



CITY COUNCIL
AGENDA SUMMARY FORM
COMMUNITY DEVELOPMENT DEPARTMENT

MEETING DATE:	March 06, 2019
AGENDA ITEM:	Public Hearing and Request for Comment Regarding the 2019-2020 FY One-Year Action Plan for the Forty-Fifth Year of Community Development Block Grant Funding and Home Investment Partnership Funding (2019-2020).
PUBLIC HEARING REQUIRED:	☒ Yes ☐ No
ORDINANCE REQUIRED:	☐ Yes ☒ No
RESOLUTION REQUIRED:	☐ Yes ☒ No
AUTHOR:	Amanda Roman, Associate Planner
PRESENTER:	Angela Price, Senior Planner
SUMMARY:	Public Hearing and request for comment regarding the One-Year Action Plan for the Community Development Block Grant (CDBG) program and Home Investment Partnership (HOME) funding.
BACKGROUND:	The CDBG program provides funding opportunities to low- and moderate-income persons. All CDBG activities must meet one of three national objectives, which include preventing or eliminating slum and blight, providing a benefit to low- to moderate-income persons, or meeting an urgent community need. The national objective must meet at least one performance measure such as, creating suitable living environments, providing affordable housing or creating economic opportunities for low- to moderate-income persons. Each funded program must meet one of the three national objectives and is required to provide documentation to the City that they are using the funds in a timely and appropriate manner. The CDBG expenditures for Planning and Administration may not exceed 20% of the total allocation and public service funding is capped at 15%. Each year the Mayor makes funding recommendations concerning the One-Year Action Plan, which the City Council must approve through the passing of a Resolution. At the March 6th meeting, per federal requirements, the Mayor will request public feedback on the proposed funding recommendations. On March 20, 2019 the City Council will vote on the funding recommendations in Resolution 19-09 and the adoption of the 2019-2020 Action Plan for the CDBG and HOME programs and the HUD interlocal agreement. The Mayor's 2019-2020 funding recommendations have been provided in this packet for the City Council and public to review, along with a copy of each applicant's funding application. The City Council must formally approve the 2019-2020 Action Plan and an interlocal agreement with HUD per federal requirements on March 20, 2019 via resolution.
STAFF RECOMMENDATION:	N/A
PLANNING COMMISSION RECOMMENDATION:	☐ Approve ☐ Deny ☐ Other ☒ N/A
PLANNING COMMISSION VOTE:	N/A

SUMMARY OF PUBLIC COMMENTS:	Public comment will be requested at the City Council meeting held on March 6, 2019.
ATTORNEY'S OFFICE [APPROVED AS TO FORM]:	☐ Yes ☐ No
ATTACHMENTS:	• PY 19 CDBG and HOME Application Summary with Mayor's funding recommendations • Applications

PY 19 CDBG & HOME Applications															
CDBG APPLICATIONS															
Applicant	Type of Project	Amount Requested	Staff's Recommended Allocation	Mayor's Recommended Allocation	% of Funds	Tville Residents	Total Residents	% Tville Residents	Attended TA	Hard/Soft Cost	Repeat Sub	Were Billings and Reports Submitted, and Funding Expended in a Timely Manner?	Anticipated Level of Environmental Review	Notes	
Administration															
Taylorsville City Administration	Administration	\$55,000	\$55,000	\$55,000	13%	100	100	100%	Y	Soft	Y	N/A	CENST	Administration	
Taylorsville City Five Year Consolidated Plan	Administration	\$25,265	\$25,265	\$25,265	6%	-	-	-	Y	Soft	Y	N/A	CENST	Administration/City Planning	
Housing Opportunities															
ASSIST, Inc. Emergency Home Repair & Accessibility and Community Design	Housing Rehabilitation/ Construction	\$115,000	\$115,000	\$115,000	28%	45 - 50	550	9%	Y	Hard	Y	Yes. ASSIST is always on top of reports and environmental forms. They are very easy to work with and responsive. Funding has been expended in a timely manner in past years.	Tiered CEST	Housing rehab, accessibility design and modifications.	
Community Development Corporation Taylorsville Idea Houses	Housing Rehabilitation/ Construction	\$85,935	\$85,935	\$85,935	21%	~3 directly ~100 indirectly	~3 directly ~100 indirectly	100%	Y	Hard	Y	Yes. CDC has always been great to work with by submitting reports and billing on time. This will be their first time applying for CDBG funds. HOME funds have typically been expended in a timely manner, though this is mostly due to program restraints conflicting with client needs.	CEST (for discussion - depending on how many Idea Houses may be funded in the future; if numerous, may be worth doing a Tiered review)	Housing rehab, community development	
Public Facility Improvements															
Taylorsville Senior Center Kitchen Addition	Purchase of materials and labor	\$130,000	\$70,000	\$70,000	17%	720	720	100%	N	Hard	Y	No. The Senior Center typically submits late with missing information and little explanation. Funds have not been expended in a timely manner in past years and there is currently about \$450,000 rolled over from previous funds.	CEST		
Odyssey House, Inc. Millcreek Residential Roof Replacement	Purchase of materials and labor/ Housing Opportunities	\$5,040	Disqualified	Disqualified	-	28	400	7%	N	Hard	Y	No. Odyssey House has struggled submitting items on time or responding to reminder emails. Funds have not been spent in a timely manner in past years with little communication to resolve the issue.	CEST	Roof repair for Millcreek facility - 3944 \$ 400 E	
Public Services															
Big Brothers Big Sisters of Utah One-to-One Youth Mentoring	Public Service	\$7,500	\$0	\$0	-	60	60	100%	Y	Soft	Y	Yes. BBBS has historically submitted items on time or communicated if more time was needed. Funds have been expended in a timely manner in past years.	CENST	Staff salaries for case managment and operating expenses.	
South Valley Sanctuary Homeless Housing and Supportive Services	Public Service/ Housing Opportunities	\$10,450	Disqualified	Disqualified	-	45	1,910	2%	N	Soft	N	NA	CENST	Staff salaries for case managment and operating expenses.	
YMCA of Northern Utah Afterschool Program	Public/Youth Service	\$10,000	\$7,000	\$7,000	2%	130	130	100%	Y	Soft	Y	Yes. YMCA typically submits items before or soon after the due date. They always call or email with questions before the end of the quarter. Funds have been expended in a timely manner in past years.	CENST	Staff salaries and operating expenses.	
The INN Between Temporary Housing for Terminally Ill & Medically Frail Homeless	Public/Homeless Service	\$25,000	\$0	\$0	-	15	300	5%	Y	Soft	N	NA	CENST	192 days of medical housing and occupancy costs	
The Road Home Emergency Shelter & Supportive Services Program	Public/Homeless Service	\$10,000	\$10,000	\$10,000	2%	126	7,516	2%	Y	Soft	Y	Yes. The Road Home usually submits before the reporting due date. All funds have been expended in a timely manner in past years.	CENST	Staff salaries for case managment and operating expenses.	
Taylorsville Senior Center Senior Center Van Driver	Public/Senior Service	\$19,600	\$19,600	\$19,600	5%	30	30	100%	N	Soft	Y	No. The Senior Center typically submits late with missing information and little explanation. Funds have been expended within the program year in past years.	CENST	Staff salaries and operating costs for van.	
Family Support Center Crisis and Trauma Clinical Services	Public Services	\$15,000	\$7,000	\$7,000	2%	50	700	7%	Y	Soft	Y	Family Support Center is currently (PY 18) being funded for the first time in recent years. So far reports have been submitted on time and they are good at communicating questions and needs.	CENST	Staff salaries for case managment and operating expenses.	
Tri-Park															
Tri-Park Taylorsville Food Pantry	Public Service	\$18,200	\$18,200	\$18,200	4%	1200 - 1600	1200 - 1600	100%	N	Soft	Y	No. Tri-Park often struggles to complete quarterly reports or submit billings by the due date, despite reminders. They use most or all of their funds by the end of the program year.	CENST	Staff salaries and operating expenses.	
HOME APPLICATIONS															
Community Development Corporation of Utah	Idea Houses & Downpayment Assistance	\$110,884	\$110,884	\$110,884	100%					NA	Y	Yes. CDC has consistently submitted their reports timely and always include backup documentation with their reimbursement requests. They communicate well and are easy to work with.	CEST	CDC has a five year contract to adminster the City's lea House and Down Payment Assistance program through the utilization of HOME funds. The 5 year contract was awarded based on a competitive bid process.	

TOTAL REQUESTED	\$531,990
ADMINISTRATION TOTAL	\$80,265
HOUSING OPPORTUNITIES TOTAL	\$200,935
PUBLIC FACILITY IMPROVEMENT TOTAL	\$70,000
PUBLIC SERVICES TOTAL	\$97,550
TRI-PARK	\$18,200

BASELINE =		\$413,000	TOTAL %
		\$80,265	19%
		\$200,935	49%
		\$70,000	17%
		\$61,800	15%

\$413,000	100%
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\$413,000 --Baseline
\$61,950 --15% Public Services cap
\$82,600 --20% Admin cap
\$268,450 - Hard Costs

Estimation - Not yet awarded by HUD.
This amount is subject to change.



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Salt Lake County
Taylorsville, UT
Community Development
City of Taylorsville CDBG PY2019
1/6/2019 deadline

Taylorsville City Administration

Jump to: [Summary Questions](#) [CDBG Application](#) [Funding Sources and Budget](#) [Documents](#)

\$ 55,000.00 Requested

Submitted: 1/1/2019 8:14:24 AM (Pacific)

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Additional Contacts

none entered

Taylorsville City

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Web Taylorsvilleut.gov

Mayor

Kristie Steadman-Overson
KOverson@Taylorsvilleut.gov

Summary Questions [top](#)

1. What type of Agency are you?

- ☐ Private Non-Profit (501(c)(3))
- ☐ Private For Profit Organization
- ☒ Government/Public Organization
- ☐ Other, please explain:

2. How many years has your agency been in operation?

19

CDBG Application [top](#)

1. Describe the services your organization provides.

(mission statement, background, purpose, capacity, etc.).

The Federal Gov't has awarded the City of Taylorsville and the County through the consortium provides HOME funds to Taylorsville for the benefit of Low-income persons of Taylorsville. Funds will be used to pay staff time, consultants, and costs incurred for managing the CDBG program funds and HOME program funds. Costs incurred will pay salaries, consultants fees, supplies, training, computer software, travel and other incidentals for the operation of the program.

2. Detailed Program Description

Briefly describe the project below. Include a listing of proposed activities, the number and population to be served, and other important details related to your proposed project.

Funds will be used to pay for costs incurred for the operation of program which will be staff time, consultants, and other costs such as supplies, travel, training, computer software, etc.

3. Project/Program Address

List an address for the location(s) where services are being carried out (i.e., Address, City, State, Zip). If location(s) are yet to be determined, type, "N/A". If confidential, please type, "Confidential".

2600 Taylorsville Blvd, Taylorsville Utah 84129

4. Geographic area to be served:

Taylorsville

5. Intended Use of Grant Funds

If funded, how will CDBG dollars be used to implement the proposed project/program? What will these funds pay for (be specific, for example: staff, construction costs, etc.)? Describe the proposal's cost-benefit effectiveness.

Operational Costs the program incurs

6. Program Goal

Identify the goals and objectives for the project. Include an outline of how these will be achieved.

Administer the CDBG and Home Program

7. Will these CDBG funds be used to match/leverage other funds?

If yes, please explain how these funds will be leveraged. If none, please state "N/A" in the response.

NO

8. Level of Service

Is the proposed service/capital improvement new or is it a continuing program/project? If the program/project is continuing, will there be an increase in the level of service?

- ☐ New program/project (a program operating for a year or less, or a capital improvement)
- ☒ Continuing program/project with an increased level of service
- ☐ Continuing program/project with the same level of service as provided in years prior

9. Need and Benefit

Please describe what need is being addressed and its relativity to the Taylorsville 2015-2019 Consolidated Plan. Use quantifiable data and cite your data sources in your response.

Administration of the program

10. Consolidated Plan

Select a goal or goals from the City's 2015-2019 Consolidated Plan that would be advanced by the proposed project.

- ☒ Housing Opportunities
- ☒ Public Services
- ☒ Public Facility Improvements

11. Explain how this proposal meets identified community needs and addresses the goals of the Taylorsville City 2015-2019 Consolidated Plan.

See the Library Tab above for a copy of this Plan and the Taylorsville CDBG Overview for more information.

Servicing of the program to make sure all programs qualify under HUD guidelines

12. Select ONE objective that relates to your project.

(TIP: When selecting an objective, ask yourself, "What is the purpose of the activity? What is the larger community need that I am seeking to address?")

- ☒ Creating a Suitable Living Environment
- ☐ Providing Decent Affordable Housing
- ☐ Creating Economic Opportunities

13. Select any outcomes that relate to your project.

(TIP: When selecting an outcome, ask yourself, "What type of change or result am I seeking?")

- ☒ Making basic needs available/accessible to LMI persons
- ☒ Improving affordability to LMI persons
- ☒ Sustainability in the target area

14. Identify the National Objective your activity meets.

- ☒ Low/Moderate-Income Taylorsville Residents
- ☐ Prevents or Eliminates Slum/Blight Conditions
- ☐ Urgent Need (such as a natural disaster mitigation or response)

15. National Objective Criteria

Please select how your project will serve the low-moderate income (LMI) population. If you mark "Other", please describe.
PROJECTS MUST MEET ONE OF THE NATIONAL OBJECTIVES TO BE ELIGIBLE FOR CDBG FUNDS.

- ☐ LOW AND MODERATE INCOME AREA (LMA) - An activity which benefits all residents in a particular area, where at least 51% of the residents are LMI persons.
- ☐ LIMITED CLIENTELE (LMC) - An activity which benefits a limited clientele where at least 51% of whom are LMI OR are generally presumed to principally LMI (e.e., abused children and spouses, elderly persons, adults with severe disabilities, etc.)
- ☐ HOUSING (LMH) - An activity for the purpose of providing or improving residential structures which, upon completion, will be occupied by at least 51% LMI households
- ☐ JOB CREATION/RETENTION (LMJ) - An activity designed to create/retain permanent jobs where at least 51% of positions will be made available or held by LMI persons (computed on an FTE equivalent basis; does not include construction jobs)
- ☒ OTHER:

16. Population to be served:

(Youth, seniors, homeless, etc.)

Low-income and seniors

17. Total clients to be served:

City of Taylorsville

18. Total Taylorsville residents to be served:

City of Taylorsville

19. Estimate the number of unduplicated persons OR households that will benefit from this proposal according to the Area Median Income (AMI) categories listed below.

Must benefit one (Persons or Households) not both. The system will automatically total the different categories.

	Persons: 0 - 30% AMI
	Persons: 31 - 50% AMI
100	Persons: 51 - 80% AMI
	Persons: 80% AMI and higher
	Households: 0 - 30% AMI
	Households: 31 - 50% AMI
	Households: 51 - 80% AMI
	Households: 80% AMI and higher
100.00	TOTAL

20. Will the proposed project serve at least 51% low- to moderate-income Taylorsville residents?

- ☒ Yes
- ☐ No, explain: ,
- ☐ Don't know, explain: ,

21. List your projected outcomes and specific outcome measurements that will be used to show the project has made an impact on the identified needs and goals/objectives.

Include a description of the process for measuring outcomes, as well as specific supporting data or statistics. Indicate if outcomes are connected to an increase in the level of service.

Administration

22. Eligibility Tracking

How is client income and demographic eligibility determined and documented? For example, intake forms, surveys, reports, census data (if available, upload examples in the Documents tab).

Not needed

23. Program/Project Tracking

Describe your agency's record-keeping procedures in regards to tracking and monitoring program/project progress in compliance with HUD regulations. Does your agency plan to have separate staff members to manage and administer the project?

Billing is documented

24. Historical Outcomes (For continuing programs only)

Describe how your program/project has historically benefited Taylorsville residents and leveraged funding to maximize outcomes. Please provide specific data or statistics as support. Enter "N/A" for new programs/projects.

The City of Taylorsville has been a recipient of CDBG and HOME funds for 19 years

25. Financial Tracking

Describe the procedures your agency will use to segregate and track CDBG funds from other agency funds. Describe your fiscal management system (financial reporting, record keeping, accounting systems, payment procedures, audit system, etc.).

City of Taylorsville

26. Program/Project Budget

Under the Budget tab, please complete the sources and uses for this proposal.

☒ Yes, the Budget tab is complete.

27. Ongoing Sustainability

If funded, describe how you would continue to implement the project/program if CDBG funds are not available in future years. Enter "N/A" for one-time projects.

City of Taylorsville

28. Have you received Taylorsville CDBG funds in the past? If so, have you expended your funds within the program year? If no, explain.

☒ Yes

☐ No, explain:

29. Required Documents

Under the Documents tab, please upload the required documents.

☒ Yes, the required documents have been uploaded.

Funding Sources and Budget [top](#)

Funding Sources/Revenues	Requested	Awarded	Total
Taylorsville CDBG (this request)	\$ 55,000.00		\$ 55,000.00
Federal			\$ 0.00
State			\$ 0.00
County			\$ 0.00
Local City			\$ 0.00
Private			\$ 0.00
Other:			\$ 0.00
Other:			\$ 0.00
Other:			\$ 0.00
Other:			\$ 0.00
Total	\$ 55,000.00	\$ 0.00	\$ 55,000.00

Funding Uses/Expenses	CDBG (this request)	Other Committed	Other Non-Committed	Total
Personnel (wages, salaries, benefits)	\$ 12,000.00			\$ 12,000.00
Rent, Utilities				\$ 0.00
Operating Costs				\$ 0.00
Training/Development	\$ 4,000.00			\$ 4,000.00
Materials & Supplies	\$ 1,000.00			\$ 1,000.00
Operating Costs				\$ 0.00
Contracted Services	\$ 38,000.00			\$ 38,000.00
Indirect Costs				\$ 0.00

Other:				\$ 0.00
Other:				\$ 0.00
Other:				\$ 0.00
Other:				\$ 0.00
Other:				\$ 0.00
Other:				\$ 0.00
Other:				\$ 0.00
Other:				\$ 0.00
Other:				\$ 0.00
Other:				\$ 0.00
Other:				\$ 0.00
Other:				\$ 0.00
Other:				\$ 0.00
Total	\$ 55,000.00	\$ 0.00	\$ 0.00	\$ 55,000.00

Funding Sources and Budget Narrative

costs incurred to operate the CDBG and HOME program

Documents [top](#)

Documents Requested *

Board Authorization/Resolution

List of Board Members

Federal Funding Accountability and Transparency Act Checklist

[download template](#)

Section 504 Disability and Non-Discrimination Employment Information

[download template](#)

Liability Insurance Certificates (See instructions)

Verification of Workers Compensation Insurance (See instructions)

Automobile Insurance (See instructions)

ADA Questionnaire

[download template](#)

W-9 (See instructions)

Most Current Audit or Financial Statement (See instructions)

Articles of Incorporation/Bylaws (See instructions)

Required? Attached Documents *



[Taylorsville City Council](#)



[FFATA](#)



[504](#)



[ADA](#)

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Application ID: 132242

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Salt Lake County
Taylorsville, UT
Community Development
City of Taylorsville CDBG PY2019
12/14/2018 deadline

Community Development Corporation of Utah Taylorsville Idea Houses

Jump to: [Summary Questions](#) [CDBG Application](#) [Funding Sources and Budget](#) [Documents](#)

\$ 85,935.00 Requested

Submitted: 12/14/2018 2:42:31 PM (Pacific)

Project Contact

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Web cdcutah.org

Summary Questions [top](#)

1. What type of Agency are you?

- ☒ Private Non-Profit (501(c)(3))
- ☐ Private For Profit Organization
- ☐ Government/Public Organization
- ☐ Other, please explain:

2. How many years has your agency been in operation?

Community Development Corporation of Utah (CDCU) was founded in 1990 and has been in operation for 28 years.

CDBG Application [top](#)

1. Describe the services your organization provides.

(mission statement, background, purpose, capacity, etc.).

Community Development Corporation of Utah (CDCU) is a 501(c)(3) non-profit organization originally founded in 1990 to provide relief for distressed neighborhoods in Salt Lake City. CDCU has since expanded services throughout Utah. With a focus on making homeownership a reality, CDCU builds new homes, rehabilitates affordable housing, provides homeownership advising, provides critical home repairs for owner-occupied housing, and works to revitalize neighborhoods. CDCU offers comprehensive home buyer education and counseling that, in conjunction with down payment assistance and an affordable

mortgage, empowers families to make wise financial and housing decisions that suit their individual needs.

CDCU originated the Idea House program in 2008 in partnership with Salt Lake County, in response to the great need for affordable housing and the increasing scarcity of federal funding for affordable housing programs. CDCU has since completed more than 60 Idea Houses, mostly in Magna and Kearns. The Idea Houses have been a major revitalizing force in those areas. The impact of Idea Houses is long-lasting. Recent photographs show that the Idea Houses have largely remained in good shape, and continue to be among the best-maintained homes in their neighborhoods.

CDCU's other programs include the following:

- Homeownership education and advisory services: CDCU works with prospective homeowners to improve their credit, educate them on the benefits of budgeting and the costs and benefits of homeownership, and guide them through the home purchase process to ensure that they can be successful long-term homeowners. CDCU also offers foreclosure mitigation services.
- Down Payment Assistance: CDCU administers down payment assistance programs for Salt Lake County, Taylorsville and Salt Lake City. This program provides grants/loans to qualifying borrowers to help defray closing costs and provide equity for first time homebuyers. Homebuyer education is required for families utilizing down payment assistance.
- HomeFit Mortgage Program: CDCU provides an 80%/20% loan program that allows low- to moderate-income (LMI) families to obtain 100% loan to value financing on the home purchase or refinance. This loan program is less costly than the FHA loan program. The borrower is required to pay only 2% for closing expenses and mortgage insurance is not required.
- Owner Occupied Home Repair Program: CDCU performs critical repairs that improve health and safety to the homes of LMI families under the Green and Healthy Homes Initiative (GHHI).

2. Detailed Program Description

Briefly describe the project below. Include a listing of proposed activities, the number and population to be served, and other important details related to your proposed project.

The homes that become Idea Houses are among the most deteriorated homes in the neighborhood. Usually they have been foreclosed upon. Sometimes they are in such bad shape that they must be demolished and rebuilt.

In renovating the homes, CDCU focuses on improving energy efficiency for the homeowners. Many older homes have doors and windows that don't seal properly, venting systems that are no longer efficient, inadequate insulation, and outdated appliances, all of which increase energy costs and eat up the homeowner's hard-earned money. CDCU works with experienced rehabilitation contractors to help remedy these concerns by bringing all rehabilitation projects up to established building codes. Homes are made as air tight as possible by adding proper insulation, replacing outdated doors and windows, and correcting structural damage. Often, worn out roofing must be replaced. CDCU cleans and repairs air ducts and replaces heating and cooling systems for greater air flow efficiency. ENERGY STAR appliances and furnaces and energy efficient windows and doors are installed.

CDCU has adopted the principles of the Green and Healthy Homes Initiative (GHHI) with respect to Idea Houses. Utilizing GHHI principles, Idea Houses are renovated for water conservation, energy conservation, accessibility, and health and safety. In order to reduce the risk of respiratory illness, Idea House renovations aim to eliminate asthma triggers. Hard floors and vertical blinds in living areas and low-pile carpet in bedrooms are utilized to reduce dust. Gutters and extensions are added to remedy poor drainage and prevent water incursion into the home, which could cause mold. Idea Houses are designed to be easy for people with disabilities to visit. No-step entries are installed, and doorways throughout the house are wide enough for wheelchair access.

CDCU's comprehensive rehab minimizes the potential for significant repairs in the first few years, so that the home buyers will have the best chance to become successful long-term homeowners. Quality appliances, plumbing, and furnaces and air conditioners are installed for durability.

Idea Houses are sold to qualified low- to moderate-income (LMI) families, who have received home buyer education and counseling and down payment assistance. The two Idea Houses to be rehabilitated and resold pursuant to this grant will benefit the families that purchase them and will also help revitalize the Taylorsville neighborhoods that they are located in. An Idea House creates a ripple effect in the neighborhood, evidenced by fresh house painting, new roofs, litter collection, and other visible signs of revived neighborhood interest.

3. Project/Program Address

List an address for the location(s) where services are being carried out (i.e., Address, City, State, Zip). If location(s) are yet to be determined, type, "N/A". If confidential, please type, "Confidential".

CDCU administers the Idea House program from its offices at 501 East 1700 South in Salt Lake City, Utah 84105. Idea Houses renovated pursuant to this grant will be located in the City of Taylorsville.

4. Geographic area to be served:

Idea House projects will serve the City of Taylorsville.

5. Intended Use of Grant Funds

If funded, how will CDBG dollars be used to implement the proposed project/program? What will these funds pay for (be specific, for example: staff, construction costs, etc.)? Describe the proposal's cost-benefit effectiveness.

CDCU will purchase dilapidated houses in need of renovation in the City of Taylorsville. As required by the condition of the property, CDBG dollars will be used for:

- Renovation Costs
 - o Radon, lead, and methamphetamine decontamination
 - o Repairs to improve energy and water efficiency including sealing doors and windows, installing efficient venting systems and insulation, correcting structural damage, roof repair, plumbing and leak repairs, cleaning and repairing air ducts, replacing heating and cooling systems, installation of ENERGY STAR appliances, upgrading electrical systems, and installation of energy efficient lights
 - o Safety hazard remediation
 - o Enhancements to improve accessibility
- Outreach to neighboring homeowners
- Project delivery fees

The completed Idea Houses will be sold to qualified LMI home buyers, who will benefit from the new home's energy efficiency and quality renovations.

6. Program Goal

Identify the goals and objectives for the project. Include an outline of how these will be achieved.

The Idea House program meets two pressing needs: (1) neighborhood revitalization and (2) affordable housing options for LMI families.

Neighborhood Revitalization:

- Taylorsville has concentrations of housing in need of rehabilitation. The median home age in Taylorsville is 33 years. Thirty-five percent of Taylorsville homes were built in the 70's. Many tract homes first built in the 70's and 80's have never been updated and have fallen into disrepair.
- The presence of a severely dilapidated home in a neighborhood (often a "crack house") can attract crime and negatively impact property values for the surrounding neighbors.
- By renovating the worst house in the neighborhood and turning it into a model of remodeling best practices under the Idea House program, neighborhood deterioration is slowed or reversed. Local property values are maintained. Neighbors are inspired to clean up their properties and possibly undertake their own home improvement projects.

Affordable Housing Options for LMI Families:

- Housing prices in Taylorsville are high, and are increasing rapidly. Per Zillow, the median price of homes currently listed in Taylorsville is \$299,900. As a result, many LMI families in Utah have been priced out of the housing market.
- To help prepare LMI families for homeownership, CDCU provides home buyer education and counseling, down payment assistance, and offers an affordable mortgage, the HomeFit loan, that does not require mortgage insurance. (These services are not paid for by this grant.)
- In light of the current shortage of affordable housing, CDCU has redoubled its efforts to provide affordable housing alternatives for LMI families. Idea Houses are sold at a price that is affordable for LMI families. They provide an excellent opportunity for homeownership.
- Without a government contribution to help cover the cost of renovations, CDCU cannot compete with home flippers, who perform superficial repairs and sell the home to a family that is likely to incur substantial repair costs within the first few years of homeownership. Or the home goes into the rental pool, which neither revitalizes the community nor serves the cause of homeownership. An Idea house has a major beneficial impact on both the new homeowner and the community.

7. Will these CDBG funds be used to match/leverage other funds?

If yes, please explain how these funds will be leveraged. If none, please state "N/A" in the response.

N/A

8. Level of Service

Is the proposed service/capital improvement new or is it a continuing program/project? If the program/project is continuing, will there be an increase in the level of service?

- ☐ New program/project (a program operating for a year or less, or a capital improvement)
- ☒ Continuing program/project with an increased level of service
- ☐ Continuing program/project with the same level of service as provided in years prior

9. Need and Benefit

Please describe what need is being addressed and its relativity to the Taylorsville 2015-2019 Consolidated Plan. Use quantifiable data and cite your data sources in your response.

The Idea House program addresses the need for housing opportunities for LMI families in Taylorsville as reflected in Geographic Priorities #3, Housing Opportunities, of the Taylorsville 2015-2019 Consolidated Plan.

The price of housing in Taylorsville is high and has been rising rapidly; the median price of homes currently listed in Taylorsville is \$299,900. Taylorsville home values have gone up 12.1% over the past year and are expected to rise 6% within the next year. It has become increasingly difficult for LMI families to find affordable housing.

An Idea House provides a housing opportunity at an affordable price for a working family. CDCU's comprehensive rehab

minimizes the potential for significant repairs in the first few years, so that the home buyers will have the best chance to become successful long-term homeowners. Quality appliances, plumbing, and furnaces and air conditioners are installed for durability.

Families that purchase Idea Houses are some of the most vulnerable members of our community: working poor families, households with a disabled member, ethnic minorities (including refugees), and others with special needs who could use a hand up to achieve homeownership and safe, clean, sustainable housing. CDCU provides homebuyer education and counseling (not paid for by this grant) to empower these families to make wise financial and housing decisions that suit their individual needs and best prepare them for homeownership.

Without federal funds to help renovate homes, CDCU cannot compete with home flippers, who purchase homes, perform substandard, superficial repairs, and then resell them to home buyers who are likely to incur major repair bills within a short time after purchase. Or the homes go into the rental pool, which neither serves the cause of homeownership nor revitalizes the community.

10. Consolidated Plan

Select a goal or goals from the City's 2015-2019 Consolidated Plan that would be advanced by the proposed project.

- ☒ Housing Opportunities
- ☐ Public Services
- ☐ Public Facility Improvements

11. Explain how this proposal meets identified community needs and addresses the goals of the Taylorsville City 2015-2019 Consolidated Plan.

See the Library Tab above for a copy of this Plan and the Taylorsville CDBG Overview for more information.

The goals of CDCU's Idea House program align precisely with two goals of the Taylorsville Consolidated Plan, as follows: (1) to promote, preserve, and rehabilitate existing housing stock by encouraging the upkeep, maintenance, and rehabilitation of existing housing in the City, and (2) to maintain and enhance the quality of existing residential neighborhoods.

The Idea House Program is founded on the premise that deploying a larger investment in fewer houses results in greater improvement in the community. "Lighthouse" projects inspire revitalization efforts by others in the neighborhood and reduce area crime rates. Under the Idea House program, the very worst, most dilapidated homes in the neighborhood (often they are "crack houses") are renovated to the highest reasonable standards of health, safety, energy efficiency, water conservation and accessibility. They become models of best practices for the neighborhood.

The neighbors' reaction to CDCU's very first Idea House, at 4801 South 4900 West in Kearns, illustrates the impact of an Idea House on the neighborhood. The couple had lived in their home since their marriage forty years earlier. They had watched the neighborhood decline. When CDCU remodeled the ramshackle house next door and made it a model of best practices for everyone to see, they said, "You restored our hope in this neighborhood. Thank you! We love living here, but it was getting so bad we didn't know what we would do. What you have done is a miracle." Then- mayor Peter Corroon said of the first Idea House, "This is an excellent model for homeowners looking for ideas to improve their homes. The Idea House also serves as a model for what we can do working together. We have many great partners who contributed to making the Idea House a showcase of remodeling best practices."

After an Idea House is completed, CDCU holds Open Houses for the neighbors so that they can learn about ways to improve their own houses, thereby helping to enhance the quality of the neighborhood. Idea House program renovations include improvements to contiguous properties and the street and a neighborhood cleanup, which also help enhance the quality of the neighborhood. CDCU is investigating ways to further involve the neighbors in the rehab effort. Part of the Idea House budget is devoted to landscaping in order to improve the appearance of the neighborhood and to make the project more impactful to the community at large.

12. Select ONE objective that relates to your project.

(TIP: When selecting an objective, ask yourself, "What is the purpose of the activity? What is the larger community need that I am seeking to address?")

- ☐ Creating a Suitable Living Environment
- ☒ Providing Decent Affordable Housing
- ☐ Creating Economic Opportunities

13. Select any outcomes that relate to your project.

(TIP: When selecting an outcome, ask yourself, "What type of change or result am I seeking?")

- ☐ Making basic needs available/accessible to LMI persons
- ☒ Improving affordability to LMI persons
- ☐ Sustainability in the target area

14. Identify the National Objective your activity meets.

- ☐ Low/Moderate-Income Taylorsville Residents
- ☒ Prevents or Eliminates Slum/Blight Conditions

- ☐ Urgent Need (such as a natural disaster mitigation or response)

15. National Objective Criteria

Please select how your project will serve the low-moderate income (LMI) population. If you mark "Other", please describe.
PROJECTS MUST MEET ONE OF THE NATIONAL OBJECTIVES TO BE ELIGIBLE FOR CDBG FUNDS.

