

2024 CDBG DRAFT RECOMMENDATIONS

Staff Report

City Program Administration



Atascadero City Council

Staff Report – Public Works Department

2024 Community Development Block Grant Draft Recommendations

RECOMMENDATION:

Council develop and adopt draft recommendations for the 2024 Community Development Block Grant (CDBG) funds.

DISCUSSION:

Background

The award process for the 2024 cycle of Community Development Block Grants (CDBG) began in the fall of 2023. Workshops were held throughout the County to solicit public comment on community needs. The County published a request for CDBG proposals and the City received four applications. The City of Atascadero's total available funding for the 2024 cycle, based on previous levels, is anticipated to be approximately \$134,205. Final funding amounts are anticipated to be released by the Department of Housing and Community Development (HUD) in Spring 2024.

CDBG funds are available for community development activities, which meet at least one of the three national objectives:

1. A benefit to low and moderate-income persons;
2. Aid in the prevention or elimination of blight;
3. Address urgent needs that pose a serious and immediate threat to the health or welfare of the community.

In order for a program to qualify under the low and moderate income objective, at least 51% of the persons benefiting from the project or program must earn no more than 80% of the area median. Additionally, at least 70% of the CDBG funds must be spent toward this objective.

The following criteria should also be used to guide selection of CDBG programs:

1. The proposal is consistent with the national objectives and eligibility criteria of the HUD CDBG program;
2. The proposal is consistent with the Urban County Consolidated Plan;
3. The proposal is consistent with the General Plan and other City codes/ordinances.
4. The proposal will achieve multiple community development objectives;

5. The proposal can be implemented in a timely manner, without significant environmental, policy, procedural, legal, or fiscal obstacles to overcome; and
6. The project is not financially feasible without CDBG funding.

CDBG funding is broken into three categories: Public Facilities and Housing Projects, Public Services, and Administration. Award allocations for Public Services and Administration cannot exceed 15% and 20%, respectively, of the total CDBG funding amount. The Public Facilities and Housing Projects category does not have any cap limitations. Council can increase CDBG funding to Public Facilities and Housing Projects while reducing the funding to Public Services and/or Administration to an amount less than the category cap limits. It should be noted that the County Administrative costs are set to 13% of the total CDBG amount to cover their estimated costs to administer the program.

There is a minimum award threshold of \$8,000 per project (application), meaning the City can allocate less than \$8,000 for a particular public service activity if another agency in the County commits to programming the remainder to equal a Countywide cumulative total of at least \$8,000. Furthermore, Council may recommend a CDBG award more than or less than the amounts requested on the applications. Council can only make award recommendations to those applications received for the funding cycle.

Analysis

The City received the following applications for the 2024 funding cycle:

Public Facilities (PF) and Housing Projects (HP) – Estimated 2024 Allocation \$87,233	
City of Atascadero – ADA Accessibility Barrier Removal Projects (Viejo Camino)	\$90,000
Public Services – Limited to 15% of 2024 Allocation (\$20,131)	
El Camino Homeless Organization (ECHO) – Operation of Homeless Shelter	6,000
5 Cities Homeless Coalition – Subsistence Payments, Homeless Assistance & Security Deposits	4,667
City of Atascadero – Youth Activity Scholarships	12,000
Administration – Limited to 20% of 2024 Allocation (\$26,841)	
City Program Administration Costs	9,394
County Program Administration Costs	17,447
Total Funds Requested	\$139,508
Estimated Funds Available	\$134,205
Net Difference	(\$5,303)

One application was received for the Public Facilities/Housing Projects category totaling \$90,000, which exceeds the estimated category allocation of \$87,233 by \$2,767. Three applicants were received for the Public Services category totaling \$22,667, which exceeds the estimated category allocation of \$20,131 by \$2,536. As part of the CDBG process, Council must develop a draft recommendation for the 2024 grant year that meets the funding criteria while adhering to the categorical limits.

Upon approval, the draft funding recommendations will be forwarded to the County for publishing along with recommendations from all participating agencies. A minimum of 30

days after publication, a second workshop will be held to allow questions from applicants regarding the draft recommendations, after which the draft allocations will be forwarded to City Council, with comments from the workshop, for final approval and forwarded to the County Board of Supervisors. The following is a brief explanation of the funding groups and applications within each:

PUBLIC FACILITIES (PF) & HOUSING PROJECTS (HP) 2024 Funds Available: \$87,233

Public Facilities are defined as activities relating to real property, including the acquisition, construction, rehabilitation or installation of public improvements.

