The Human Resource Department sends anyone who is seeking employment services to us for assistance. We have in the past had constant walk-in traffic inquiring how we can help them locate employers, update their resumes and help them find employment. Due to the Corona Virus we are scheduling appointments only, which has drastically reduced the appointments and walk-ins, we are also working on zoom appointments also.

All clients are offered a broad range of classes and employment services to develop a better understanding of what the employer is looking for in an employee. Employment skills are general life skills that will help them achieve a successful transition into employability and self-sufficiency. The workshops are designed to meet the employment deficiencies of Rialto's citizens, which will ultimately assist them in their financial needs. Our services are offered to clients 16 years and older and taught by NCNW staff and volunteers.

The elements listed above are mainly offered in a one-on-one and/or a classroom setting at the Rialto Resource Center or at a local high school, but due to the Corona Virus we are forced to do these meetings via zoom which will keep everyone safe and still try to reach our goal. The NNW program collaborates with many partners in the Rialto area. Collaborative partners include Altus Academy, Rialto High School, Catholic Charities, Inland Behavioral Health and San Bernardino Valley College, Valley Bound, and the Young Visionaries. The Bethune Center facility is open four days a week and evenings when necessary. Clients will be receiving pre-employment training, resume writing, interviewing, grooming skills and financial literacy.

Young adults and older clients participating in the program receive a confidential meeting with the staff. From this interview, staff are able to determine the Individual Service Strategy (ISS) for each client, as well as the eligibility based on being a Rialto resident. Case Management will be used to determine the completion of the (ISS) objective.

Program files and records are monitored to ensure contractual compliance. Participants' progress are monitored on a regular basis for adherence to program requirements and goals. Employment services include providing information to the Rialto residents, workshops, job search, attending job fairs, connecting with temporary agencies and employers.

Volunteerism includes participation in Rialto's American Cancer Society "Relay for Life", Rialto State of the Women's Event and various community events as needed. Participants will learn the value of giving back to their community. We believe that providing the services above will contribute to the growth and productivity of our community.

2. **Describe the target population. Indicate the number of unduplicated people or households the Program/Project will serve, their income levels, and if the target population is limited to one or more special needs groups. (Limited to space provided for each question)**

Our targeted population are residents 16 years and older from low to moderate families, seeking employment but need pre-employment training skills to find employment. Applicants are unemployed or underemployed, living alone, with parents or relatives, in foster care or are homeless. Some of their education levels do not exceed high school. Their racial identity may reflect the diverse community of the City of Rialto that include White, Black/African American, Asian, American Indian/Alaskan Native, Native Hawaiian/Other Pacific Islanders and other ethnicities.

3. **Please describe the level of need for the proposed program in the City of Rialto. Provide verifiable data or evidence of this need to support the development of 2020-2024 Consolidated Plan -Strategic Plan goals. (If the activity will provide Fair Housing and landlord/tenant mediation services, describe how your Agency will assist the City in the implementation of the Fair Housing Plan that is part of the most recent Analysis of Impediments to Fair Housing Choice). (Limited to space provided for each question)**

The activities serve clients, at least 51% of whom are persons whose family income does not exceed 80% of the area's median income adjusted for household size based on income published by the U.S. Department of Housing and Urban Development. NCNW staff must collect source documentation for each client's household to substantiate household composition, size and income of all adult household members. Documentation can include but may not be limited to copies of letters from the Social Security Administration or a public benefit notice showing gross amount received by the household, bank statements of direct deposits, pension checks, court decrees of child support, spousal support payments or any other form of third party source documentation of income.

4. **Describe all similar Program/Projects your organization has carried out in the last five years. For each Program/Project, provide a reference name and telephone number from the HUD grantee that provided CDBG or other HUD funding. (Limited to space provided for each question)**

For over 30 years NCNW Bethune Center has provided a comprehensive youth training and development program to foster academic enrichment and employment achievement through the WIA program. Currently for the past 2+ years we have collaborated with other CBO non-profits in Rialto for the Prop 47 program where Training, Education, Counseling, Alcohol/Drug and Mental Health Treatment are administered to youth 14 to 17 years old. In January 2020 we began offering new workshops that addressed frequently asked questions and fears about exploring the employment process, but it was short lived before Covid 19 shut down all business and day to day operations and forced us to scramble and try to get in place other means of communication. The CDBG funds are utilized to help with the ongoing education, job training and life skills and for compensation for the paid staff. HUD grantee, Rudy Munoz (909) 476-9696