- ☐ LOW AND MODERATE INCOME AREA (LMA) - An activity which benefits all residents in a particular area, where at least 51% of the residents are LMI persons.
- ☐ LIMITED CLIENTELE (LMC) - An activity which benefits a limited clientele where at least 51% of whom are LMI OR are generally presumed to principally LMI (e.e., abused children and spouses, elderly persons, adults with severe disabilities, etc.)
- ☒ HOUSING (LMH) - An activity for the purpose of providing or improving residential structures which, upon completion, will be occupied by at least 51% LMI households
- ☐ JOB CREATION/RETENTION (LMJ) - An activity designed to create/retain permanent jobs where at least 51% of positions will be made available or held by LMI persons (computed on an FTE equivalent basis; does not include construction jobs)
- ☐ OTHER:

16. Population to be served:

(Youth, seniors, homeless, etc.)

Low/moderate income Taylorsville residents in need of affordable housing.

17. Total clients to be served:

The family (approximately 3 people) who purchase the completed Idea House will be served directly by the program. Residents of the surrounding neighborhood will be served indirectly.

18. Total Taylorsville residents to be served:

Approximately 100 people in the neighborhoods surrounding the Idea House will benefit indirectly from the improvements to the neighborhood, through reduced crime rates and enhanced property values.

19. Estimate the number of unduplicated persons OR households that will benefit from this proposal according to the Area Median Income (AMI) categories listed below.

Must benefit one (Persons or Households) not both. The system will automatically total the different categories.

	Persons: 0 - 30% AMI
	Persons: 31 - 50% AMI
	Persons: 51 - 80% AMI
	Persons: 80% AMI and higher
	Households: 0 - 30% AMI
	Households: 31 - 50% AMI
1	Households: 51 - 80% AMI
	Households: 80% AMI and higher
1.00	TOTAL

20. Will the proposed project serve at least 51% low- to moderate-income Taylorsville residents?

- ☒ Yes
- ☐ No, explain: ,
- ☐ Don't know, explain: ,

21. List your projected outcomes and specific outcome measurements that will be used to show the project has made an impact on the identified needs and goals/objectives.

Include a description of the process for measuring outcomes, as well as specific supporting data or statistics. Indicate if outcomes are connected to an increase in the level of service.

CDCU monitors progress for the Idea House program through a management reporting system that includes tracking key indicators, holding periodic staff meetings where individual projects are reviewed in detail, and preparing regular reports that are presented to and reviewed by its the Board of Directors. The program is further reviewed and monitored by independent third parties, including certified public accountants.

CDCU has made and will continue to make great efforts to quantify the beneficial impact of the Idea House program for the home owners and surrounding neighbors. CDCU has recently surveyed Idea House owners and surrounding homeowners to determine their experience of the Idea House program, and to ascertain the level of satisfaction with CDCU's services for those who received services directly from CDCU. Preliminary results show that almost all Idea House owners found CDCU's

Home Buyer Services to have been helpful or very helpful. The Idea House owners overwhelmingly find the safety of their new neighborhood and their happiness with their living situation better or much better, and they indicate that they decided to buy a home because having more living space, not having a landlord, making a good investment, and being able to have a yard and own pets was important or very important to them. CDCU will continue to survey Idea House owners and neighbors to determine the true impact of the Idea House program and its effect not only on property values but on human health and happiness. CDCU also tracks the number of attendees and the number of flyers passed out at Open Houses. Thus the number of people who will benefit from the Idea House program is much greater than the number of Taylorsville residents who will purchase Idea Houses. Outcomes are connected to an increase in the number of completed Idea Houses.

22. Eligibility Tracking

How is client income and demographic eligibility determined and documented? For example, intake forms, surveys, reports, census data (if available, upload examples in the Documents tab).

CDCU collects and reports data on race, ethnicity, gender, and disability characteristics of applicants for assistance through the Idea House program. The information is gathered by means of a Client Profile that is begun when the purchaser of the Idea House receives home buyer education and counseling. The information from the Client Profile goes into a summary report that will be made available to Taylorsville.

23. Program/Project Tracking

Describe your agency's record-keeping procedures in regards to tracking and monitoring program/project progress in compliance with HUD regulations. Does your agency plan to have separate staff members to manage and administer the project?

CDCU monitors progress through a management reporting system that includes tracking key indicators, holding periodic staff meetings where individual projects are reviewed in detail, and preparing regular reports that are presented to and reviewed by the Board of Directors. The program is further reviewed and monitored by independent third parties, including certified public accountants.

The Taylorsville Idea House projects, as well as Idea House projects in other jurisdictions, will be managed and administered in house by Greg Lambert, CDCU's CFO, and by Todd Reeder, CDCU's Director of Real Estate Services. The renovations will be done by McNeill & Sons Construction, and by licensed subcontractors.

24. Historical Outcomes (For continuing programs only)

Describe how your program/project has historically benefited Taylorsville residents and leveraged funding to maximize outcomes. Please provide specific data or statistics as support. Enter "N/A" for new programs/projects.

CDCU received grant funds to rehabilitate Idea Houses in Taylorsville in July, 2018. The funds have not yet been expended, therefore no benefits or outcomes have been realized as yet.

25. Financial Tracking

Describe the procedures your agency will use to segregate and track CDBG funds from other agency funds. Describe your fiscal management system (financial reporting, record keeping, accounting systems, payment procedures, audit system, etc.).

Idea House program expenses are segregated from other agency expenses by charging to unique project codes for Idea House properties contained in the Management Information System. Costs of other agency expenditures are captured in their own related specific programs and thus segregated in our reporting and accounting systems.

26. Program/Project Budget

Under the Budget tab, please complete the sources and uses for this proposal.

☒ Yes, the Budget tab is complete.

27. Ongoing Sustainability

If funded, describe how you would continue to implement the project/program if CDBG funds are not available in future years. Enter "N/A" for one-time projects.

CDCU strives continually to broaden its overall funding base. If CDBG money were not available, CDCU would rely on internally generated funding and ongoing support from private funders (through matching programs and grants), to offer limited services to Taylorsville residents. However, in our experience, private donors are usually reluctant to participate in Idea House projects without government sponsorship. Without CDBG funding, it is likely that significantly fewer Idea Houses could be built in Taylorsville.

28. Have you received Taylorsville CDBG funds in the past? If so, have you expended your funds within the program year? If no, explain.

☐ Yes

☒ No, explain:

29. Required Documents

Under the Documents tab, please upload the required documents.

✓ Yes, the required documents have been uploaded.

Funding Sources and Budget [top](#)

Funding Sources/Revenues	Requested	Awarded	Total
Taylorsville CDBG (this request)	\$ 85,935.00		\$ 85,935.00
Federal			\$ 0.00
State			\$ 0.00
County			\$ 0.00
Local City			\$ 0.00
Private			\$ 0.00
Other:			\$ 0.00
Other:			\$ 0.00
Other:			\$ 0.00
Other:			\$ 0.00
Total	\$ 85,935.00	\$ 0.00	\$ 85,935.00

Funding Uses/Expenses	CDBG (this request)	Other Committed	Other Non-Committed	Total
Personnel (wages, salaries, benefits)				\$ 0.00
Rent, Utilities				\$ 0.00
Operating Costs				\$ 0.00
Training/Development				\$ 0.00
Materials & Supplies				\$ 0.00
Operating Costs				\$ 0.00
Contracted Services				\$ 0.00
Indirect Costs	\$ 100,670.00			\$ 100,670.00
Private Grants	\$ 43,144.00			\$ 43,144.00
Other:				\$ 0.00
Other:				\$ 0.00
Other:				\$ 0.00
Other:				\$ 0.00
Other:				\$ 0.00
Other:				\$ 0.00
Other:				\$ 0.00
Other:				\$ 0.00
Other:				\$ 0.00
Other:				\$ 0.00
Other:				\$ 0.00
Other:				\$ 0.00
Total	\$ 143,814.00	\$ 0.00	\$ 0.00	\$ 143,814.00

Funding Sources and Budget Narrative

CDCU will put in a bank line of credit to cover 70% of the acquisition cost of the Idea House. CDCU will fund the remaining 30%. Private grants and CDCU funds will cover the remodeling expense.

Documents [top](#)

Documents Requested *	Required?	Attached Documents *
Board Authorization/Resolution	✓	Board Authorization memo
List of Board Members		
Federal Funding Accountability and Transparency Act Checklist download template	✓	FFATA SAM Checklist
Section 504 Disability and Non-Discrimination Employment Information download template	✓	Section 504 Disability and Non-Discrimination

Liability Insurance Certificates (See instructions)	
Verification of Workers Compensation Insurance (See instructions)	
Automobile Insurance (See instructions)	
ADA Questionnaire download template	✓ ADA Checklist
W-9 (See instructions)	
Most Current Audit or Financial Statement (See instructions)	
Articles of Incorporation/Bylaws (See instructions)	

* ZoomGrants™ is not responsible for the content of uploaded documents.

Application ID: 129412

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Salt Lake County
Taylorsville, UT
Community Development
City of Taylorsville CDBG PY2019
12/14/2018 deadline

ASSIST Inc - Community Design Center Emergency Home Repair & Accessibility and Community Design

Jump to: [Summary Questions](#) [CDBG Application](#) [Funding Sources and Budget](#) [Documents](#)

\$ 115,000.00 Requested

Submitted: 12/14/2018 3:51:02 PM (Pacific)

Project Contact

Jason Wheeler
info@assistutah.org
Tel: 801-355-7085

Additional Contacts

none entered

ASSIST Inc - Community Design Center

218 East 500 South
Salt Lake City, UT 84111
United States

Executive Director

Jason Wheeler
jwheeler@assistutah.org

Telephone 801-355-7085

Fax 801-355-7086

Web www.assistutah.org

Summary Questions [top](#)

1. What type of Agency are you?

- ☒ Private Non-Profit (501(c)(3))
- ☐ Private For Profit Organization
- ☐ Government/Public Organization
- ☐ Other, please explain:

2. How many years has your agency been in operation?

49 Years

CDBG Application [top](#)

1. Describe the services your organization provides.

(mission statement, background, purpose, capacity, etc.).

ASSIST Inc is an independent, nonprofit Community Design Center founded in 1969. ASSIST provides architectural design, community planning, and development assistance to nonprofit and community groups; housing repair assistance to low-income households; and accessibility design assistance to people with disabilities.

Our purpose is to strengthen communities by helping the most vulnerable to have stable, safe housing and improved access

to regional infrastructure and economic opportunities.

2. Detailed Program Description

Briefly describe the project below. Include a listing of proposed activities, the number and population to be served, and other important details related to your proposed project.

ASSIST's CDBG Programs include: Emergency Home Repair, Accessibility Design, and Community Design

Emergency Home Repair (EHR):

Low-income households, elderly, and persons with disabilities often lack sufficient means to perform maintenance or to repair/replace critical systems in their homes. Housing repair and rehabilitation directly helps the most vulnerable maintain safe and healthy homes, preserves long-term affordable housing, and provides neighborhood stability and tax base. EHR provides critical repairs at no cost to the household, including repair or replacement of plumbing, heating and electrical systems; roof repairs; and minor structural repairs. EHR uses licensed, insured contractors to perform the repair work. The program is available to households whose income is typically below 60% of Area Median Income (AMI); the average income of households served is 30% AMI.

Accessibility Design:

ASSIST provides on-site measure up, accessibility design options, and construction plans for the elderly and for persons with disabilities to enable them to remain in their homes and maintain physical independence. ASSIST also provides design review for new homes when accessibility or aging-in-place features are desired.

Community Design:

ASSIST provides building evaluation, technical expertise, and architectural assistance to low-income residents and community groups that lack the means to pay for private professional services at the initial stages of a development project.

3. Project/Program Address

List an address for the location(s) where services are being carried out (i.e., Address, City, State, Zip). If location(s) are yet to be determined, type, "N/A". If confidential, please type, "Confidential".

Scattered site single family residences throughout Taylorsville, with program administration and architectural services taking place at our store-front office in Salt Lake City.

4. Geographic area to be served:

ASSIST provides services throughout the State of Utah, with particular emphasis in Salt Lake County. CDBG funding from Taylorsville will be set aside specifically for Taylorsville city residents.

5. Intended Use of Grant Funds

If funded, how will CDBG dollars be used to implement the proposed project/program? What will these funds pay for (be specific, for example: staff, construction costs, etc.)? Describe the proposal's cost-benefit effectiveness.

CDBG grant funds would be used as follows:

- Emergency Home Repair (EHR) grants to very-low-income homeowners (typically below 60% AMI), with occasional limited assistance to renters (\$500 max benefit per renter household)
- Accessibility retrofit grants to low-income elderly or disabled households (below 80% AMI)
- Accessibility design work for elderly or disabled households
- Architectural design work for community-oriented projects that benefit low-income or disabled households
- Program Delivery Costs (payroll and operating expenses) for EHR and Accessibility Design projects. ASSIST Inc. operates out of a storefront office open to visitors with a small staff including an Executive Director/Architect, Housing Director, Design Associate, Office Manager and Design Interns.

EHR funds requested would provide approximately 50 emergency home repairs for low income homeowners and 15 accessibility design projects for Taylorsville City residents with disabilities.

6. Program Goal

Identify the goals and objectives for the project. Include an outline of how these will be achieved.

The following four principles guide the goals and objectives of this program:

- 1) All individuals have a right to safe and healthy shelter.
- 2) Stable homes increase the stability of neighborhoods & communities.
- 3) Home-ownership helps facilitate economic security & independence.
- 4) Barrier free housing increases safety & well-being.

At an individual level, we aim to help households remain in their homes through emergency home repair and accessibility modification grants. At a community level, our aim is to improve neighborhoods and communities one household at a time through neighborhood stabilization.

Following are specific quantitative results we expect to achieve as a direct result of funds requested (program wide):

- 550 Emergency Home Repairs

- 150 Accessibility Design Projects
- 365 units of affordable single family housing preserved
- Approximately \$800,000 of housing value preserved or added
- 50% of households helped below 30% of the Area Median Income (AMI)
- An additional 42% of households helped below 50% of AMI
- The final 8% of households helped below 80% of AMI
- 67% of clients served will be senior citizens
- 67% of households helped will benefit a person with disabilities.

Qualitative results will include improving clients' independence, neighborhood community, and economic and emotional well being.

ASSIST will measure quantitative outcomes directly from the clients served and the types of work performed on their behalf. Specific measurement tools are addressed in Question 21, below. Qualitative outcomes will be recorded through survey's and personal narratives from client's served and are being documented in connection with the University of Utah's school of architecture and planning research efforts as part of an ongoing "Life-space Mobility" Study.

7. Will these CDBG funds be used to match/leverage other funds?

If yes, please explain how these funds will be leveraged. If none, please state "N/A" in the response.

Yes, these CDBG funds will leverage (and be leveraged by) other funds. ASSIST has historically used a mix of CDBG funds from other municipalities in conjunction with private donations and fee-for-service work to leverage funding received from Taylorsville. Our Taylorsville grant request for FY 2019-2020 will represent only about 10% of ASSIST's total budget. Leveraging other funding sources allows us to maintain full-time staff who are available throughout the year to service Taylorsville residents, along with residents from other municipalities, whenever the need arises. Without these leveraged funds, we would not be able to provide an adequate level of service to any of the municipalities where ASSIST works.

8. Level of Service

Is the proposed service/capital improvement new or is it a continuing program/project? If the program/project is continuing, will there be an increase in the level of service?

- ☐ New program/project (a program operating for a year or less, or a capital improvement)
- ☒ Continuing program/project with an increased level of service
- ☐ Continuing program/project with the same level of service as provided in years prior

9. Need and Benefit

Please describe what need is being addressed and its relativity to the Taylorsville 2015-2019 Consolidated Plan. Use quantifiable data and cite your data sources in your response.

Homes require ongoing maintenance and periodic major system repair or replacement. Low-income and fixed-income households, the elderly, and persons with disabilities often lack sufficient means or technical expertise to perform regular maintenance or to repair/replace critical systems in their homes. Without outside assistance, many of these vulnerable households would find their homes falling into extensive disrepair, and would eventually be required to abandon their homes and find other housing arrangements. CDBG funding is a critical component to assisting these most vulnerable households with needed repairs on a grant basis.

Taylorsville City has particular need for these services, with below-average area median income; according to recent demographic data, area median income in Taylorsville was \$58,500, below the SLC metro area's AMI of approximately \$63,000. Additionally, there is an increasing number of senior citizens in Taylorsville, with 30% of the population aged 50 or older. Many seniors have limited fixed incomes, often with social security being their only source of funds. Finally, 11.3% of Taylorsville's population is at or below the poverty level, with a highly disproportionate number of those in poverty being Hispanic or African American. (<http://www.towncharts.com/>)

For low and fixed income families, performing repairs or making accessibility modifications to their homes typically requires securing an additional loan, which can be difficult to obtain for cash-strapped households. There are several loan programs in Salt Lake County for low-income households to help fill this gap, and Community Action's Weatherization program and the Green and Healthy Homes Initiative are also able to meet some of the need.

ASSIST's Emergency Home Repair and Accessibility Design Assistance programs fill a critical need for the most-vulnerable households where other programs are unable to help. The average household income of clients served by our organization in Taylorsville during the 2017-2018 fiscal year was \$1,872 per month, or \$22,462 per year. Our critical repair programs helps seniors and low-income households stay in their homes, contributing to neighborhood stability and helping avoid foreclosure in many instances. Through this assistance, not only is there direct benefit the households served, but values of surrounding homes are also preserved and improved.

10. Consolidated Plan

Select a goal or goals from the City's 2015-2019 Consolidated Plan that would be advanced by the proposed project.

- ☒ Housing Opportunities
- ☐ Public Services
- ☐ Public Facility Improvements

11. Explain how this proposal meets identified community needs and addresses the goals of the Taylorsville City 2015-2019 Consolidated Plan.

See the Library Tab above for a copy of this Plan and the Taylorsville CDBG Overview for more information.

ASSIST's programs addresses the following priority in Taylorsville City's 5 Year Consolidated plan:

Priority 1 - Housing Opportunities / Housing Rehab: Through ASSIST's Emergency Home Repair (EHR) program, our organization will help maintain safe and healthy homes, preserve long-term affordable housing, and provide neighborhood stability and tax base, thereby enabling low-income and elderly households to remain in their homes.

Additionally, through our Accessibility Design Assistance program, ASSIST will help homeowners with disabilities safely occupy their own homes, thereby reducing the demand for accessible units in rental housing developments and freeing up those units for use by renters with disabilities. ASSIST also works closely with organizations and case workers that provide supportive services for the elderly and for persons with physical disabilities. Through accessibility interventions, we help increase independence and eliminate dependence on outside assistance.

12. Select ONE objective that relates to your project.

(TIP: When selecting an objective, ask yourself, "What is the purpose of the activity? What is the larger community need that I am seeking to address?")

- ☐ Creating a Suitable Living Environment
- ☒ Providing Decent Affordable Housing
- ☐ Creating Economic Opportunities

13. Select any outcomes that relate to your project.

(TIP: When selecting an outcome, ask yourself, "What type of change or result am I seeking?")

- ☒ Making basic needs available/accessible to LMI persons
- ☒ Improving affordability to LMI persons
- ☐ Sustainability in the target area

14. Identify the National Objective your activity meets.

- ☒ Low/Moderate-Income Taylorsville Residents
- ☐ Prevents or Eliminates Slum/Blight Conditions
- ☐ Urgent Need (such as a natural disaster mitigation or response)

15. National Objective Criteria

Please select how your project will serve the low-moderate income (LMI) population. If you mark "Other", please describe.

PROJECTS MUST MEET ONE OF THE NATIONAL OBJECTIVES TO BE ELIGIBLE FOR CDBG FUNDS.

- ☐ LOW AND MODERATE INCOME AREA (LMA) - An activity which benefits all residents in a particular area, where at least 51% of the residents are LMI persons.
- ☐ LIMITED CLIENTELE (LMC) - An activity which benefits a limited clientele where at least 51% of whom are LMI OR are generally presumed to principally LMI (e.e., abused children and spouses, elderly persons, adults with severe disabilities, etc.)
- ☒ HOUSING (LMH) - An activity for the purpose of providing or improving residential structures which, upon completion, will be occupied by at least 51% LMI households
- ☐ JOB CREATION/RETENTION (LMJ) - An activity designed to create/retain permanent jobs where at least 51% of positions will be made available or held by LMI persons (computed on an FTE equivalent basis; does not include construction jobs)
- ☐ OTHER:

16. Population to be served:

(Youth, seniors, homeless, etc.)

ASSIST's programs provide benefit to any low and moderate income home-owner in need; however, the primary populations we serve are seniors and persons with disabilities.

17. Total clients to be served:

550 Households throughout Salt Lake County (with Taylorsville funds serving only Taylorsville residents)

18. Total Taylorsville residents to be served:

45 to 50 Households, depending on the costs and types of repairs that are performed during the year

19. Estimate the number of unduplicated persons OR households that will benefit from this proposal according to the Area Median Income (AMI) categories listed below.

Must benefit one (Persons or Households) not both. The system will automatically total the different categories.

	Persons: 0 - 30% AMI
	Persons: 31 - 50% AMI
	Persons: 51 - 80% AMI
	Persons: 80% AMI and higher
25	Households: 0 - 30% AMI
17	Households: 31 - 50% AMI
8	Households: 51 - 80% AMI
0	Households: 80% AMI and higher
50.00	TOTAL

20. Will the proposed project serve at least 51% low- to moderate-income Taylorsville residents?

- ☒ Yes
- ☐ No, explain: ,
- ☐ Don't know, explain: ,

21. List your projected outcomes and specific outcome measurements that will be used to show the project has made an impact on the identified needs and goals/objectives.

Include a description of the process for measuring outcomes, as well as specific supporting data or statistics. Indicate if outcomes are connected to an increase in the level of service.

Projected outcomes include: 1. Stabilizing 8 homes which, if not completed through the EHR program, would otherwise result in foreclosure or uninhabitability of the home; 2. Adding / preserving \$150,000 of value to affordable housing stock in low-income neighborhoods; 3. Providing 13 accessible remediations to solve health-related and ADA issues for residents; 4. Removing 20 barriers related to aging in place for elderly households.

Collecting and tracking outcomes proceeds as follows:

- A site visit and assessment are performed prior to any work.
- Assessments identify specific deficiencies. Deficiencies that represent obvious code violations are tallied, as are deficiencies that would make the home unfit for occupancy or potentially result in foreclosure if the client were to pay to have those deficiencies corrected.
- Assessments also identify specific barriers related to aging in place, disability, or other health issues.
- Assessment data is recorded on the client's intake application and kept with the client's file.
- Photographs are taken to document existing conditions.
- Work is then scheduled from a pool of contractors.
- Following completion of work, an inspection is performed and resolved deficiencies are identified and tallied. Results are recorded in the client database and stored for reporting.
- Dollar amounts of work performed are tracked as invoiced by subcontractors and are used as a basis for calculating value of affordable housing stock preserved.

22. Eligibility Tracking

How is client income and demographic eligibility determined and documented? For example, intake forms, surveys, reports, census data (if available, upload examples in the Documents tab).

ASSIST verifies income by obtaining copies of 3 months of paystubs for working clients and copies of Social Security Benefit Statements / pension statements, or of bank accounts showing direct deposits, for retired or disabled clients. Race, Ethnicity, Disability Status, and other HUD-required demographic information is also recorded and later used in submitting statistical reports. Clients sign the application form certifying that they have supplied complete financial information. Residency is verified through the county assessor's office or through titles or mortgage statements, then checked against the County's municipal boundaries map. An example of ASSIST's intake form is provided in the Documents Tab.

23. Program/Project Tracking

Describe your agency's record-keeping procedures in regards to tracking and monitoring program/project progress in compliance with HUD regulations. Does your agency plan to have separate staff members to manage and administer the project?

Projects are initiated by clients with a phone call to ASSIST. During phone intake, ASSIST staff reviews problems to be addressed and household eligibility. A site visit is scheduled and the project is entered into ASSIST's client database. During

site visits, income verification and proof of home ownership are noted. Projects receiving grant funding are submitted weekly to an advisory board for review/approval. Bid or work call-out follows and a final inspection is then scheduled with the client and recorded in the client database.

Hard copies of application forms and income / home ownership verification are maintained at ASSIST's office for 5 years from grant completion and then destroyed. The client database, however, is maintained in perpetuity.

ASSIST's Housing Director manages home repair projects, our Design Associate manages accessibility modification projects, and our office manager and Executive Director manage project costs, reporting, compliance, and statistics.

24. Historical Outcomes (For continuing programs only)

Describe how your program/project has historically benefited Taylorsville residents and leveraged funding to maximize outcomes. Please provide specific data or statistics as support. Enter "N/A" for new programs/projects.

During the last few years, ASSIST's programs have benefited Taylorsville residents as follows:

FY 2017-2018: 38 repairs for 30 households + 15 accessibility design projects

FY 2016-2017: 49 repairs for 39 households + 8 accessibility design projects

FY 2015-2016: 33 repairs for 25 households + 5 accessibility design projects

Since 1999, ASSIST has invested more than \$775,000 in emergency home repairs and accessibility modifications in Taylorsville. This investment represents significant maintenance of decent and affordable home ownership options in Taylorsville, thereby stabilizing neighborhoods and helping to prevent slum and blight. During that same time frame, ASSIST has invested more than \$12,000,000 in similar work throughout Salt Lake County, and has leveraged approximately \$5.6 million dollars in program delivery expenses to provide these services to Taylorsville residents.

25. Financial Tracking

Describe the procedures your agency will use to segregate and track CDBG funds from other agency funds. Describe your fiscal management system (financial reporting, record keeping, accounting systems, payment procedures, audit system, etc.).

ASSIST employs a Cost Allocation Plan to allocate EHR work to the municipality where repair work was performed. Program delivery costs are billed based on the percentage of CDBG funds allocated by the municipality for EHR and Access Design work in relationship to ASSIST's total annual budget. We submit monthly billings and a yearly financial audit of income and expenses. Allocation is reconciled biannually based on brick and mortar expenses to ensure proper division of program delivery expenses.

26. Program/Project Budget

Under the Budget tab, please complete the sources and uses for this proposal.

☒ Yes, the Budget tab is complete.

27. Ongoing Sustainability

If funded, describe how you would continue to implement the project/program if CDBG funds are not available in future years. Enter "N/A" for one-time projects.

ASSIST is providing architectural fee-for-service work to other mission-based organizations to help subsidize the cost of existing home repair and access design programs and reduce dependency on CDBG funding. In 2017-2018, ASSIST collaborated with Salt Lake County to secure \$750,000 through Federal Home Loan Bank to allow us to provide more comprehensive repairs and retrofits for the elderly. However, CDBG support is critical for providing home repairs and design help at the needed scale.

28. Have you received Taylorsville CDBG funds in the past? If so, have you expended your funds within the program year? If no, explain.

☒ Yes

☐ No, explain:

29. Required Documents

Under the Documents tab, please upload the required documents.

☒ Yes, the required documents have been uploaded.

Funding Sources and Budget [top](#)

Funding Sources/Revenues	Requested	Awarded	Total
Taylorsville CDBG (this request)	\$ 115,000.00		\$ 115,000.00
Federal	\$ 1,075,000.00		\$ 1,075,000.00
State			\$ 0.00
County			\$ 0.00

Local City			\$ 0.00
Private	\$ 70,000.00		\$ 70,000.00
Other:			\$ 0.00
Other:			\$ 0.00
Other:			\$ 0.00
Other:			\$ 0.00
Total	\$ 1,260,000.00	\$ 0.00	\$ 1,260,000.00

Funding Uses/Expenses	CDBG (this request)	Other Committed	Other Non-Committed	Total
Personnel (wages, salaries, benefits)	\$ 28,991.00	\$ 0.00	\$ 311,009.00	\$ 340,000.00
Accounting / Insurance	\$ 2,319.00		\$ 21,681.00	\$ 24,000.00
Maintenance	\$ 338.00		\$ 3,162.00	\$ 3,500.00
Transportation	\$ 580.00		\$ 5,420.00	\$ 6,000.00
Rent / Utilities	\$ 1,740.00		\$ 16,260.00	\$ 18,000.00
Supplies	\$ 677.00		\$ 7,823.00	\$ 8,500.00
Training	\$ 145.00		\$ 9,855.00	\$ 10,000.00
Non-CDBG Expenses		\$ 5,500.00	\$ 14,500.00	\$ 20,000.00
Emergency Home Repair Brick & Mortar	\$ 80,210.00		\$ 749,790.00	\$ 830,000.00
Other:				\$ 0.00
Other:				\$ 0.00
Other:				\$ 0.00
Other:				\$ 0.00
Other:				\$ 0.00
Other:				\$ 0.00
Other:				\$ 0.00
Other:				\$ 0.00
Other:				\$ 0.00
Other:				\$ 0.00
Total	\$ 115,000.00	\$ 5,500.00	\$ 1,139,500.00	\$ 1,260,000.00

Funding Sources and Budget Narrative

The budget reflects the "brick and mortar" contractor expenses for EHR and access modification projects totaling \$80,210; program delivery costs totaling \$28,991 for design services, payroll and benefits; and operating expenses totaling \$5,799. Brick and mortar expenses represent direct grants to beneficiaries of the CDBG program, and payroll and operating expenses are linked directly to delivering those grants to the intended beneficiaries, including salary for on-staff architects and designers who are critical to developing architectural solutions for households with limited mobility or other disabilities. The staff structure involves three full time staff (Executive Director / Architect, Housing Director, and Design Associate) and part time Office Manager and Project Interns for accessibility design services. The operating expenses cover our leased storefront office operation, fiscal reporting expenses, and transportation costs for EHR and Access Design project site visits.

Documents [top](#)

Documents Requested *

Required? Attached Documents *

Board Authorization/Resolution



[ASSIST - Board Resolution](#)

List of Board Members

[ASSIST - Board of Directors](#)

Federal Funding Accountability and Transparency Act Checklist



[ASSIST - FFATA](#)

[download template](#)

Section 504 Disability and Non-Discrimination Employment Information



[ASSIST - Section 504](#)

[download template](#)

Liability Insurance Certificates (See instructions)

Verification of Workers Compensation Insurance

(See instructions)

Automobile Insurance (See instructions)

ADA Questionnaire
[download template](#)



[ASSIST - ADA Checklist](#)

W-9 (See instructions)

[ASSIST - W9](#)

Most Current Audit or Financial Statement (See instructions)

Articles of Incorporation/Bylaws (See instructions)

[ASSIST - By Laws](#)

[ASSIST - Articles](#)

[ASSIST - Application Form](#)

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Application ID: 131515

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Salt Lake County
Taylorsville, UT
Community Development
City of Taylorsville CDBG PY2019
1/6/2019 deadline

Taylorsville City
Taylorsville Senior Center Kitchen Addition

Jump to: [Summary Questions](#) [CDBG Application](#) [Funding Sources and Budget](#) [Documents](#)

\$ 130,000.00 Requested

Submitted: 1/1/2019 10:00:15 AM (Pacific)

Project Contact

Kenneth Donarski
kmd84123@hotmail.com
Tel: 801-750-2321

Additional Contacts

ASherwood@slco.org

Taylorsville City

2600 W Taylorsville BLVD
Taylorsville , UT 84129
United States

Telephone 801-963-5400

Fax 801-963-7891

Web Taylorsvilleut.gov

Mayor

Kristie Steadman-Overson
KOverson@Taylorsvilleut.gov

Summary Questions [top](#)

1. What type of Agency are you?

- ☐ Private Non-Profit (501(c)(3))
- ☐ Private For Profit Organization
- ☒ Government/Public Organization
- ☐ Other, please explain:

2. How many years has your agency been in operation?

19

CDBG Application [top](#)

1. Describe the services your organization provides.

(mission statement, background, purpose, capacity, etc.).

Taylorsville City is undertaking an addition to the senior center to expand the kitchen which serves lunch to a seniors. The number is increasing because of the number of seniors are increasing in the City of Taylorsville and there is a senior housing complex next to the center. This will help alleviate the crowded work space and bring it up to ADA standards. With inflation it is estimated more funds will be required to complete this project..

2. Detailed Program Description

Briefly describe the project below. Include a listing of proposed activities, the number and population to be served, and other important details related to your proposed project.

The expansion is to help with the service of the meal program to seniors and make the facility to meet ADA standards and update the cramped meal preparation area.

3. Project/Program Address

List an address for the location(s) where services are being carried out (i.e., Address, City, State, Zip). If location(s) are yet to be determined, type, "N/A". If confidential, please type, "Confidential".