City of Atascadero –ADA Accessibility Barrier Removal Project Viejo Camino
Funds Requested: \$90,000

Viejo Camino Sidewalk Accessibility Project

The City of Atascadero submitted an CDBG application this cycle for the Viejo Camino Sidewalk Accessibility Project. This project proposes to construct approximately 450 linear feet of new ADA compliant sidewalk, and curb ramps at two locations on Viejo Camino between El Camino Real and Halcon Road. The sidewalk infill will also provide connection to a regional bus stop which will provide a new bench and shelter for riders. RTA has provided a letter of support for this project. This project warrants improvements to increase accessibility for the traveling public due to its dilapidated and non-compliant condition. The infrastructure improvements providing wheelchair ramps and ADA compliant sidewalks will aid those with mobility impairments.

In 2021 Council approved \$68,683 for partial funding of for the Viejo Camino Sidewalk Project. The estimated total project cost is now estimated at \$160,000, which requires \$91,317 in additional funding to complete.

PUBLIC SERVICES – (15% cap) 2024 Funds Available: \$20,131

CDBG regulations allow for a wide range of public service activities, including, but not limited to: employment services, crime prevention, childcare, health services, substance abuse services, fair housing counseling and recreational services.

El Camino Homeless Organization (ECHO) Navigation Centers – Operation of Homeless Shelter and Meals
Funds Requested: \$6,000

ECHO operates Navigation Centers with overnight shelters in Atascadero and Paso Robles. This program provides funding for operational costs at both Navigation Centers, including utilities, food for meal programs, shelter supplies, insurance, and maintenance, as well as for staff positions. The project also supports all or a portion of the following staff salaries at the two sites: four case managers, two overnight shelter coordinators, a volunteer coordinator, a shelter manager, a client services manager, and a daytime program manager.

ECHO's Atascadero Navigator Center has a 60-bed shelter serving all county residents, and providing care for medically fragile clients. Through a partnership with People's Self-

Help Housing and Housing Authority SLO, ECHO added 50 beds in 2020 by purchasing a Motel 6 property in Paso Robles with a state Project Homekey grant.

At the Navigation Centers, shelter clients and the unsheltered access case management, employment and benefits resources, and housing resources. ECHO helps clients to connect with agencies providing health and mental health services, recovery programs, educational assistance, and other services that will help clients reach their goals of stable housing and physical and mental well-being. The public shower program provides access to showers and donated clothing five times weekly for those not staying in a shelter.

5 Cities Homeless Coalition (5CHC) – Homeless Services: Shelter, Outreach & Homeless Prevention
Funds Requested: \$4,667

Rapid re-housing involves case management targeted at identifying displaced clients' most essential needs and connecting them to community resources. Homeless Prevention Services are provided to those at immediate risk of homelessness based on need and qualification. Clients receive targeted case management services per their individual circumstance, in addition to direct financial assistance to enable them to remain in their housing, or deposit assistance needed to re-house them to prevent homelessness. The goal is to assist participants to secure long-term stable housing that they can afford to retain. By connecting people with a home, they are in a better position to address other challenges that may have led to their homelessness, such as obtaining employment or addressing substance abuse issues.

City of Atascadero – Youth Activity Scholarship Fund
Funds Requested: \$12,000

The City administers the Youth Activity Scholarship Fund to allow the children of very low and low-income families to participate in recreational and social activities, to keep children active and engaged. Because this program is limited to very-low and low-income families, the benefit criteria will be met.

ADMINISTRATION – (20% cap) 2024 Funds Available: \$26,841

City of Atascadero – CDBG Program Administration - (7% cap)
Allocated Funds: \$9,394

Significant City staff time from Public Works and Administrative Services is required for CDBG administration, and coordination with County Planning staff. The City's administrative portion of the funding cannot exceed 7%, or \$9,394 of the total administrative grant amount.

If administration costs exceed the funding allocation, the remaining cost of administering the program will need to be paid from the general fund.

County of San Luis Obispo – CDBG Program Administration- (13% cap)
Allocated Funds: \$17,447

Due to the complexity of grant administration responsibilities and the consequences of non-compliance, HUD recommends that the County provide all monitoring and oversight for all CDBG grants. The County assumes the duties of project oversight, and receives a required 13% of the total grant funds for administration services for Atascadero in the amount of \$17,447.

Conclusion

The City received funding requests for approximately \$5,303 more than the anticipated 2024 available CDBG funding. In addition, there are limits related to categories of funding for Public Services and Administration. As part of the CDBG process, Council must develop a draft recommendation for the 2024 grant year that meets the funding criteria while adhering to the category limits. A final recommendation will be made by Council in March 2024.

