

**CITY OF DAVIS**  
**2010-2011 COMMUNITY DEVELOPMENT BLOCK GRANT APPLICATION**

**Organization Name: DAVIS COMMUNITY MEALS**

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(Be sure to list the **best contact** to get information to the organization as quickly as possible.)

**Total Proposal Request: \$22,000.00**

(Check One) X On-going Support \_\_\_\_\_ New Project \_\_\_\_\_

**CDBG Eligible Category:** Public Service  
(See List A)

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

**City Council Identified Critical Needs:** (See List C)

- 1) Homeless Services
- 2) Hunger Services
- 3) \_\_\_\_\_

PUBLIC SERVICE X

NON-PUBLIC SERVICE \_\_\_\_\_

**Beneficiary Information:**

1558 Total number of beneficiaries in program  
755 Total number of beneficiaries in program served with CDBG funds  
100% Percentage of the CDBG beneficiaries with low/moderate income  
\$29.13 Cost per CDBG beneficiary (CDBG Request/CDBG Beneficiaries)

## **Project Narrative**

### **a. Need**

Davis Community Meals (DCM) provided 7,056 meals to 426 unduplicated low-income and homeless individuals and families in 2009. DCM also operates a year-round emergency shelter, transitional housing programs, permanent supportive housing and day shelter/resource centers. In 2009, our emergency shelter and transitional housing program for adult men and women at 1111 H Street provided overnight accommodations to 123 unduplicated individuals who spent a total of 5,167 bed nights in the shelter. Our Family Transitional Housing Program provided housing to 14 families during 2009. The families consisted of 14 adults and 35 children. They spent a total of 8,906 bed-nights in our facilities. The Transitional Housing Plus program, providing transitional housing to former foster youth, provided housing to 12 former foster youth. Our permanent supportive housing project (Cesar Chavez Plaza) provided housing to 32 special needs individuals and the project provided housing to 21 formerly homeless individuals. Our Day Shelter/Resource Center provided services to 916 unduplicated individuals, 510 adults and 406 children. Of the total number served in all of our programs, there were 416 homeless men, women and children. 50 were veterans. The services provided in our resource centers may be as simple as a shower or laundry service or as extensive as employment assistance, drug/alcohol counseling, parenting classes and child development services, or life skills counseling. Every person served was low or very low-income. The number of individuals served points to the need for homeless prevention services, hunger prevention services, and the housing services offered by our programs.

### **b. Benefit**

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

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

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

### **c. Other Resources and Collaboration**

Funding for the 2010-2011 operations of DCM will be derived from a number of sources: individuals, business and corporate donations, contributions from non-profits, fundraising events, Yolo County Community Services Block Grant (CSBG), Davis CDBG, the Emergency Food and Shelter Program (EFSP formerly known as FEMA), HUD Supportive Housing Program, Yolo County ADMH, Yolo County DESS and other funding. We will continue to apply for these funds and other available funding sources. The shelter, resource center, and transitional housing programs rely extensively on community volunteers. The meals program is staffed entirely by volunteers from the community. We receive substantial in-kind donations, such as food, clothing, and blankets, to assist our clients in all of our programs.

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

### **d. Organizational Capacity**

Davis Community Meals is a nonprofit 501(c)(3) corporation, governed by a Board of Directors, which is elected annually to overlapping terms by the general membership. DCM officially incorporated in August 1990 and began operations as a meals program in February 1991. The shelter and resource center began operating in 1993. The transitional housing program began in 1995. The Family Transitional Housing Program began operations in 2001. We began a cold weather shelter in January 2006. Our permanent supportive housing program opened in November 2007. We opened a program housing former foster youth in August 2008. We currently employ 14 staff.

### **Scope of Services**

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

**1. Emergency Shelter/Transitional Housing Program for Adult Individuals-**The emergency shelter/transitional housing program for adult men and women and the resource center is located at 1111 H Street. The emergency shelter/transitional-housing program accommodates 16 people per night (12 men and 4 women), not including overnight staff and volunteers. Of the 16 available beds 14 are reserved for persons in our transitional housing program and at two are reserved for emergency shelter. Clients in our transitional housing program are allowed to stay up to

a maximum of 18 months. Clients in our emergency shelter program are limited to staying for seven consecutive nights with a maximum of 21 nights per year. All clients in this program fall into the very low income and no income category.