4743 S Plymouthview Drive, Taylorsville Utah 84123

4. Geographic area to be served:

City of Taylorsville

5. Intended Use of Grant Funds

If funded, how will CDBG dollars be used to implement the proposed project/program? What will these funds pay for (be specific, for example: staff, construction costs, etc.)? Describe the proposal's cost-benefit effectiveness.

Expanding out the Senior Center Kitchen and making this area ADA accessible. The addition will benefit the meal program to seniors making the meal time more enjoyable and will benefit the senior population that the center serves. It should help attract more seniors to the center.

6. Program Goal

Identify the goals and objectives for the project. Include an outline of how these will be achieved.

Expand the centers kitchen service area and workable for staff and volunteers to provide better service to the seniors that they serve.

7. Will these CDBG funds be used to match/leverage other funds?

If yes, please explain how these funds will be leveraged. If none, please state "N/A" in the response.

No with this allocation we should be able to meet the costs to do this project. It is hoped to be bid come January 2019.

8. Level of Service

Is the proposed service/capital improvement new or is it a continuing program/project? If the program/project is continuing, will there be an increase in the level of service?

- ☐ New program/project (a program operating for a year or less, or a capital improvement)
- ☒ Continuing program/project with an increased level of service
- ☐ Continuing program/project with the same level of service as provided in years prior

9. Need and Benefit

Please describe what need is being addressed and its relativity to the Taylorsville 2015-2019 Consolidated Plan. Use quantifiable data and cite your data sources in your response.

It is to expand the needs of the growing senior population in the City of Taylorsville.

10. Consolidated Plan

Select a goal or goals from the City's 2015-2019 Consolidated Plan that would be advanced by the proposed project.

- ☐ Housing Opportunities
- ☐ Public Services
- ☒ Public Facility Improvements

11. Explain how this proposal meets identified community needs and addresses the goals of the Taylorsville City 2015-2019 Consolidated Plan.

See the Library Tab above for a copy of this Plan and the Taylorsville CDBG Overview for more information.

Expanding services to the senior population of the City of Taylorsville.

12. Select ONE objective that relates to your project.

(TIP: When selecting an objective, ask yourself, "What is the purpose of the activity? What is the larger community need that I am seeking to address?")

- ☒ Creating a Suitable Living Environment
- ☐ Providing Decent Affordable Housing
- ☐ Creating Economic Opportunities

13. Select any outcomes that relate to your project.

(TIP: When selecting an outcome, ask yourself, "What type of change or result am I seeking?")

- ☒ Making basic needs available/accessible to LMI persons

- ☐ Improving affordability to LMI persons
- ☐ Sustainability in the target area

14. Identify the National Objective your activity meets.

- ☒ Low/Moderate-Income Taylorsville Residents
- ☐ Prevents or Eliminates Slum/Blight Conditions
- ☐ Urgent Need (such as a natural disaster mitigation or response)

15. National Objective Criteria

Please select how your project will serve the low-moderate income (LMI) population. If you mark "Other", please describe.

PROJECTS MUST MEET ONE OF THE NATIONAL OBJECTIVES TO BE ELIGIBLE FOR CDBG FUNDS.

- ☐ LOW AND MODERATE INCOME AREA (LMA) - An activity which benefits all residents in a particular area, where at least 51% of the residents are LMI persons.
- ☒ LIMITED CLIENTELE (LMC) - An activity which benefits a limited clientele where at least 51% of whom are LMI OR are generally presumed to principally LMI (e.e., abused children and spouses, elderly persons, adults with severe disabilities, etc.)
- ☐ HOUSING (LMH) - An activity for the purpose of providing or improving residential structures which, upon completion, will be occupied by at least 51% LMI households
- ☐ JOB CREATION/RETENTION (LMJ) - An activity designed to create/retain permanent jobs where at least 51% of positions will be made available or held by LMI persons (computed on an FTE equivalent basis; does not include construction jobs)
- ☐ OTHER:

16. Population to be served:

(Youth, seniors, homeless, etc.)

Seniors in the City of Taylorsville

17. Total clients to be served:

720

18. Total Taylorsville residents to be served:

720

19. Estimate the number of unduplicated persons OR households that will benefit from this proposal according to the Area Median Income (AMI) categories listed below.

Must benefit one (Persons or Households) not both. The system will automatically total the different categories.

310	Persons: 0 - 30% AMI
300	Persons: 31 - 50% AMI
100	Persons: 51 - 80% AMI
10	Persons: 80% AMI and higher
	Households: 0 - 30% AMI
	Households: 31 - 50% AMI
	Households: 51 - 80% AMI
	Households: 80% AMI and higher
720.00	TOTAL

20. Will the proposed project serve at least 51% low- to moderate-income Taylorsville residents?

- ☒ Yes
- ☐ No, explain: ,
- ☐ Don't know, explain: ,

21. List your projected outcomes and specific outcome measurements that will be used to show the project has made an impact on the identified needs and goals/objectives.

Include a description of the process for measuring outcomes, as well as specific supporting data or statistics. Indicate if outcomes are connected to an increase in the level of service.

Increase the number of seniors served and the number of meals served at the center which provides 1/3 of the dietary needs of seniors. A number of seniors do not eat nutritious meals and this provides healthy meals.

22. Eligibility Tracking

How is client income and demographic eligibility determined and documented? For example, intake forms, surveys, reports, census data (if available, upload examples in the Documents tab).

The Salt Lake County operates the center and they use a program called ServTracker. Seniors fill out an application which asks for income and demographic information. The applicant does however have the chose to not answer this information.

23. Program/Project Tracking

Describe your agency's record-keeping procedures in regards to tracking and monitoring program/project progress in compliance with HUD regulations. Does your agency plan to have separate staff members to manage and administer the project?

ServTrackking can provide information of the number of unduplicated users which will include income, ethnicity and household information.

24. Historical Outcomes (For continuing programs only)

Describe how your program/project has historically benefited Taylorsville residents and leveraged funding to maximize outcomes. Please provide specific data or statistics as support. Enter "N/A" for new programs/projects.

The Senior Center has had a number of additions over the years and it has taken a number of years to fund each project. Hopefully this will make the center self sustaining for a number of years and will not need any more additions.

25. Financial Tracking

Describe the procedures your agency will use to segregate and track CDBG funds from other agency funds. Describe your fiscal management system (financial reporting, record keeping, accounting systems, payment procedures, audit system, etc.).

Tracking will be done by the City of Taylorsville and Consultant.

26. Program/Project Budget

Under the Budget tab, please complete the sources and uses for this proposal.

☒ Yes, the Budget tab is complete.

27. Ongoing Sustainability

If funded, describe how you would continue to implement the project/program if CDBG funds are not available in future years. Enter "N/A" for one-time projects.

City of Taylorsville will have to determine if they could fund out of the general fund.

28. Have you received Taylorsville CDBG funds in the past? If so, have you expended your funds within the program year? If no, explain.

☒ Yes

☐ No, explain:

29. Required Documents

Under the Documents tab, please upload the required documents.

☒ Yes, the required documents have been uploaded.

Funding Sources and Budget [top](#)

Funding Sources/Revenues	Requested	Awarded	Total
Taylorsville CDBG (this request)	\$ 130,000.00		\$ 130,000.00
Federal			\$ 0.00
State			\$ 0.00
County			\$ 0.00
Local City			\$ 0.00
Private			\$ 0.00
Other:			\$ 0.00
Other:			\$ 0.00
Other:			\$ 0.00
Other:			\$ 0.00
Total	\$ 130,000.00	\$ 0.00	\$ 130,000.00

Funding Uses/Expenses	CDBG (this request)	Other Committed	Other Non-Committed	Total
Personnel (wages, salaries, benefits)				\$ 0.00
Rent, Utilities				\$ 0.00

Operating Costs				\$ 0.00
Training/Development				\$ 0.00
Materials & Supplies				\$ 0.00
Operating Costs				\$ 0.00
Contracted Services				\$ 0.00
Indirect Costs				\$ 0.00
Construction/Addition	\$ 130,000.00			\$ 130,000.00
Other:				\$ 0.00
Other:				\$ 0.00
Other:				\$ 0.00
Other:				\$ 0.00
Other:				\$ 0.00
Other:				\$ 0.00
Other:				\$ 0.00
Other:				\$ 0.00
Other:				\$ 0.00
Other:				\$ 0.00
Other:				\$ 0.00
Other:				\$ 0.00
Total	\$ 130,000.00	\$ 0.00	\$ 0.00	\$ 130,000.00

Funding Sources and Budget Narrative

For the completion of the addition to the senior center kitchen

Documents [top](#)

Documents Requested *

Required? Attached Documents *

Board Authorization/Resolution



[City Council](#)

List of Board Members

Federal Funding Accountability and Transparency Act Checklist



[FFATA](#)

[download template](#)

Section 504 Disability and Non-Discrimination Employment Information



[Section 504](#)

[download template](#)

Liability Insurance Certificates (See instructions)

Verification of Workers Compensation Insurance (See instructions)

Automobile Insurance (See instructions)

ADA Questionnaire



[ADA](#)

[download template](#)

W-9 (See instructions)

Most Current Audit or Financial Statement (See instructions)

Articles of Incorporation/Bylaws (See instructions)

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Application ID: 132299



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Salt Lake County
Taylorsville, UT
Community Development
City of Taylorsville CDBG PY2019
12/14/2018 deadline

Odyssey House - Inc, Utah Millcreek Residential Roof Replacement

Jump to: [Summary Questions](#) [CDBG Application](#) [Funding Sources and Budget](#) [Documents](#)

\$ 5,040.00 Requested

Submitted: 12/10/2018 10:58:23 AM (Pacific)

Project Contact

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Tel: 8014283487

Additional Contacts

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Odyssey House - Inc, Utah

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United States

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Web www.odysseyhouse.org

Chief Executive Officer

Adam Cohen
acohen@odysseyhouse.org

Summary Questions [top](#)

1. What type of Agency are you?

- ☒ Private Non-Profit (501(c)(3))
- ☐ Private For Profit Organization
- ☐ Government/Public Organization
- ☐ Other, please explain:

2. How many years has your agency been in operation?

47

CDBG Application [top](#)

1. Describe the services your organization provides.

(mission statement, background, purpose, capacity, etc.).

Odyssey House (OH) has served Utah as the largest, psychiatrically-enhanced substance abuse disorder treatment provider for over four decades. OH works tirelessly to combat Utah's growing opioid epidemic through a research-based, Therapeutic Community treatment model that helps clients heal and become a part of a supportive, sober community. Through the years OH has expanded its efforts in response to the needs of Utah. This has resulted in fifteen programs and facilities that provide multifaceted treatment to adults, teens, and families. Together these programs have served tens of thousands of clients

struggling with substance abuse addiction; mental, and physical health issues allowing them to reunite with their families and community.

OH's mission is to empower its clients to heal and build better lives through effective substance abuse disorder treatment.

Adult Residential: Opening in 1971, the Adult Residential Program offers a therapeutic community treating men and women, ages 18 and older, who are struggling due to a long history of substance abuse disorder.

Vocational Training Program: Clients have access to three employment training levels provide them with the job skills necessary to acquire gainful employment post-treatment.

Parents with Children Residential: The Mothers with Children and the Fathers with Children residential programs serve parents with substance abuse disorder and their minor children, as well as pregnant women, allowing the family to remain intact while in treatment.

Children's Services Center: A therapeutic daycare for the children of addicted adults. Kids receive specialized therapy to overcome emotional and development delays resulting from parents' drug abuse and neglect.

Adolescent Residential: Teens in our inpatient program participate in 25 hours of therapeutic activities each week including individual therapy, group therapy, trauma services, family therapy, high school education, and psychiatric services.

Outpatient Services: Opening in 1999, Outpatient Services offer adults facing substance abuse disorder an opportunity to receive services and maintain sobriety at a lower level of care. In addition, they also provide treatment in the evening and during weekends to help account for jobs and childcare needs.

Transitional Housing: A sober living community created for OH program graduates that are not yet ready to re-enter society unassisted. Over 76 individuals and families are provided with fully furnished apartments. Additionally, HARP, VASH, Rapid Re-housing, Section 8 rent vouchers are accepted.

Martindale Medical Clinic: In 2012, Odyssey House opened the Martindale Integrated Health Clinic, which is the only health clinic in Utah designed to serve clients with substance abuse disorder and mental illness. Open to the community, the Martindale Clinic integrates primary health care with a well-established behavioral health model.

2. Detailed Program Description

Briefly describe the project below. Include a listing of proposed activities, the number and population to be served, and other important details related to your proposed project.

Odyssey House's Millcreek Residential Facility, a subsection of the Adult Residential Program, is located at 3944 S 400 E, Salt Lake City UT, 84106 opened in early 2018 with 83 beds as a response to Operation Rio Grande, Utah's action plan to assist the homeless population into treatment. The Adult Residential Program provides effective, research-based substance abuse disorder treatment services to men and women over the age of eighteen helping them to become sober and contributing members of the community. The population that this program serves struggles with profound obstacles to recovery, including homelessness, sexual abuse, lack of education, domestic violence, unemployment, and poor physical and mental health.

To combat this, the Adult Residential Program provides a healthy, therapeutic environment working to empower each client to heal and build a better life for themselves and their family. In Fiscal Year 2018, the Adult Residential Program provided life-changing treatment to 781 individuals, a 60.7% increase in services from Fiscal Year 2017. Of these individuals served 98.8% are extremely low-income, 63% were homeless upon admission, and 100% are disabled. The primary goal of this program is to help clients begin their path to recovery and develop the tools they need to maintain it post-treatment. This is achieved through individual, family, and group therapy; medication management, life skills training, vocational rehabilitation, education; and practice in personal responsibility, accountability, social skills, conflict resolution, and integrity. Additionally, Adult Residential clients have access to the Vocational Training Program where they learn important job and trade skills in order to increase their employability and earn a stable living post-treatment. These services are founded on the understanding that long-term recovery is intimately tied to two things: stable employment and secure housing. Upon completion of this program Odyssey House ensures that each client has a stable job and home before they leave the safety of residential treatment to reduce the chance of relapse.

Program graduates have the opportunity to take part in many other agency programs to support their recovery. These include Outpatient Services, Therapeutic Childcare Services, Educational Services, Transitional Living Services, and access to the Martindale Integrated Medical Clinic - a fully integrated medical and behavioral health center.

Funding would be used to repair the roof of one of the newest Adult Residential facilities, Millcreek Residential. Odyssey House acquired this building in order to double its occupancy size to over 240 beds to assist the Utah legislature in their battle against the opioid epidemic through Operation Rio Grande. By repairing this roof Odyssey House will have the opportunity to serve thousands of struggling adults in the best possible conditions for over twenty years.

3. Project/Program Address

List an address for the location(s) where services are being carried out (i.e., Address, City, State, Zip). If location(s) are yet to be determined, type, "N/A". If confidential, please type, "Confidential".

3944 S 400 E, Salt Lake City UT 84106

4. Geographic area to be served:

The Millcreek Facility is located in downtown Millcreek, primarily serving people who originate in the surrounding areas. Many clients are chronically homeless and seek treatment directly off the streets of nearby communities.

5. Intended Use of Grant Funds

If funded, how will CDBG dollars be used to implement the proposed project/program? What will these funds pay for (be specific, for example: staff, construction costs, etc.)? Describe the proposal's cost-benefit effectiveness.

This funding will provide the Millcreek Residential Facility with a 60 mil TPO Membrane Roof to replace the current shingles in disrepair. This project will involve the tearing off of the old shingles, the destruction of the original swamp cooler, and to replace any damaged plywood under the shingles. Then, the installation of the new membrane roof, vent accessories, drip edge, and swamp cooler will take place. Finally, all debris from both the roof removal and installation will have to be cleaned and disposed of off the job site. If granted, these funds will go toward the purchasing of the necessary materials and labor needed to complete this project. All work will be completed by June 30th, 2019 and will last to provide quality shelter to thousands of individuals seeking substance abuse disorder treatment for over twenty years.

6. Program Goal

Identify the goals and objectives for the project. Include an outline of how these will be achieved.

The overall goal of the Adult Residential Program is to assist clients in developing the skills necessary to maintain recovery post-treatment and become successful members of the community. This is achieved through individual, group, and family therapy paired with Vocational Training, life skills training, case management, medication management, and education. After a clients' residential stay is completed Odyssey House continues to support them through Transitional Living Services, a sober apartment community where clients can stay until they feel comfortable enough to move forward on their own, and Outpatient Services where Odyssey House's research-based, award-winning therapeutic services are administered in an outpatient setting. Due to the commitment to its mission to empower every client to heal and build a better life Odyssey House has achieved a successful discharge rate of 62% which, compared with the Utah Department of Substance Abuse and Mental Health's 2016 report, is 17.3% more successful than Utah's average discharge rate.

Odyssey House measures the progress of all goals through an Outcome Questionnaire. Clients report on specific outcomes three times; upon admission, during treatment, and post-treatment, in order for Odyssey House to compare and report on their journey to recovery.

The Millcreek Residential roof repair project will provide a safe, stable living environment for the Adult clients within the program allowing them to focus on treatment rather than leaky roof problems and impermanent solutions. By granting the funds for this project the Adult Residential program will be able to fully concentrate on overall treatment goals for each individual client.

7. Will these CDBG funds be used to match/leverage other funds?

If yes, please explain how these funds will be leveraged. If none, please state "N/A" in the response.

If awarded, Taylorsville 2018-2019 funds for this project would be combined with additional CDBG funds from the following entities: West Valley City, Sandy City, West Jordan City, South Jordan City, and Salt Lake County.

8. Level of Service

Is the proposed service/capital improvement new or is it a continuing program/project? If the program/project is continuing, will there be an increase in the level of service?

- ☐ New program/project (a program operating for a year or less, or a capital improvement)
- ☒ Continuing program/project with an increased level of service
- ☐ Continuing program/project with the same level of service as provided in years prior

9. Need and Benefit

Please describe what need is being addressed and its relativity to the Taylorsville 2015-2019 Consolidated Plan. Use quantifiable data and cite your data sources in your response.

The Adult Residential Program effort to provide treatment and support to the struggling adults in the community fulfills the Taylorsville Consolidated Plan's goal to provide the best possible public services to those struggling in Utah. According to the Utah Department of Substance Abuse and Mental Health's 2016 Annual Report only 9.9% of individuals in need of treatment received it. The community's demand for long-term treatment services is far from being met, creating a vital service gap for people struggling to overcome addiction. Odyssey House helps fill this gap by providing health care, therapeutic daycare, outpatient services; and individual, group, and family therapy. Additionally, the Adult Program's Vocational Training component also fills a community service gap. The program emphasizes work as a therapeutic opportunity, expediting smooth entry into the workforce. Within the Fiscal Year 2018, Odyssey House expanded the Adult Residential program by opening three additional facilities which increased the amount of adults served by 60.7%.

10. Consolidated Plan

Select a goal or goals from the City's 2015-2019 Consolidated Plan that would be advanced by the proposed project.

- ☐ Housing Opportunities
- ☒ Public Services
- ☐ Public Facility Improvements

11. Explain how this proposal meets identified community needs and addresses the goals of the Taylorsville City 2015-2019 Consolidated Plan.

See the Library Tab above for a copy of this Plan and the Taylorsville CDBG Overview for more information.

Odyssey House's Adult Residential Program meets Taylorsville City's 2015-19 Consolidated Plan Goal to Support Essential Public Services and Programs by providing effective and affordable substance abuse treatment services, and by assisting low-income women and men who lack life skills to be stabilized and safe by helping them become sober, productive members of society. The population Odyssey House serves struggles with profound obstacles to recovery, including homelessness, sexual abuse, lack of education, domestic violence, unemployment, and poor physical and mental health.

The program provides a healthy and supportive environment for 781 individuals, over 90% of whom are low or extremely-low income, and 100% are disabled. The primary goal is to help clients get sober and develop the tools needed to stay sober post-treatment. This is achieved through daily therapy and practice in social skills, conflict resolution, personal responsibility, accountability, and integrity. Services include case management, individual, group, and family therapy, medication management, life skills training, vocational rehabilitation, education, and psychiatric services. Vocational training in sheltered workshops and the community-like setting of the program are valuable vehicles for these changes.

By providing the funds for a new membrane roof for the Millcreek Residential Facility the Taylorsville City will help Odyssey House's adult clients complete treatment in a safe, stable environment.

12. Select ONE objective that relates to your project.

(TIP: When selecting an objective, ask yourself, "What is the purpose of the activity? What is the larger community need that I am seeking to address?")

- ☒ Creating a Suitable Living Environment
- ☐ Providing Decent Affordable Housing
- ☐ Creating Economic Opportunities

13. Select any outcomes that relate to your project.

(TIP: When selecting an outcome, ask yourself, "What type of change or result am I seeking?")

- ☒ Making basic needs available/accessible to LMI persons
- ☐ Improving affordability to LMI persons
- ☐ Sustainability in the target area

14. Identify the National Objective your activity meets.

- ☒ Low/Moderate-Income Taylorsville Residents
- ☐ Prevents or Eliminates Slum/Blight Conditions
- ☐ Urgent Need (such as a natural disaster mitigation or response)

15. National Objective Criteria

Please select how your project will serve the low-moderate income (LMI) population. If you mark "Other", please describe.

PROJECTS MUST MEET ONE OF THE NATIONAL OBJECTIVES TO BE ELIGIBLE FOR CDBG FUNDS.

- ☐ LOW AND MODERATE INCOME AREA (LMA) - An activity which benefits all residents in a particular area, where at least 51% of the residents are LMI persons.
- ☐ LIMITED CLIENTELE (LMC) - An activity which benefits a limited clientele where at least 51% of whom are LMI OR are generally presumed to principally LMI (e.e., abused children and spouses, elderly persons, adults with severe disabilities, etc.)
- ☒ HOUSING (LMH) - An activity for the purpose of providing or improving residential structures which, upon completion, will be occupied by at least 51% LMI households
- ☐ JOB CREATION/RETENTION (LMJ) - An activity designed to create/retain permanent jobs where at least 51% of positions will be made available or held by LMI persons (computed on an FTE equivalent basis; does not include construction jobs)
- ☐ OTHER:

16. Population to be served:

(Youth, seniors, homeless, etc.)

17. Total clients to be served:

400

18. Total Taylorsville residents to be served:

28

19. Estimate the number of unduplicated persons OR households that will benefit from this proposal according to the Area Median Income (AMI) categories listed below.

Must benefit one (Persons or Households) not both. The system will automatically total the different categories.

400	Persons: 0 - 30% AMI
	Persons: 31 - 50% AMI
	Persons: 51 - 80% AMI
	Persons: 80% AMI and higher
	Households: 0 - 30% AMI
	Households: 31 - 50% AMI
	Households: 51 - 80% AMI
	Households: 80% AMI and higher
400.00	TOTAL

20. Will the proposed project serve at least 51% low- to moderate-income Taylorsville residents?

- ☒ Yes
- ☐ No, explain: ,
- ☐ Don't know, explain: ,

21. List your projected outcomes and specific outcome measurements that will be used to show the project has made an impact on the identified needs and goals/objectives.

Include a description of the process for measuring outcomes, as well as specific supporting data or statistics. Indicate if outcomes are connected to an increase in the level of service.

Odyssey House utilizes the federally-endorsed Outcomes Questionnaire tool, designed to measure client functioning in multiple life areas and helps ascertain client improvement in the respective dimensions. Additionally, client satisfaction surveys are collected quarterly and family/collateral satisfaction surveys are conducted bi-annually to gauge perception of service quality and are anonymous to help promote honest responses. The survey is based on a 5-point scale, where 3 is "completely satisfied". During Fiscal Year 2018 the Adult Residential Program received an overall score of 3.73.

Adult Residential Outcome Questionnaire Report

Fiscal Year 2018

At Admission - During Treatment - Post Treatment

Abstinence from Drugs: 0% - 79% - 100%

Arrested: 49% - 22% - 0%

Health Complaints: 47% - 34% - 17%

Homeless: 63% - 24% - 0%

Incarcerated: 69% - 27% - 0%

Employed: 6% - 10% - 100%

Positive Peer Support: 78% - 79% - 100%

22. Eligibility Tracking

How is client income and demographic eligibility determined and documented? For example, intake forms, surveys, reports, census data (if available, upload examples in the Documents tab).

Upon admission all clients are asked about their financial situation - addressing monthly income, insurance, job history, residential history, and medical history. This information is noted in an individual client report and passed to the program they enter which will continue to monitor and report on each individual client.

23. Program/Project Tracking

Describe your agency's record-keeping procedures in regards to tracking and monitoring program/project progress in compliance with HUD regulations. Does your agency plan to have separate staff members to manage and administer the project?

Odyssey House (OH) will produce a Gantt chart once all of the funders have been identified and confirmed. This is typically reviewed and approved by the municipality grant compliance officers. OH will adhere to the Gantt chart to ensure adequate

tracking and monitoring and compliance with regulations. OH identifies and evaluates treatment results through objective measures at admission, multiple times during treatment, at transition points, at discharge, and post-discharge. OH utilizes the federally-endorsed Outcomes Questionnaire tool, designed to measure client functioning in multiple life areas and helps ascertain client improvement in the respective dimensions.

24. Historical Outcomes (For continuing programs only)

Describe how your program/project has historically benefited Taylorsville residents and leveraged funding to maximize outcomes. Please provide specific data or statistics as support. Enter "N/A" for new programs/projects.

N/A

25. Financial Tracking

Describe the procedures your agency will use to segregate and track CDBG funds from other agency funds. Describe your fiscal management system (financial reporting, record keeping, accounting systems, payment procedures, audit system, etc.).

All CDBG funds will be earmarked specifically for this project and allocated towards the specific project. Odyssey House follows all standard accounting procedures and undergoes an annual independent audit. All grant funds are accounted for in the audit process, in addition to the internal account processes.

26. Program/Project Budget

Under the Budget tab, please complete the sources and uses for this proposal.

☒ Yes, the Budget tab is complete.

27. Ongoing Sustainability

If funded, describe how you would continue to implement the project/program if CDBG funds are not available in future years. Enter "N/A" for one-time projects.

N/A

28. Have you received Taylorsville CDBG funds in the past? If so, have you expended your funds within the program year? If no, explain.

☒ Yes

☐ No, explain:

29. Required Documents

Under the Documents tab, please upload the required documents.

☒ Yes, the required documents have been uploaded.

Funding Sources and Budget [top](#)

Funding Sources/Revenues	Requested	Awarded	Total
Taylorsville CDBG (this request)	\$ 5,040.00		\$ 5,040.00
Federal	\$ 87,072.00		\$ 87,072.00
State			\$ 0.00
County			\$ 0.00
Local City			\$ 0.00
Private			\$ 0.00
Odyssey Revenue and Private Contributions		\$ 87,072.00	\$ 87,072.00
Other:			\$ 0.00
Other:			\$ 0.00
Other:			\$ 0.00
Total	\$ 92,112.00	\$ 87,072.00	\$ 179,184.00

Funding Uses/Expenses	CDBG (this request)	Other Committed	Other Non-Committed	Total
Personnel (wages, salaries, benefits)				\$ 0.00
Rent, Utilities				\$ 0.00
Operating Costs				\$ 0.00
Training/Development				\$ 0.00
Materials & Supplies	\$ 5,040.00		\$ 138,960.00	\$ 144,000.00
Operating Costs				\$ 0.00

Contracted Services				\$ 0.00
Indirect Costs				\$ 0.00
Other:				\$ 0.00
Other:				\$ 0.00
Other:				\$ 0.00
Other:				\$ 0.00
Other:				\$ 0.00
Other:				\$ 0.00
Other:				\$ 0.00
Other:				\$ 0.00
Other:				\$ 0.00
Other:				\$ 0.00
Other:				\$ 0.00
Other:				\$ 0.00
Other:				\$ 0.00
Other:				\$ 0.00
Total	\$ 5,040.00	\$ 0.00	\$ 138,960.00	\$ 144,000.00

Funding Sources and Budget Narrative

This funding will provide for the demolition of the current roof and labor and materials for construction of a TPO Membrane Roof. In order to complete this project, it has been estimated that Odyssey House will need \$120,000 in funds. Additionally, a construction contingency of \$24,000 has been added to cover any extra construction costs. This will greatly improve the longevity of the building and its ability to provide high-quality treatment to thousands of clients. If this funding is not granted, Odyssey House will continue to maintain and patch the current roof until funding can be obtained to replace the roof as a whole.

Documents [top](#)

Documents Requested *

Required? Attached Documents *

Board Authorization/Resolution



[OH Board Authorization](#)

List of Board Members

Federal Funding Accountability and Transparency Act Checklist



[OH FFATA](#)

[download template](#)

Section 504 Disability and Non-Discrimination Employment Information



[OH Section 504](#)

[download template](#)

Liability Insurance Certificates (See instructions)

Verification of Workers Compensation Insurance (See instructions)

Automobile Insurance (See instructions)

ADA Questionnaire



[OH ADA Checklist](#)

[download template](#)

W-9 (See instructions)

Most Current Audit or Financial Statement (See instructions)

Articles of Incorporation/Bylaws (See instructions)

* ZoomGrants™ is not responsible for the content of uploaded documents.

Application ID: 130070



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Salt Lake County
Taylorsville, UT
Community Development
City of Taylorsville CDBG PY2019
12/14/2018 deadline

Big Brothers Big Sisters of Utah Inc. One-to-One Youth Mentoring

Jump to: [Summary Questions](#) [CDBG Application](#) [Funding Sources and Budget](#) [Documents](#)

\$ 7,500.00 Requested

Submitted: 12/14/2018 10:22:15 AM (Pacific)

Project Contact

Jordan Duberow
jordan.duberow@bbbsu.org
Tel: 801-743-1663

Additional Contacts

none entered

Big Brothers Big Sisters of Utah Inc.

2121 S State Street
Suite 201
Salt Lake City, UT 84115

President and CEO

Nancy Basinger
nancy.basinger@bbbsu.org

Telephone 801-313-0303
Fax 801-313-0286
Web www.bbbsu.org

Summary Questions [top](#)

1. What type of Agency are you?

- ☒ Private Non-Profit (501(c)(3))
- ☐ Private For Profit Organization
- ☐ Government/Public Organization
- ☐ Other, please explain:

2. How many years has your agency been in operation?

41

CDBG Application [top](#)

1. Describe the services your organization provides.

(mission statement, background, purpose, capacity, etc.).

Since 1978, Big Brothers Big Sisters of Utah (BBBSU) has passionately pursued its mission to provide children who face adversity with strong and enduring, professionally supported one-to-one relationships that change their lives for the better, forever. BBBSU facilitates high-quality mentoring relationships for those who need it most - low-income youth, children with incarcerated or military parents, immigrant or refugee youth, and other kids facing barriers to success. The youth we serve are at-risk for criminal behavior and drug use, and are more likely to struggle in the classroom.

There is no shortage of kids who need this support. We currently have more than 200 children on our waiting list across the state. They are waiting to be matched with a volunteer mentor, who can be a consistent role model, teacher, and friend to guide them through the challenges of growing up. BBBSU provides resources for youth in need of friendship and support to help them navigate divorce, abuse, behavioral and scholastic issues, school transitions, family drug abuse, parental incarceration, homelessness, and more. BBBSU's Mentoring Programs have consistently demonstrated positive outcomes for youth in areas that matter, such as educational success, avoidance/reduction of risky behaviors, and socio-emotional competency across a wide range of youth populations.

In 2017, we served 1,322 youth across the state, 91% of whom were from low-to-moderate income families, and 52% were from households without two parents. Also, 10% of youth served by this program had an incarcerated parent, and 68% identified as people of color, with 9% identifying as refugees. Demographics of participants stay consistent from year to year.

As part of the larger system of Big Brothers Big Sisters of America, we have a well-documented and cohesive process to run our programs. Also, due to the fact that our mentoring programs are ongoing and continuous, the agency has had years of learning and improvement behind our programs. BBBSU is held to high standards and utilizes proven systems of programs and outcome measures. We are evaluated annually and have received the highest rating, Pinnacle, in both 2017 and 2016. The Pinnacle Award recognizes the very best agencies for increasing revenue and growing the overall number of children served, year over year, for two or more consecutive years. Out of nearly 300 Big Brothers Big Sisters agencies, we are one of only ten agencies recognized with this award.

2. Detailed Program Description

Briefly describe the project below. Include a listing of proposed activities, the number and population to be served, and other important details related to your proposed project.

With our program, we aim to respond to the needs of at-risk youth in the Taylorsville community. In an effort to reduce risk factors and increase protective factors for these youth, we facilitate high-quality mentoring relationships between them and caring volunteers. Research demonstrates that one of the key protective factors combating risks faced by children in their families and communities is a bond to a responsible adult outside the family. All young people deserve the chance to realize their full potential.