5. **Identify and describe any audit findings, liens, investigations, or probation by any oversight organization in the five years preceding this application. If none, so indicate. (Limited to space provided for each question)**

N/A

Provide the anticipated operating budget for the proposed CDBG Program/Project. The CDBG portion of the budget must reflect only those costs of serving CDBG-eligible City residents. Indicate any leveraged funds to be used in conjunction with CDBG funds to implement the Program/Project. Additionally, provide the total operating budget for your organization for each type of operating expense. Please round up to the nearest dollar. (Note: once you have entered the amounts, right click on the Total Budget cell for each column and select the "Update Field" option to update the totals)

Cost Category	Proposed CDBG Program/Project Operating Budget			Total Organization Operating Budget
	CDBG Funds Requested*	Leveraged Funds	Total Program / Project Operating Budget	
Personnel Costs (Salaries, Benefits, Other)	\$40,000	\$0	\$ 0.00	\$40,000
Non-Personnel Costs (Supplies, Consultants, etc.)	\$2,000	\$0	\$ 0.00	\$2,000
Capital Improvement Costs (Design, Construction, etc.)	\$0	\$0	\$ 0.00	\$0
Total Budget	\$ 42,000.00	\$ 0.00	\$ 0.00	\$ 42,000.00

*For public service programs, the City generally encourages the use of CDBG funds for personnel costs to reduce the amount of documentation required by the organization. Include all Program/Project costs and overall organization budget by the three cost categories listed. Leveraged funds are not required for Programs/Projects, but will enhance your proposal. Leveraged funds are other non-CDBG funds that will be used in conjunction with CDBG funds to implement the Program/Project. Leveraged funds include, but are not limited to, cash, gifts, in-kind gifts, or volunteer labor.

If you have included leveraged funds in the section above, use the section below to list the sources of funding you anticipate using to implement the City CDBG Program/Project by source, amount, type and status below. The amount of CDBG funding you are seeking in this application is listed first. Fill in the remaining rows to indicate other leveraged funds. The total of all sources listed in the table below should equal the Total Program/Project Operating Budget in the table above. (Note: once you have entered the amounts, right click on the Total Budget cell for the column and select the "Update Field" option to update the totals)

Source	Amount	Status (Not yet applied), Committed, In-hand, or Unknown)	Comments
CDBG (this application)	\$42,000	Unknown	
NCNW Program Annual Fund	\$5,000	Committed	NCNW membership donations.
Volunteers	\$5,000	In- Kind	Volunteer Services
	\$		
	\$		
	\$		
Total Prog./Proj. Budget:	\$52, 000.00		

TO BE COMPLETED FOR PUBLIC SERVICE PROGRAM APPLICATIONS ONLY

Indicate the number of unduplicated people/households served:	City Residents	Total Unduplicated People/HH Served
Actually served during Program Year 2019-2020	23	31
Expected to be served during the current Program Year 2020-2021	26	26
Expected to be served during the upcoming Program Year 2021-2022	26	26

Describe how the Program will benefit low- and moderate-income residents. For Programs that previously received CDBG funds, discuss the number of unduplicated people or households served in prior years and provide the unduplicated number expected to be served in the event that this application is fully or partially funded. (Limited to space provided for each question)

With the onset of Covid 19 many have been sheltered in place for months, now with things opening up we should see more walk-ins and those seeking employment and upgrading skills that they found lacking during the stay at home or working from home phase. Outcomes: Participants will be ready and prepared for the pre-employment skills training with the interview process. Clients will be gainfully employed. Retaining employment with employers for some was not an option so they will be seeking employment in other areas. Volunteering will create a sense of community as a result of the volunteer participating partnership. Participants will improve self esteem and avoid risky behavior with focus on their future in relations to their family for the betterment of the community and themselves.

TO BE COMPLETED FOR CAPITAL IMPROVEMENT PROJECT APPLICATIONS ONLY

Milestone	Target Date	Comments
Phase 1: Preparation of Bid Document		
Phase 2: Pre-Bid		
Phase 3: Bid Opening		
Phase 4: Contract Award		
Phase 5: Pre-Construction / Notice to Proceed		
Phase 6: Mid-Construction		
Phase 7: Construction Completed		
Phase 8: Post Construction/Labor Clearance		

Has your organization implemented a project within the last five years subject to the following requirements?