FISCAL IMPACT:

Approval of Atascadero's total 2024 CDBG allocation would result in the estimated revenue and expenditure of \$134,205 of CDBG funds.

ALTERNATIVES:

CDBG allocation awards must meet program requirements, providing a minimum of 70% of funding to benefit low- and moderate-income persons, and no more than 15% may be allocated to the public service category.

ATTACHMENTS:

None; a complete packet of submitted applications is available for public review at the City of Atascadero City Clerk's Office, 6500 Palma Avenue.



COUNTY OF SAN LUIS OBISPO
 DEPARTMENT OF SOCIAL SERVICES
 HOMELESS SERVICES DIVISION
 2024 NOFA – Administrative

Please submit Application by email to [SS HomelessGrants@co.slo.ca.us](mailto:SS.HomelessGrants@co.slo.ca.us). All submissions must be made electronically, no paper applications will be accepted. Application must be received no later than Sunday, November 5, 2023, at 9 pm.

I. PRIMARY APPLICANT INFORMATION (LEAD AGENCY)

Organization Name	City of Atascadero
Type of Organization	<input type="checkbox"/> Non-Profit <input type="checkbox"/> For Profit <input checked="" type="checkbox"/> Gov't/Public <input type="checkbox"/> Other:
UEI Number	J4ZKW85KJ1H8
Contact Person/Title	Ryan Hayes/ Deputy Director/ Principal Civil Engineer
Finance Contact (if different)	Jeri Rangel/ Administrative Services/Finance Director
Phone Number	(805) 470-3424
Email	Rhayes@atascadero.org
Address	6500 Palma Ave.
City, State, Zip	Atascadero CA 93422
Date of Incorporation	07/02/1979
Is the organization faith-based?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Annual Operating Budget	32,811,120
Number of Paid Staff	160
Number of Volunteers	25

II. FUNDING DETAILS

Please identify all funding sources being requested: <i>CDBG is the only eligible funding for Administrative</i>	<input checked="" type="checkbox"/> Community Development Block Grants (CDBG)
Total Funding Requested	\$ <u>\$9,394</u> or 35% of the Total Administration funds

III. PROPOSED PROJECT

Check one box corresponding to your proposed project:	<input checked="" type="checkbox"/> Administration (24 CFR 570.206) <input type="checkbox"/> Planning and Capacity Building (24 CFR 570.205)
1. Provide a brief narrative of the proposed project and how funds will be used for administration or planning and capacity building.	
CDBG administration and oversight is necessary for the award and execution of CDBG projects.	

IV. Attachments

Attachment A - Most Recent Audit (Required)

Attachment B Proof of Active SAM.gov Registration (Required)

Attachment C – CDBG Acknowledgements (Required)

For other additional or optional attachments, please label them clearly (e.g. Attachment D – “Title”).

V. APPLICATION SUBMISSION:

Applications and accompanying documents are due to Homeless Services Division, Department of Social Services by 9:00 pm on November 5, 2023.

Electronic Copy – email to SS_HomelessGrants@co.slo.ca.us
Subject line: 2024 NOFA Admin Application – (Applicant Name)

2024 CDBG APPLICATION FORM

FEDERAL REQUIREMENTS ACKNOWLEDGEMENTS

Every person or Agency awarded a CDBG Contract or grant by San Luis Obispo County for the provision of services shall be required to certify to the County that they will comply with federal and local requirements including, but not limited to, those listed below. Please initial each certification listed to indicate you or your agency can and will comply with these requirements if funded.