Through our Mentoring Programs, children in need are matched one-to-one with mentors. Once matched, the mentor pair spends at least four hours per month together doing activities, such as homework, playing games, or pursuing other shared interests, designed to be fun, build the relationship, and work toward goals the children set for themselves.

BBBSU is currently facilitating two ongoing mentoring programs in Taylorsville at no cost to the children or their families, through which we plan to serve 60 kids during FY 2019-2020:

- Community-Based Program - This is BBBSU's oldest and most well established mentoring program. The Big and Little spend time together 2-4 times per month doing activities around the community, like visiting a park, museum, or sporting event.
- mentor2.0 - A curriculum-based program where college-educated mentors help high school students build non-cognitive skills, and support them through graduation and the college application process. We provide this program at Cottonwood High School as part of United Way of Salt Lake's Promise Partnership. Due to the former district boundaries, there are still several Taylorsville students who attend Cottonwood High and participate in this program.

3. Project/Program Address

List an address for the location(s) where services are being carried out (i.e., Address, City, State, Zip). If location(s) are yet to be determined, type, "N/A". If confidential, please type, "Confidential".

In our Community-Based Program, the Big and Little spend time together in various locations around the community. The mentor2.0 program takes place at Cottonwood High School (5715 1300 E, Murray, UT 84121).

4. Geographic area to be served:

City of Taylorsville

5. Intended Use of Grant Funds

If funded, how will CDBG dollars be used to implement the proposed project/program? What will these funds pay for (be specific, for example: staff, construction costs, etc.)? Describe the proposal's cost-benefit effectiveness.

Funding will support salaries and benefits for staff who initiate and support matches between disadvantaged youth and caring, supportive mentors. Our holistic approach to making and supporting matches requires an extensive amount of staff time in training, matching, and supporting the children, volunteers, and families to ensure high quality, long-lasting relationships that make a difference. The per-match-cost reflects this deep level of support for the children and families we serve. It costs about \$1,312 annually to support a match. In comparison, it costs \$1,542 for one week in a state juvenile detention facility, according to the Division of Juvenile Justice Services Annual Report. The majority of youths (73.7%) admitted to locked detention have previously been admitted. A majority have also previously received services from other juvenile justice agencies. Through our mentoring program, we are working to prevent these young people from needing these and other costly services.

6. Program Goal

Identify the goals and objectives for the project. Include an outline of how these will be achieved.

The model of one-to-one mentoring has existed for more than 100 years, and we know that one of the key protective factors combating risks faced by youth in their families and communities is a bond to a responsible adult outside the family. Having a mentor can change the quality and trajectory of a child's life. With our programs, BBBSU aims to respond to the needs of at-risk youth in the community.

Youth who have a mentor for one year or more will experience the following:

- 1) Higher aspirations, greater confidence, and better relationships
- 2) Improved academic success
- 3) Decreased risky behaviors

By reaching these goals, youth will be better prepared to address risk factors they face throughout their lives, will gain greater community attachment, and will possess the basic abilities and resources they need to be successful.

7. Will these CDBG funds be used to match/leverage other funds?

If yes, please explain how these funds will be leveraged. If none, please state "N/A" in the response.

N/A

8. Level of Service

Is the proposed service/capital improvement new or is it a continuing program/project? If the program/project is continuing, will there be an increase in the level of service?

- ☐ New program/project (a program operating for a year or less, or a capital improvement)
- ☐ Continuing program/project with an increased level of service
- ☒ Continuing program/project with the same level of service as provided in years prior

9. Need and Benefit

Please describe what need is being addressed and its relativity to the Taylorsville 2015-2019 Consolidated Plan. Use quantifiable data and cite your data sources in your response.

According to the 2017 US Census Bureau American Community Survey 5-Year Estimates, in Taylorsville, 16.6% of children live below poverty level and more than one third of all family households have low-to-moderate income levels. Also, 14.1% of households in the city are female-headed, with 25.6% of those with children living below poverty. Family stability relies on income support, housing support, and social supports. When families seeking stability receive insufficient social supports for their children, we see increases in youth delinquency and failure to thrive among children, thus further reducing family stability.

Disadvantaged youth have a higher chance of delinquent behavior, such as crime or drug use. They participate in risky behaviors for a number of reasons, including neighborhood, family, school, peer, and individual risk factors. Youth who experience more than one risk factor face the highest chance of delinquency. Examples of these types of risk factors are the presence of drugs in the neighborhood, early use of drugs and alcohol, family instability, economic distress, low educational aspiration and grades, and association with law-violating friends. In addition, students from low-income households are more likely to struggle in the classroom. Studies show that students living in poverty have a lower level of classroom engagement due to factors such as health and nutrition, vocabulary, helplessness, lack of hope, disruptive home relationships, and distress (Jensen, Eric. "How Poverty Affects Classroom Engagement." *Faces of Poverty*, vol. 70, no. 8, May 2013, pp. 24–30.)

According to the most recent data from the SHARP Youth Prevention Needs Assessment (2017), youth in Salt Lake County presented these risk factors at levels higher than the norm, which can lead to criminal involvement:

- Low Commitment to School - Factors such as liking school, spending time on homework, and perceiving the coursework as relevant are inversely related to drug use. Percentage reporting:

- o 43.5% of 6th graders
 - o 46.3 % of 8th graders
 - o 44.5% of 10th graders
 - o 45.8% of 12th graders

- Depressive Symptoms - Young people who are depressed are over-represented in the criminal justice system and are more likely to use drugs. Percentage reporting:

- o 33.8% of 6th graders
 - o 39.5% of 8th graders
 - o 45.4% of 10th graders
 - o 45.9% of 12th graders

- Low Neighborhood Attachment - Low neighborhood bonding is related to higher levels of juvenile crime and drug selling.

Percentage reporting:

- o 46.8% of 12th graders

- Academic Failure - The experience of failure itself, for whatever reasons, increases the risk of problem behaviors. Percentage reporting:

o 40.2% of 12th graders

10. Consolidated Plan

Select a goal or goals from the City's 2015-2019 Consolidated Plan that would be advanced by the proposed project.

- ☐ Housing Opportunities
- ☒ Public Services
- ☐ Public Facility Improvements

11. Explain how this proposal meets identified community needs and addresses the goals of the Taylorsville City 2015-2019 Consolidated Plan.

See the Library Tab above for a copy of this Plan and the Taylorsville CDBG Overview for more information.

Our One-to-One Mentoring meets need #3 for Public Services that assist people in the community, specifically through Youth Programs. Having a mentor can change the quality and trajectory of a child's life. By facilitating one-to-one mentoring relationships between disadvantaged youth and caring volunteer mentors, BBBSU aims to respond to the needs of at-risk, low-to-moderate income youth in the community. BBBSU's Mentoring Programs ultimately help these children address risk factors in their living environment, such as poor communication skills or chaotic family lives. In return, the youth served gain greater community attachment and the basic abilities and resources they need to contribute to the overall health of the community.

12. Select ONE objective that relates to your project.

(TIP: When selecting an objective, ask yourself, "What is the purpose of the activity? What is the larger community need that I am seeking to address?")

- ☐ Creating a Suitable Living Environment
- ☐ Providing Decent Affordable Housing
- ☒ Creating Economic Opportunities

13. Select any outcomes that relate to your project.

(TIP: When selecting an outcome, ask yourself, "What type of change or result am I seeking?")

- ☐ Making basic needs available/accessible to LMI persons
- ☐ Improving affordability to LMI persons
- ☒ Sustainability in the target area

14. Identify the National Objective your activity meets.

- ☒ Low/Moderate-Income Taylorsville Residents
- ☐ Prevents or Eliminates Slum/Blight Conditions
- ☐ Urgent Need (such as a natural disaster mitigation or response)

15. National Objective Criteria

Please select how your project will serve the low-moderate income (LMI) population. If you mark "Other", please describe.

PROJECTS MUST MEET ONE OF THE NATIONAL OBJECTIVES TO BE ELIGIBLE FOR CDBG FUNDS.

- ☐ LOW AND MODERATE INCOME AREA (LMA) - An activity which benefits all residents in a particular area, where at least 51% of the residents are LMI persons.
- ☒ LIMITED CLIENTELE (LMC) - An activity which benefits a limited clientele where at least 51% of whom are LMI OR are generally presumed to principally LMI (e.e., abused children and spouses, elderly persons, adults with severe disabilities, etc.)
- ☐ HOUSING (LMH) - An activity for the purpose of providing or improving residential structures which, upon completion, will be occupied by at least 51% LMI households
- ☐ JOB CREATION/RETENTION (LMJ) - An activity designed to create/retain permanent jobs where at least 51% of positions will be made available or held by LMI persons (computed on an FTE equivalent basis; does not include construction jobs)
- ☐ OTHER:

16. Population to be served:

(Youth, seniors, homeless, etc.)

Children/Youth

17. Total clients to be served:

60

18. Total Taylorsville residents to be served:

19. Estimate the number of unduplicated persons OR households that will benefit from this proposal according to the Area Median Income (AMI) categories listed below.

Must benefit one (Persons or Households) not both. The system will automatically total the different categories.

26	Persons: 0 - 30% AMI
18	Persons: 31 - 50% AMI
9	Persons: 51 - 80% AMI
7	Persons: 80% AMI and higher
	Households: 0 - 30% AMI
	Households: 31 - 50% AMI
	Households: 51 - 80% AMI
	Households: 80% AMI and higher
60.00	TOTAL

20. Will the proposed project serve at least 51% low- to moderate-income Taylorsville residents?

- ☒ Yes
- ☐ No, explain: ,
- ☐ Don't know, explain: ,

21. List your projected outcomes and specific outcome measurements that will be used to show the project has made an impact on the identified needs and goals/objectives.

Include a description of the process for measuring outcomes, as well as specific supporting data or statistics. Indicate if outcomes are connected to an increase in the level of service.

BBBSU's outcomes are measured based on information collected directly from the children, volunteers, and parents/guardians. A critical tool in BBBSU's Outcome Evaluation System is the Youth Outcome Survey (YOS), which is a pre/post survey for youth ages 9 - 17 that is comprised of seven measures: scholastic competency, educational expectations, academic achievement, social acceptance, parental trust, risk avoidance, and presence of a special adult. The YOS measures youth outcomes by comparing individual responses from pretest and annual surveys. The survey assesses youth self-reported attitudes or positions.

Our One-to-One Mentoring Service Delivery Model and the accompanying Youth Outcomes measures are evidence-based and empirically tested. Historically, youth who are matched with a mentor for at least one year show significant outcomes in three areas – academic success, socio-emotional competence, and avoidance of risky behaviors. Our pre-test/post-test Youth Outcomes measures allow us to demonstrate annual and cumulative gains for children. We measure how youth have maintained or improved in each outcome area, and evaluate the statistical significance and the effect size of the changes for all children enrolled in our program.

From the seven measures we assess in our YOS:

- 90% of youth will report improvements in three major categories.
- 80% of youth will report improvements in four major categories.
- 70% of youth will report improvements in five major categories.

Additionally, BBBSU assesses relationships between youth and their mentors with the Strength of Relationship (SOR) tool. This measure helps bring about positive outcomes for youth. It is designed by mentoring experts and helps BBBSU determine the strength of the mentoring relationship using a 5-point scale. The survey is administered at the three-month mark and then annually, or at the end of the school year for Site-Based Programs. The SOR is best used as a tool to help staff provide guidance to strengthen individual match relationships between a child and volunteer mentor.

BBBSU also collects data on quality measures that are assessed monthly by Match Support Specialists, such as average match length and six and twelve month match retention rates.

- Positive outcomes are the greatest when mentoring relationships last 12 months or longer, therefore calculating match length is an important outcome
 - o 12 Month Retention Rate will be 80%
- Average Match Length is a calculated average of the number of months that mentoring pairs were matched, based on matches that close each year
 - o Average Match Length will be 24 months

22. Eligibility Tracking

How is client income and demographic eligibility determined and documented? For example, intake forms, surveys, reports, census data (if available, upload examples in the Documents tab).

BBBSU does not require children to be low-moderate-income to participate in our programs, but the majority of those served fall into that category. Demographic information, including household income, is self-reported by families at time of enrollment and is updated annually. Through our record keeping software we can track each child by income and allocate resources specifically when necessary.

23. Program/Project Tracking

Describe your agency's record-keeping procedures in regards to tracking and monitoring program/project progress in compliance with HUD regulations. Does your agency plan to have separate staff members to manage and administer the project?

Big Brothers Big Sisters developed a unique, proprietary method of tracking the interactions between Bigs and Littles. Known as the Agency Information Management (AIM) system, every agency has access to this performance management tool that helps measure, analyze, and improve our services to children. Additionally, the system stores an extensive profile of each child and volunteer, containing a variety of demographic information that is self-reported at time of enrollment and updated annually. Every program staff member inputs data into this system.

24. Historical Outcomes (For continuing programs only)

Describe how your program/project has historically benefited Taylorsville residents and leveraged funding to maximize outcomes. Please provide specific data or statistics as support. Enter "N/A" for new programs/projects.

In 2017-18, we made a difference in the community by providing quality one-to-one mentors for 22 Taylorsville youth at Vista Elementary. 95% of the kids we served lived in low-to-moderate income households, and 59% were persons of color. Through having a mentor, these kids are more likely to improve in school and in their relationships with family and friends, and less likely to skip school or use illegal drugs or alcohol.

To assess the outcomes from our mentoring programs we survey children before they are matched with a mentor and compare that to a follow-up survey each year thereafter. Ninety-five percent of children matched with a mentor for at least one year maintained or improved from their initial survey results in four or more of the seven youth development indicators we assess: scholastic competency, educational expectations, academic achievement, social acceptance, parental trust, risk avoidance, and presence of a special adult. Children in our programs saw statistically significant improvements in social acceptance, scholastic competence, and realizing the importance of a special adult in their life.

In 2017, the average length of matches was 21 months. The longer matches stay together, the greater the effect, therefore calculating the time that matches last is an important outcome. In 2017, the 6-Month Retention rate, or percentage of pairs who stay matched more than 6 months from the original match date, was 89%. The 12-Month Retention rate was 71%.

25. Financial Tracking

Describe the procedures your agency will use to segregate and track CDBG funds from other agency funds. Describe your fiscal management system (financial reporting, record keeping, accounting systems, payment procedures, audit system, etc.).

Our CFO handles all financials for the agency, and utilizes our accounting system, QuickBooks, to track all funding and ensure that it is used according to designation. QuickBooks allows us to enter each funding source individually, and tie the transactions for each grant or other contribution, each organizational expense, and each program to create an extensive, thorough, and accurate database and history of all the organization's activities. Additionally BBBSU's payroll system allows staff to track their hours according to where time is spent and what programs and projects they are working on, which then allows payroll expenses to be accurately recorded in QuickBooks. Also, BBBSU is audited annually by an outside firm.

26. Program/Project Budget

Under the Budget tab, please complete the sources and uses for this proposal.

✓ Yes, the Budget tab is complete.

27. Ongoing Sustainability

If funded, describe how you would continue to implement the project/program if CDBG funds are not available in future years. Enter "N/A" for one-time projects.

Due to the fact that BBBSU operates its Mentoring Programs free of charge and on an ongoing basis, the agency is constantly engaging in partnership development, seeking individual gifts, applying for private and corporate grants, and holding annual special events. BBBSU pursues a broad range of funding sources with the following funding distribution: 27% BBBSU Donation Center, 19% Government, 15% Events, 12% Foundation, 10% Corporate, 9% United Way, 6% Individual, and 1% Interest.

BBBSU has had an affiliated Donation Center for over 20 years, which collects clothing and household donations across the state. The revenue received from the sale of donated items directly supports BBBSU and provides the largest percentage of income to the agency. Having a social enterprise that can bring in a steady source of income is unique among most nonprofits.

We actively work to build partnerships with local and state government providers and nonprofits serving youth and families facing a number of risk factors in their lives. This includes juvenile courts, Department of Family and Children, refugee service providers, domestic violence service providers, schools, and substance abuse prevention programs. These partnerships allow us to reach many of the children in our community who most need and want to have a mentor and to refer them to other needed services. Our nonprofit partners, as well as our numerous university and community organization partners across the state, also provide us with program volunteers.

BBBSU is committed to serving youth in Taylorsville and will continue to pursue support from a broad range of funding sources. In the event that we are not awarded funding, we will continue to operate this program, but will not be able to support new mentoring relationships at the same level. We do not ever stop supporting an existing match due to loss of funding.

28. Have you received Taylorsville CDBG funds in the past? If so, have you expended your funds within the program year? If no, explain.

☒ Yes

☐ No, explain:

29. Required Documents

Under the Documents tab, please upload the required documents.

☒ Yes, the required documents have been uploaded.

Funding Sources and Budget [top](#)

Funding Sources/Revenues	Requested	Awarded	Total
Taylorsville CDBG (this request)	\$ 7,500.00	\$ 0.00	\$ 7,500.00
Federal	\$ 15,000.00	\$ 0.00	\$ 15,000.00
State			\$ 0.00
County			\$ 0.00
Local City			\$ 0.00
Private	\$ 20,000.00	\$ 4,500.00	\$ 24,500.00
Other: Friends of Big Brothers Big Sisters	\$ 0.00	\$ 20,720.00	\$ 20,720.00
Other: Events	\$ 11,000.00	\$ 0.00	\$ 11,000.00
Other:			\$ 0.00
Other:			\$ 0.00
Total	\$ 53,500.00	\$ 25,220.00	\$ 78,720.00

Funding Uses/Expenses	CDBG (this request)	Other Committed	Other Non-Committed	Total
Personnel (wages, salaries, benefits)	\$ 6,740.00	\$ 21,053.00	\$ 35,366.00	\$ 63,159.00
Rent, Utilities	\$ 0.00	\$ 1,048.00	\$ 2,096.00	\$ 3,144.00
Operating Costs	\$ 0.00	\$ 1,253.00	\$ 2,506.00	\$ 3,759.00
Staff Training	\$ 0.00	\$ 241.00	\$ 544.00	\$ 785.00
Materials & Supplies	\$ 0.00	\$ 1,312.00	\$ 2,624.00	\$ 3,936.00
Mileage	\$ 78.00	\$ 263.00	\$ 446.00	\$ 787.00
Indirect Costs	\$ 682.00	\$ 1,101.00	\$ 1,367.00	\$ 3,150.00
Other:	\$ 0.00			\$ 0.00
Other:	\$ 0.00			\$ 0.00
Other:				\$ 0.00
Other:				\$ 0.00
Other:				\$ 0.00
Other:				\$ 0.00
Other:				\$ 0.00
Other:				\$ 0.00
Other:				\$ 0.00
Other:				\$ 0.00
Other:				\$ 0.00
Other:				\$ 0.00
Other:				\$ 0.00
Total	\$ 7,500.00	\$ 26,271.00	\$ 44,949.00	\$ 78,720.00

Funding Sources and Budget Narrative

Revenue

Friends of Big Brothers Big Sisters of Utah: BBBSU has had an affiliated Donation Center for over 20 years, which collects clothing and household donations across the state. The revenue received from the sale of donated items directly supports BBBSU and provides the largest percentage of income to the agency.

Events: We hold 3 main fundraising events each year, which raises about 14% of our annual revenue.

Expenses

Personnel: Includes initial program staff costs for recruiting, screening, interviewing, assessing, enrolling, orienting, and matching for Bigs and Littles, reference checks (3), criminal background checks, and coordination with partnership development. Once matched, the staff provide support, training, and referrals for resources and facilitation services to the mentor, child, and parent. Program staff also coordinate match support activities for retention and volunteer satisfaction.

Rent, Utilities: Office space rental, utilities, phones, and information technology

Operating Costs: Liability Insurance, to insure all volunteers and children while participating in BBBSU activities, affiliation fees to BBBSA, and other professional fees; quarterly match activities for the mentors and mentees that allow mentees to have group interaction experiences and to interact with their Match Support Specialists in person; travel to required conferences or between satellite office locations

Staff Training: Training, conferences, and collaborating with partners

Materials & Supplies: Recruitment flyers, applications, training materials, monthly newsletters, postage, miscellaneous supplies, invitations for special events, and annual report

Mileage: Local mileage to home visits and match meetings

Documents [top](#)

Documents Requested *	Required?	Attached Documents *
Board Authorization/Resolution	✓	Board Resolution
List of Board Members		Board List
Federal Funding Accountability and Transparency Act Checklist download template	✓	FFATA Checklist
Section 504 Disability and Non-Discrimination Employment Information download template	✓	Disability/Non-Discrimination
Liability Insurance Certificates (See instructions)		
Verification of Workers Compensation Insurance (See instructions)		
Automobile Insurance (See instructions)		
ADA Questionnaire download template	✓	ADA Checklist
W-9 (See instructions)		
Most Current Audit or Financial Statement (See instructions)		2017 Audit
Articles of Incorporation/Bylaws (See instructions)		

* ZoomGrants™ is not responsible for the content of uploaded documents.

Application ID: 130310



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Salt Lake County
Taylorsville, UT
Community Development
City of Taylorsville CDBG PY2019
12/14/2018 deadline

South Valley Sanctuary Homeless housing and supportive services

Jump to: [Summary Questions](#) [CDBG Application](#) [Funding Sources and Budget](#) [Documents](#)

\$ 10,450.00 Requested

Submitted: 12/14/2018 3:46:58 PM (Pacific)

Project Contact

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South Valley Sanctuary

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Executive Director

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Web www.svsutah.org

Summary Questions [top](#)

1. What type of Agency are you?

- ☒ Private Non-Profit (501(c)(3))
- ☐ Private For Profit Organization
- ☐ Government/Public Organization
- ☐ Other, please explain:

2. How many years has your agency been in operation?

20

CDBG Application [top](#)

1. Describe the services your organization provides.

(mission statement, background, purpose, capacity, etc.).

South Valley Services (SVS) delivers our three-fold, program-centric focus of Crisis Shelter, Community Resource Centers, and Prevention and Education by providing homeless victims of domestic violence with ongoing services such as: case management, healthy relationship classes, safety planning, adult and children therapy, children's services, child care, housing resources, financial literacy, and access to healthcare and employment opportunities. All of SVS' services are provided at no cost to our clients. SVS provides a survivor-driven and trauma-informed housing first model to support homeless

domestic violence survivors. This model connects homeless survivors to safe short-term and long-term housing as quickly as possible without preconditions and barriers to entry and leads them out of homelessness. We empower clients with the primary life skills they need to become self-sufficient, feel a sense of well-being, and live a life of purpose as contributing members to society.

South Valley Sanctuary, a crisis shelter for homeless victims of domestic violence opened its doors on February 10, 1998. From 2003 through 2013 South Valley Sanctuary expanded the services that were provide in our shelter by added a Children's Learning Center and therapy services. SVS also started community coalitions and education and outreach programs. In April of 2013, SVS opened its first community outreach center in partnership with West Jordan City. In October 2014, South Valley Sanctuary changed their name to South Valley Services to better represent the many resources that we offer including: prevention, education, community resource centers, mental health, case management, shelter and housing. In 2015, SVS launched a pilot program Lethality Assessment Protocol (LAP) which brings together law enforcement and service providers to assess high risk victims of homicide. SVS continues to take the lead in services provided to domestic violence survivors.

Vision:To eradicating family violence by providing shelter, advocacy and prevention to women, men and their children who are victims of domestic violence.

Mission:To provide options through counseling, case management, prevention and shelter to women, children and men who have experienced domestic violence to live lives free from violence.

SVS has the staff and capacity to provide safe shelter and supportive services to men, women and children experiencing all forms of domestic violence and abuse such as: psychological, physical, economic, emotional or sexual abuse.

SVS empowers individuals to recognize their self-worth and to develop the necessary skills to reach their greatest potential and to contribute to the collective well-being of our community.

SVS believes outreach and education are the primary advocacy tools in the process of eradicating family violence from our communities.

2. Detailed Program Description

Briefly describe the project below. Include a listing of proposed activities, the number and population to be served, and other important details related to your proposed project.

South Valley Services (SVS) has a 24-hour crisis hot-line that offers crisis intervention, resource and referral services, to any community resident escaping domestic violence. We provide a safe crisis homeless shelter, food, clothing, and personal care items, 24-hour advocacy, case management for children and adults, support and self-esteem groups for both adults and children, financial literacy, housing services, therapy for both children and adults, parenting classes and free daycare.

SVS partners with local law enforcement agencies that are using the Lethality Assessment Protocol. SVS received 702 referrals from partnering agencies for victims that need emergency shelter. We also received 203 calls for victims wanting shelter but we were full.

SVS has taken the lead in expanding domestic violence programming in Utah to meet the needs of underserved populations by placing our Community Resource Centers in easy access areas and providing mobile case managers that meet with survivors anywhere in the community. We provide case management and therapy to 60% of the clients at the Road Home which are there due to domestic violence. All of SVS' services are provided at no cost to our clients. SVS provides a survivor-driven and trauma-informed housing first model to support homeless domestic violence survivors.

Those we serve are fleeing, or attempting to flee dangerous and life-threatening conditions related to violence against the individual or a family member, including a child, that has either taken place within the individual's or family's primary residence or has made the individual or family afraid to return to their primary residence; has no other residence; and lacks the resources or support networks to obtain other permanent housing. Many victims face the impossible choice between staying with or returning to their abusers, or becoming homeless because they cannot find or afford safe, long-term permanent housing.

86% of those we serve report having zero income and 92% have less than \$15,000 income. 56% are White, 28% are Hispanic, 3.8% are American Indian/Alaska Native, 5.1% are Black/African American, 1.7% are Multi-Racial, 4.7% are Hawaiian/Other Pacific Islander, and .7% are Asian. 48% are women, 49% are children and 3% are men.

Crisis Shelter provided 14,702 nights of shelter to 440 individual. SVS provided 1,647 hours of case management including housing services to 577 individual. SVS provided 1,472 hours of mental health services to 978 individuals. SVS reached 17,154 people through 413 community awareness events. SVS provided 95 safe dating and healthy relationship classes to 2,875 high school and middle school students. SVS provided 1,606 hours to children services for 294 children. SVS provided 40 homeless residents from Taylorsville safe shelter. These residents received 240 stabilization services that reduced barriers that helped them become self-sufficient and lead them out of homelessness.

3. Project/Program Address

List an address for the location(s) where services are being carried out (i.e., Address, City, State, Zip). If location(s) are yet to be determined, type, "N/A". If confidential, please type, "Confidential".

Confidential

4. Geographic area to be served:

Salt Lake County is the main area we serve but we have clients from all areas of Utah. SVS is looking at locating our mental health facility in Taylorsville which will provide more direct services to Taylorsville residents.

5. Intended Use of Grant Funds

If funded, how will CDBG dollars be used to implement the proposed project/program? What will these funds pay for (be specific, for example: staff, construction costs, etc.)? Describe the proposal's cost-benefit effectiveness.

The funds that we receive from Taylorsville CDBG will be used to pay 488 hours for our Shelter Director and \$950 to go towards indirects associated with the operations of our crisis homeless shelter.

6. Program Goal

Identify the goals and objectives for the project. Include an outline of how these will be achieved.

Goals and Objectives

1. Ensure the safety of high danger primary and secondary domestic violence survivors who are in need of emergency shelter.
2. Assist primary and secondary domestic violence survivors in assuring safety and stability through meeting their long-term housing needs.
3. Support and empower domestic violence survivors with navigating community systems through a coordinated community response model.

Implementation of goals and objectives

1. Provide emergency shelter and basic needs to those fleeing domestic violence, while also providing crisis intervention and referral through the 24 hour hotline and referral service.
2. Provide an intake and safety planning with domestic violence survivors who are requesting shelter but were unable to stay at SVS long-term due to capacity. Individuals will be placed at a hotel or in a temporary room at SVS shelter.
3. Provide domestic violence survivors with stabilization services such as financial assistance, advocacy, case management, financial empowerment classes, therapy and follow-up services in order to reduce barriers and help them achieve housing stability.
4. Review safety plans and action plans with domestic violence survivors and empower them to make the best decisions for their needs.
5. Educate domestic violence survivors in the services provided by SVS and other community agencies provide.

7. Will these CDBG funds be used to match/leverage other funds?

If yes, please explain how these funds will be leveraged. If none, please state "N/A" in the response.

These funds will be used help SVS leverage other funds needed to support the homeless services that we provide.

8. Level of Service

Is the proposed service/capital improvement new or is it a continuing program/project? If the program/project is continuing, will there be an increase in the level of service?

- ☐ New program/project (a program operating for a year or less, or a capital improvement)
- ☒ Continuing program/project with an increased level of service
- ☐ Continuing program/project with the same level of service as provided in years prior

9. Need and Benefit

Please describe what need is being addressed and its relativity to the Taylorsville 2015-2019 Consolidated Plan. Use quantifiable data and cite your data sources in your response.

Domestic violence is often part of a systemic pattern of power and control that can includes physical or sexual violence, threats, psychological abuse or emotional abuse, financial abuse and religious abuse.

Taylorsville 2015-2019 Consolidated Plan address the needs of homelessness, domestic violence victims and families with children using a housing first model which provides case management, counseling and housing services. SVS serves these populations through a comprehensive housing first model.

Although the frequency of domestic violence can vary from household to household, as can the severity of each incident, the outcomes are often cumulative. Every community is affected by this issue, no matter what their gender identity, race, religious orientation, sexual orientation, nationality, or economic status may be. It results in injuries, trauma, and unfortunately, even death. Many victims face the impossible choice between staying with or returning to their abusers, or becoming homeless because they cannot find or afford safe, long-term permanent housing.

1 in 3 women will experience intimate partner violence in her lifetime. (National Network to End Domestic Violence (2015). 2014 domestic violence counts: A 24-hour census of domestic violence shelters and services. Retrieved from

When a survivor escapes the threatening situation they are now homeless. Domestic Violence survivors are the largest subpopulation of Utah's homeless and had a 46% increase over 2016 totals. (HUD 2017 Continuum of Care Homeless Assistance Programs Homeless Populations and Subpopulations)

A study by the Utah Department of Health found that approximately 47% of all homicides in Utah in 2015 were domestic violence-related. On average, there is a domestic violence-related murder every 33 day, and approximately three domestic violence-related suicides every month. Domestic Violence-related homicides account for 70.3% of all female homicides and 19.0% of all male homicides. (Violence and Injury Prevention Program. Domestic Violence Fatalities in Utah 2003-2008. Salt Lake City, UT: Utah Department of Health, 2010.)

Fear of the abuser tops the list of actual barriers to reporting abuse for over half (51%) of the survivors when they needed help for domestic violence. Lack of financial resources/housing (41%) and lack of knowledge about available resources (37%) also pose significant barriers. Privacy/confidentiality issues (25%) and lack of child care (22%) are also concerns. (Dan Jones & Associates (2006) Domestic Violence Incidence and Prevalence Study September – December 2005)

Court statistics show that children are present during domestic or intimate partner violence incidents in 36% of cases; of those children who were present, 60% directly witnessed the violence. (U.S. Department of Justice, Bureau of Justice Statistics, "Female Victims of Violence," Sept

10. Consolidated Plan

Select a goal or goals from the City's 2015-2019 Consolidated Plan that would be advanced by the proposed project.

- ☒ Housing Opportunities
- ☒ Public Services
- ☐ Public Facility Improvements

11. Explain how this proposal meets identified community needs and addresses the goals of the Taylorsville City 2015-2019 Consolidated Plan.

See the Library Tab above for a copy of this Plan and the Taylorsville CDBG Overview for more information.

SVS provides a survivor-driven and trauma-informed housing first model to support domestic violence survivors. This model connects survivors to safe short-term and long-term housing as quickly as possible without preconditions and barriers to entry and leads them out of homelessness. We empower clients with the primary life skills they need to become self-sufficient, feel a sense of well-being, and live a life of purpose as contributing members to society.

SVS has safe, non-threatening access points in which survivors can access services such as case management, housing services and crisis therapy. Through our community partnerships, SVS can link survivors to other existing programs throughout the community.

Domestic violence survivors are at a high risk of developing post-traumatic stress disorder, substance abuse or stress-related mental health conditions. Survivors can have upsetting memories or flashbacks, fear or a sense of danger that they cannot overcome. (The National Domestic Hotline, 2012). SVS provides mental health services to help domestic violence survivors learn how to cope with the trauma they have experienced.

In order to better equip survivors with the skills necessary to maintain lives free from violence, we provide comprehensive stabilization services including: Crisis Shelter, Victim Advocacy and confidential 24-hour Hotline, Children's Learning Center, Case Management, Mental Health Services, Housing Services and Prevention Education.