The procurement and contracting requirements of 2 CFR Part 200	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
The prevailing wage requirements of the Davis-Bacon and Related Acts	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
The Equal Employment Opportunity and Women's/Minority-owned Business Requirements (WBE/MBE)	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Section 3 of the Housing and Urban Development Act of 1968	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

I hereby certify that the aforementioned statements are true and correct. As the submitting agency, I certify that no member, officer or employee of the Sub recipient is an officer or employee of the City or member of any of its boards, commissions or committees or has any interest or holdings, which could be affected by any actions taken in execution of this application.

Barbara Williams
PRINT NAME OF PERSON SIGNING CONTRACT

Barbara Williams
SIGNATURE

02/08/2021
DATE

Grant Information

The NCNW Bethune Center is located at 141 S. Riverside Avenue in the City of Rialto. Our building is called the Rialto Resource Center although we service clients from surrounding areas including Ontario.

We have had a continuous history of providing a comprehensive youth training and development program to foster academic enrichment and employment achievement in the surrounding Inland Empire area. NCNW began providing services to youth in grades 8-12 over 30+ years ago and for the past 4 years. The focus has been on low-income to moderate income families with young adults 17-25 years old. The young adults were seeking employment but needed additional training and pre-employment assistance in finding employment. This is an invisible segment of society with little knowledge of how to participate in and how to enjoy the benefits of higher education and possible career choices.

NCNW's membership and its partners have collaborated to ensure that the young clients obtain the widest array of training, community involvement, service and leadership skills which will enable them to become productive citizens. Currently we offer workshops with local high schools on applying, developing resumes, interviewing, proper attire, time management, the do's and don'ts to keeping a job, etiquette and life skills to aid in obtaining employment. These services currently are also offered to the local public with emphasis on assisting our low income community. We have also added to our services in collaboration with other local Community Based Organizations Prop 47 which assists arrested, convicted or probation youth 14 to 17 years old the same services of helping them find hidden skills and obtaining employment. We strive to allow these young adults the opportunity to see that our organization cares for them, their well-being as well as understands that they can make a difference in their Inland Empire communities. We are requesting the funds to support our efforts in assisting clients to give them the assistance for meaningful employment.

Inland Empire Section

NCNW

Bethune Youth Career Center

P.O. Box 1565

141 S. Riverside Avenue, Rialto, CA
92376

(909) 874-6000



**Inland Empire
Section
ncnw**

commitment | unity | self reliance

"I leave you finally with a responsibility to
our youth."

Inland Empire Section

National Council of Negro Women, Incorporated

Organized and chartered in 1969, the Inland Empire Section took as it's program for the community work the last plank of founders, Mary McLeod Bethune's legacy:" I leave you a responsibility for our young people."

The Bethune Center is the third of the three different programs administered since 1971.

- ❖ Project Checkmates
- ❖ Creative Careers for Youth
- ❖ Bethune Youth Career Center

The section is involved in other community initiatives such as:

- ❖ Martin Luther King Blood Drive
- ❖ Relay For Life
- ❖ Domestic Violence
- ❖ Rialto Status of Women Conference.

Bethune Youth Career Center

P.O. Box 1565

141 S. Riverside Avenue, Rialto, CA
92376

(909) 874-6000

Bethune Career Center

Youth Program

The Bethune Center is a program of the National Council of Negro Women, Inland Empire Section, a non-profit organization. The Bethune Center was created in 1986 to address the problem of high unemployment among youth and young adults in San Bernardino County. The Center provides work readiness skills training, along with job search assistance and job development. In a supportive environment, our clients learn the correct way to seek employment and more importantly they learn how to stay employed.

Our program is designed for youth and anyone who wants to work, but need additional training and job assistance to find the "right" job. Our program is funded by the section and grants especially The City of Rialto, Community Development Block Grant (CDBG).

Bethune Center's Goals

The Bethune Center is a place where students can learn job readiness skills in a positive and supportive environment. Our goal is to help youth overcome the barriers that make it difficult for them to secure and to retain employment by teaching.

- ❖ Basic Academic Skills
- ❖ Work readiness skills
- ❖ Life Skills
- ❖ Leadership Skills
- ❖ Teamwork

Our students are taught that the key to a good application is neatness, accuracy and honesty.

Another goal is to teach students to demonstrate positive attitudes and good interpersonal skills in the classroom as well as on the job.

