

**CITY OF DAVIS**  
**2021-2022 COMMUNITY DEVELOPMENT BLOCK GRANT APPLICATION**

**PART ONE:**

**Organization Name:** City of Davis

**Name:** Kelly Stachowicz    **Title:** Assistant City Manager    **Phone:** (530) 757-5602

**Mailing Address:** 23 Russell Blvd., Suite 1, Davis CA 95616

**Email Address:** kstachowicz@cityofdavis.org

**PART TWO:**

**Proposed Project Location:** 23 Russell Blvd., Suite 4, Davis CA 95616

**Total Proposal Request:** \$ \$35,000    Minimum Request: \$ \$35,000

**CDBG Eligible Category:** City Administration - Fair Housing  
(See List A in Application Packet)

**National Objective Compliance/Low and Mod Benefit:** N/A  
(See List B in Application Packet)

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

- 1) N/A
- 2) \_\_\_\_\_
- 3) \_\_\_\_\_

**Beneficiary Information:**

<u>N/A</u>	Total number of <b>unduplicated</b> beneficiaries in proposed project
<u>N/A</u>	Number of <b>unduplicated</b> beneficiaries in program to be served with <b>CDBG</b> funds
<u>N/A</u>	Percentage of the <b>CDBG</b> beneficiaries with low/moderate income
<u>N/A</u>	Cost (\$) per <b>CDBG</b> beneficiary (CDBG Request/# of units of service/CDBG Beneficiaries)
<u>N/A</u>	Unit of service to determine cost per beneficiary (meal, grocery bag, kit, hour, day/night, week, etc) (Public Services Only)
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**PART THREE: Scope of Proposal**

**a. Need/Target Group** (Describe the need for the activity and the group being served)

City of Davis - Fair Housing Services address significant civil rights, tenant rights and responsibilities, landlord rights and responsibilities, and conflict resolution needs of Davis residents while ensuring the City's compliance with the requirements of the Community Development Block Grant (CDBG) and Housing Investment Partnerships (HOME) Programs.

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

**b. Project Description/Benefit** (Activity Summary: Describe the activities of the proposed budget and benefit)

The primary services provided by the City of Davis - Fair Housing Services are:

- 1) Education and outreach about fair housing and tenant/landowner issues;
- 2) Fair housing complaint intake and referral;
- 3) Assessment of barriers to fair housing choice; and
- 4) Monitoring sub-recipient compliance with fair employment, housing guidelines, and regulations.

During the 2020-2021 fiscal year, Fair Housing Services achieved the following accomplishments and plan to do so again in FY21-22:

- Conducted intake, assessment, consultation and referral of over 150 customers through fair housing calls from July 2020 to June 2021.
- Continued discussions with University officials and Police Department staff to look at ways to increase education for the prevention of housing fraud amongst new renters, particularly international students renting in the United States for the first time.
- Coordinate a Fair Housing Training Seminar for renters and rental housing providers with Legal Services and Yolo County Housing in conjunction with Fair Housing Month in April. (Cancelled due to pandemic)
- Provide Fair Housing information and outreach at City-sponsored service faire, "Celebrate Davis" in May (Cancelled due to pandemic).
- Provide information for the UC Davis Housing Day(Cancelled due to pandemic).
- Continue to enhance the City's Fair Housing webpage with additional fair housing resources and referral contacts for public access and convenience, providing handouts in Spanish as well as English.
- Working with the city's new Rental Resources Program to ensure students and other renters know their rights.

Individuals on fixed-incomes, including many who are elderly or disabled will benefit from information and assistance for 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, including the City's fair housing webpage, on the telephone, via email and in person, Davis residents and workforce will benefit from increased access to services and information.

**c. Outreach** (Describe the outreach your organization will provide for the CDBG-funded project, as well as provide a list of the languages currently included in your organizational outreach)

Staff continues to implement an outreach campaign designed to educate limited English-speaking residents, residents with disabilities, and newly-relocated residents about laws against housing discrimination. Staff will

utilize the resource network of community and civil rights organizations, agencies and churches, along with bilingual media contacts and written materials to disburse important information. Fair Housing Services will provide fair housing information to individuals isolated by language or other communication barriers, and is working with the University of California at Davis to include information on tenant rights, as well as warnings against housing fraud, in outreach to international students.