All the services provided by South Valley Services help Taylorsville City to achieve their goal of ending homelessness. SVS Crisis Shelter projects to specifically help at least 45 Taylorsville residents to escape domestic violence and homelessness during the 2019-2020 fiscal year. Cumulatively, these residents will receive at no cost to them 240 stabilization services that reduced barriers that help them become self-sufficient and lead them homelessness.

12. Select ONE objective that relates to your project.

(TIP: When selecting an objective, ask yourself, "What is the purpose of the activity? What is the larger community need that I am seeking to address?")

- ☒ Creating a Suitable Living Environment
- ☐ Providing Decent Affordable Housing
- ☐ Creating Economic Opportunities

13. Select any outcomes that relate to your project.

(TIP: When selecting an outcome, ask yourself, "What type of change or result am I seeking?")

- ☒ Making basic needs available/accessible to LMI persons

- ☒ Improving affordability to LMI persons
- ☐ Sustainability in the target area

14. Identify the National Objective your activity meets.

- ☒ Low/Moderate-Income Taylorsville Residents
- ☐ Prevents or Eliminates Slum/Blight Conditions
- ☐ Urgent Need (such as a natural disaster mitigation or response)

15. National Objective Criteria

Please select how your project will serve the low-moderate income (LMI) population. If you mark "Other", please describe.

PROJECTS MUST MEET ONE OF THE NATIONAL OBJECTIVES TO BE ELIGIBLE FOR CDBG FUNDS.

- ☒ **LOW AND MODERATE INCOME AREA (LMA)** - An activity which benefits all residents in a particular area, where at least 51% of the residents are LMI persons.
- ☐ **LIMITED CLIENTELE (LMC)** - An activity which benefits a limited clientele where at least 51% of whom are LMI OR are generally presumed to principally LMI (e.e., abused children and spouses, elderly persons, adults with severe disabilities, etc.)
- ☐ **HOUSING (LMH)** - An activity for the purpose of providing or improving residential structures which, upon completion, will be occupied by at least 51% LMI households
- ☐ **JOB CREATION/RETENTION (LMJ)** - An activity designed to create/retain permanent jobs where at least 51% of positions will be made available or held by LMI persons (computed on an FTE equivalent basis; does not include construction jobs)
- ☐ **OTHER:**

16. Population to be served:

(Youth, seniors, homeless, etc.)

Homeless survivors of domestic violence

17. Total clients to be served:

1910

18. Total Taylorsville residents to be served:

45

19. Estimate the number of unduplicated persons OR households that will benefit from this proposal according to the Area Median Income (AMI) categories listed below.

Must benefit one (Persons or Households) not both. The system will automatically total the different categories.

1873	Persons: 0 - 30% AMI
30	Persons: 31 - 50% AMI
5	Persons: 51 - 80% AMI
2	Persons: 80% AMI and higher
	Households: 0 - 30% AMI
	Households: 31 - 50% AMI
	Households: 51 - 80% AMI
	Households: 80% AMI and higher
1,910.00	TOTAL

20. Will the proposed project serve at least 51% low- to moderate-income Taylorsville residents?

- ☒ Yes
- ☐ No, explain: ,
- ☐ Don't know, explain: ,

21. List your projected outcomes and specific outcome measurements that will be used to show the project has made an impact on the identified needs and goals/objectives.

Include a description of the process for measuring outcomes, as well as specific supporting data or statistics. Indicate if outcomes are connected to an increase in the level of service.

1. Provide an initial intake and safety planning with 160 high danger domestic violence victims that are requesting shelter. If SVS' emergency shelter is at capacity individuals will be placed at another shelter, at a hotel, with a family member or in a temporary room at SVS.

2. Provide 600 stabilization services such as financial assistance, housing assistance, mental health services, advocacy, case management, education, healthy relationship classes and follow-up services to domestic violence survivors in order to reduce barriers and help them achieve housing stability.
3. Provide crisis shelter to 400 individuals fleeing domestic violence.
4. Provide crisis intervention and referral through the 24 hour hotline to 1,350 callers.

22. Eligibility Tracking

How is client income and demographic eligibility determined and documented? For example, intake forms, surveys, reports, census data (if available, upload examples in the Documents tab).

South Valley Services uses intake forms, client surveys, monthly reports, Lethality Assessment Protocol forms, Danger Assessments, SPDAT and VI-SPDAT.

All the data that is collected is maintained on the Apricot Database. Information including client demographics and services provided is inputted on a daily basis as staff engage with clients.

23. Program/Project Tracking

Describe your agency's record-keeping procedures in regards to tracking and monitoring program/project progress in compliance with HUD regulations. Does your agency plan to have separate staff members to manage and administer the project?

The Apricot database was created specifically for shelters and services to use and the majority of domestic violence shelters in Utah are using the same database. Case managers begin entering data into the system at intake. Data is entered by each staff member providing any type of service. This protocol ensures a complete accounting of all services provided to each individual. We compile data monthly, quarterly and annual basis. Through this data, SVS is able to provide an accurate count of families being served as well as the services that they received.

Case managers do weekly action plans with each of their clients which tracks all the services that are accessed through our program.

SVS provides separate staff that provide the program services with individual directors over each department and Program Director that oversees all the program departments. SVS also have a separate staff member that handles all the financial aspects of the project.

24. Historical Outcomes (For continuing programs only)

Describe how your program/project has historically benefited Taylorsville residents and leveraged funding to maximize outcomes. Please provide specific data or statistics as support. Enter "N/A" for new programs/projects.

During the 2017-2018 Fiscal year South Service provided 73 Case Management services, 255 Children's Learning Center Services, 221 Clinical Services, 4 Financial Empowerment Services, 35 Hotline Calls, 26 Residential Services, and 43 advocate services for residents of Taylorsville.

We did safe dating and healthy relationship presentations to 214 high school and middle school students that live in Taylorsville. We provided 34 presentations and outreach activities to Taylorsville Business and Organizations.

All these services are provided to Taylorsville residents free of cost because SVS is able to leverage many financial resources together to cover the cost of providing these benefits.

25. Financial Tracking

Describe the procedures your agency will use to segregate and track CDBG funds from other agency funds. Describe your fiscal management system (financial reporting, record keeping, accounting systems, payment procedures, audit system, etc.).

SVS has 7 designated budget program departments that are differentiated in our agency budget with their own department numbers. All expenses are coded to a department number and account number. SVS uses Quick Books to track accounting of all expenses and income. We have a personnel management systems that tracks which employee each grant is funding and the percentage of their salary and benefits that are covered by that grant. We have contracted with a CPA to provide oversight to billings, grant management and budget development. We have a month billings meeting with the Office Manger, Program Manager, CPA, Executive Director and Development Director to approve monthly allocations for billings. Once billings are approved then invoices are sent to agencies for payment. We have an annual audit the is preformed by an outside agency.

26. Program/Project Budget

Under the Budget tab, please complete the sources and uses for this proposal.

✓ Yes, the Budget tab is complete.

27. Ongoing Sustainability

If funded, describe how you would continue to implement the project/program if CDBG funds are not available in future years.

Enter "N/A" for one-time projects.

South Valley Services utilizes a diversified funding approach, many of the non-restricted dollars are from long term partnerships and we anticipate receiving funds from these entities for the 201/2020 fiscal year and future years to come. SVS aggressively pursues new funding source to meet in and ongoing financial obligations.

28. Have you received Taylorsville CDBG funds in the past? If so, have you expended your funds within the program year? If no, explain.

☐ Yes

- ☒ No, explain: SVS has not received CDBG funding from Taylorsville. WE submitted an application for 2018-2019 funding but didn't receive a contract.

29. Required Documents

Under the Documents tab, please upload the required documents.

- ☒ Yes, the required documents have been uploaded.

Funding Sources and Budget [top](#)

Funding Sources/Revenues	Requested	Awarded	Total
Taylorsville CDBG (this request)	\$ 10,000.00		\$ 10,000.00
Federal	\$ 446,920.00	\$ 0.00	\$ 446,920.00
State	\$ 517,452.00	\$ 31,900.00	\$ 549,352.00
County			\$ 0.00
Local City			\$ 0.00
Private	\$ 231,203.00	\$ 40,000.00	\$ 271,203.00
Other:In-Kind	\$ 90,000.00	\$ 0.00	\$ 90,000.00
Other:			\$ 0.00
Other:			\$ 0.00
Other:			\$ 0.00
Total	\$ 1,295,575.00	\$ 71,900.00	\$ 1,367,475.00

Funding Uses/Expenses	CDBG (this request)	Other Committed	Other Non-Committed	Total
Personnel (wages, salaries, benefits)	\$ 9,500.00	\$ 40,000.00	\$ 946,236.00	\$ 995,736.00
Utilities, Supplies & Business Expenses			\$ 81,705.00	\$ 81,705.00
Facilities & Grounds			\$ 26,415.00	\$ 26,415.00
Training, Travel & Meeting			\$ 18,583.00	\$ 18,583.00
Client Costs		\$ 31,900.00	\$ 0.00	\$ 31,900.00
Consultants			\$ 4,800.00	\$ 4,800.00
In-Kind			\$ 90,000.00	\$ 90,000.00
Indirect Costs	\$ 950.00		\$ 123,964.00	\$ 124,914.00
Other:				\$ 0.00
Other:				\$ 0.00
Other:				\$ 0.00
Other:				\$ 0.00
Other:				\$ 0.00
Other:				\$ 0.00
Other:				\$ 0.00
Other:				\$ 0.00
Other:				\$ 0.00
Other:				\$ 0.00
Other:				\$ 0.00
Other:				\$ 0.00
Total	\$ 10,450.00	\$ 71,900.00	\$ 1,291,703.00	\$ 1,374,053.00

Funding Sources and Budget Narrative

South Valley Services provides a crisis homeless shelter for domestic violence victims that has 13 rooms with 55 beds. The shelter provides all the basic needs such as personal items, clothing, food and bedding for shelter residents. SVS

also provides supportive services such as case management, mental health services, children's services, community outreach financial empowerment, housing services and education programs. This averages to \$65 person per service provided. This is approximately \$56,000 worth of services that were provided to residents of Taylorsville at no cost to you or your residents. SVS anticipates at least a 3% increase in the cost of services for the 2019-2020 fiscal year. Funding from Taylorsville CDBG will help SVS to cover the costs and continue to provide these service to the residents of Taylorsville.

The funds that we receive from Taylorsville CDBG will be used to pay 488 hours for our Shelter Director and \$950 to go towards indirects associated with the operations of our crisis homeless shelter.

Documents [top](#)

Documents Requested *	Required?	Attached Documents *
Board Authorization/Resolution	✓	Board Authorization
List of Board Members		Board Members
Federal Funding Accountability and Transparency Act Checklist download template	✓	FFATA Checklist
Section 504 Disability and Non-Discrimination Employment Information download template	✓	Section 504
Liability Insurance Certificates (See instructions)		
Verification of Workers Compensation Insurance (See instructions)		
Automobile Insurance (See instructions)		
ADA Questionnaire download template	✓	ADA Checklist
W-9 (See instructions)		
Most Current Audit or Financial Statement (See instructions)		Financials
Articles of Incorporation/Bylaws (See instructions)		Articles of Incorporation 501(c)(3)

* ZoomGrants™ is not responsible for the content of uploaded documents.

Application ID: 131171

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Salt Lake County
Taylorsville, UT
Community Development
City of Taylorsville CDBG PY2019
12/14/2018 deadline

Young Men's Christian Association of Northern Utah YMCA Afterschool Program

Jump to: [Summary Questions](#) [CDBG Application](#) [Funding Sources and Budget](#) [Documents](#)

\$ 10,000.00 Requested

Submitted: 12/13/2018 9:28:13 AM (Pacific)

Project Contact

Sarah Bundy
sbundy@ymcautah.org
Tel: 801-839-4168

Additional Contacts

none entered

Young Men's Christian Association of Northern Utah

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Salt Lake City, UT 84106

CEO

Richard West
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Telephone 801-466-6299

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Web ymcautah.org

Summary Questions [top](#)

1. What type of Agency are you?

- ☒ Private Non-Profit (501(c)(3))
- ☐ Private For Profit Organization
- ☐ Government/Public Organization
- ☐ Other, please explain:

2. How many years has your agency been in operation?

125

CDBG Application [top](#)

1. Describe the services your organization provides.

(mission statement, background, purpose, capacity, etc.).

Serving Utah since 1893, the YMCA of Northern Utah is the only YMCA in the state. For 125 years, the YMCA has been listening and responding to our communities in Utah. Our mission is to provide our communities with experiences that enhance healthy mind, body, and spirit while building strong kids, strong families, and strong communities. Our vision is to be the leader in understanding and meeting our communities' needs by creating and adapting quality programs and experiences that provide value to children, adults, and families. We are dedicated to the values of caring, honesty, respect, and

responsibility in which ALL are welcome with an engaging, stimulating, and secure environment, which results in meaningful and rewarding work experience for our staff. The YMCA offers programs, services, and initiatives focused on youth development, healthy living and social responsibility according to the unique needs of the communities we engage. In 2017, we served over 11,000 individuals in our youth and community programs. The YMCA provides high-quality youth programs in four counties. Our School Year Programs serve over 20 elementary, junior high, and high schools in communities in Salt Lake and Weber counties. School Year Programs include Afterschool Programs, Preschool, and Kindergarten Academy. The goals of our School Year Programs are to help close the academic achievement gap and help children be better prepared for starting kindergarten. Additionally, we offer summer camps to help prevent summer learning loss. We offer Summer Day Camp at seven sites in Salt Lake, Weber and Summit counties and two Overnight Camps located in Wasatch County. Through these programs, we are able to instill our values of caring, honesty, respect, and responsibility.

2. Detailed Program Description

Briefly describe the project below. Include a listing of proposed activities, the number and population to be served, and other important details related to your proposed project.

The YMCA Afterschool Program serves five schools in Taylorsville: John C. Fremont, Vista, and Plymouth, Elementary Schools (all served at the YMCA Community Family Center), Fox Hills Elementary, and Eisenhower Jr. High (served on-site at the school). The program runs 4 or 5 days/week during the school year. Hours of operation vary by program site: YMCA Community Family Center: M-F Afterschool: 3:45-6pm (1:40-6:00 early release days), Fox Hills: M-F 3:20-5:30 pm (1:15-5:30 early release days); Eisenhower: M-Th 2:45-5:30 pm.

We plan to serve at least 130 Taylorsville youth in our Afterschool Program during the 2019/2020 school year and we anticipate that at least 85% will be LMI. The target population will be students attending the schools served by this program. At our Afterschool Program, youth are able to learn the skills they need to succeed, not only in school, but also in their future lives and careers. We operate our programs with a strengthened focus on encouraging and teaching youth the benefits of healthy habits, the value of academic achievement, positive leadership techniques, and other youth development topics. Our curriculum is loaded with fun and exciting ways to teach youth how to live a balanced and healthy lifestyle. At least 70% of the youths' scheduled activities are focused on academic enrichment and social emotional development. The daily program includes at least 30 minutes of academic support, at least 30 minutes of physical activity, a healthy meal and/or snack, and a variety of enrichment clubs/centers that provide new learning opportunities and experiences for youth. Youth will participate in at least two 40-minute centers each day based on their individual interests and needs. The five center categories are Virtual Lab to support digital learning, Games/Crafts, Literacy Center, Specialist Center, Physical Fitness Center. Specialists for STEM, art, literacy, prevention, and sports will develop in-depth curriculum and project-based learning opportunities for students to become immersed in each subject. We use the Project Based Learning (PBL) model from You for Youth in our Afterschool programs. PBL is shown to engage critical thinking skills, which in turn shows positive growth in social-emotional competencies. Our staff looks at several factors including grades, social-emotional development needs based on results from the DESSA (a nationally-recognized social-emotional development measurement tool), and needs and interests of youth when planning and designing clubs. We also encourage youth to design and lead clubs. Our program model addresses the academic achievement gap through a sequenced, active, focused and explicit (S.A.F.E.) framework which research has shown is associated with: 1) significant improvements in self-perceptions, school bonding, and positive social behaviors; 2) significant reductions in conduct problems and drug use; and 3) significant increases in test scores, grades, and school attendance.

3. Project/Program Address

List an address for the location(s) where services are being carried out (i.e., Address, City, State, Zip). If location(s) are yet to be determined, type, "N/A". If confidential, please type, "Confidential".

YMCA Community Family Center – 4223 S. Atherton Dr. Taylorsville, UT 84123 Fox Hills Elementary – 3775 West 6020 South, Taylorsville, UT 84118 Eisenhower Jr. High – 4351 South Redwood Road, Taylorsville UT 84123

4. Geographic area to be served:

We will be serving the youth attending five schools in Taylorsville: John C. Fremont, Plymouth, Vista, and Fox Hills Elementary Schools and Eisenhower Jr. High.

5. Intended Use of Grant Funds

If funded, how will CDBG dollars be used to implement the proposed project/program? What will these funds pay for (be specific, for example: staff, construction costs, etc.)? Describe the proposal's cost-benefit effectiveness.

Funds will be used to cover salaries and benefit costs for staff that will be responsible for providing direct services for this project. The average cost to provide our programs is \$2220/youth/year. \$10,000 in funding will cover \$45 of that cost per low-income Taylorsville residents. According to the Wallace Cost Calculator, the cost per student to provide a high-quality afterschool program averages between \$2,100 (for school based sites such as Fox Hills) to \$7,100 (for facility based sites such as the Community Family Center). We have calculated the average cost per student across all three sites to be \$2220 which falls into the cost effective range. Studies show that afterschool programs brings a return of \$8-\$13 per child served.

6. Program Goal

Identify the goals and objectives for the project. Include an outline of how these will be achieved.

The purpose of the YMCA Afterschool Program is to help youth develop to their fullest in mind, body, and spirit by incorporating the core values of caring, honesty, respect, and responsibility. The goals of these programs are to promote a

healthy, safe, nurturing, and stimulating environment for youth. The objectives are to encourage and inspire academic achievement; improve learning, respect for others, social emotional development, and involvement in the arts; and teach youth what it means to be a role model, leader, and positive contributor to their community. To meet these goals and objectives, our Afterschool Program uses the evidence-based You for Youth Project Based Learning (PBL) model. Youth voice and choice is integral to the design of each activity during Centers - staff members poll youth on their needs and interests and design activities and projects to meet those needs. Each day at check-in, youth choose the two centers in which they will participate. In addition to daily academic support, our program also offers intentionally chosen enrichment activities. Enrichment activities help youth gain skills in components including: health & wellness, 21st century skills, college & career readiness, leadership development, service learning, art education, and global learning. We use evidence-based curriculum for these activities such as Believing the College Dream for college preparation and financial preparation (part of 21st Century skills). Youth choice is an important aspect of our program and our staff work closely with the youth to determine their needs and interests in order to meet their needs. Youth also have the opportunity to gain leadership skills by planning and leading their own clubs and service learning projects with mentoring from our staff. Our program runs five days per week with hours varying by site. According to the standards of our evidence-based program model, youth also receive: 1. Health & Wellness includes 30 min/day physical activity/sports; 2. Academic Support includes 30 min/day homework help and math & literacy learning activities; 3. 21st Century Skills using project based learning in subjects such as STEM, college & career, leadership development, and arts; 4. Parent & Family Engagement at least 4 events/site and daily staff/parent engagement. This year, we conducted a community needs assessment and analyzed enrollment and attendance data to ensure that we are using our funds to support programs that our community needs. As a result of this assessment, we have made changes to our programs including closing our Before-School Program, our School Recess Camp, and tutoring-only programs. We made these changes based on low attendance, changing needs in the community and our desire to use funds efficiently to serve individuals and families with the programs they need most. As a result, we are anticipating a lower number of youth served this coming year as compared to previous years.

7. Will these CDBG funds be used to match/leverage other funds?

If yes, please explain how these funds will be leveraged. If none, please state "N/A" in the response.

N/A

8. Level of Service

Is the proposed service/capital improvement new or is it a continuing program/project? If the program/project is continuing, will there be an increase in the level of service?

- ☐ New program/project (a program operating for a year or less, or a capital improvement)
- ☐ Continuing program/project with an increased level of service
- ☒ Continuing program/project with the same level of service as provided in years prior

9. Need and Benefit

Please describe what need is being addressed and its relativity to the Taylorsville 2015-2019 Consolidated Plan. Use quantifiable data and cite your data sources in your response.

The YMCA's Afterschool Program falls under the Public Services annual goal. The Taylorsville Consolidated Plan cites high quality afterschool programs as a growing need for the Taylorsville community. The YMCA has been providing high-quality programs in Taylorsville for nearly 15 years. Unfortunately, many high-quality programs are not affordable for LMI Taylorsville residents. While the overall poverty level in Taylorsville is 12% according the US Census, the communities we are targeting for this project have poverty rates much higher than the city as a whole. According to the Utah State Board of Education (USBE) Free and Reduced Lunch (FRL) data, 58% of Eisenhower students, 52% of Fox Hills students, 56% of John C. Fremont students, 63% of Plymouth students, and 49% of Vista students receive FRL. Additionally, LMI children and teens can benefit from the additional academic support that our program provides. According to the results from the state-standardized SAGE exams reported by USBE, the schools we are targeting for this project show high percentage of students who fail to achieve proficiency levels. Additionally, schools with lower rates of participation in FRL such as Fox Hills have larger achievement gaps between LMI students and the general student body and schools with higher rates of participation in FRL such as Taylorsville show smaller gaps, but have lower overall proficiency levels. Fox Hills showed a 14 percentage point gap for LMI students on English Language Arts (ELA) and a 10 percentage point gap in math; Taylorsville shows a 9 percentage point gap in ELA and an 6 percentage point gap in math. Overall, at Fox Hills, only 50% of students are proficient in ELA and 58% are proficient in math; however, at Taylorsville, only 31% of students are proficient in ELA and 28% are proficient in math. All the targeted schools show the same learning trends. The overall benefits of attending a high quality afterschool program have been well documented in many studies. The Afterschool Alliance recently completed a summary of afterschool program evaluations and studies collected by the Harvard Family Research Project. These evaluations and studies were carried out by a wide range of entities including state governments, the federal government, and private organizations who are considered leaders in the field of afterschool program evaluation such as the Wallace Foundation. These studies found that regular attendance at high quality programs is linked with improved school attendance, engagement in learning, and improved test scores and grades, as well as having a positive impact on children's self-concept and decision-making, helping children stay healthy, and improving school behavior. Additionally, our Project Based Learning Model has been shown to engage critical thinking skills, which in turn shows a positive growth in social-emotional competencies.

10. Consolidated Plan

Select a goal or goals from the City's 2015-2019 Consolidated Plan that would be advanced by the proposed project.

- ☐ Housing Opportunities
- ☒ Public Services
- ☐ Public Facility Improvements

11. Explain how this proposal meets identified community needs and addresses the goals of the Taylorsville City 2015-2019 Consolidated Plan.

See the Library Tab above for a copy of this Plan and the Taylorsville CDBG Overview for more information.

The Taylorsville 2015-2019 Consolidated Plan has identified afterschool programming as a priority need for Taylorsville youth under the Public Services goal which states that afterschool programs such as the YMCA's will provide education and recreational services to low-income youth. Based on data for school performance, there is a clear need for academic support for the youth at the targeted schools as well as a need to help youth develop a wide range of skills that will prepare them for college and future careers. The YMCA has been offering afterschool programs to Taylorsville youth for nearly 15 years. In order to better meet the needs of Taylorsville youth, we entered into an agreement with Granite School District to construct a YMCA Community Family Center on the property of John C. Fremont Elementary. This facility allows the YMCA to offer a broad range of programs and activities to support Taylorsville youth and families including our Afterschool Program, Preschool, Summer Day Camp, and youth and community education and events. Our Afterschool Program is designed to meet the needs of the youth that we serve. We use an evidence-based program model that has been shown to engage critical thinking skills, which in turn shows a positive growth in social-emotional competencies. This, in turn, has been linked to improved grades and school attendance as well as improved behavioral outcomes. We are also intentional about meeting the non-academic needs of the youth that we serve. A key component of the Project Based Learning model is youth voice and choice. Our staff survey youth to learn about their interests and needs and create projects to meet those needs. Youth also have the opportunity to plan and lead activities of their own in response to needs they have observed at their school and in their community. With these youth-led activities, youth are able to develop vital leadership and communication skills as well as learn the skills that are being taught in the clubs they have planned.

12. Select ONE objective that relates to your project.

(TIP: When selecting an objective, ask yourself, "What is the purpose of the activity? What is the larger community need that I am seeking to address?")

- ☒ Creating a Suitable Living Environment
- ☐ Providing Decent Affordable Housing
- ☐ Creating Economic Opportunities

13. Select any outcomes that relate to your project.

(TIP: When selecting an outcome, ask yourself, "What type of change or result am I seeking?")

- ☐ Making basic needs available/accessible to LMI persons
- ☒ Improving affordability to LMI persons
- ☐ Sustainability in the target area

14. Identify the National Objective your activity meets.

- ☒ Low/Moderate-Income Taylorsville Residents
- ☐ Prevents or Eliminates Slum/Blight Conditions
- ☐ Urgent Need (such as a natural disaster mitigation or response)

15. National Objective Criteria

Please select how your project will serve the low-moderate income (LMI) population. If you mark "Other", please describe. PROJECTS MUST MEET ONE OF THE NATIONAL OBJECTIVES TO BE ELIGIBLE FOR CDBG FUNDS.

- ☒ LOW AND MODERATE INCOME AREA (LMA) - An activity which benefits all residents in a particular area, where at least 51% of the residents are LMI persons.
- ☐ LIMITED CLIENTELE (LMC) - An activity which benefits a limited clientele where at least 51% of whom are LMI OR are generally presumed to principally LMI (e.e., abused children and spouses, elderly persons, adults with severe disabilities, etc.)
- ☐ HOUSING (LMH) - An activity for the purpose of providing or improving residential structures which, upon completion, will be occupied by at least 51% LMI households
- ☐ JOB CREATION/RETENTION (LMJ) - An activity designed to create/retain permanent jobs where at least 51% of positions will be made available or held by LMI persons (computed on an FTE equivalent basis; does not include construction jobs)
- ☐ OTHER:

16. Population to be served:

(Youth, seniors, homeless, etc.)

Youth living in low-income, at-risk communities in Taylorsville.

17. Total clients to be served:

130

18. Total Taylorsville residents to be served:

130

19. Estimate the number of unduplicated persons OR households that will benefit from this proposal according to the Area Median Income (AMI) categories listed below.

Must benefit one (Persons or Households) not both. The system will automatically total the different categories.

49	Persons: 0 - 30% AMI
39	Persons: 31 - 50% AMI
25	Persons: 51 - 80% AMI
17	Persons: 80% AMI and higher
0	Households: 0 - 30% AMI
0	Households: 31 - 50% AMI
0	Households: 51 - 80% AMI
0	Households: 80% AMI and higher
130.00	TOTAL

20. Will the proposed project serve at least 51% low- to moderate-income Taylorsville residents?

- ☒ Yes
- ☐ No, explain: ,
- ☐ Don't know, explain: ,

21. List your projected outcomes and specific outcome measurements that will be used to show the project has made an impact on the identified needs and goals/objectives.

Include a description of the process for measuring outcomes, as well as specific supporting data or statistics. Indicate if outcomes are connected to an increase in the level of service.

Utah After-School Network Quality Assessment and Improvement Tool: We conduct this assessment once a school year, then work to reach any unmet goals by the start of the next school year. Goal: meet all "Be Safe" requirements & reach at least "Meets Standards" in all other areas.

Parent & teacher surveys: We work with Qualtrics to administer surveys to our parents at least once/school year. This survey gauges how we are making an impact & meeting expectations. Teacher surveys are based on 21st Century grant requirements. Surveys are used to help track the perceptions of change in youth behavior, school attendance, health, character development and academic performance. Goal: the majority will report that because of the Y kids are improving their grades, motivated to learn, learning healthy habits, being active, & learning positive values.

Registration forms & daily sign in sheets: Registration forms are required from all our participants which includes demographic data on family income, if they are receiving FRL, head of household, ethnicity, and race. Participant sign-in sheets are taken at the time of service to record number of individuals served & average daily attendance. Goal: serve at least 130 youth during the 2019/2020 school year.

Devereux Student Strengths Assessment (DESSA): is a standardized, norm-referenced social-emotional behavior rating scale that assesses the social-emotional competencies in eight domains that serve as protective factors: self-awareness, self-management, social awareness, relationship skills, goal-directed behavior, personal responsibility, decision making, and optimistic thinking. Assessments are given by staff 2X/yr. Goal: at least 50% of youth identified as needing improvement at the beginning of the year in the 8 eight domains of social emotional standard will demonstrate proficiency or strength in those domains by the end of the school year as measured the tool.

22. Eligibility Tracking

How is client income and demographic eligibility determined and documented? For example, intake forms, surveys, reports, census data (if available, upload examples in the Documents tab).

All youth who participate in our programs are required to complete and submit a registration form. The registration form collects demographic data such as race/ethnicity and income status. Additionally, all but one of the schools that are targeted for this project have more than 50% participation in the federal Free/Reduced Price Lunch program as tracked and verified by the Utah State Board of Education.

23. Program/Project Tracking

Describe your agency's record-keeping procedures in regards to tracking and monitoring program/project progress in

compliance with HUD regulations. Does your agency plan to have separate staff members to manage and administer the project?

We use ActiveNet (our internal registration system) and Evidence to Outcomes (ETO) to track participant data including registration and demographic information including income, race/ethnicity, single parent households, etc. ETO is a program from United Way that helps us link individual youth with academic outcomes. We use daily sign-in sheets to track individual attendance as well as average daily attendance. We use the Utah Afterschool Network Quality Assessment and Improvement Tool to assess the overall quality of our programs and to create action plans for improvement. We use the DESSA assessment to track the social/emotional development of youth in our program and to create action plans to help students develop social/emotional skills. Parent and teacher surveys help us track whether we are meeting expectations. We have procedures in place to track and monitor program progress in compliance with HUD regulations.

24. Historical Outcomes (For continuing programs only)

Describe how your program/project has historically benefited Taylorsville residents and leveraged funding to maximize outcomes. Please provide specific data or statistics as support. Enter "N/A" for new programs/projects.

Utah Afterschool Network Quality Assessment and Improvement Tool. Our goal is to meet, maintain, and exceed a Level 3 performance. We are pleased to report that we have met all "Be Safe" requirements and met a Level 3 in all other domains.

Parent Surveys. According to the parent survey:

- 98% of parents saw a growth in one or more in social skills, academics, homework completion, sense of accomplishment, responsibility, and making new friends
- 89% said the YMCA helps strengthen the community
- 83% of parents said that our programs help their youth gain healthy habits

Teacher Surveys. According to these surveys:

- 88% of teachers said our program provides important social/emotional support for their students
- 85% said our programs provide important academic support for their students
- 82% said our programs are a valuable extension of the school day

Registration forms and daily sign in sheets. We served 335 youth during the 2017/2018 school year with this program.

Income Information:

- 38% extremely low income
- 30% low income
- 19% moderate
- 13% non-low/moderate income

Demographic information

- African American: 7%
- Hispanic/Latino: 43%
- Hawaiian/Pacific Islander: 4%
- Asian: 7%
- Multi-Racial: 3%
- White: 35%
- Native American/Alaskan Native: 1%

Additionally, the DESSA results showed a 30% increase in capacity for youth's social-emotional skills from pre- to post-test. This gain in capacity means that youth gained social emotional skills that improve interpersonal relationships, positive self-image, resiliency, and more that help youth grow into healthy, productive adults.

25. Financial Tracking

Describe the procedures your agency will use to segregate and track CDBG funds from other agency funds. Describe your fiscal management system (financial reporting, record keeping, accounting systems, payment procedures, audit system, etc.).

YMCA has an accounting manual which details how funds are segregated and tracked. The accounting department is responsible for tracking how funds are applied to each program. The accounting department records income and expenses for the various departments and projects. No income or expense will be recorded without being designated to the proper department and project. We adhere to GAAP standards. All Accounts Payable & Receivable are tracked in Quickbooks. Our depreciation method is the standard straightline depreciation. Our accounting office completes a monthly reconciliation to track all accounts. After each monthly reconciliation, our Controller completes a financial statement to be reviewed by our Financial Committee that is made up of Board members with a financial background. Invoices must be signed off by the Regional Director and coded to where the invoice is to be applied then is given to Accounting to be entered into Quickbooks and to cut a check. Checks are signed by the CEO and any check over \$2,000 requires a Board member signature. We retain all financial records for the required seven years after the termination of the grant. We receive an annual external audit in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in Government Auditing Standards issued by the Comptroller General of the United States.

26. Program/Project Budget

Under the Budget tab, please complete the sources and uses for this proposal.

- ☒ Yes, the Budget tab is complete.