Roles of Partners

Our Program is designed to meet the employer's need for a well prepared productive employee. Bethune students are motivated and eager to work. They are prepared to enter the workforce. You or your company can support the Bethune program in the following ways:

- ❖ Employ one or more of our students
- ❖ Perform a mock interview at our facility
- ❖ Volunteer to be a guest speaker
- ❖ Provide monetary donations

For more information on our program, please email us at: jencnw@gmail.com or call us at (909) 874-6000

Instagram: @ncnwprop47



CITY OF RIALTO

COMMUNITY DEVELOPMENT BLOCK GRANT FUNDING APPLICATION

ADMINISTRATIVE SERVICES DEPARTMENT

All organizations wishing to apply for Community Development Block Grant (CDBG) funds must complete an application form to be considered. All applications must be received at Rialto Administrative Services Department, Deputy City Managers Office Attn: Frank Perez, CDBG Program Consultant, 150 S. Palm Ave. Rialto, California, 92376 by **12:00 noon** on **Thursday, February 18, 2021**. Late applications will not be accepted. **NO EXCEPTIONS.**

To be considered for funding, all sections of the application must be completed. Any sections that do not apply should be marked N/A.

APPLICANT INFORMATION	
Organization Name: CITY OF RIALTO - HOUSING DIVISION	Contact Person: ALEX HAMILTON
Corporate Status (Check One): <input type="checkbox"/> Nonprofit <input type="checkbox"/> For-Profit ¹ <input checked="" type="checkbox"/> Public (City Dept.)	Contact Title: INTERIM DIRECTOR, COMMUNITY DEVELOPMENT
Organization Address: Address: 150 S. PALM AVENUE City, State, Zip: RIALTO, CA 92376	Telephone No.: (909) 820-2505 Name and Title of Person Authorized to Sign Contracts: ALEX HAMILTON, INTERIM DIRECTOR CDD
Federal Tax ID No.: 95-60000768	Email Address: AHAMILTON@RIALTOCA.GOV
DUNS No.: 083583849	System for Awards Management (SAMs Cage Code) No: SLAD7

PROGRAM/PROJECT INFORMATION	
Program/Project Title: MOBILE HOME REPAIR PROGRAM	This request is for a (Check One): <input type="checkbox"/> New Program/Project <input checked="" type="checkbox"/> Existing Program/Project <input type="checkbox"/> Expanded Program/Project
Amount of CDBG Funds Being Requested: \$120,000	Program/Project Site Location Address: Address: COMMUNITY DEVELOPMENT DEPT. 150 S. PALM AVE. City, State, Zip: RIALTO, CA 92376
Has your Organization previously received HUD or CDBG funds? (Check One): <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	

¹ Pursuant to 570.500(c). For profit CDBG subrecipients may only apply for microenterprise activities found at 570.201(o).

NARRATIVE QUESTIONS

1. Provide a detailed description of the proposed Program/Project. Explain how the Program/Project will benefit the community, the characteristics of the people who will benefit from the Program/Project and how CDBG funds will be used to implement the Program/Project. *(Limited to space provided for each question)*

The Mobile Home Repair Program will assist mobile homeowners with repairs to their residence with a maximum grant award of \$10,000 per household. The types of repairs that are addressed include interior/exterior improvements and correcting any Code violations, as well as health and safety issues determined by the California Health and Safety Code.

The program guidelines are as follows: 1. Applicant(s) must reside in the mobile home where repairs are needed for at least one year. 2. Existing mortgage payments, property taxes, utility bills and homeowner's property insurance must be current and up to date. 3. Applicant(s) must also meet the county median income guidelines not to exceed 80%.

The purpose of this program is to aid those that need additional resources to make vital improvements to their mobile home. Without the program, owners on a limited and/or fixed income, such as senior citizens, may be forced to live in hazardous conditions. This program serves as one solution in eliminating blight within the City and creating a safe and healthy community.

In order to qualify for the program, interested parties are required to apply by submitting an application, along with additional documentation, to demonstrate their eligibility for the grant. Once an applicant is approved, City staff will visit the property for evaluation to determine what repairs are necessary. Appropriate City Building permits are required and the fees are accounted for in the grant.

The funding request for the Mobile Home Repair Program is \$120,000. This includes \$10,000 to cover staff time administrating the program and the remaining \$110,000 will be used to assist at least 11 mobile homeowners at a maximum of \$10,000 per grant.