**d. Organizational Capacity** (Summarize your organizational capacity for the proposed project)

The City’s Fair Housing Services staff skillfully provides effective fair housing and affordable housing resources and referral information. The program resides within the City Manager’s Office. Davis Fair Housing Services has over twenty years of experience handling fair housing issues.

**e. Partnerships and Other Resources** (List other agencies you collaborate with and indicate whether or not your proposed project is duplicative of other projects operated by local public or non-profit organizations)

The City of Davis -Fair Housing Services program is the primary provider of fair housing services in Davis. Through the fair housing services, the City successfully maximizes use of limited resources while providing appropriate and necessary services to the public. Fair Housing Services complement the services provided by Legal Services of Northern California, the University of California at Davis, Yolo Conflict Resolution Center and other social service providers in Yolo County.

Our fair housing services are well-recognized and individuals are referred for assistance by a variety of community organizations as well as City and County offices. City and County offices represent the primary referral sources of individuals seeking our services including the Department of Employment and Social Services, law enforcement staff, code compliance and enforcement departments, University of California at Davis student groups, Yolo County Superior Court and City and County government elected officials.

The City’s Fair Housing program will continue to collaborate with local legal professionals, property management companies, the university, and other community members to provide fair housing education to Davis residents and to provide program staff who offer technical assistance, resources, referrals, and assistance in filing of fair housing complaints.

**PERFORMANCE MEASUREMENTS AND SCHEDULE**

<b>ACTIVITY</b> (What the program does to fulfill its mission)	<b>INDICATOR</b> (The direct products of program activities) <b>SERVICE #s</b>	<b>OUTCOME</b> (Benefits that result from the program)	<b>COMPLETION DATE</b> (When the specific task is completed)
Implement fair housing public education events	A minimum of 25 local housing provider organizations will participate in fair housing seminar(s)	Improved knowledge and adherence to fair housing laws and practices which leads to prevention of fair housing violations	June 30, 2022
Conduct fair housing case intake and assessments, provide resources and referrals	A minimum of 200 low income housing consumers will receive fair housing information and referral assistance	Residents gain improved knowledge of fair housing rights and responsibilities	June 30, 2022

**CITY OF DAVIS**  
**BUDGET SUMMARY FOR PROPOSED PROJECT**

Program year 2021-22 Budget Category	CDBG/HOME Portion			Other Funds for Project (Non-CDBG/HOME)					Totals
	Salaries & Wages	Fringe Benefits	Total Salary + Fringe	Other Federal Funds	State Funds	Local Funds	Private Funds (List Source)	Other (List Source)	
Salaries/Wages (Specify each position)									
<b>Direct Service Personnel</b>									
1			0.00						\$0.00
<b>Administrative Personnel</b>									
City Staff	\$28,500	0.00	\$28,500						\$28,500
Consultant/Contract Services	\$5,000	Included	\$5,000						\$5,000
<b>TOTAL PERSONNEL BUDGET</b>	<b>\$33,500</b>	<b>\$0.00</b>	<b>\$33,500</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$33,500</b>
Supplies and Equipment for Service Delivery									
<b>ADMINISTRATIVE COST BUDGET</b>									
Office Rent									\$0.00
Utilities									\$0.00
Telephone									\$0.00
Office Supplies									\$0.00
Project Supplies (Specify)									\$0.00
Printing	\$1,500								\$1,500
Advertising									\$0.00
Training									\$0.00
Internet/Computers									\$0.00
Postage									\$0.00
Other (Specify) Legal/Auditing									\$0.00
<b>TOTAL ADMIN COST BUDGET</b>	<b>\$1,500</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$1,500</b>
<b>TOTAL PROJECT BUDGET</b>	<b>\$35,000</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$35,000</b>

\* Please revise this form and annotate budget items as needed

**All applicants are requested to submit a copy of their organization's Operating Budget.**