Federal Requirements		Initials
Americans with Disabilities Act	Certify that the applicant agency has reviewed its projects, programs, and services for compliance with all applicable regulations contained in Title II, Americans with Disabilities Act of 1990.	RH
Audits	Agrees to have an annual audit conducted in accordance with current San Luis Obispo County policy regarding audits and 2 CFR 200.501 audit requirements. Shall comply with current San Luis Obispo County policy concerning the purchase of equipment and shall maintain inventory records of all non-expendable personal property as defined by such policy as may be procured with funds provided through the grant.	RH
Conflict of Interest	(2 CFR 200.112, 200.318, and 570.611) Certify and agree that no covered persons who exercise or have exercised any functions or responsibilities with respect to CDBG-assisted activity, or who are in a position to participate in a decision-making process or gain inside information with regard to such activities, may obtain a financial interest in any contract, or have a financial interest in any contract, subcontract, or agreement with respect to the CDBG-assisted activity, either for themselves or those with whom they have business or immediate family ties, during their tenure or for a period of one (1) year thereafter. A "covered person" includes any person who is an employee, agent, consultant, officer, or elected or appointed official of the agency	RH
Civil Rights Act	Certify that the applicant agency complies with and prohibits discrimination in accordance with Title VI of the Civil Rights Act of 1964.	RH
Debarment Status of Contractors	Certify to the best of its knowledge and belief, that the applicant or applicant agency principals will not knowingly enter into any subcontract with a person who is, or organization that is, debarred, suspended, proposed for debarment, or declared ineligible from award of contracts by any Federal agency (https://www.sam.gov/portal/public/SAM/)	RH
Drug-Free Workplace	Certify that it will provide a drug-free workplace.	RH
Financial Management	Accounting Standards: Agree to comply with 2 CFR 200(E)(F) and agrees to adhere to the accounting principles and procedures required therein, utilize adequate internal controls, and maintain necessary source documentation for all costs incurred.	RH

2024 CDBG APPLICATION FORM

	<p>Cost Principles: Shall administer its program in conformance with 2 CFR 200(E), "Cost Principles for Non-Profit Organizations," or 2 CFR 225, "Cost Principles for State and Local Governments," as applicable. These principles shall be applied for all costs incurred whether charged on a direct or indirect basis.</p>	RH
	<p>Procurement Policies: Certify and agree to procure all materials, property, or services in accordance with the requirements of 2 CFR 200.320-326.</p>	RH
Lobbying Activities	<p>Certify that no Federal appropriated funds have been paid or will be paid, by or on behalf of the agency, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan or cooperative agreement.</p>	RH
Minority Business Enterprise (MBE), Women's Business Enterprise (WBE), Small Business Contracting	<p>Certify that it will comply with 2 CFR 200.321 to take all necessary affirmative steps to assure that minority firms, women business enterprises, and labor surplus area firms are used when possible. Further certify that it will submit to San Luis Obispo County at the time of project completion a report of the MBE and WBE status of all subcontractors to be paid with CDBG funds with contracts of \$10,000 or greater, in a format that will be provided by the County.</p>	RH
Real Property	<p>Certify that it will comply with real property standards (24 CFR Part 570.505) applicable to any property within the owner's control that is acquired or improved in whole or in part using CDBG funds in excess of \$25,000.</p>	RH
Religious Activities	<p>Certify and agree that funds provided to the agency will not be utilized for inherently religious activities prohibited by 24 CFR 570.200(j), such as worship, religious instruction, or proselytization.</p>	RH
Section 3	<p>Certify and agree to ensure that opportunities for training and employment arising in connection with contracts or subcontracts for a housing rehabilitation (including reduction and abatement of lead-based paint hazards), housing construction, or other public construction project are given to low- and very low-income persons residing within the metropolitan area in which the CDBG-funded project is located; where feasible, priority should be given to low- and very low-income persons within the service area of the project or the neighborhood in which the project is located, and to low- and very low-income participants in other HUD programs; and award contracts for work undertaken in connection with a housing</p>	RH

2024 CDBG APPLICATION FORM

	rehabilitation (including reduction and abatement of lead-based paint hazards), housing construction, or other public construction project to business concerns that provide economic opportunities for low- and very low-income persons residing within the metropolitan area in which the CDBG-funded project is located. Where feasible, priority should be given to business concerns that provide economic opportunities to low- and very low-income residents within the service area or the neighborhood in which the project is located, and to low- and very low-income participants in other HUD programs.	
Section 504	Section 504 of the Rehabilitation Act of 1973: Certify that it has read and understands all its obligations under Section 504 to prohibit discrimination against persons with disabilities in the operation of programs receiving federal financial assistance.	RH
Liability	The County and cities require all grant recipients to maintain general liability, automobile, and workman's compensation insurance with limits of not less than \$1 million (may vary by jurisdiction). If you are successful in obtaining a reward, you will be asked to provide documentation regarding your ability to provide the required coverage.	RH
Environmental Review	Prior to HUD's release of grant conditions and/or funds for the CDBG-funded project, a review of the project's potential impact on the environment must be conducted and approved by the County of San Luis Obispo prior to obligating or incurring project costs. The County must certify to HUD that it has complied with all applicable environmental procedures and requirements. Should project costs be obligated or incurred prior to the completion of the necessary environmental review, the project shall not benefit from the federal funds. The level of environmental review required depends on the nature of the project. 24 CFR Part 58 is available at http://www.hud.gov/offices/pih/ih/codetalk/onap/docs/24cfr58.pdf .	RH
Relocation	Any project that involves the acquisition of property, construction, and/or rehabilitation and that is funded in whole or in part with federal CDBG funds is subject to federal relocation requirements. In general, any property owner, commercial business, or residential occupant who is displaced by a HUD-funded project may be eligible for relocation benefits. A project cannot be broken into separate "projects" in order to avoid the federal requirements connected with property acquisition and relocation. Any questions concerning the relocation regulations for a specific property acquisition project should be directed to the Homeless Services Division Grant Unit staff before any action is taken on the project.	RH
HMIS Reporting	All homeless service providers applying for CDBG funds to assist, house, or shelter the homeless must identify and demonstrate the capacity to participate in the County of San Luis Obispo Homeless	RH