NARRATIVE QUESTIONS - CONTINUED

- 2. Describe the target population. Indicate the number of unduplicated people or households the Program/Project will serve, their income levels, and if the target population is limited to one or more special needs groups. (Limited to space provided for each question)**

The target population for this program is 10 to 15 owner-occupants in mobile home parks that are located within the City of Rialto boundaries. Applicants must own and reside in the mobile home where the repairs are needed and fall within the established income guidelines, which are not to exceed 80% of the county median income.

- 3. Please describe the level of need for the proposed program in the City of Rialto. Provide verifiable data or evidence of this need to support the development of 2020-2024 Consolidated Plan -Strategic Plan goals. (If the activity will provide Fair Housing and landlord/tenant mediation services, describe how your Agency will assist the City in the implementation of the Fair Housing Plan that is part of the most recent Analysis of Impediments to Fair Housing Choice). (Limited to space provided for each question)**

The City of Rialto currently has a great need, much like the entire state of California, to address the Housing crisis within the city's low-and-moderate income community. Many of those that fall within the low-and-moderate income bracket, are either on a fixed income or do not have a disposable income to address Building and Safety concerns. Thus, forcing residents to live in hazardous conditions. The Housing Division for the City of Rialto is prepared to meet this need as we have the proper tools, staff and equipment to prevent our neighborhoods from falling into complete dilapidation and ultimately, averting further residents from homelessness.

- 4. Describe all similar Program/Projects your organization has carried out in the last five years. For each Program/Project, provide a reference name and telephone number from the HUD grantee that provided CDBG or other HUD funding. (Limited to space provided for each question)**

1. Home Sweet Home Rehabilitation Program, 1998 to present. This is a deferred loan program for single- family home repairs that is financed with CalHome funds from the Department of Housing and Community Development, Division of Financial Assistance. Tony Chopelas, HCD Representative II, (916) 263-2485.
2. Senior Mobile Home Repair Program, fiscal year 2015 to 2016. This is an existing home repair seniors living in mobile homes funded from CDBG funds. No current project manager.
3. Mobile Home Repair Program, 2016-present. This is an existing home repair program for owner occupants living in mobile homes, which is funded by CDBG. No current project manager.

- 5. Identify and describe any audit findings, liens, investigations, or probation by any oversight organization in the five years preceding this application. If none, so indicate. (Limited to space provided for each question)**

None.

PROPOSED PROGRAM/PROJECT OPERATING BUDGET

Provide the anticipated operating budget for the proposed CDBG Program/Project. The CDBG portion of the budget must reflect only those costs of serving CDBG-eligible City residents. Indicate any leveraged funds to be used in conjunction with CDBG funds to implement the Program/Project. Additionally, provide the total operating budget for your organization for each type of operating expense. Please round up to the nearest dollar. *(Note: once you have entered the amounts, right click on the Total Budget cell for each column and select the "Update Field" option to update the totals)*

Cost Category	Proposed CDBG Program/Project Operating Budget			Total Organization Operating Budget
	CDBG Funds Requested*	Leveraged Funds	Total Program / Project Operating Budget	
Personnel Costs (Salaries, Benefits, Other)	\$10,000	\$0.00	\$ 0.00	\$10,000.00
Non-Personnel Costs (Supplies, Consultants, etc.)	\$0.00	\$0.00	\$ 0.00	\$0.00
Capital Improvement Costs (Design, Construction, etc.)	\$110,000	\$0.00	\$ 0.00	\$110,000
Total Budget	\$120,000.00	\$ 0.00	\$ 0.00	\$120,000.00

*For public service programs, the City generally encourages the use of CDBG funds for personnel costs to reduce the amount of documentation required by the organization. Include all Program/Project costs and overall organization budget by the three cost categories listed. Leveraged funds are not required for Programs/Projects, but will enhance your proposal. Leveraged funds are other non-CDBG funds that will be used in conjunction with CDBG funds to implement the Program/Project. Leveraged funds include, but are not limited to, cash, gifts, in-kind gifts, or volunteer labor.

