

CITY OF DAVIS

2008-2009 COMMUNITY DEVELOPMENT BLOCK GRANT APPLICATION

Organization Name: City of Davis Community Mediation & Fair Housing Services

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Total Amount Requested: \$35,000

On-going Support New Project

CDBG Eligible Category: City Administration - Fair Housing

National Objective Compliance/Low and Moderate Income Benefit: Area Benefit

City Council Identified Critical Needs

- Compliance with federal funding requirements.

Beneficiary Information:

Fair Housing Administration is an activity required as part of the Community Development Block Grant and HOME programs. Thus, these activities will not be scored in terms of need and benefit per low-income resident.

PROJECT NARRATIVE

a. Need

The City of Davis Community Mediation & Fair Housing Services Program addresses significant needs of Davis residents while ensuring the City's compliance with the requirements of the Community Development Block Grant (CDBG) and Housing Investment Partnership Program (HOME). The primary services provided by Community Mediation & Fair Housing Services are: 1) Education and outreach about fair housing and tenant/landowner issues; 2) Fair housing complaint intake, mediation, investigation, assessment and referral; and 3) Assessment of barriers to fair housing choice 4) Monitoring sub grantee compliance with fair employment and housing guidelines and regulations. During the 2007-2008 fiscal year Community Mediation & Fair Housing Services has achieved several significant accomplishments:

- Conducted intake, assessment, consultation, referral and mediation of over 400 new mediation and fair housing cases during the first six months of fiscal year 2007-08.
- Conducted one Fair Housing Training Seminar for renters and rental housing providers.
- Provided facilitation services and conflict resolution technical assistance to non-profit community organizations and tenant groups.
- Initiated Mediation and Fair Housing program evaluation.
- Conducted one 32-hour Community Mediator Training Program resulting in 19 new volunteer mediators.
- Participated in community outreach and education events including UCD Housing Expo and Chamber Day on the Quad.

b. Benefit

The proposed services and activities will largely benefit very low, low, and moderate-income households. Low-income and fixed-income families are most vulnerable in these situations as they lack the resources to finance necessary repairs themselves or to move to other housing. Low income and fixed income households will benefit most from the information and housing counseling provided by Community Mediation & Fair Housing Services staff.

Individuals on fixed incomes such as many who are elderly or disabled will benefit from information and assistance related to various issues including: requests for reasonable accommodations and modifications, guidelines for ensuring accessibility, information to property managers about specific housing needs of disabled individuals, and individualized assistance with filing and resolving fair housing complaints. By providing information in different formats and on the City's web page, on audiotapes, on the telephone and in person, Davis residents will benefit from increased access to services and information.

Community Mediation & Fair Housing Services will focus on expanding its capacity to help federally protected classes learn more about recognition and prevention of housing discrimination. The proposed fair housing activities are designed to enhance and continue to provide needed services to Davis residents while fulfilling the City's obligation to affirmatively further fair housing.

c. Other Resources and Collaboration

The City of Davis Mediation & Fair Housing Services program is the primary provider of mediation-based fair housing services in Yolo County. Through the mediation-based fair housing services, the City successfully maximizes use of limited resources while providing appropriate and

necessary services to the public. Community volunteers are a vital component of our program as they provide most of the direct mediation services in all fair housing and tenant/landowner cases mediated through our program. Volunteers also serve as ambassadors for the program and provide a critical link for information related to community needs. Community Mediation & Fair Housing Services complements the services provided by legal services and other social and support service providers in Yolo County.

Our mediation-based fair housing services are well recognized and individuals are referred for assistance by a variety of community organizations and City and County offices. City and County offices represent the primary referral sources of individuals seeking our services including Social Services, law enforcement agencies, code compliance and enforcement departments, UCD student groups, Yolo County Superior Court and City and County government officials.

The City's Fair Housing program will collaborate with local legal professionals to provide fair housing education to Davis residents and to provide program staff with technical assistance with assessment of fair housing cases.

d. Organizational Capacity

The City's Mediation & Fair Housing Services staff skillfully develops and implements procedures for effective fair housing case management and analysis. The program functions within the Parks and Community Services Department. Community Mediation & Fair Housing Services has over fifteen years of experience handling fair housing issues and enjoys the support of community volunteers who contribute their time and skills in the provision of mediation services. As the primary provider of mediation-based fair housing services in Yolo County, our program is capable of continuing to meet the fair housing needs of Davis residents. In order to increase accessibility, all our services are provided in English and Spanish and can be easily accessible by telephone, internet and in person.