2024 CDBG APPLICATION FORM

	Management Information System (HMIS) to provide personnel for data entry, user licensing, and hardware and software necessary for compatibility with HMIS. HMIS is an electronic data collection system that stores client level information about persons who access the homeless services system in a Continuum of Care and reports aggregate data for the County as per HUD's Data Standards.	
Affirmative Marketing	Quarterly and annual reports shall be submitted by the project/program manager to the County for CDBG-funded public services and housing projects. Each report shall include the total number of project/program applicants and clients served with respect to race, ethnicity, gender, and disability status. Affirmative marketing efforts shall be taken to increase the participation of any underserved groups.	RH

Public Facilities/Housing Project Applications

- Viejo Camino – City of Atascadero



COUNTY OF SAN LUIS OBISPO
 DEPARTMENT OF SOCIAL SERVICES
 HOMELESS SERVICES DIVISION

2024 NOFA – Public Facilities Application

Please submit Application by email to SS_HomelessGrants@co.slo.ca.us. All submissions must be made electronically, no paper applications will be accepted. Application must be received no later than Sunday, November 5, 2023, at 9 pm.

I. PRIMARY APPLICANT INFORMATION (LEAD AGENCY)

Organization Name	City of Atascadero
Type of Organization	<input type="checkbox"/> Non-Profit <input type="checkbox"/> For Profit <input checked="" type="checkbox"/> Gov't/Public <input type="checkbox"/> Other:
UEI Number	J4ZKW85KJ1H8
Contact Person/Title	Ryan Hayes/ Deputy Director/ Principal Civil Engineer
Finance Contact (if different)	Jeri Rangel/ Administrative Services/ Finance Director
Phone Number	(805) 470-3424
Email	Rhayes@atascadero.org
Address	6500 Palma Ave.
City, State, Zip	Atascadero, CA, 93422
Date of Incorporation	07/02/1979
Is the organization faith-based?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Annual Operating Budget	32,811,120
Number of Paid Staff	160
Number of Volunteers	25

II. FUNDING DETAILS

Please identify all funding sources being requested: <i>CDBG is the only eligible funding source available for Public Facilities</i>	<input checked="" type="checkbox"/> Community Development Block Grants (CDBG)
Total Funding Requested	\$ 90,000.00

III APPLICANT CAPACITY

1. Describe the organization’s history of receiving and managing grants from County/State/Federal sources.

Atascadero City staff in the Public Works department and Administrative Services will work together to provide oversight, prepare staff report and provide quarterly reporting to San Luis Obispo County. The Deputy Public Works Director and Public Works Inspector will be responsible for the design and construction oversight.

Atascadero has successfully completed similar CDBG projects such as;
Traffic Way ADA Project
South El Camino Real Sidewalk Infill
CDBG Atascadero Mall Sidewalk Infill
CDBG Traffic Way Architectural Barrier Removal
CDBG Atascadero Lake Park Architectural Barrier Removal

2. Briefly list any recent development projects your organization has proposed, is currently working on, and has completed. (Regardless of funding source)

The City of Atascadero is currently in the construction phase of the following capital projects:

Santa Lucia Bridge Replacement, 1.6 million funded by FHWA
Via Bridge Replacement, 2.2 million funded by FHWA and Local funding
Downtown District Pavement Rehabilitation, 2 million funded by Local Transportation Funds
Downtown Infrastructure Enhancement, 8.2 million
Measure F-14 Road Projects, 42 miles of roads paved, 14 million funded by Measure F-14 sales tax

3. Briefly describe your organization’s auditing requirements, including those for the proposed project. (As outlined in 2 CFR § 200.500 and 24 CFR § 5.801)

An independent auditing firm conducts an annual audit of all City funds, including the Community Development Block Grant (CDBG) fund. An independent audit firm also conducts the Single Audit per OMB Circular A-133, Schedule of Expenditures of Federal Awards, which includes all CDBG funding information.