SOURCES OF FUNDING

If you have included leveraged funds in the section above, use the section below to list the sources of funding you anticipate using to implement the City CDBG Program/Project by source, amount, type and status below. The amount of CDBG funding you are seeking in this application is listed first. Fill in the remaining rows to indicate other leveraged funds. The total of all sources listed in the table below should equal the Total Program/Project Operating Budget in the table above. *(Note: once you have entered the amounts, right click on the Total Budget cell for the column and select the "Update Field" option to update the totals)*

Source	Amount	Status (Not yet applied), Committed, In-hand, or Unknown)	Comments
CDBG (this application)	\$120,000	Unknown	City of Rialto CDBG Program
	\$		
	\$		
	\$		
	\$		
	\$		
Total Prog./Proj. Budget:	\$120,000.00		

TO BE COMPLETED FOR PUBLIC SERVICE PROGRAM APPLICATIONS ONLY

PUBLIC SERVICE PROGRAM ACCOMPLISHMENTS

Indicate the number of <u>unduplicated</u> people/households served:	City Residents	Total Unduplicated People/HH Served
Actually served during Program Year 2019-2020	1	
Expected to be served during the current Program Year 2020-2021	0	
Expected to be served during the upcoming Program Year 2021-2022	8-11	

Describe how the Program will benefit low- and moderate-income residents. For Programs that previously received CDBG funds, discuss the number of unduplicated people or households served in prior years and provide the unduplicated number expected to be served in the event that this application is fully or partially funded. *(Limited to space provided for each question)*

The Mobile Home Repair Program is instrumental in assisting mobile home owner-occupants with necessary repairs and improvements, such as replacing water heaters, roofs and ramps. During the 2019-2020 fiscal year, we assisted 1 homeowner and 1 project was completed. We aim to assist between 8 and 11 households provided we are granted funding from the Fiscal Year 2021-2022 Community Development Block Grant (CDBG).

TO BE COMPLETED FOR CAPITAL IMPROVEMENT PROJECT APPLICATIONS ONLY

CAPITAL IMPROVEMENT PROJECT IMPLEMENTATION SCHEDULE

Milestone	Target Date	Comments
Phase 1: Preparation of Bid Document		
Phase 2: Pre-Bid		
Phase 3: Bid Opening		
Phase 4: Contract Award		
Phase 5: Pre-Construction / Notice to Proceed		
Phase 6: Mid-Construction		
Phase 7: Construction Completed		
Phase 8: Post Construction/Labor Clearance		

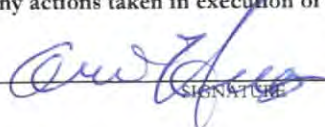
CAPITAL IMPROVEMENT PROJECT SPECIAL REQUIREMENTS

Has your organization implemented a project within the last five years subject to the following requirements?

The procurement and contracting requirements of 2 CFR Part 200	<input type="checkbox"/> Yes <input type="checkbox"/> No
The prevailing wage requirements of the Davis-Bacon and Related Acts	<input type="checkbox"/> Yes <input type="checkbox"/> No
The Equal Employment Opportunity and Women's/Minority-owned Business Requirements (WBE/MBE)	<input type="checkbox"/> Yes <input type="checkbox"/> No
Section 3 of the Housing and Urban Development Act of 1968	<input type="checkbox"/> Yes <input type="checkbox"/> No

I hereby certify that the aforementioned statements are true and correct. As the submitting agency, I certify that no member, officer or employee of the Sub recipient is an officer or employee of the City or member of any of its boards, commissions or committees or has any interest or holdings, which could be affected by any actions taken in execution of this application.

Alex Hamilton, Interim Director CDD
PRINT NAME OF PERSON SIGNING CONTRACT


SIGNATURE

2-18-21
DATE

RECEIVED

FEB 18 2021



ADMINISTRATION **CITY OF RIALTO**
COMMUNITY DEVELOPMENT BLOCK GRANT FUNDING APPLICATION
ADMINISTRATIVE SERVICES DEPARTMENT

All organizations wishing to apply for Community Development Block Grant (CDBG) funds must complete an application form to be considered. All applications must be received at Rialto Administrative Services Department, Deputy City Managers Office Attn: Frank Perez, CDBG Program Consultant, 150 S. Palm Ave. Rialto, California, 92376 by **12:00 noon on Thursday, February 18, 2021**. Late applications will not be accepted. **NO EXCEPTIONS.**

To be considered for funding, all sections of the application must be completed. Any sections that do not apply should be marked N/A.