27. Ongoing Sustainability

If funded, describe how you would continue to implement the project/program if CDBG funds are not available in future years. Enter "N/A" for one-time projects.

Because we value providing services to everyone regardless of their ability to pay, a combination of funding sources is necessary. We are serving an overwhelming number of Taylorsville families who are low-income (over 85%). We rely heavily on public sources of funding to meet this growing need. We are working with the Department of Workforce Services to help families access DWS services and benefits such as the childcare subsidy. Helping families access childcare benefits from Department of Workforce Services will help us increase our revenue since the childcare subsidy can cover more of the program fee than families are able to pay on their own. To reduce our dependence on public sources of funding, our organization's ultimate vision for sustaining our organization includes a mix of fee-based services derived from marketable education-related programs, fundraising events, and community support by businesses, foundations, government, and individuals as well as leveraging community partner resources and braiding community partner funding streams to support a common vision that meet community needs. The YMCA's annual budget is \$ 4,926,276. We have a diversified funding base; in 2017, we received 47% of our revenues public support, 33% from program fees, 13% from community gifts, and 7% from partnership contracts. We believe each year as our sustainability plans progress, we are confident in our ability to secure additional funding sources to help offset program costs, however, we are also realistic that we cannot operate these programs at the level we are providing without some level of public support. We also regularly assess our programs for enrollment, attendance, cost-effectiveness, and community need to ensure that we are offering programs that support the needs in the community and discontinue programs that the community no longer needs.

28. Have you received Taylorsville CDBG funds in the past? If so, have you expended your funds within the program year? If no, explain.

- ☒ Yes
- ☐ No, explain:

29. Required Documents

Under the Documents tab, please upload the required documents.

- ☒ Yes, the required documents have been uploaded.

Funding Sources and Budget [top](#)

Funding Sources/Revenues	Requested	Awarded	Total
Taylorsville CDBG (this request)	\$ 10,000.00		\$ 10,000.00
Federal		\$ 149,090.00	\$ 149,090.00
State			\$ 0.00
County			\$ 0.00
Local City			\$ 0.00
Private	\$ 32,244.00	\$ 20,000.00	\$ 52,244.00
Other: Earned Revenue	\$ 0.00	\$ 105,219.00	\$ 105,219.00
Other:	\$ 0.00		\$ 0.00
Other:			\$ 0.00
Other:			\$ 0.00
Total	\$ 42,244.00	\$ 274,309.00	\$ 316,553.00

Funding Uses/Expenses	CDBG (this request)	Other Committed	Other Non-Committed	Total
Personnel (wages, salaries, benefits)	\$ 10,000.00	\$ 206,186.00	\$ 24,900.00	\$ 241,086.00
Rent, Utilities				\$ 0.00
Operating Costs		\$ 56,967.00		\$ 56,967.00
Training/Development		\$ 9,000.00		\$ 9,000.00
Materials & Supplies		\$ 2,250.00		\$ 2,250.00
Operating Costs				\$ 0.00
Contracted Services		\$ 3,800.00		\$ 3,800.00
Indirect Costs				\$ 0.00
Other: Transportation, admission and guest speakers		\$ 3,450.00		\$ 3,450.00

Other:				\$ 0.00
Other:				\$ 0.00
Other:				\$ 0.00
Other:				\$ 0.00
Other:				\$ 0.00
Other:				\$ 0.00
Other:				\$ 0.00
Other:				\$ 0.00
Other:				\$ 0.00
Other:				\$ 0.00
Other:				\$ 0.00
Other:				\$ 0.00
Total	\$ 10,000.00	\$ 281,653.00	\$ 24,900.00	\$ 316,553.00

Funding Sources and Budget Narrative

INCOME

1. Taylorsville CDBG Request: \$10,000

2. Federal Funding: CCDF AMP II \$89,090; Teen Afterschool Prevention \$20,417; 21st Century \$39,582 = \$149,090 Secured Federal Funding.

3. Private: \$20,000 secured United Way funding; \$32,244 projected private grants and individual donors based on current private funding streams. Total = \$32,244 + \$20,000 = \$52,244.

4. Earned Revenue of \$105,219 projected Earned Revenue based on current revenue from program fees and DWS subsidy payments.

TOTAL REVENUE= \$10,000 + \$149,090 + \$52,244 + \$105,219 = \$316,553

EXPENSES

1. Personnel Expenses: Salaries: 3 Full Time Site Coordinators at \$33,280/year x 3 = \$99,840; 4 Program Staff @ \$13,700/year = \$54,800; 1 OST Director at .75 FTE = \$40,000; 1 Front Desk at .5 FTE = \$15,000; \$99,840 + \$54,800 + \$40,000 + \$15,000 = \$209,640. Taxes & Benefits: 15% of salaries = \$31,446. Total Personnel: \$241,086

2. Transportation/Admission/Guest Fees Fees: \$650 in bus transportation, admission to field trips or guest speakers; 40 weeks in gas for transportation to bring youth to the After School Program at the Community Family Center = \$1,200; and \$1600 in maintenance and repairs. Total =\$3,450.

3. Training and Professional Development: Conference registration fees for 4 FT staff x \$450 = \$1800; Ongoing training at \$300 each x 10 staff = \$300 x 10 = \$3,000; Travel and lodging fees at \$600 x 4 full time employees = \$2,400; Travel and lodging fees at \$300 x 6-part time program staff = \$1,800. Total Training and Professional Development = \$9,000.

4. Supplies: School supplies, crafting supplies, office materials, recreational materials, health & safety supplies and items needed for daily food service. These supplies are estimated at \$75/month for 10 months x 3 sites = \$2,250

5. Contract Fees: \$1000/site for database fees + background check fees at \$80 / staff x 10 staff = \$3000 + \$800 = \$3,800.

6. Administrative Expenses: Administrative Expenses include operational expenses such as human resources, accounting and development. These expenses average 18% of program costs. \$316,486 x 18% = \$56,967.

TOTAL EXPENSE = \$316,553

Documents [top](#)

Documents Requested *

Board Authorization/Resolution

List of Board Members

Required? Attached Documents *



[Board Authorization](#)

[Board List](#)

		IRS Letter
Federal Funding Accountability and Transparency Act Checklist	✓	FFATA Checklist
download template		
Section 504 Disability and Non-Discrimination Employment Information	✓	Section 504 Form
download template		
Liability Insurance Certificates (See instructions)		
Verification of Workers Compensation Insurance (See instructions)		
Automobile Insurance (See instructions)		
ADA Questionnaire	✓	ADA Questionnaire
download template		
W-9 (See instructions)		
Most Current Audit or Financial Statement (See instructions)		Current Audit
Articles of Incorporation/Bylaws (See instructions)		

* ZoomGrants™ is not responsible for the content of uploaded documents.

Application ID: 129046

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Salt Lake County
Taylorsville, UT
Community Development
City of Taylorsville CDBG PY2019
12/14/2018 deadline

The INN Between The INN Between, Temporary Housing for Terminally Ill and Medically Frail Homeless

Jump to: [Summary Questions](#) [CDBG Application](#) [Funding Sources and Budget](#) [Documents](#)

\$ 25,000.00 Requested

Submitted: 12/11/2018 1:23:45 PM (Pacific)

Project Contact

Kim Correa

kim@theinnbetweenslc.org

Tel: 801-313-1011

Additional Contacts

none entered

The INN Between

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Fax 385-474-4066

Web www.tibhospice.org

Executive Director

Kim Correa

kim@tibhospice.org

Summary Questions [top](#)

1. What type of Agency are you?

- ☒ Private Non-Profit (501(c)(3))
- ☐ Private For Profit Organization
- ☐ Government/Public Organization
- ☐ Other, please explain:

2. How many years has your agency been in operation?

3.33

CDBG Application [top](#)

1. Describe the services your organization provides.

(mission statement, background, purpose, capacity, etc.).

The INN Between opened in August 2015 as the first and only hospice for the homeless, solving a critical gap in homeless services. Our mission is to end the tragic history of vulnerable people dying on the streets of our community by providing a supportive and safe haven for individuals who have nowhere else to go in time of medical crisis.

Many influencers in the medical and homeless communities are touting the Social Determinants of Health, which center on safe housing, basic needs and access to healthcare. The INN Between's purpose is to ensure that the homeless population has safe housing, basic needs and access to healthcare so that no individuals are left to suffer and die on the streets of our community.

End of life housing is our primary purpose with the goal of ensuring that terminally ill homeless individuals have dignity and access to professional hospice care (a service that cannot be delivered in shelters, motels or on the streets) as they go through their final days, weeks or months.

Medical respite housing is our secondary purpose, serving homeless individuals who are not sick enough to be in the hospital but are too sick to be on the streets. They are typically being discharged from hospital and need more time to full recover, or they are need cancer treatment, which typically cannot be delivered to individuals who lack a stable home in which to recover from the debilitating side effects. We actively case manage Medical Respite clients to help them become self-reliant and avoid a return to homelessness.

As the only true medical bed provider for the homeless, The INN Between plays an important role in homeless services. This will be heightened in June 2019 when The Road Home closes its 1,200 beds to be replaced by a total of 750 beds in three new Resource Centers. Therefore, The INN Between must be in a position to be the solution for medically frail homeless adults.

Our recently acquired facility in the East Liberty Park neighborhood of Salt Lake City has 50 beds comprised of: 25 Independent Living beds and 25 beds licensed by the State Department of Health as Assisted Living Facility Type II which are for people who require assistance with activities of daily living (bathing, dressing, eating, toileting, etc.) or medication management. We moved into this building on June 1, 2018, which immediately expanded our program from 16 beds (in our former location) to 30 beds, and we expect to be operating at full capacity with the cold of winter setting in.

2. Detailed Program Description

Briefly describe the project below. Include a listing of proposed activities, the number and population to be served, and other important details related to your proposed project.

Seventy percent of Utahns die at home, in familiar surroundings, being cared for by family. The INN Between emulates this experience for homeless individuals, becoming their surrogate home and family, with the goal that no one is left to suffer and die on the streets. The INN Between serves medically frail or terminally ill homeless adults. Ages range from 18 to 91, with the average in the 40s or 50s.

About 20% of new clients have a terminal illness and will live with us through the end of life. We make sure they have access to professional hospice care, and our partner, Intermountain Healthcare, provides charity care to all uninsured hospice clients at The INN Between. Hospice care includes home visits by doctors, nurses, social workers, and Chaplains, medication to control pain and anxiety, and home medical equipment. Our Program Director is a certified Death Doula who helps hospice clients prepare for the end of life, often becoming their primary source of social and emotional support. We try to reconnect clients with estranged family members to make amends and open the door for forgiveness before it's too late. We are with them at the very end. After a death, we post an obituary on our website, place a name plaque in our Memorial Garden, and hold a community memorial service.

Our Medical Respite program (80% of new clients) provides a short-term recuperative stay, typically for cancer treatment or recovery from infection, wounds, illness or surgery. Respite housing is critical for people with conditions such as: Insulin dependent Diabetes (insulin syringes must be refrigerated), kidney failure/dialysis (requires frequent transportation to the dialysis clinic), colostomy (requiring safe storage for supplies and frequent access to private, sanitary bathrooms), lung failure/Oxygen dependency (requires Oxygen tanks and concentrators that are not usually delivered to a shelter, motel or other unstable environment). All Medical Respite clients receive intensive case management to connect with mainstream benefits, jobs, and long-term housing to achieve self-sufficiency and prevent a return to the streets.

We provide all basic needs (clothing, bedding, toiletries, meals, laundry service, hygiene supplies), social, emotional and spiritual support. We drive clients to medical appointments and act as patient advocates. We host open AA/NA meetings to support substance use recovery. Specialized volunteers donate acupuncture, music therapy, pet therapy, reiki, and other activities and therapies that ease pain and anxiety while improving quality of life.

In FY19-20, operating 50 beds daily, we will provide 15,000 medical housing days to 300 homeless adults. We expect to serve 15 individuals from Taylorsville, a larger number than past years, based on Operation Rio Grande causing the dispersion of homeless individuals into the larger community combined with fewer shelter beds being available after the transition to the new Resource Centers.

3. Project/Program Address

List an address for the location(s) where services are being carried out (i.e., Address, City, State, Zip). If location(s) are yet to

be determined, type, "N/A". If confidential, please type, "Confidential".

1216 East 1300 South, Salt Lake City, Utah 84105

4. Geographic area to be served:

Salt Lake County

5. Intended Use of Grant Funds

If funded, how will CDBG dollars be used to implement the proposed project/program? What will these funds pay for (be specific, for example: staff, construction costs, etc.)? Describe the proposal's cost-benefit effectiveness.

The requested \$25,000 will provide 192 days of medical housing for 2-6 clients from Taylorsville in FY19-20. Your funding will help cover occupancy costs such as utilities, building maintenance, and program related building supplies (paper towels, toilet paper, soap, hand sanitizer, laundry soap, dishwasher chemicals, cleaning supplies).

In FY17-18, The INN Between served 10 Taylorsville residents, and in the first quarter of FY18-19 we served 7 Taylorsville residents. Based on past data, the changing homeless services environment and Operation Rio Grande, we expect to serve more than 15 Taylorsville residents in FY19-20. If each stayed at The INN Between for two months, our cost would exceed \$117,000. Therefore, we believe that our request for \$25,000 is reasonable and with merit.

The 15 Taylorsville residents we will serve in FY19-20 comprise 5% of our total anticipated client load of 300, yet our funding request of \$25,000 is only 1.4% of our overall budget.

6. Program Goal

Identify the goals and objectives for the project. Include an outline of how these will be achieved.

Our FY 2019-20 goal is to provide 15,000 days of medical housing to 300 terminally ill and medically frail homeless adults from the Salt Lake County, including 15 clients from Taylorsville.

Measurable Program Outcome Objectives:

1. 100% of all clients will experience safe and medically appropriate housing during their stay.
2. 100% of Hospice Clients will receive professional hospice care and intensive case management to cope with the end of life, reconnect with estranged family members and make preparations such as paying for cremation. Each will receive a free obituary posting, memorial service and name plaque in our memorial garden.
3. 100% of all clients will stop making unnecessary 911 calls, saving the community approx. \$2 million annually.
4. 100% of all clients will be assisted with applications for Medicaid and other mainstream benefits.
5. 100% of Medical Respite clients will have improved access to medical care.
6. 10% of Medical Respite clients will exit The INN Between into stable housing with our assistance, preventing a return to shelter/streets. (The low percentage reflects the affordable housing shortage).
7. 5% of Medical Respite clients will maintain or gain employment with our assistance. (The low percentage reflects that many of our clients have significant barriers to employment).

We will achieve these program goals by continuing to provide Hospice and Medical Respite services to members of the homeless community who are medically frail or terminally ill. The INN Between has a 3+ year proven track-record of achieving our stated outcomes.

7. Will these CDBG funds be used to match/leverage other funds?

If yes, please explain how these funds will be leveraged. If none, please state "N/A" in the response.

Your CDBG funding will not be a direct match to any other funding, however, it will help us leverage CDBG funds from other areas, as well as private grants from foundations, corporations, and individuals. Your funding will play a critical role as we continue to expand operations in our new facility. Your support will demonstrate the importance of our program to the greater funding community, ensuring the sustainability of our critical services.

8. Level of Service

Is the proposed service/capital improvement new or is it a continuing program/project? If the program/project is continuing, will there be an increase in the level of service?

- ☐ New program/project (a program operating for a year or less, or a capital improvement)
- ☒ Continuing program/project with an increased level of service
- ☐ Continuing program/project with the same level of service as provided in years prior

9. Need and Benefit

Please describe what need is being addressed and its relativity to the Taylorsville 2015-2019 Consolidated Plan. Use quantifiable data and cite your data sources in your response.

Our program provides homeless services and support, as defined in the Taylorsville CDBG program goals. We provide a critical public service, which no other program provides in Utah, filling a gap in our area homeless services continuum of care, which is a focus of support in the Consolidated 2015-19 Plan for Taylorsville. We are part of the Continuum of Care for Salt Lake County, which Taylorsville supports in an effort to help end homelessness in our cities.

The Homelessness Data Dashboard (State of Utah) reports 33,307 homeless individuals in the system in Salt Lake County between Jan. 1, and Oct. 10, 2018; 19,153 are single adults. This number is up 4% from last year. The 2017 Rio Grande Assessment (Salt Lake County) showed that 52% of homeless males reported a chronic disability, indicating the need for more medical beds and specialized case management. The INN Between is the only agency that provides true medical beds in Utah.

The Utah Housing Coalition estimates that Salt Lake County has a gap of 47,180 affordable housing units, indicating that homelessness is not going away. The need for medical beds is great.

Our shelter system is undergoing a fundamental shift to a scattered site model. In 2019, The Road Home, with its 1,200-bed capacity, is closing to be replaced by three resource centers with a total of only 750 beds - none of which are slated to be medical beds. Our community needs a medical bed solution to ensure that the medically frail and terminally ill homeless are not left behind.

Daily, up to 10 homeless individuals are admitted to each of our area's five hospitals. Hospitals must safely discharge these patients so that their scarce beds can be used by the next critical patient. Without stable respite housing, patients tend to become emergency room "frequent fliers" at great cost to our community.

Annually, hundreds of homeless people are diagnosed with cancer. Doctors cannot initiate treatment, like surgery, chemo, or radiation, if the patient lacks stable housing in which to recuperate.

Homeless individuals who suffer from advanced chronic or terminal illness tend to misuse 911 and emergency rooms (ERs) for primary care. At an estimated cost of \$2,000 per 911 call with medical transport (Source: SLC Fire Department), and \$3,000 to \$5,000 per ER visit, this is the costliest type of care, resulting in the pass through of millions of dollars of costs to the community annually. The INN Between triages our clients, preventing unnecessary 911/ER use. At the proposed service level of 300 clients per year (FY19-20), eliminating just one unnecessary 911 call per client saves our community \$1,500,000 annually.

10. Consolidated Plan

Select a goal or goals from the City's 2015-2019 Consolidated Plan that would be advanced by the proposed project.

- ☐ Housing Opportunities
- ☒ Public Services
- ☐ Public Facility Improvements

11. Explain how this proposal meets identified community needs and addresses the goals of the Taylorsville City 2015-2019 Consolidated Plan.

See the Library Tab above for a copy of this Plan and the Taylorsville CDBG Overview for more information.

The Consolidated Plan states under Public Services that: "Grant funds will be provided to Non-Profit Agencies to cover costs of services for programs that assist people in the community. Services include... health Services, case management. (p. 50). One of the Public Services goals is "to provide funding to assist the homeless, including homeless shelters and facilities, and administration services to assist people who are homeless or at-risk homeless that need counseling and other support services" (p. 62).

The INN Between is one of these County based programs, serving citizens of Taylorsville. We provide critical services that fill a longstanding gap in homeless services in Salt Lake County. The INN Between is the only hospice for the homeless in Utah, and the only program offering respite through hospice care to the homeless in the entire U.S.

About 9% of our clients are Veterans, and most did not seek VA benefits prior to coming to The INN Between. We encourage

them to take advantage of what is owed to them, connecting them with physical and mental healthcare, housing, and other VA benefits; 38% are over age 60.

We serve the homeless community, but we also prevent homelessness by serving people who are facing first time homelessness due to medical bankruptcy. You may know someone who worked hard all their life, saved, did everything right, only to lose it all as they battled cancer or another life-threatening disease.

Homelessness is an important issue in all cities and areas of Salt Lake County. The City of Taylorsville participates in the Salt Lake County Consortium and therefore supports and participates with Salt Lake County in adopting HUD's goal of ending Veteran Homelessness by 2015, ending Chronic Homelessness by 2017, and ending Family and Youth homelessness by 2020. In support of these goals, multiple facilities have been developed in Salt Lake County to end homeless for these populations by providing them with safe, affordable housing with on-site access to services (p.46,47). The INN Between is one of these facilities.

The INN between is a critical component in addressing the homeless crisis in Salt Lake County – a crisis which impacts all cities and municipalities in the County. We provide the only hospice and medical respite solution, and our new facility increases the number of people we can serve to 300 annually – serving terminally ill/medically frail/chronically ill homeless adult men and women by providing over 15,000 days of housing with basic needs and support services, including citizens of Taylorsville.

12. Select ONE objective that relates to your project.

(TIP: When selecting an objective, ask yourself, "What is the purpose of the activity? What is the larger community need that I am seeking to address?")

- ☒ Creating a Suitable Living Environment
- ☐ Providing Decent Affordable Housing
- ☐ Creating Economic Opportunities

13. Select any outcomes that relate to your project.

(TIP: When selecting an outcome, ask yourself, "What type of change or result am I seeking?")

- ☒ Making basic needs available/accessible to LMI persons
- ☐ Improving affordability to LMI persons
- ☐ Sustainability in the target area

14. Identify the National Objective your activity meets.

- ☒ Low/Moderate-Income Taylorsville Residents
- ☐ Prevents or Eliminates Slum/Blight Conditions
- ☐ Urgent Need (such as a natural disaster mitigation or response)

15. National Objective Criteria

Please select how your project will serve the low-moderate income (LMI) population. If you mark "Other", please describe.

PROJECTS MUST MEET ONE OF THE NATIONAL OBJECTIVES TO BE ELIGIBLE FOR CDBG FUNDS.

- ☐ LOW AND MODERATE INCOME AREA (LMA) - An activity which benefits all residents in a particular area, where at least 51% of the residents are LMI persons.
- ☒ LIMITED CLIENTELE (LMC) - An activity which benefits a limited clientele where at least 51% of whom are LMI OR are generally presumed to principally LMI (e.e., abused children and spouses, elderly persons, adults with severe disabilities, etc.)
- ☐ HOUSING (LMH) - An activity for the purpose of providing or improving residential structures which, upon completion, will be occupied by at least 51% LMI households
- ☐ JOB CREATION/RETENTION (LMJ) - An activity designed to create/retain permanent jobs where at least 51% of positions will be made available or held by LMI persons (computed on an FTE equivalent basis; does not include construction jobs)
- ☐ OTHER:

16. Population to be served:

(Youth, seniors, homeless, etc.)

homeless, adults, terminally ill & medically frail, veterans, seniors,

17. Total clients to be served:

300 clients annually

18. Total Taylorsville residents to be served:

15

19. Estimate the number of unduplicated persons OR households that will benefit from this proposal according to the Area Median Income (AMI) categories listed below.

Must benefit one (Persons or Households) not both. The system will automatically total the different categories.

15	Persons: 0 - 30% AMI
	Persons: 31 - 50% AMI
	Persons: 51 - 80% AMI
	Persons: 80% AMI and higher
	Households: 0 - 30% AMI
	Households: 31 - 50% AMI
	Households: 51 - 80% AMI
	Households: 80% AMI and higher
15.00	TOTAL

20. Will the proposed project serve at least 51% low- to moderate-income Taylorsville residents?

- ☒ Yes
- ☐ No, explain: ,
- ☐ Don't know, explain: ,

21. List your projected outcomes and specific outcome measurements that will be used to show the project has made an impact on the identified needs and goals/objectives.

Include a description of the process for measuring outcomes, as well as specific supporting data or statistics. Indicate if outcomes are connected to an increase in the level of service.

Each client must go through an admission process during which we gather information on their prior stable address, prior location if living on the streets or in a shelter, demographics, income, family members, employment, insurance coverage, and medical diagnoses. We track this data as well as their admission and exit dates in our own client management software and the State's HMIS database. We also ask clients to complete surveys with open-ended questions which provide insightful feedback that drives process improvement.

In FY17-18 in our old facility with 16 beds, our Measurable Outcomes were:

1. 100% of clients (80) received safe and medically appropriate housing during their stay.
2. 100% of Hospice Clients (25) received professional hospice care with intensive case management.
3. 100% of clients (80) stopped making unnecessary 911 calls.
4. 100% of clients (80) were assisted with applications for Medicaid and other mainstream benefits.
5. 100% of Medical Respite clients (55) had improved access to medical care.
6. 17% of respite clients (6) exited The INN Between into stable housing with our assistance, preventing a return to shelter/streets.
7. 7% of respite clients (4) increased their income from job-related employment.

In FY 2019-20, we will be providing 50 beds per day, and serving up to 300 individuals annually, of which 15 will be Taylorsville residents. Our increased outcomes measurements are:

1. 100% of all clients (300) will experience safe and medically appropriate housing during their stay.
2. 100% of Hospice Clients (60) will receive professional hospice care and intensive case management to cope with the end of life, reconnect with estranged family members and make preparations such as paying for cremation. Each will receive a free obituary posting, memorial service and name plaque in our memorial garden.
3. 100% of all clients (300) will stop making unnecessary 911 calls, saving the community approx. \$2 million annually.
4. 100% of all clients (300) will be assisted with applications for Medicaid and other mainstream benefits.

5. 100% of Medical Respite clients (240) will have improved access to medical care.

6. 10% of Medical Respite clients (24) will exit The INN Between into stable housing with our assistance, preventing a return to shelter/streets. (The low percentage reflects the affordable housing shortage).

7. 5% of Medical Respite clients (12) will maintain or gain employment with our assistance. (The low percentage reflects that many of our clients have significant barriers to employment).

We will achieve these program goals by continuing to provide Hospice and Medical Respite services to members of the homeless community who are medically frail or terminally ill. The INN Between has a 3+ year proven track-record of achieving our stated outcomes.

22. Eligibility Tracking

How is client income and demographic eligibility determined and documented? For example, intake forms, surveys, reports, census data (if available, upload examples in the Documents tab).

We ask each new resident to complete and sign an intake questionnaire which includes information about income, housing status, former addresses, and general demographic data.

We only admit clients who are homeless or at imminent risk of becoming homeless. In general, they have no income, or receive a small SSDI income of less than \$800 per month. Most are single adults, with some being married couples or in a partnership. We generally do not accept children under 18; however, we have accepted children under dire circumstances.

Information on each new client is entered into the State's HMIS database as required by our State Unified funding and to assist other homeless service agencies in providing case management and ongoing wrap around services.

23. Program/Project Tracking

Describe your agency's record-keeping procedures in regards to tracking and monitoring program/project progress in compliance with HUD regulations. Does your agency plan to have separate staff members to manage and administer the project?

We comply with the requirement to enter client data into the State's HMIS database upon intake, a change in program (moving from respite to hospice) and upon exit (or death). We also track extensive client data in our internal database (including intake date, exit date or date of death, date of birth, medical diagnosis, Veteran status, income, last known stable address, location of residency prior to intake (including camping, shelter, etc.), # of days homeless, public benefits received, income and the source, and many other data points).

We report data and outcomes annually, and more often as required by specific funders. The Executive Director, Nursing Director, and Program Director review data monthly to ensure progress towards goals, program utilization, days of service provided, number of deaths with dignity, number of clients served.

The Executive Director oversees this project; the Development Specialist assists with management of grant contracts, reports, and outcomes

24. Historical Outcomes (For continuing programs only)

Describe how your program/project has historically benefited Taylorsville residents and leveraged funding to maximize outcomes. Please provide specific data or statistics as support. Enter "N/A" for new programs/projects.

N/A

Although we have never received Taylorsville CDBG funding, in FY17-18, we served 10 Taylorsville residents, and in the first quarter of FY 18-19 we served 7 Taylorsville residents.

Since opening, The INN Between has helped 58 people experience the end of life with dignity, receiving professional hospice care, surrounded by people who care. We have provided over 14,000 medical bed housing days to 198 individuals (and many companion pets). And even though we were able to help 16 people die with dignity in 2017, another 44 died on the streets (Source: Fourth Street Clinic), underscoring the need for more hospice beds.

25. Financial Tracking

Describe the procedures your agency will use to segregate and track CDBG funds from other agency funds. Describe your fiscal management system (financial reporting, record keeping, accounting systems, payment procedures, audit system,

etc.).

We are requesting \$25,000 to provide 192 days of medical housing for 2-6 clients from Taylorsville in the 2019-20 fiscal year, based on an average stay of 45 days. We anticipate serving up to 15 Taylorsville residents in FY19-20, based on past statistics, which is 5% of our total anticipated client number of 300. Our request of \$25,000 is only 1.4% of our overall budget.

We use QuickBooks for our accounting system and QuickBooks Job Cost Accounting to segregate expenses that will be billed to this CDBG grant from those billed to other grants, preventing the duplication of expenses billed to other funding sources.

Our Board of Directors reviews and approves the operating budget. Our Executive Board reviews the bank accounts, bank reconciliations, credit card statements and accounting records monthly to ensure that we are fiscally sound and spending our funds in an ethical, and sustainable manner. Financial statements are presented at each monthly board meeting.

We have an annual independent audit performed, and the FY17-18 audit should be finished by January 2019.

26. Program/Project Budget

Under the Budget tab, please complete the sources and uses for this proposal.

✓ Yes, the Budget tab is complete.

27. Ongoing Sustainability

If funded, describe how you would continue to implement the project/program if CDBG funds are not available in future years. Enter "N/A" for one-time projects.

If funded, we will continue to work to broaden our base of financial support throughout Salt Lake County, as we are aware that funding priorities can always change. We have a comprehensive fundraising plan that includes more than 100 grant applications to foundations, corporations and individual family trusts, doing outreach to church and civic groups, holding several annual fundraising events, maintaining a "Sustainer's Club" for monthly recurring donors, and holding an annual giving campaign.

Intermountain Healthcare provides fee for service under a "priority bed" contract, which allows quick and safe discharge from their hospitals. Other hospitals and service providers pay a fee for service on an as-needed basis. Now with added capacity in our new facility, we are working hard to establish funding partnerships with the other three hospital chains in Salt Lake County.

We are aware that CDBG funding is always precarious, and should it cease in future years, we would adjust our program operations accordingly, either by generating new revenue or by reducing programming.

28. Have you received Taylorsville CDBG funds in the past? If so, have you expended your funds within the program year? If no, explain.

☐ Yes

✓ No, explain: We have not received funding in the past.

29. Required Documents

Under the Documents tab, please upload the required documents.

✓ Yes, the required documents have been uploaded.

Funding Sources and Budget [top](#)

Funding Sources/Revenues	Requested	Awarded	Total
Taylorsville CDBG (this request)	\$ 25,000.00		\$ 25,000.00
Federal			\$ 0.00
State	\$ 501,000.00		\$ 501,000.00
County	\$ 150,000.00		\$ 150,000.00
Local Cities	\$ 181,000.00		\$ 181,000.00
Private: Individuals & United Way	\$ 80,000.00		\$ 80,000.00
Other: Foundations and Corporations	\$ 374,500.00		\$ 374,500.00
Other: Program Related Income, Contracts & Individuals	\$ 0.00	\$ 257,270.00	\$ 257,270.00

Other:Fundraising Events	\$ 59,000.00		\$ 59,000.00
Other: Misc., Interest, In-Kind Donations	\$ 150,500.00		\$ 150,500.00
Total	\$ 1,521,000.00	\$ 257,270.00	\$ 1,778,270.00

Funding Uses/Expenses	CDBG (this request)	Other Committed	Other Non-Committed	Total
Personnel (wages, salaries, benefits)		\$ 141,270.00	\$ 705,950.00	\$ 847,220.00
Rent, Utilities & Maintenance Fund	\$ 20,000.00	\$ 31,660.00	\$ 78,890.00	\$ 130,550.00
Operating Costs				\$ 0.00
Training/Development			\$ 7,000.00	\$ 7,000.00
Materials & Supplies: Office Expenses			\$ 3,000.00	\$ 3,000.00
Operating Costs				\$ 0.00
Contracted Services		\$ 100,000.00	\$ 402,010.00	\$ 502,010.00
Indirect Costs				\$ 0.00
Other:Debt Serice		\$ 33,340.00	\$ 0.00	\$ 33,340.00
Other:Program Expenses: Program Supplies	\$ 5,000.00		\$ 10,880.00	\$ 15,880.00
Other:Communications			\$ 9,600.00	\$ 9,600.00
Other:Software/IT			\$ 8,390.00	\$ 8,390.00
Other:Outreach/Marketing			\$ 8,720.00	\$ 8,720.00
Other:Staff Expenses			\$ 970.00	\$ 970.00
Other:Vehicle Expenses			\$ 3,340.00	\$ 3,340.00
Other:Licensing/Bank Fees			\$ 4,270.00	\$ 4,270.00
Other:Insurance			\$ 28,890.00	\$ 28,890.00
Other:Professional Fees			\$ 15,200.00	\$ 15,200.00
Other:Fundraising Events			\$ 9,890.00	\$ 9,890.00
Other:In-Kind Expenses			\$ 150,000.00	\$ 150,000.00
Total	\$ 25,000.00	\$ 306,270.00	\$ 1,447,000.00	\$ 1,778,270.00

Funding Sources and Budget Narrative

We anticipate serving up to 15 clients from Taylorsville in our new facility, with an overall total of 300 individuals who receive over 15,000 medical housing days in FY19-20. This would mean that Taylorsville clients represent 5% of the clients served. The \$25,000 requested represents 1.4% of our total budget of \$1,778,270 annually.