The emergency shelter/transitional housing program for adult men and women is staffed by an program supervisor/career counselor, case manager, substance abuse counselor, resource center coordinator, volunteer coordinator, paid overnight staff and a large number of volunteers. Supportive services are offered to clients in our transitional housing program such as life skills training, employment counseling, substance abuse counseling, mental health counseling, public benefit counseling, referrals to other public and private agencies, and permanent housing counseling and assistance.

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

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

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

**b. Target Group**

DCM expects to serve 320 individuals at our meals program, 110 individuals in the shelter/transitional-housing program, 15 families in the family transitional housing program (15 adults/30 children), and 600 individuals in the resource center. The persons served will range from persons with no income to the very low and low income. We will provide approximately 5,200 bed nights in the shelter and 7,000 bed nights in the family transitional program. Beneficiaries of these programs are homeless and/or low- or very low-income individuals and families residing in the city of Davis and Yolo County.

### **c. Outreach**

Information about the meals program, homeless shelter and resource center is now well known in Davis among the target population and likely referral centers (welfare and health agencies, police department, and religious organizations). In addition, information is publicized through a variety of sources:

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

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

## PERFORMANCE SCHEDULE

**Work Plan** (Identify activities and completion dates)

List Activity

Completion Date

### **Emergency Shelter and Transitional Housing:**

Conduct volunteer training and recruitment	Monthly
Fundraising	Ongoing
Conduct evaluation	September 2010
AfterCare Program	Ongoing
Individual Emergency Shelter	November 2010

### **Resource Center:**

Refine and enhance current programs	Ongoing
Conduct outreach to potential clients	Ongoing
Train and recruit volunteers	Ongoing
Conduct evaluation	October 2010

### **Family Transitional Housing**

Conduct Outreach	Ongoing
Evaluate Data Collection	September 2010
Permanent Site Acquisition	March 2011

## PERFORMANCE MEASUREMENTS

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

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

**BUDGET SUMMARY**

<b>Budget Category</b>	<b>Proposed Project</b>	<b>Other Source</b>	<b>Total</b>
A. Salaries and Wages	\$12,000	\$254,622	\$266,622
B. Fringe Benefits and Payroll	\$1,860	\$48,822	\$50,682
C. Consultant/Contract Services			
<b>Total Personnel Budget</b>	<b>\$13,860</b>	<b>\$303,444</b>	<b>\$317,304</b>
D. Rent	\$-0-	\$55,900	\$55,900
E. Utilities	\$1,000	\$15,000	\$16,000
F. Telephone	\$590	\$5,410	\$6,000
G. Office/House Supplies and Postage	\$1,000	\$8,900	\$9,900
H. Equipment-drug testing supplies	\$500	\$2,000	\$2,500
I. Printing/duplication	\$400	\$4,725	\$5,125
J. Travel/Conferences	\$150	\$1,725	\$1,875
K. Insurance	\$500	\$7,100	\$7,600
L. Transportation**	--	\$-0-	\$-0-
M. Food Procurement	--	\$10,250	\$10,250
N. Other Office expense (accounting, misc.)	\$1,000	\$6,200	\$7,200
O. Other Facility expense (taxes, maint.)	\$1,000	\$5,500	\$6,500
P. Other Program expenses(BusTickets)	\$2,000	\$7,100	\$9,100
<b>TOTAL NON PERSONNEL BUDGET</b>	<b>\$8,140</b>	<b>\$129,810</b>	<b>\$137,950</b>
<b>TOTAL PROJECT BUDGET</b>	<b>\$22,000</b>	<b>\$433,254</b>	<b>\$455,254</b>

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

**NEW REQUIREMENTS:** All applicants are requested to submit a copy of their organizations Operating Budget.