APPLICANT INFORMATION	
Organization Name: City of Rialto	Contact Person: Julio C. Salcedo
Corporate Status (Check One): <input type="checkbox"/> Nonprofit <input type="checkbox"/> For-Profit ¹ <input checked="" type="checkbox"/> Public (City Dept.)	Contact Title: Acting Community Services Manager
Organization Address: Address: 214 N. Palm Ave, Suite 204 City, State, Zip: Rialto, CA 92376	Telephone No.: (909) 820-8039
	Name and Title of Person Authorized to Sign Contracts: Julio C. Salcedo, Acting Manager
Federal Tax ID No.: 95-6000768	Email Address: jsalcedo@rialtoca.gov
DUNS No.: 083583849	System for Awards Management (SAMs Cage Code) No: 5ALD7

PROGRAM/PROJECT INFORMATION	
Program/Project Title: Skate Park Fencing Project	This request is for a (Check One): <input checked="" type="checkbox"/> New Program/Project <input type="checkbox"/> Existing Program/Project <input type="checkbox"/> Expanded Program/Project
Amount of CDBG Funds Being Requested: \$120000	Program/Project Site Location Address: Address: 214 N. Palm Ave. City, State, Zip: Rialto, CA
Has your Organization previously received HUD or CDBG funds? (Check One): <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	

¹ Pursuant to 570.500(c). For profit CDBG subrecipients may only apply for microenterprise activities found at 570.201(o).

NARRATIVE QUESTIONS

1. **Provide a detailed description of the proposed Program/Project. Explain how the Program/Project will benefit the community, the characteristics of the people who will benefit from the Program/Project and how CDBG funds will be used to implement the Program/Project. (Limited to space provided for each question)**

The City of Rialto Community Services Department plans, organizes and administers structure programs and services throughout the City of Rialto. A great part of the physical activities, including organized sports, takes place at many of our public parks. Therefore, it is of utmost importance to maintain the integrity and safety of the public parks.

The Skate Park Fencing Project will ensure that the administration of safe, structured activity continues at the Skate Park located at Margaret Todd Park. According to Census Estimates 19.2% of Rialto's population lives under the poverty line. Margaret Todd Park and the adjacent Rialto Community Center provide a well balance set of recreational and educational opportunities for the community of Rialto. This fencing project will allow City staff to take back control of this Skate Park and produce the right structured activity at the right times to take full and proper advantage of this facility. Also, a very important factor, the fencing project will allow us to requiere and heavily enforce the safety gear aspect in order to use the skate park or engage in activities held at the skate park.

CDBG funding would be used to install a protective fence around the Skate Park. The fence would enclose the Skate Park along with the lunch tables to be able to conduct structred activity. Fence would include a gate allowing access to City services and an entry allowing staff and participants access during the Skate park's hours of operation. The perimeter of the fence length is about 410 feet.

NARRATIVE QUESTIONS - CONTINUED

- 2. Describe the target population. Indicate the number of unduplicated people or households the Program/Project will serve, their income levels, and if the target population is limited to one or more special needs groups. (Limited to space provided for each question)**

This project will benefit all residents of Rialto.

- 3. Please describe the level of need for the proposed program in the City of Rialto. Provide verifiable data or evidence of this need to support the development of 2020-2024 Consolidated Plan -Strategic Plan goals. (If the activity will provide Fair Housing and landlord/tenant mediation services, describe how your Agency will assist the City in the implementation of the Fair Housing Plan that is part of the most recent Analysis of Impediments to Fair Housing Choice). (Limited to space provided for each question)**

The Skate Park Fence Project will provide much needed extra security at this location for children and families enjoying the facility. New structured activity will be organized and administered with the greater control that a fence would allow. It will also be another layer of security during the off hours, assisting the City's public safety personnel in keeping the bad element away.

- 4. Describe all similar Program/Projects your organization has carried out in the last five years. For each Program/Project, provide a reference name and telephone number from the HUD grantee that provided CDBG or other HUD funding. (Limited to space provided for each question)**

N/A

- 5. Identify and describe any audit findings, liens, investigations, or probation by any oversight organization in the five years preceding this application. If none, so indicate. (Limited to space provided for each question)**

None

PROPOSED PROGRAM/PROJECT OPERATING BUDGET

Provide the anticipated operating budget for the proposed CDBG Program/Project. The CDBG portion of the budget must reflect only those costs of serving CDBG-eligible City residents. Indicate any leveraged funds to be used in conjunction with CDBG funds to implement the Program/Project. Additionally, provide the total operating budget for your organization for each type of operating expense. Please round up to the nearest dollar. *(Note: once you have entered the amounts, right click on the Total Budget cell for each column and select the "Update Field" option to update the totals)*