SCOPE OF SERVICES

Project Description

FAIR HOUSING SERVICES: There are five categories of fair housing services proposed for the 2008-2009 program year.

- **Respond to Resident Inquiries:** Program staff will respond to all inquiries regarding illegal housing discrimination based on race, sex, national origin, familial status, physical and mental disability, religion, and all other arbitrary forms of discrimination as defined in state, federal and local laws.
- **Complaint Investigation, Assessment and Referral:** Program staff will evaluate and conduct preliminary investigations of all housing discrimination complaints submitted by Davis residents. When an investigation shows evidence of illegal housing practices or policies, program staff will refer cases to Department of Housing and Urban Development and Housing and Urban Development Department for enforcement and conduct case follow up activities as needed.
- **Education and Training:** Various community education methods will be employed to increase public awareness of the laws and issues surrounding fair housing. These methods will include: tester training workshops, fair housing workshops and seminars, outreach activities at community events, and speaking appearances before appropriate groups and organizations.
- **Technical Assistance:** Fair Housing services staff will work with CDBG and HOME grantees to ensure compliance with fair employment and housing regulations.
- **Mediation Services:** Mediation services will be offered in Spanish and English in all appropriate cases.

- **Fair Housing Administration:** Fair Housing Services staff works will participate in implementation of monitoring systems to ensure City and sub grantee compliance with all CDBG and HOME funded activities and programs.

TENANT/LAND-OWNER DISPUTE RESOLUTION:

- **Information and Referral:** Fair housing and related information and referral will be provided in English and Spanish upon request, on the telephone, by mail and in person.
- **Mediation Services:** Mediation will be offered in Spanish and English in all appropriate cases.
- **Community Education and Outreach:** Various community education and outreach methods will be employed to increase public awareness of fair housing and tenant/landowner rights and responsibilities. Some of the methods include participation in community events, production and distribution of printed educational materials, and training events.

Target Group

Low, very low and moderate-income households are the target population for the proposed activities. In addition, program staff assists community groups and organizations that provide services to low income households.

Outreach

Special efforts will continue to implement an outreach campaign designed to educate limited English-speaking residents about laws against housing discrimination. Using its resource network of community and civil rights organizations, agencies and churches, along with bilingual media contacts and written materials, Community Mediation & Fair Housing Services will provide fair housing information to individuals isolated by language barriers. In addition, staff will present at least one fair housing workshop focused on informing individuals about fair housing laws and remedies.

PERFORMANCE SCHEDULE Work Plan

| Type of Activity/Service | Completion Date |
|---|-------------------------------|
| Conduct fair housing case intake and assessments, investigations and referrals. | Ongoing through June 30, 2009 |
| Provide conciliation, consultation and mediation services. | Ongoing through June 30, 2009 |
| Provide fair housing and tenant/landowner information and referral services on request. | Ongoing through June 30, 2009 |
| Participate in UCD Housing Day Expo | February, 2009 |
| Participate in Celebrate Davis! community outreach event | May, 2009 |
| Conduct 1 fair housing training workshop for rental property managers and residents. | April, 2009 |
| Conduct 1 fair housing training workshop for first-time renters. | October, 2008 |
| Complete Mediation and Fair Housing program evaluation | June 30, 2009 |

PERFORMANCE MEASUREMENTS

| ACTIVITY | INDICATOR | OUTCOME |
|---|--|---|
| Implement fair housing public education events. | A minimum of 25 housing provider organizations will participate in fair housing seminars. | Improved knowledge and adherence to fair housing laws and practices which leads to prevention of fair housing violations. |
| | A minimum of 400 low income housing consumers will receive fair housing information and information and referral assistance. | Residents gain improved knowledge of fair housing rights and responsibilities. |

BUDGET SUMMARY FOR PROPOSED PROJECT

| Budget Category | Proposed Project CDBG Portion | Other Sources | Total |
|---|--|--------------------------|-----------------|
| A. Salaries and Wages/Benefits | 25,000 | | 25,000 |
| <i>TOTAL PERSONNEL BUDGET</i> | \$25,000 | | \$25,000 |
| D. Office Rent E. Utilities F. Telephone G. Office Supplies/equipment H. Equipment I. Printing/Duplication J. Travel/Conferences K. Other (Specify) Contract Services – Legal | 10,000 | | 10,000 |
| <i>TOTAL NON-PERSONNEL BUDGET</i> | 10,000 | | 10,000 |
| TOTAL PROJECT BUDGET | \$35,000 | | \$35,000 |