We plan to use the requested \$25,000 CDBG grant to help cover the costs of utilities, building maintenance and program building supplies. These costs are critical to successful program operations. For example, if we run out of dishwasher sanitizer, and the Health Department happens to inspect, we run the risk of a \$10,000 fine. Supplies are essential to keeping our program operational. We will be asking for similar allocations for occupancy and direct service staff from the other CDBG cities.

The balance of the occupancy costs will be provided by our committed contracted funds from IHC, and client fees, totaling \$257,880, and funding from government, state, city, and county contracts.

Salaries are our largest cost (\$847,220) in providing transitional medical housing for our clients. Contract services for part time staff to work around the facility are \$502,010. We will use \$59,000 of committed fundraised and miscellaneous monies, and non-committed funds from government, state, city, and county contracts, and fundraising from foundations, corporations, and individuals to cover the costs of staffing, debt service, and other program costs.

The rest of our costs are based upon past year expenditures, and anticipation of costs for our new facility, and will be funded by government, state, city, and county contracts, and fundraising from foundations, corporations, and individuals. The next largest amounts are for supplies (\$19,770), which include office, program, and staff expenses; fundraising event costs of \$9,890; and Professional fees for audits and attorney services - \$15,200, and Insurance -\$28,890. These are our largest expenses.

We are very lucky to be the recipient of many community in-kind donations, including volunteer hours, food, office and building supplies, hygienic products, and many others, valued at \$150,000 and above.

Board Authorization/Resolution	✓	Board Resolution
List of Board Members		
Federal Funding Accountability and Transparency Act Checklist	✓	FFATA Checklist with SAM info
download template		
Section 504 Disability and Non-Discrimination Employment Information	✓	Disability, Non-Discrimination Form
download template		
Liability Insurance Certificates (See instructions)		
Verification of Workers Compensation Insurance (See instructions)		
Automobile Insurance (See instructions)		
ADA Questionnaire	✓	ADA Questionnaire
download template		
W-9 (See instructions)		
Most Current Audit or Financial Statement (See instructions)		
Articles of Incorporation/Bylaws (See instructions)		

* ZoomGrants™ is not responsible for the content of uploaded documents.

Application ID: 129054

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Salt Lake County
Taylorsville, UT
Community Development
City of Taylorsville CDBG PY2019
12/14/2018 deadline

The Road Home

The Road Home Emergency Shelter & Supportive Services Program

Jump to: [Summary Questions](#) [CDBG Application](#) [Funding Sources and Budget](#) [Documents](#)

\$ 10,000.00 Requested

Submitted: 12/11/2018 5:10:31 PM (Pacific)

Project Contact

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meining@theroadhome.org, kkahn@theroadhome.org

The Road Home

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Telephone 801-359-4142

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Web www.theroadhome.org

Executive Director

Matthew Minkevitch
mminkevitch@theroadhome.org

Summary Questions [top](#)

1. What type of Agency are you?

- ☒ Private Non-Profit (501(c)(3))
- ☐ Private For Profit Organization
- ☐ Government/Public Organization
- ☐ Other, please explain:

2. How many years has your agency been in operation?

95

CDBG Application [top](#)

1. Describe the services your organization provides.

(mission statement, background, purpose, capacity, etc.).

The Road Home (TRH) began as the Traveler's Aid Society in 1923, and in 2001 we changed our name to better reflect our mission of helping people and families step out of homelessness in Salt Lake County. TRH has provided shelter services since 1986 and housing services since 1992. For 13 years TRH has adhered to a Housing First philosophy providing emergency shelter with low barriers to entry, targeted services, and supportive housing programs. Housing First is an evidence-based practice for moving households out of homelessness as quickly as possible, then providing housing-based,

client-driven supportive services to optimize stability. The National Alliance to End Homelessness notes, "The vast majority of homeless individuals and families fall into homelessness after a housing or personal crisis that led them to seek help from the homeless assistance system. For these families and individuals, the Housing First approach is ideal, as it provides them with assistance to find permanent housing quickly and without conditions. In turn, such clients of the homeless assistance networks need surprisingly little support or assistance to achieve independence, saving the system considerable costs." TRH provides refuge, relief, and resources aimed at making episodes of homelessness rare, brief, and non-recurring. Our services are critical to helping people get back on their feet after experiencing homelessness. Our FY18 data shows we served 11,849 unduplicated individuals in all of our programs, which include:

- Client engagement, to assist in securing bus tokens and vital documents needed for housing and employment, etc.
- Crisis emergency shelter
- Shelter and housing case management
- Housing programs

The Road Home (TRH) works to meet the immediate needs of people in short-term crises while helping them transition into housing as quickly as possible. Our robust Housing Program assists people to find, apply, and navigate the housing location process; case management to resolve issues and promote housing stability; as well as connecting people to other community supports. Since 2009, TRH has served as the central housing agency for all families experiencing homelessness in our community and who can be referred to our Housing Program. TRH Housing Program includes Permanent Supportive Housing as well as Rapid Re-housing, which moves individuals and families out of shelter and places them in permanent housing using a short-term subsidy. Rapid Re-housing resources include barrier debt elimination, application fees, deposit assistance, and/or tenant-based rental assistance tailored to the needs of each household for three months or more as needed to avoid a return to homelessness. In addition to families, Veterans and people experiencing chronic homelessness are also prioritized for housing. In FY18, TRH's Housing Program assisted 2,966 people with housing-related services.

2. Detailed Program Description

Briefly describe the project below. Include a listing of proposed activities, the number and population to be served, and other important details related to your proposed project.

Homelessness is not just about losing a home; it is about losing faith, family, and familiarity. Since 2005, The Road Home (TRH) has operated our community's Housing First, low-barrier crisis shelters, offering people who become homeless easy and immediate connection to services, including a place to sleep, showers, clothing, blankets, personal toiletries, access to laundry facilities, etc. We offer housing-focused shelter, which assumes that emergency shelter is not a destination but a process that leads back to housing as quickly as possible. Thus far, TRH has not needed a wait list and has historically had the capacity to serve each person seeking shelter at our Salt Lake Community Shelter for single men and women, as well as the Midvale Family Resource Center shelter for families with children, providing access 24 hours/day, 365 days/year. This coming year will be one of transition for our community, and TRH will continue to provide shelter at Midvale, while adding the new Men's Resource Center. After our downtown shelter closes, we will no longer serve single women. In FY18, TRH served 8,768 unduplicated individuals by providing over 425,000 shelter nights.

TRH data shows that the need for shelter continues for all populations, with a 106% increase in families, a 139% increase in single women, and a 36% increase in men over the past 10 years. Services and resources are available in TRH shelter, including case management to connect people with public benefits, substance abuse treatment, mental health assessment and treatment, job training and development, and housing assistance. Case managers work to identify individuals who are unable to leave shelter on their own. TRH FY18 data also shows that 60% of people received case management services at some point during their shelter stay. Current onsite resources are available, such as Valley Behavioral Health, the Department of Workforce Services, and the Veterans Administration, and we expect that additional partner resources will be available in the new Men's Resource Center when it opens.

3. Project/Program Address

List an address for the location(s) where services are being carried out (i.e., Address, City, State, Zip). If location(s) are yet to be determined, type, "N/A". If confidential, please type, "Confidential".

SL Community Shelter, 210 S. Rio Grande, SLC, UT 84101 - shelter/supportive services; Midvale Family Resource Center, 529 W. 9th Ave, Midvale, UT - shelter/supportive services; Men's Shelter 3380 S. 1000 West, S. SL, UT 84119 shelter/supportive services

4. Geographic area to be served:

Salt Lake County

5. Intended Use of Grant Funds

If funded, how will CDBG dollars be used to implement the proposed project/program? What will these funds pay for (be specific, for example: staff, construction costs, etc.)? Describe the proposal's cost-benefit effectiveness.

Awarded funding would be used to pay a portion of the salary, taxes, and benefits of one Client Advocate, essential front-line shelter staff and critical first points of contact. Client Advocates are needed 24 hours/day, 365 days/year. They help make shelter available to men, women, and families with children, including people formerly from Taylorsville, who are now experiencing homelessness while they work toward self-sufficiency. Client Advocates provide on-site monitoring of our shelter facility, including; greeting and providing clients with basic shelter information, assisting people with the check-in process, providing information and referrals to assessments and appropriate resources ensuring our shelter facilities remain safe and clean while people are treated with respect and dignity. Emergency shelter offers the critical safety net of temporary refuge to individuals and families with children as they endeavor to overcome homelessness, including former Taylorsville residents.

6. Program Goal

Identify the goals and objectives for the project. Include an outline of how these will be achieved.

Overall our goal is to provide shelter to meet the immediate needs of single men and women at our Salt Lake Community shelter until it closes, as well as families with children at our Midvale Family Resource Center, and single men at the new Men's Resource Center Shelter in South Salt Lake when it opens in 2019. Longer term, we aim to work alongside people as they rebuild their lives, supporting them to exit homelessness as quickly as possible and reestablish in housing in our community.

Service often begins with the temporary refuge of shelter. In shelter, people can access resources and address other needs, from the basics such as toiletries and a shower to more richly resourced opportunities like case management to help resolve issues that have led to their homeless crisis. Additionally, onsite and offsite connection to community partners' expertise also benefit people we shelter.

7. Will these CDBG funds be used to match/leverage other funds?

If yes, please explain how these funds will be leveraged. If none, please state "N/A" in the response.

N/A

8. Level of Service

Is the proposed service/capital improvement new or is it a continuing program/project? If the program/project is continuing, will there be an increase in the level of service?

- ☐ New program/project (a program operating for a year or less, or a capital improvement)
- ☐ Continuing program/project with an increased level of service
- ☒ Continuing program/project with the same level of service as provided in years prior

9. Need and Benefit

Please describe what need is being addressed and its relativity to the Taylorsville 2015-2019 Consolidated Plan. Use quantifiable data and cite your data sources in your response.

The Road Home Shelter and Supportive Services Program addresses the Taylorsville 2015-2019 Consolidated Plan's goal of providing access to crisis services for individuals and families with children who are homeless. The need is seen by the 2018 Utah Point in Time Count (PIT), which identified that 1,804 people were experiencing homelessness in Salt Lake County on a single night in January 2018. Additionally, The Road Home (TRH) experienced a new all-time-high single night total of 1,409 individuals in our shelters in December 2017. In FY18, TRH successfully sheltered a total of 8,768 unduplicated people by providing 425,031 nights of shelter.

Client origin information was removed from Homeless Management Information System (HMIS) data points for FY18, making population residency difficult. Due to this, FY17 Taylorsville residency percentages were applied against the FY18 total population to provide this data point to estimate that approximately 126 Taylorsville residents were provided shelter services. Individuals and families with children experiencing homelessness in our community are served by this program; all are low-income and face significant barriers to achieving housing stability. Many clients struggle with job loss, medical issues, limited education and job skills, or financial debt. The barriers to housing are complex and not easy to overcome. TRH data also shows that between FY13 and FY18, 60% of the people accessing The Road Home shelter stayed six weeks or less. Additionally, supportive services were received by 60% of all clients in shelter at some point during their stay in FY 18.

10. Consolidated Plan

Select a goal or goals from the City's 2015-2019 Consolidated Plan that would be advanced by the proposed project.

- ☐ Housing Opportunities
- ☒ Public Services
- ☐ Public Facility Improvements

11. Explain how this proposal meets identified community needs and addresses the goals of the Taylorsville City 2015-2019 Consolidated Plan.

See the Library Tab above for a copy of this Plan and the Taylorsville CDBG Overview for more information.

The Road Home's Shelter and Supportive Services aligns with the shared vision and outcomes of Taylorsville City 2015-2019 Consolidated Plan, as well as the Salt Lake County Collective Impact by providing:

- Lifesaving, housing-focused emergency shelter including showers, access to laundry, as well as offering donated personal toiletries, clothing, and food as available.
- Case management to develop client-driven housing plans, assistance in connecting to benefits, and other resources aimed at facilitating a faster return to community housing.
- Seeking and enlisting community partners' expertise to benefit our clients.
- In collaboration with Utah Community Action, supporting diversion services to explore safe alternatives to shelter whenever possible.
- Strengthening our community's coordinated entry process to facilitate access to homeless services regardless of a person's point of entry.
- Striving to meet the distinct needs of individual populations through our team devoted to: Veterans, families with children, and chronically homeless households, etc.
- Continuing to strengthen our community partnerships to better meet the needs of people experiencing domestic violence, transitional-aged youth, mental and behavioral health issues, etc.
- Using the best-practice of Trauma Informed Care, to help restore safety, choice, and empowerment for people we serve by understanding clients may have experienced significant trauma at some point in their lives that affects their responses. This approach enhances staff and client interactions and enables staff to support engagement and resilience for people impacted by trauma.
- Working closely with Department of Workforce Services on employment and job training services.

12. Select ONE objective that relates to your project.

(TIP: When selecting an objective, ask yourself, "What is the purpose of the activity? What is the larger community need that I am seeking to address?")

- ☒ Creating a Suitable Living Environment
- ☐ Providing Decent Affordable Housing
- ☐ Creating Economic Opportunities

13. Select any outcomes that relate to your project.

(TIP: When selecting an outcome, ask yourself, "What type of change or result am I seeking?")

- ☒ Making basic needs available/accessible to LMI persons
- ☐ Improving affordability to LMI persons
- ☐ Sustainability in the target area

14. Identify the National Objective your activity meets.

- ☒ Low/Moderate-Income Taylorsville Residents
- ☐ Prevents or Eliminates Slum/Blight Conditions
- ☐ Urgent Need (such as a natural disaster mitigation or response)

15. National Objective Criteria

Please select how your project will serve the low-moderate income (LMI) population. If you mark "Other", please describe. PROJECTS MUST MEET ONE OF THE NATIONAL OBJECTIVES TO BE ELIGIBLE FOR CDBG FUNDS.

- ☐ LOW AND MODERATE INCOME AREA (LMA) - An activity which benefits all residents in a particular area, where at least 51% of the residents are LMI persons.
- ☒ LIMITED CLIENTELE (LMC) - An activity which benefits a limited clientele where at least 51% of whom are LMI OR are generally presumed to principally LMI (e.e., abused children and spouses, elderly persons, adults with severe disabilities, etc.)
- ☐ HOUSING (LMH) - An activity for the purpose of providing or improving residential structures which, upon completion, will be occupied by at least 51% LMI households
- ☐ JOB CREATION/RETENTION (LMJ) - An activity designed to create/retain permanent jobs where at least 51% of positions will be made available or held by LMI persons (computed on an FTE equivalent basis; does not include

construction jobs)

☐ OTHER:

16. Population to be served:

(Youth, seniors, homeless, etc.)

Homeless

17. Total clients to be served:

We project we will shelter 7,516 individuals; estimated at women for 1 month at SLC until the new women's shelter opens, continued year-round operation of the Midvale Family, & serving single men at SLC & then transitioning to the new Men's Resource Ctr.

18. Total Taylorsville residents to be served:

126

19. Estimate the number of unduplicated persons OR households that will benefit from this proposal according to the Area Median Income (AMI) categories listed below.

Must benefit one (Persons or Households) not both. The system will automatically total the different categories.

125	Persons: 0 - 30% AMI
	Persons: 31 - 50% AMI
1	Persons: 51 - 80% AMI
	Persons: 80% AMI and higher
	Households: 0 - 30% AMI
	Households: 31 - 50% AMI
	Households: 51 - 80% AMI
	Households: 80% AMI and higher
126.00	TOTAL

20. Will the proposed project serve at least 51% low- to moderate-income Taylorsville residents?

☒ Yes

☐ No, explain: ,

☐ Don't know, explain: ,

21. List your projected outcomes and specific outcome measurements that will be used to show the project has made an impact on the identified needs and goals/objectives.

Include a description of the process for measuring outcomes, as well as specific supporting data or statistics. Indicate if outcomes are connected to an increase in the level of service.

The Road Home utilizes the Housing and Urban Development required Homeless Management Information System (HMIS), a data collection application managed by the State of Utah centrally for analysis. HMIS is a valuable resource capturing basic descriptive information from all homeless service providers in our community, allowing us to see service trends and usage. This high-quality data allows us to evaluate our programs and informs our decisions. It also contributes to collective information guiding national policies to address homelessness. Client information is collected and recorded at intake. HMIS assigns a unique identifier which permits de-duplication. As individuals meet with case management and housing resource staff, additional info is captured. For individuals in case managed programs, staff complete quarterly assessments to ensure we have accurate and timely data available for reporting. Exit data is self-reported and subject to a person's willingness to report, but we make every effort to verify this information. Data entered into HMIS allows us to measure, document, and report the number of people entering and exiting The Road Home shelter; justify that service/goods meet standard for basic need; the number of The Road Home shelter nights provided; and generally, where participants exit to, though this is self-reported and subject to a person's willingness to report this information.

Projected Outcomes & Outcome Measurement:

The estimated number of unduplicated persons from Taylorsville that will benefit from this proposal is 126. This is based on projected data of the number of people from Taylorsville that received emergency shelter in FY 2018. Outcomes for individuals experiencing homelessness include finding a critical place of refuge from living on the street and protected from the weather. The new resource model provides additional onsite partner agency resources. Clients can access resources and information, as well as case management, all aimed at helping clients successfully transition into housing. Recent data show that approximately 60% of all shelter clients receive some type of case management in addition to a nightly bed. Outcome measurement will be the number of people we provide shelter to as tracked in HMIS.

22. Eligibility Tracking

How is client income and demographic eligibility determined and documented? For example, intake forms, surveys, reports, census data (if available, upload examples in the Documents tab).

Intake staff meet with all clients upon program entry to collect required demographic information and to track program entry and exit dates using Utah's Homeless Management Information System (HMIS). Client information is self-reported, including prior residency. In case managed programs, case managers meet with clients regularly and record case notes, income, and employment updates, as well as information on progress and barriers towards housing goals. 100% of the population we serve are experiencing homelessness.

23. Program/Project Tracking

Describe your agency's record-keeping procedures in regards to tracking and monitoring program/project progress in compliance with HUD regulations. Does your agency plan to have separate staff members to manage and administer the project?

The Road Home (TRH) utilizes Utah's Homeless Management Information System (HMIS) to collect & record all client-level data, including data required by HUD. Client information is collected at intake and HMIS assigns a unique identifier which permits de-duplication. Agency staff maintain & update data in HMIS throughout a guest's stay for accurate tracking. TRH currently manages 19 separate federal pass-through contracts with 15 funding entities. Additionally, TRH's grant management team meets 2 times per month to discuss upcoming applications, progress towards meeting program outcomes, program expenditures, recent monitoring results, & reporting. TRH's grant management team includes leaders from the Accounting, Quality Assurance, Information Technology, Housing, Shelter Operations, Development, & Administration departments. We evaluate data to ensure quality & accuracy to quantify how many people utilize our services & trends in data to inform our decisions & planning.

24. Historical Outcomes (For continuing programs only)

Describe how your program/project has historically benefited Taylorsville residents and leveraged funding to maximize outcomes. Please provide specific data or statistics as support. Enter "N/A" for new programs/projects.

Support for our services has ensured that people identifying from Taylorsville have found refuge, relief, and resources at The Road Home shelter facilities when they have become homeless. In FY18, client origin information was removed from the Homeless Management Information System (HMIS) data points, making population residency difficult. Due to this, FY17 Taylorsville residency percentages were applied against the FY18 total population to provide this data point. Based on this, The Road Home estimates that it will provide 126 Taylorsville residents with emergency shelter services. TRH data also shows that in FY17, we provided 115 Taylorsville residents with shelter and supportive services.

25. Financial Tracking

Describe the procedures your agency will use to segregate and track CDBG funds from other agency funds. Describe your fiscal management system (financial reporting, record keeping, accounting systems, payment procedures, audit system, etc.).

The Road Home has extensive government grant administration experience, including administering funding from SAMHSA, SSFV, HUD, etc. Each government grant has a separate general ledger account in our Accounting system for revenue and each expense is coded to accounts unique to the grant. Our Accounting team follows all applicable regulations and Generally Accepted Accounting Principles. We have a Quality Assurance Team that closely monitors/audits program direct expenditures and data entry. This team is also responsible for reporting on the use of funds and grant outcomes.

26. Program/Project Budget

Under the Budget tab, please complete the sources and uses for this proposal.

☒ Yes, the Budget tab is complete.

27. Ongoing Sustainability

If funded, describe how you would continue to implement the project/program if CDBG funds are not available in future years. Enter "N/A" for one-time projects.

The Road Home employs a full-time Development Team that continually works to identify and develop new funding sources interested in our mission through a variety of revenue streams, including events, mailings, and grants to ensure continued operations.

28. Have you received Taylorsville CDBG funds in the past? If so, have you expended your funds within the program year? If no, explain.

☒ Yes

☐ No, explain:

29. Required Documents

Under the Documents tab, please upload the required documents.

☒ Yes, the required documents have been uploaded.

Funding Sources and Budget [top](#)

Funding Sources/Revenues	Requested	Awarded	Total
Taylorsville CDBG (this request)	\$ 10,000.00		\$ 10,000.00
Federal	\$ 155,799.00		\$ 155,799.00
State	\$ 1,575,467.00		\$ 1,575,467.00
Other City/County/Local government	\$ 749,883.00		\$ 749,883.00
Sandy City	\$ 12,000.00		\$ 12,000.00
City of West Jordan	\$ 12,000.00		\$ 12,000.00
Davis County	\$ 12,000.00		\$ 12,000.00
West Valley City	\$ 12,000.00		\$ 12,000.00
Private	\$ 3,711,814.00		\$ 3,711,814.00
Other:			\$ 0.00
Total	\$ 6,250,963.00	\$ 0.00	\$ 6,250,963.00

Funding Uses/Expenses	CDBG (this request)	Other Committed	Other Non-Committed	Total
Personnel (wages, salaries, benefits)	\$ 9,000.00		\$ 4,664,799.00	\$ 4,673,799.00
Contract Labor			\$ 202,223.00	\$ 202,223.00
Fundraising			\$ 16,884.00	\$ 16,884.00
Training/Dev/ Prof Fees/ Emp Travel/ Membership Dues/ Clients Services	\$ 0.00		\$ 53,379.00	\$ 53,379.00
Supplies/ Telephone/Utilities			\$ 559,476.00	\$ 559,476.00
Repairs/Maintenance/ Operational Expenses/Vehicles			\$ 218,529.00	\$ 218,529.00
Insurance/Specific Assistance			\$ 31,701.00	\$ 31,701.00
Indirect Costs	\$ 1,000.00		\$ 423,814.00	\$ 424,814.00
Security			\$ 16,013.00	\$ 16,013.00
Depreciation			\$ 11,900.00	\$ 11,900.00
Misc			\$ 42,245.00	\$ 42,245.00
Other:			\$ 0.00	\$ 0.00
Other:				\$ 0.00
Other:				\$ 0.00
Other:				\$ 0.00
Other:				\$ 0.00
Other:				\$ 0.00
Other:				\$ 0.00
Other:				\$ 0.00
Other:				\$ 0.00
Total	\$ 10,000.00	\$ 0.00	\$ 6,240,963.00	\$ 6,250,963.00

Funding Sources and Budget Narrative

The Road Home's annual budget is approved by our Board of Trustees.

Requested funding will support a portion of one client advocate staff at an average \$33,000 per year which includes salaries, taxes, and benefits that will be covered by this grant for 12 months. This is a frontline position greeting and providing shelter guests basic shelter information; assisting with the check-in process; providing information and referrals to assessments; and appropriate resources. FY20 is a year of transition as the new resource center is opened and this role in the Men's Resource Center shelter may have additional responsibilities not yet identified. We estimate that The Road Home will provide shelter to approximately 126 people from Taylorsville in FY20.

All other expenses as stated.

Documents [top](#)

Documents Requested *

Required? **Attached Documents ***

Board Authorization/Resolution	✓	TRH Board Authorization
List of Board Members		TRH Board of Trustees
Federal Funding Accountability and Transparency Act Checklist	✓	TRH FFATA
download template		
Section 504 Disability and Non-Discrimination Employment Information	✓	TRH 504
download template		
Liability Insurance Certificates (See instructions)		
Verification of Workers Compensation Insurance (See instructions)		
Automobile Insurance (See instructions)		
ADA Questionnaire	✓	TRH ADA
download template		
W-9 (See instructions)		
Most Current Audit or Financial Statement (See instructions)		
Articles of Incorporation/Bylaws (See instructions)		

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Application ID: 129014

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Salt Lake County
Taylorsville, UT
Community Development
City of Taylorsville CDBG PY2019
1/6/2019 deadline

Taylorsville City Taylorsville City Van Driver

Jump to: [Summary Questions](#) [CDBG Application](#) [Funding Sources and Budget](#) [Documents](#)

\$ 19,600.00 Requested

Submitted: 1/1/2019 9:23:20 AM (Pacific)

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United States

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Web Taylorsvilleut.gov

Mayor

Kristie Steadman-Overson
KOverson@Taylorsvilleut.gov

Summary Questions [top](#)

1. What type of Agency are you?

- ☐ Private Non-Profit (501(c)(3))
- ☐ Private For Profit Organization
- ☒ Government/Public Organization
- ☐ Other, please explain:

2. How many years has your agency been in operation?

19

CDBG Application [top](#)

1. Describe the services your organization provides.

(mission statement, background, purpose, capacity, etc.).

City of Taylorsville provides van service to seniors to the senior center with in the boundaries of Taylorsville. They will also take the from the center to go grocery shopping once a week. This affords seniors the opportunity to come socialize, learn, exercise and have a healthy meal.

2. Detailed Program Description

Briefly describe the project below. Include a listing of proposed activities, the number and population to be served, and other important details related to your proposed project.

The funds are used to pay salaries and the operation costs of the van. This affords seniors the opportunity to come socialize, learn, exercise and have a healthy meal. Also once a week they can go grocery shopping after lunch and then they are taken home.

3. Project/Program Address

List an address for the location(s) where services are being carried out (i.e., Address, City, State, Zip). If location(s) are yet to be determined, type, "N/A". If confidential, please type, "Confidential".

2600 Taylorsville Blvd, Taylorsville Ut 84129 and 4743 South Plymouthview Dr

4. Geographic area to be served:

Taylorsville

5. Intended Use of Grant Funds

If funded, how will CDBG dollars be used to implement the proposed project/program? What will these funds pay for (be specific, for example: staff, construction costs, etc.)? Describe the proposal's cost-benefit effectiveness.

Operation of the Senior Van providing rides to seniors who may not drive or may otherwise be home bound.. The moneys will pay salaries of the van driver and operating costs such as gas, oil, tires, etc.

6. Program Goal

Identify the goals and objectives for the project. Include an outline of how these will be achieved.
provide services to seniors

7. Will these CDBG funds be used to match/leverage other funds?

If yes, please explain how these funds will be leveraged. If none, please state "N/A" in the response.

The City will use general funds to pay any cost overrun in providing this service.

8. Level of Service

Is the proposed service/capital improvement new or is it a continuing program/project? If the program/project is continuing, will there be an increase in the level of service?

- ☐ New program/project (a program operating for a year or less, or a capital improvement)
- ☐ Continuing program/project with an increased level of service
- ☒ Continuing program/project with the same level of service as provided in years prior

9. Need and Benefit

Please describe what need is being addressed and its relativity to the Taylorsville 2015-2019 Consolidated Plan. Use quantifiable data and cite your data sources in your response.

provide services to seniors who are low-income within Taylorsville City boundaries

10. Consolidated Plan

Select a goal or goals from the City's 2015-2019 Consolidated Plan that would be advanced by the proposed project.

- ☐ Housing Opportunities
- ☒ Public Services
- ☐ Public Facility Improvements

11. Explain how this proposal meets identified community needs and addresses the goals of the Taylorsville City 2015-2019 Consolidated Plan.

See the Library Tab above for a copy of this Plan and the Taylorsville CDBG Overview for more information.

Provides services to seniors who for the most part are low-income the aging population in Taylorsville continues to grow in numbers as more and more Baby Boomers are turning 60 everyday. this service helps them to continue to stay active and engaged with others. the hope is they will stay healthier and less apt to end up in care facilities.

12. Select ONE objective that relates to your project.

(TIP: When selecting an objective, ask yourself, "What is the purpose of the activity? What is the larger community need that I am seeking to address?")

- ☒ Creating a Suitable Living Environment
- ☐ Providing Decent Affordable Housing
- ☐ Creating Economic Opportunities

13. Select any outcomes that relate to your project.

(TIP: When selecting an outcome, ask yourself, "What type of change or result am I seeking?")

- ☒ Making basic needs available/accessible to LMI persons

- ☐ Improving affordability to LMI persons
- ☐ Sustainability in the target area

14. Identify the National Objective your activity meets.

- ☒ Low/Moderate-Income Taylorsville Residents
- ☐ Prevents or Eliminates Slum/Blight Conditions
- ☐ Urgent Need (such as a natural disaster mitigation or response)

15. National Objective Criteria

Please select how your project will serve the low-moderate income (LMI) population. If you mark "Other", please describe.

PROJECTS MUST MEET ONE OF THE NATIONAL OBJECTIVES TO BE ELIGIBLE FOR CDBG FUNDS.

- ☐ LOW AND MODERATE INCOME AREA (LMA) - An activity which benefits all residents in a particular area, where at least 51% of the residents are LMI persons.
- ☒ LIMITED CLIENTELE (LMC) - An activity which benefits a limited clientele where at least 51% of whom are LMI OR are generally presumed to principally LMI (e.e., abused children and spouses, elderly persons, adults with severe disabilities, etc.)
- ☐ HOUSING (LMH) - An activity for the purpose of providing or improving residential structures which, upon completion, will be occupied by at least 51% LMI households
- ☐ JOB CREATION/RETENTION (LMJ) - An activity designed to create/retain permanent jobs where at least 51% of positions will be made available or held by LMI persons (computed on an FTE equivalent basis; does not include construction jobs)
- ☐ OTHER:

16. Population to be served:

(Youth, seniors, homeless, etc.)

City of Taylorsville

17. Total clients to be served:

30

18. Total Taylorsville residents to be served:

Seniors

19. Estimate the number of unduplicated persons OR households that will benefit from this proposal according to the Area Median Income (AMI) categories listed below.

Must benefit one (Persons or Households) not both. The system will automatically total the different categories.

10	Persons: 0 - 30% AMI
10	Persons: 31 - 50% AMI
10	Persons: 51 - 80% AMI
?	Persons: 80% AMI and higher
	Households: 0 - 30% AMI
	Households: 31 - 50% AMI
	Households: 51 - 80% AMI
	Households: 80% AMI and higher
30.00	TOTAL

20. Will the proposed project serve at least 51% low- to moderate-income Taylorsville residents?

- ☒ Yes
- ☐ No, explain: ,
- ☐ Don't know, explain: ,

21. List your projected outcomes and specific outcome measurements that will be used to show the project has made an impact on the identified needs and goals/objectives.

Include a description of the process for measuring outcomes, as well as specific supporting data or statistics. Indicate if outcomes are connected to an increase in the level of service.

Serving Seniors in the City of Taylorsville

22. Eligibility Tracking

How is client income and demographic eligibility determined and documented? For example, intake forms, surveys, reports, census data (if available, upload examples in the Documents tab).

Salt Lake County Aging Services uses a program called ServTracker which the senior fills out an application to which asks information on income and ethnicity. It is up to the senior to complete but can chose not to answer some of the information.

23. Program/Project Tracking

Describe your agency's record-keeping procedures in regards to tracking and monitoring program/project progress in compliance with HUD regulations. Does your agency plan to have separate staff members to manage and administer the project?

Record keeping is done on ServTracker and the City of Taylorsville has timesheets and tracks the cost of fuel and repairs.

24. Historical Outcomes (For continuing programs only)

Describe how your program/project has historically benefited Taylorsville residents and leveraged funding to maximize outcomes. Please provide specific data or statistics as support. Enter "N/A" for new programs/projects.

Since 202 Taylorsville has provided this service to the seniors of Taylorsville

25. Financial Tracking

Describe the procedures your agency will use to segregate and track CDBG funds from other agency funds. Describe your fiscal management system (financial reporting, record keeping, accounting systems, payment procedures, audit system, etc.).

The Financial Tracking is done by the City of Taylorsville. IDIS is done by Consultant.

26. Program/Project Budget

Under the Budget tab, please complete the sources and uses for this proposal.

☒ Yes, the Budget tab is complete.