Cost Category	Proposed CDBG Program/Project Operating Budget			Total Organization Operating Budget
	CDBG Funds Requested*	Leveraged Funds	Total Program / Project Operating Budget	
Personnel Costs <i>(Salaries, Benefits, Other)</i>	\$	\$	\$ 0.00	\$
Non-Personnel Costs <i>(Supplies, Consultants, etc.)</i>	\$	\$	\$ 0.00	\$
Capital Improvement Costs <i>(Design, Construction, etc.)</i>	\$120,000	\$	\$ 0.00	\$
Total Budget	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00

**For public service programs, the City generally encourages the use of CDBG funds for personnel costs to reduce the amount of documentation required by the organization. Include all Program/Project costs and overall organization budget by the three cost categories listed. Leveraged funds are not required for Programs/Projects, but will enhance your proposal. Leveraged funds are other non-CDBG funds that will be used in conjunction with CDBG funds to implement the Program/Project. Leveraged funds include, but are not limited to, cash, gifts, in-kind gifts, or volunteer labor.*

SOURCES OF FUNDING

If you have included leveraged funds in the section above, use the section below to list the sources of funding you anticipate using to implement the City CDBG Program/Project by source, amount, type and status below. The amount of CDBG funding you are seeking in this application is listed first. Fill in the remaining rows to indicate other leveraged funds. The total of all sources listed in the table below should equal the Total Program/Project Operating Budget in the table above. *(Note: once you have entered the amounts, right click on the Total Budget cell for the column and select the "Update Field" option to update the totals)*

Source	Amount	Status (Not yet applied), Committed, In-hand, or Unknown)	Comments
CDBG (this application)	\$120,000	Unknown	
	\$		
	\$		
	\$		
	\$		
	\$		
Total Prog./Proj. Budget:	\$ 0.00		

TO BE COMPLETED FOR PUBLIC SERVICE PROGRAM APPLICATIONS ONLY

PUBLIC SERVICE PROGRAM ACCOMPLISHMENTS

Indicate the number of <u>unduplicated</u> people/households served:	City Residents	Total Unduplicated People/HH Served
Actually served during Program Year 2019-2020		
Expected to be served during the current Program Year 2020-2021		
Expected to be served during the upcoming Program Year 2021-2022		

Describe how the Program will benefit low- and moderate-income residents. For Programs that previously received CDBG funds, discuss the number of unduplicated people or households served in prior years and provide the unduplicated number expected to be served in the event that this application is fully or partially funded. (Limited to space provided for each question)

Historically the low and moderate income populations have less access to recreational, physical and educational opportunities outside of a school setting. The Skate Park Fencing Project will ensure that facilities in which our community engages in recreational and physical activities maintain their safety and structural integrity.

TO BE COMPLETED FOR CAPITAL IMPROVEMENT PROJECT APPLICATIONS ONLY

CAPITAL IMPROVEMENT PROJECT IMPLEMENTATION SCHEDULE

Milestone	Target Date	Comments
Phase 1: Preparation of Bid Document	9/1/2021	
Phase 2: Pre-Bid	9/15/2021	
Phase 3: Bid Opening	10/1/2021	
Phase 4: Contract Award	12/1/2021	
Phase 5: Pre-Construction / Notice to Proceed	1/20/2022	
Phase 6: Mid-Construction	4/1/2022	
Phase 7: Construction Completed	5/1/2022	
Phase 8: Post Construction/Labor Clearance	6/1/2022	

CAPITAL IMPROVEMENT PROJECT SPECIAL REQUIREMENTS

Has your organization implemented a project within the last five years subject to the following requirements?

The procurement and contracting requirements of 2 CFR Part 200	<input type="checkbox"/> Yes <input type="checkbox"/> No
The prevailing wage requirements of the Davis-Bacon and Related Acts	<input type="checkbox"/> Yes <input type="checkbox"/> No
The Equal Employment Opportunity and Women's/Minority-owned Business Requirements (WBE/MBE)	<input type="checkbox"/> Yes <input type="checkbox"/> No
Section 3 of the Housing and Urban Development Act of 1968	<input type="checkbox"/> Yes <input type="checkbox"/> No

I hereby certify that the aforementioned statements are true and correct. As the submitting agency, I certify that no member, officer or employee of the Sub recipient is an officer or employee of the City or member of any of its boards, commissions or committees or has any interest or holdings, which could be affected by any actions taken in execution of this application.

JULIO C SALCEDO
PRINT NAME OF PERSON SIGNING CONTRACT

[Signature]
SIGNATURE

2/18/21
DATE