27. Ongoing Sustainability

If funded, describe how you would continue to implement the project/program if CDBG funds are not available in future years. Enter "N/A" for one-time projects.

City of Taylorsville will use general funds to sustain program

28. Have you received Taylorsville CDBG funds in the past? If so, have you expended your funds within the program year? If no, explain.

☒ Yes

☐ No, explain:

29. Required Documents

Under the Documents tab, please upload the required documents.

☒ Yes, the required documents have been uploaded.

Funding Sources and Budget [top](#)

Funding Sources/Revenues	Requested	Awarded	Total
Taylorsville CDBG (this request)	\$ 19,600.00		\$ 19,600.00
Federal			\$ 0.00
State			\$ 0.00
County			\$ 0.00
Local City			\$ 0.00
Private			\$ 0.00
Other:			\$ 0.00
Other:			\$ 0.00
Other:			\$ 0.00
Other:			\$ 0.00
Total	\$ 19,600.00	\$ 0.00	\$ 19,600.00

Funding Uses/Expenses	CDBG (this request)	Other Committed	Other Non-Committed	Total
Personnel (wages, salaries, benefits)	\$ 15,600.00			\$ 15,600.00
Rent, Utilities				\$ 0.00
Operating Costs	\$ 3,000.00			\$ 3,000.00
Training/Development				\$ 0.00

Materials & Supplies				\$ 0.00
Operating Costs				\$ 0.00
Contracted Services				\$ 0.00
Indirect Costs				\$ 0.00
Other:				\$ 0.00
Other:				\$ 0.00
Other:				\$ 0.00
Other:				\$ 0.00
Other:				\$ 0.00
Other:				\$ 0.00
Other:				\$ 0.00
Other:				\$ 0.00
Other:				\$ 0.00
Other:				\$ 0.00
Other:				\$ 0.00
Other:				\$ 0.00
Other:				\$ 0.00
Total	\$ 18,600.00	\$ 0.00	\$ 0.00	\$ 18,600.00

Funding Sources and Budget Narrative

Cost of van driver salaries and fuel and repairs.

Documents [top](#)

Documents Requested *

Required? Attached Documents *

Board Authorization/Resolution



[Taylorsville Council](#)

List of Board Members

Federal Funding Accountability and Transparency Act Checklist



[FFATA](#)

[download template](#)

Section 504 Disability and Non-Discrimination Employment Information



[504](#)

[download template](#)

Liability Insurance Certificates (See instructions)

Verification of Workers Compensation Insurance (See instructions)

Automobile Insurance (See instructions)

ADA Questionnaire



[ADA](#)

[download template](#)

W-9 (See instructions)

Most Current Audit or Financial Statement (See instructions)

Articles of Incorporation/Bylaws (See instructions)

* ZoomGrants™ is not responsible for the content of uploaded documents.

Application ID: 132294

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Salt Lake County
Taylorsville, UT
Community Development
City of Taylorsville CDBG PY2019
12/14/2018 deadline

Family Support Center Family Support Center- Crisis and Trauma Clinical Services

Jump to: [Summary Questions](#) [CDBG Application](#) [Funding Sources and Budget](#) [Documents](#)

\$ 15,000.00 Requested

Submitted: 12/14/2018 11:15:00 AM (Pacific)

Project Contact

Laura Watts

laura.watts@familysupportcenter.org

Tel: 801-955-9110 x 109

Additional Contacts

none entered

Family Support Center

1760 W. 4805 S.
Taylorsville, UT 84129
United States

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Web www.familysupportcenter.org

Executive Director

Jeff Bird

Jeff.Bird@familysupportcenter.org

Summary Questions [top](#)

1. What type of Agency are you?

- ☒ Private Non-Profit (501(c)(3))
- ☐ Private For Profit Organization
- ☐ Government/Public Organization
- ☐ Other, please explain:

2. How many years has your agency been in operation?

41 years; Family Support Center began operations in 1977 and received its 501(c)3 status in 1985.

CDBG Application [top](#)

1. Describe the services your organization provides.

(mission statement, background, purpose, capacity, etc.).

The Family Support Center (FSC) is dedicated to strengthening families, providing education, resources, and support to alleviate stress and diffuse the possibility of domestic violence and abuse. Starting with the first Crisis Nursery in 1977, FSC has carefully changed, added, and expanded programs to meet the dynamic needs of the populations served and furthering their mission. FSC now provides an interconnected web of services including Crisis Nurseries, Counseling, Family Mentor, LifeStart Village, Adoption Respite and Education Classes (parenting, anger management etc). Last year, FSC served 2,976

unique individuals across the Salt Lake Valley and provided 61,174 hours of care, with 1,068 volunteers donating 12,744 hours of services. The target population served includes any family in crisis, without regard to race, gender or socioeconomic status. FSC statistics reveal approximately 90% of clients fall in the LMI Capacity. The organization serves the following counties: Salt Lake, Tooele, and Summit.

Individual Program Descriptions

- **Crisis Nurseries:** provide a respite for stressed/overwhelmed parents, and a "safe-haven" for children at risk of abuse or neglect. Parents needing a break can drop off their children, 11 years and under, for a few hours or in some locations up to 72 hours. The program is free of charge and provides a home-like environment including meals, extra clothes and nurturing caregivers.
- **Counseling Services:** individuals and families suffering from stress, anxiety, depression, trauma, low self-esteem and relationship problems can receive counseling to help rebuild their lives and move forward toward positive outcomes. Professional therapy is available for adults, and children six years of age and older.
- **Family Mentor:** inadequate parenting skills is the number one precursor to child abuse and/or neglect. This free in-home-parenting program provides parents with education, skills and tools necessary to provide a positive home environment for their children.
- **LifeStart Village:** provides safe, stable housing for homeless single adults and their children. This program-based housing requires adults to participate in education classes, life skills training, and case management, enabling families to become stable and self-sufficient.
- **Adoption Respite:** a government funded program, provides parents, with state- adopted children, a break. A para-professional will babysit the adopted children, as well as any other children residing in the home.

2. Detailed Program Description

Briefly describe the project below. Include a listing of proposed activities, the number and population to be served, and other important details related to your proposed project.

The mission of Family Support Center's (FSC) Clinical Department is to provide affordable mental health services that foster hope, healing, and resilience in individuals, couples, and families. A few years after the Crisis Nurseries were implemented, it became clear many of the parents using services rendered at the nurseries were in desperate need of mental health counseling. In 1979, clinical services were first offered by FSC and affordable mental health counseling options became accessible. Initial clinical services were available within the nurseries, and have since grown to their own location in Taylorsville and currently include individuals, couples, and family counseling, as well as psycho-educational classes such as anger-management, blended families, and parent education classes. Support groups are also available for survivors of domestic violence, adults molested as children and family members impacted by sexual abuse. Services are provided by licensed clinicians and overseen by a Clinical Director. FSC's Clinical Department services to 714 clients, including 5,289 counseling hours/sessions, 268 clients attending education classes, and 48 support group sessions (based on FY2017-2018 statistics).

According to Utah's 2017 Health Indicator Report, the current rate of self-reported depression in Utah is 22.5%, 3% higher than the rest of the nation. Women and low-income populations are at a significantly higher risk of experiencing mental illness. The same report revealed Taylorsville/Murray residents were also at an increased risk of depression, 27.6% of residents have been diagnosed with depression (Public Health Indicator Based Information System- IBIS : Utah's Public Health Data Resource).

3. Project/Program Address

List an address for the location(s) where services are being carried out (i.e., Address, City, State, Zip). If location(s) are yet to be determined, type, "N/A". If confidential, please type, "Confidential".

1760 West 4805 South, Taylorsville, Utah 84129

4. Geographic area to be served:

Taylorsville

5. Intended Use of Grant Funds

If funded, how will CDBG dollars be used to implement the proposed project/program? What will these funds pay for (be specific, for example: staff, construction costs, etc.)? Describe the proposal's cost-benefit effectiveness.

Funds will pay for salary, benefits and taxes for employees providing direct client clinical services. Funds will also pay staff salaries and supplies necessary for the community education classes provided at the Taylorsville location.

Link to Community Needs: Under the Public Services CDBG category, groups specifically presumed by HUD to be principally L/M income persons include: abused children, and battered spouses. FSC's Clinical Program provides services to this specific population.

An average clinical session costs \$100, and requested funds will pay for 150 hours of therapy for Taylorsville residents. The cost-benefit effectiveness of the \$15,000 request, equals a return of \$60,000. Numbers are based on a recent study, led by the World Health Organization. The study determined that in the U.S. for every \$1 invested in treatment leads to a return of \$4

in better health, and enhanced labor participation and productivity (published by Lancet Psychiatry on April 12, 2016).

6. Program Goal

Identify the goals and objectives for the project. Include an outline of how these will be achieved.

Family Support Center's primary goal for their Clinical Service programs are to reduce the risk and incidents of child abuse in Salt Lake County by providing care, educational resources and support to low-income and at-risk families. The primary population served are residents of Salt Lake, Tooele and Summit Counties. During the 2017-18 Fiscal Year, FSC provided counseling to 714 low-income, at-risk individuals, and served a total of 58 families. The majority of these patients have limited options to receive quality and affordable clinical services, yet are in desperate need for such services.

Program objectives

- Provide 4,000 hours of counseling sessions to individuals and families, struggling with depression, anxiety or other mental illness
- Implement quarterly education classes to at-risk families. Classes to include topics such as parenting, anger management, and blended family.
- Provide support groups to individuals and families in order to encourage and guide families through difficult times and experiences

Program outline

- Clinical services are available on a continuing basis, and interested parties can contact the Taylorsville Family Support Center.
- Support groups and classes are scheduled based on need.

7. Will these CDBG funds be used to match/leverage other funds?

If yes, please explain how these funds will be leveraged. If none, please state "N/A" in the response.

N/A It is not currently anticipated that funding from Taylorsville City CDBG will be part of a matching or leveraging agreement. If matched funding becomes available, FSC will update Taylorsville City.

8. Level of Service

Is the proposed service/capital improvement new or is it a continuing program/project? If the program/project is continuing, will there be an increase in the level of service?

- ☐ New program/project (a program operating for a year or less, or a capital improvement)
- ☐ Continuing program/project with an increased level of service
- ☒ Continuing program/project with the same level of service as provided in years prior

9. Need and Benefit

Please describe what need is being addressed and its relativity to the Taylorsville 2015-2019 Consolidated Plan. Use quantifiable data and cite your data sources in your response.

Utah was recently ranked as having one of the highest rates of mental illness in the nation, 3% higher than the nation as a whole. In addition Utah has a high rate of individuals without medical benefits, according to the US Census 16.7% of Salt Lake County and 12% of Tooele County residents are without health insurance. The average cost of mental health counseling ranges between \$120-\$150 per session/hour, a cost many without health insurance can simply not afford. Data from the Utah Department of Substance Abuse and Mental Health estimates that 2 out of 3 individuals with a known mental disorder do not seek help. Mental disorders is currently the most costly medical condition in the U.S. with spending at \$201 billion in 2013 (based on figures from the Centers for Medicaid and Medicare's National Health Expenditure Accounts).

Family Support Center's (FSC) Clinical Services program provides access to quality counseling at an affordable price. Services are provided at the Taylorsville location and available for residents in Salt Lake, Tooele and Summit Counties. The programs target population includes the priority populations addressed within the Taylorsville 2015-2019 Consolidated Plan specifically low income, mentally ill and victims of domestic violence.

10. Consolidated Plan

Select a goal or goals from the City's 2015-2019 Consolidated Plan that would be advanced by the proposed project.

- ☐ Housing Opportunities
- ☒ Public Services
- ☐ Public Facility Improvements

11. Explain how this proposal meets identified community needs and addresses the goals of the Taylorsville City 2015-2019 Consolidated Plan.

See the Library Tab above for a copy of this Plan and the Taylorsville CDBG Overview for more information.

Taylorsville City lists families with children, individuals, the mentally ill, and victims of domestic violence as priority populations for public services in the Taylorsville 2015-2019 Consolidated Plan. Family Support Center meets the mental health and community education needs of these sub-populations.

12. Select ONE objective that relates to your project.

(TIP: When selecting an objective, ask yourself, "What is the purpose of the activity? What is the larger community need that I am seeking to address?")

- ☐ Creating a Suitable Living Environment
- ☐ Providing Decent Affordable Housing
- ☒ Creating Economic Opportunities

13. Select any outcomes that relate to your project.

(TIP: When selecting an outcome, ask yourself, "What type of change or result am I seeking?")

- ☒ Making basic needs available/accessible to LMI persons
- ☐ Improving affordability to LMI persons
- ☐ Sustainability in the target area

14. Identify the National Objective your activity meets.

- ☒ Low/Moderate-Income Taylorsville Residents
- ☐ Prevents or Eliminates Slum/Blight Conditions
- ☐ Urgent Need (such as a natural disaster mitigation or response)

15. National Objective Criteria

Please select how your project will serve the low-moderate income (LMI) population. If you mark "Other", please describe.

PROJECTS MUST MEET ONE OF THE NATIONAL OBJECTIVES TO BE ELIGIBLE FOR CDBG FUNDS.

- ☐ LOW AND MODERATE INCOME AREA (LMA) - An activity which benefits all residents in a particular area, where at least 51% of the residents are LMI persons.
- ☒ LIMITED CLIENTELE (LMC) - An activity which benefits a limited clientele where at least 51% of whom are LMI OR are generally presumed to principally LMI (e.e., abused children and spouses, elderly persons, adults with severe disabilities, etc.)
- ☐ HOUSING (LMH) - An activity for the purpose of providing or improving residential structures which, upon completion, will be occupied by at least 51% LMI households
- ☐ JOB CREATION/RETENTION (LMJ) - An activity designed to create/retain permanent jobs where at least 51% of positions will be made available or held by LMI persons (computed on an FTE equivalent basis; does not include construction jobs)
- ☐ OTHER:

16. Population to be served:

(Youth, seniors, homeless, etc.)

Families with children, mentally-ill individuals, and victims of domestic violence

17. Total clients to be served:

700

18. Total Taylorsville residents to be served:

50

19. Estimate the number of unduplicated persons OR households that will benefit from this proposal according to the Area Median Income (AMI) categories listed below.

Must benefit one (Persons or Households) not both. The system will automatically total the different categories.

560	Persons: 0 - 30% AMI
140	Persons: 31 - 50% AMI
	Persons: 51 - 80% AMI
	Persons: 80% AMI and higher
	Households: 0 - 30% AMI
	Households: 31 - 50% AMI
	Households: 51 - 80% AMI
	Households: 80% AMI and higher
700.00	TOTAL

20. Will the proposed project serve at least 51% low- to moderate-income Taylorsville residents?

- ☒ Yes

- e No, explain: ,
- e Don't know, explain: ,

21. List your projected outcomes and specific outcome measurements that will be used to show the project has made an impact on the identified needs and goals/objectives.

Include a description of the process for measuring outcomes, as well as specific supporting data or statistics. Indicate if outcomes are connected to an increase in the level of service.

Clinical reports are created monthly and reviewed by Family Support Center's Clinical Director and Executive Director.

Program Outcomes:

- 75% of clients show a decrease in depression and anxiety symptoms
- 50% of clients report the initial crisis or reason for needing services has been resolved or mitigated.
- 80% of clients report an increase of quality of life after receiving counseling and/or education classes
- 60% of clients demonstrate an increase in the ability to handle life and family situations
- 50% of clients report an increase in satisfaction within family relationships

These numbers are anticipated whether there is an increase in numbers served or not.

22. Eligibility Tracking

How is client income and demographic eligibility determined and documented? For example, intake forms, surveys, reports, census data (if available, upload examples in the Documents tab).

As a client begins service, FSC requires and reviews 2 months of current pay stubs, or tax forms to verify income. If the client claims to be unemployed, they are asked to bring in proof of unemployment, or proof of other income such as child support, alimony, TANF, disability or SSI.

23. Program/Project Tracking

Describe your agency's record-keeping procedures in regards to tracking and monitoring program/project progress in compliance with HUD regulations. Does your agency plan to have separate staff members to manage and administer the project?

FSC has operated continually since 1977. The agency has been awarded funding by a variety of public and private sources including renewable government contracts with the Utah State Department of Children and Family Services and the Utah State Nutrition program. Additionally, FSC has received contracts from Sandy City, West Valley City, Department of Workforce Services and Department of Human Services. FSC has extensive experience with administering both public and private funding. They have never experienced difficulty meeting the project requirements or the timeframe for fund expenditure.

24. Historical Outcomes (For continuing programs only)

Describe how your program/project has historically benefited Taylorsville residents and leveraged funding to maximize outcomes. Please provide specific data or statistics as support. Enter "N/A" for new programs/projects.

Measures of success: Last year, Family Support Center's Clinical Department provided services to 714 clients, including 5,289 counseling hours/sessions, 268 clients attending education classes, and 48 support group sessions (based on FY2017-2018 statistics).

FSC received \$10,550 from the Taylorsville CDBG for the 2018-2019 FY. During the first quarter alone, FSC provided 11 Taylorsville residents with a total of 40 clinical sessions. FSC is on track to provide a total of 105 sessions during this fiscal year, and expects to run out of CDBG funds by February 2019. The need is great.

25. Financial Tracking

Describe the procedures your agency will use to segregate and track CDBG funds from other agency funds. Describe your fiscal management system (financial reporting, record keeping, accounting systems, payment procedures, audit system, etc.).

Family Support Center (FSC) uses the Accounting System called CYMA. CYMA is a sophisticated accounting system allowing detailed program accounts to be associated with all income and expenses in every cost center set-up.

FSC is able to track specific funding sources with specific expenses related to the program or job. All income and expenses must be assigned to a program in Payroll, Accounts Payable and Accounts Receivable.

CYMA is able to produce all desired reports in order to comply with Federal and State regulations.

26. Program/Project Budget

Under the Budget tab, please complete the sources and uses for this proposal.

- ✓ Yes, the Budget tab is complete.

27. Ongoing Sustainability

If funded, describe how you would continue to implement the project/program if CDBG funds are not available in future years.

Enter "N/A" for one-time projects.

Family Support Center (FSC) prides itself on having a diverse blend of funding sources. As such, funding for our clinical services is provided by federal and state contracts, as well as private foundations and corporate donors. If funding from Taylorsville CDBG were not available, FSC would attempt to balance with funds from other sources. If that is not possible, FSC would be forced to look at a reduction in the availability of times and services offered.

28. Have you received Taylorsville CDBG funds in the past? If so, have you expended your funds within the program year? If no, explain.

☒ Yes

☐ No, explain:

29. Required Documents

Under the Documents tab, please upload the required documents.

☒ Yes, the required documents have been uploaded.

Funding Sources and Budget [top](#)

Funding Sources/Revenues	Requested	Awarded	Total
Taylorsville CDBG (this request)	\$ 15,000.00	\$ 0.00	\$ 15,000.00
Federal			\$ 0.00
State		\$ 25,000.00	\$ 25,000.00
County			\$ 0.00
Local City			\$ 0.00
Private	\$ 0.00	\$ 0.00	\$ 0.00
Other:In Kind donations and Volunteer Services	\$ 30,000.00		\$ 30,000.00
Other:Client Fees/Insurance	\$ 45,000.00	\$ 185,000.00	\$ 230,000.00
Other:			\$ 0.00
Other:			\$ 0.00
Total	\$ 90,000.00	\$ 210,000.00	\$ 300,000.00

Funding Uses/Expenses	CDBG (this request)	Other Committed	Other Non-Committed	Total
Personnel (wages, salaries, benefits)	\$ 13,500.00	\$ 179,000.00	\$ 1,000.00	\$ 193,500.00
Rent, Utilities-Total Space Cost		\$ 15,000.00	\$ 5,000.00	\$ 20,000.00
Operating Costs - All other expenses not listed		\$ 6,000.00	\$ 8,950.00	\$ 14,950.00
Training/Development			\$ 1,900.00	\$ 1,900.00
Materials & Supplies			\$ 2,150.00	\$ 2,150.00
Operating Costs -				\$ 0.00
Contracted Services-CPA Audit/Prof Fees			\$ 2,500.00	\$ 2,500.00
Indirect Costs				\$ 0.00
Other: Administrative Salaries and Benefits	\$ 1,500.00	\$ 10,000.00	\$ 23,500.00	\$ 35,000.00
Other: Volunteer Serv/In Kind Donations, etc.	\$ 0.00		\$ 30,000.00	\$ 30,000.00
Other:				\$ 0.00
Other:				\$ 0.00
Other:				\$ 0.00
Other:				\$ 0.00
Other:				\$ 0.00
Other:				\$ 0.00
Other:				\$ 0.00
Other:				\$ 0.00
Other:				\$ 0.00
Total	\$ 15,000.00	\$ 210,000.00	\$ 75,000.00	\$ 300,000.00

Funding Sources and Budget Narrative

Funding Sources -

Awarded amounts come from DHS Counseling Contract and Optum(Medicaid contract).

Requested amounts come from client fees and donations and volunteer time to our Counseling Program.

Expenses -

Personnel(wages, salaries, benefits) - These represent all direct services salaries/wages to provide mental health care, along with benefits which include payroll taxes, workers comp and unemployment insurance, Insurances - (Health, Dental, Vision and Supplemental) and 401k benefits.

Rent, Utilities - This includes - Depreciation, Building Repair/Maint., Prop/Lia Insurance, Electricity, Gas, Water, Telephone and Shipping expenses.

Operating Costs - This includes all other expenses related to counseling offices - (Advertising, Printing/Copying, Equip. purchase, rent/lease, Equip repair/maint., Licenses/Permits, Books/Publications, Mileage, Contract Labor, Drug Testing and Miscellaneous).

Training/Development - Includes training materials cost and workshops/seminars expense.

Materials and Supplies - Consists of Program and Office supplies.

Contracted Services - Annual CPA audit and Bank Charges.

Administrative Salaries/Benefits - This is a portion of salaries from Executive Director, Finance Manager and HR representative that apply to Counseling Services only. This also includes benefits as listed in above Personnel and benefits.

Volunteer Services - This represents the cost of volunteer services (BS and Masters degree students).

Documents [top](#)

Documents Requested *	Required?	Attached Documents *
Board Authorization/Resolution	✓	Board Authorization Letter
		IRS Letter
List of Board Members		Board List
Federal Funding Accountability and Transparency Act Checklist download template	✓	FFATA Checklist
Section 504 Disability and Non-Discrimination Employment Information download template	✓	Section 504
Liability Insurance Certificates (See instructions)		
Verification of Workers Compensation Insurance (See instructions)		
Automobile Insurance (See instructions)		
ADA Questionnaire download template	✓	ADA Questionnaire
W-9 (See instructions)		
Most Current Audit or Financial Statement (See instructions)		
Articles of Incorporation/Bylaws (See instructions)		

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Salt Lake County
Taylorsville, UT
Community Development
City of Taylorsville CDBG PY2019
12/20/2018 deadline

Tri-Park Services Inc Taylorsville Food Pantry

Jump to: [Summary Questions](#) [CDBG Application](#) [Funding Sources and Budget](#) [Documents](#)

\$ 18,200.00 Requested

Submitted: 12/20/2018 9:16:43 PM (Pacific)

Project Contact

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Additional Contacts

none entered

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Salt Lake City, UT 84157

Telephone 801-243-2906

Fax

Web taylorsvillefoodpantry.org

President

Morris Pratt

morriskpratt@gmail.com

Summary Questions [top](#)

1. What type of Agency are you?

- ☒ Private Non-Profit (501(c)(3))
- ☐ Private For Profit Organization
- ☐ Government/Public Organization
- ☐ Other, please explain:

2. How many years has your agency been in operation?

Since 2004

CDBG Application [top](#)

1. Describe the services your organization provides.

(mission statement, background, purpose, capacity, etc.).

Provide food to less fortunate residents of Taylorsville.

2. Detailed Program Description

Briefly describe the project below. Include a listing of proposed activities, the number and population to be served, and other important details related to your proposed project.

Ongoing operation of the Taylorsville Food Pantry.

3. Project/Program Address

List an address for the location(s) where services are being carried out (i.e., Address, City, State, Zip). If location(s) are yet to be determined, type, "N/A". If confidential, please type, "Confidential".

4775 South Plymouth View Dr. Taylorsville, Utah 84123

4. Geographic area to be served:

City of Taylorsville - Utah

5. Intended Use of Grant Funds

If funded, how will CDBG dollars be used to implement the proposed project/program? What will these funds pay for (be specific, for example: staff, construction costs, etc.)? Describe the proposal's cost-benefit effectiveness.

Volunteer Salaries, office and warehouse supplies, telephone, website and other administrative expenses. Equipment replacement as needed.

6. Program Goal

Identify the goals and objectives for the project. Include an outline of how these will be achieved.

Continue to assist those less fortunate residents of Taylorsville City through operation and distribution of food through the Taylorsville Food Pantry.

7. Will these CDBG funds be used to match/leverage other funds?

If yes, please explain how these funds will be leveraged. If none, please state "N/A" in the response.

No.

8. Level of Service

Is the proposed service/capital improvement new or is it a continuing program/project? If the program/project is continuing, will there be an increase in the level of service?

- ☐ New program/project (a program operating for a year or less, or a capital improvement)
- ☐ Continuing program/project with an increased level of service
- ☒ Continuing program/project with the same level of service as provided in years prior

9. Need and Benefit

Please describe what need is being addressed and its relativity to the Taylorsville 2015-2019 Consolidated Plan. Use quantifiable data and cite your data sources in your response.

Providing food to low income residents.

10. Consolidated Plan

Select a goal or goals from the City's 2015-2019 Consolidated Plan that would be advanced by the proposed project.

- ☐ Housing Opportunities
- ☒ Public Services
- ☐ Public Facility Improvements

11. Explain how this proposal meets identified community needs and addresses the goals of the Taylorsville City 2015-2019 Consolidated Plan.

See the Library Tab above for a copy of this Plan and the Taylorsville CDBG Overview for more information.

Helps low income residents in need.

12. Select ONE objective that relates to your project.

(TIP: When selecting an objective, ask yourself, "What is the purpose of the activity? What is the larger community need that I am seeking to address?")

- ☒ Creating a Suitable Living Environment
- ☐ Providing Decent Affordable Housing
- ☐ Creating Economic Opportunities

13. Select any outcomes that relate to your project.

(TIP: When selecting an outcome, ask yourself, "What type of change or result am I seeking?")

- ☒ Making basic needs available/accessible to LMI persons
- ☐ Improving affordability to LMI persons
- ☐ Sustainability in the target area

14. Identify the National Objective your activity meets.

- ☒ Low/Moderate-Income Taylorsville Residents
- ☐ Prevents or Eliminates Slum/Blight Conditions
- ☐ Urgent Need (such as a natural disaster mitigation or response)

15. National Objective Criteria

Please select how your project will serve the low-moderate income (LMI) population. If you mark "Other", please describe.
PROJECTS MUST MEET ONE OF THE NATIONAL OBJECTIVES TO BE ELIGIBLE FOR CDBG FUNDS.

- ☒ LOW AND MODERATE INCOME AREA (LMA) - An activity which benefits all residents in a particular area, where at least 51% of the residents are LMI persons.
- ☐ LIMITED CLIENTELE (LMC) - An activity which benefits a limited clientele where at least 51% of whom are LMI OR are generally presumed to principally LMI (e.e., abused children and spouses, elderly persons, adults with severe disabilities, etc.)
- ☐ HOUSING (LMH) - An activity for the purpose of providing or improving residential structures which, upon completion, will be occupied by at least 51% LMI households
- ☐ JOB CREATION/RETENTION (LMJ) - An activity designed to create/retain permanent jobs where at least 51% of positions will be made available or held by LMI persons (computed on an FTE equivalent basis; does not include construction jobs)
- ☐ OTHER:

16. Population to be served:

(Youth, seniors, homeless, etc.)

Seniors, fixed income, low income, homeless

17. Total clients to be served:

1200-1600

18. Total Taylorsville residents to be served:

1200-1600

19. Estimate the number of unduplicated persons OR households that will benefit from this proposal according to the Area Median Income (AMI) categories listed below.

Must benefit one (Persons or Households) not both. The system will automatically total the different categories.

300	Persons: 0 - 30% AMI
600	Persons: 31 - 50% AMI
300	Persons: 51 - 80% AMI
200	Persons: 80% AMI and higher
	Households: 0 - 30% AMI
	Households: 31 - 50% AMI
	Households: 51 - 80% AMI
	Households: 80% AMI and higher
1,400.00	TOTAL

20. Will the proposed project serve at least 51% low- to moderate-income Taylorsville residents?

- ☒ Yes
- ☐ No, explain: ,
- ☐ Don't know, explain: ,

21. List your projected outcomes and specific outcome measurements that will be used to show the project has made an impact on the identified needs and goals/objectives.

Include a description of the process for measuring outcomes, as well as specific supporting data or statistics. Indicate if outcomes are connected to an increase in the level of service.

We keep records of who receives help, when they receive it. We know income level, status, ethnicity and other required data.

22. Eligibility Tracking

How is client income and demographic eligibility determined and documented? For example, intake forms, surveys, reports, census data (if available, upload examples in the Documents tab).

Intake forms, application, client provided documents.

23. Program/Project Tracking

Describe your agency's record-keeping procedures in regards to tracking and monitoring program/project progress in compliance with HUD regulations. Does your agency plan to have separate staff members to manage and administer the project?

This is kept track of with a program written for our industry.

24. Historical Outcomes (For continuing programs only)

Describe how your program/project has historically benefited Taylorsville residents and leveraged funding to maximize outcomes. Please provide specific data or statistics as support. Enter "N/A" for new programs/projects. See past year reports.

25. Financial Tracking

Describe the procedures your agency will use to segregate and track CDBG funds from other agency funds. Describe your fiscal management system (financial reporting, record keeping, accounting systems, payment procedures, audit system, etc.).

Use of Quickbooks accounting software.

26. Program/Project Budget

Under the Budget tab, please complete the sources and uses for this proposal.

☒ Yes, the Budget tab is complete.

27. Ongoing Sustainability

If funded, describe how you would continue to implement the project/program if CDBG funds are not available in future years. Enter "N/A" for one-time projects.

We rely on this funding to operate, but do receive a limited amount of other private funding/donations.

28. Have you received Taylorsville CDBG funds in the past? If so, have you expended your funds within the program year? If no, explain.

☒ Yes

☐ No, explain:

29. Required Documents

Under the Documents tab, please upload the required documents.

☒ Yes, the required documents have been uploaded.

Funding Sources and Budget [top](#)

Funding Sources/Revenues	Requested	Awarded	Total
Taylorsville CDBG (this request)	\$ 18,200.00		\$ 18,200.00
Federal			\$ 0.00
State			\$ 0.00
County			\$ 0.00
Local City			\$ 0.00
Private			\$ 0.00
Other:			\$ 0.00
Other:			\$ 0.00
Other:			\$ 0.00
Other:			\$ 0.00
Total	\$ 18,200.00	\$ 0.00	\$ 18,200.00

Funding Uses/Expenses	CDBG (this request)	Other Committed	Other Non-Committed	Total
Personnel (wages, salaries, benefits)	\$ 13,000.00		\$ 1,000.00	\$ 14,000.00
Rent, Utilities				\$ 0.00
Operating Costs	\$ 4,000.00			\$ 4,000.00
Training/Development				\$ 0.00
Materials & Supplies				\$ 0.00
Operating Costs	\$ 1,200.00		\$ 2,000.00	\$ 3,200.00
Contracted Services				\$ 0.00
Indirect Costs				\$ 0.00
Other:				\$ 0.00

Other:				\$ 0.00
Other:				\$ 0.00
Other:				\$ 0.00
Other:				\$ 0.00
Other:				\$ 0.00
Other:				\$ 0.00
Other:				\$ 0.00
Other:				\$ 0.00
Other:				\$ 0.00
Other:				\$ 0.00
Other:				\$ 0.00
Other:				\$ 0.00
Total	\$ 18,200.00	\$ 0.00	\$ 3,000.00	\$ 21,200.00

Funding Sources and Budget Narrative

We use the majority of funding to cover small volunteer wages, telephone, food bank software, website and related items. Equipment replacement as needed.

We use other private donations to pay for items not covered under CDBG.

Documents [top](#)

Documents Requested *

Required? Attached Documents *

Board Authorization/Resolution



[Resolution](#)

List of Board Members

Federal Funding Accountability and Transparency Act Checklist



[FFATA](#)

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Section 504 Disability and Non-Discrimination Employment Information



[Section 504](#)

[download template](#)

Liability Insurance Certificates (See instructions)

Verification of Workers Compensation Insurance (See instructions)

Automobile Insurance (See instructions)

ADA Questionnaire



[ADA](#)

[download template](#)

W-9 (See instructions)

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Articles of Incorporation/Bylaws (See instructions)

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