4. Describe project staffs' experience with Section 3. (As outlined in 24 CFR Part 75)

Section 3 requirements are included in all Capital Project bid documents and construction contracts.

5. Briefly describe your agency's record keeping system with relevance to the proposed project.

The City of Atascadero administers its CDBG program in conformance with 2 CFR 200 (e)(F), adhering to the accounting principles and procedures, utilizing adequate internal controls and maintaining required source documentation for all costs incurred.

All staff members involved with this CDBG project will track/log their CDBG activities and time spent. Our Administrative Services department keeps copies of the time tracking sheets and payroll records.

6. Do you have any funds remaining from prior Fiscal Year allocations? If so, please list the project you received funding for, the fiscal year(s) you received the funding, and the remaining amount(s) for each fiscal year(s).

Award of 2021 CDBF funds of \$68,683.00. \$78.02 expended in 2023 leaving a current balance of \$68,604.98 available.

Any remaining funds not fully expended on the upcoming Santa Rosa project will be reallocated to the Viejo Camino project. The availability of additional funding is unknown until the Santa Rosa project is complete.

2024 NOFA – Public Facilities Application

7. How do you plan to fund the operation and maintenance costs (if any) associated with this project? Are these funds available now? If not, when will they be available?	
Operation and maintenance of public facilities is included in the City budget for Public Works facilities.	
Does your organization comply with the Generally Accepted Accounting Principles? (As outlined in 2 CFR § 200)	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

IV. PROPOSED PROJECT and PROJECT DETAILS

Name of proposed project	Viejo Camino Barrier Removal Project										
Project/Program address(es) and/or Accessor's Parcel Number(s)	The project is located on Viejo Camino in Atascadero, CA. A map of the specific locations are included with this application.										
Please attach any maps, pictures, plans, or drawings under the attachments section at the end of the application.											
Areas served	<table style="width: 100%; border: none;"> <tr> <td><input type="checkbox"/> City of Arroyo Grande</td> <td><input checked="" type="checkbox"/> City of Atascadero</td> </tr> <tr> <td><input type="checkbox"/> City of Pismo Beach</td> <td><input type="checkbox"/> City of Paso Robles</td> </tr> <tr> <td><input type="checkbox"/> City of Morro Bay</td> <td><input type="checkbox"/> City of Grover Beach</td> </tr> <tr> <td><input type="checkbox"/> City of San Luis Obispo</td> <td></td> </tr> <tr> <td><input type="checkbox"/> Unincorporated community of _____</td> <td></td> </tr> </table>	<input type="checkbox"/> City of Arroyo Grande	<input checked="" type="checkbox"/> City of Atascadero	<input type="checkbox"/> City of Pismo Beach	<input type="checkbox"/> City of Paso Robles	<input type="checkbox"/> City of Morro Bay	<input type="checkbox"/> City of Grover Beach	<input type="checkbox"/> City of San Luis Obispo		<input type="checkbox"/> Unincorporated community of _____	
<input type="checkbox"/> City of Arroyo Grande	<input checked="" type="checkbox"/> City of Atascadero										
<input type="checkbox"/> City of Pismo Beach	<input type="checkbox"/> City of Paso Robles										
<input type="checkbox"/> City of Morro Bay	<input type="checkbox"/> City of Grover Beach										
<input type="checkbox"/> City of San Luis Obispo											
<input type="checkbox"/> Unincorporated community of _____											
Please select which eligible category applies to project:											
<p><input type="checkbox"/> <i>New Sanitary Sewer Systems</i> – Construct new sewage treatment plants and collections systems.</p> <p><input type="checkbox"/> <i>Sanitary Sewer System Extensions</i> – Extend sanitary sewage collection lines beyond existing service areas.</p> <p><input type="checkbox"/> <i>Public Water System Distribution and Extensions</i> – Construction of a new public water treatment plant, filtration plant, distribution system or extension project.</p> <p><input checked="" type="checkbox"/> <i>Neighborhood Improvement Projects</i> – Curb and sidewalk replacement, major storm water management improvements, street reconstruction, or water main and sewer main replacement.</p> <p><input type="checkbox"/> <i>Parks and Recreational Facilities</i> – Construct new facilities or purchase new equipment.</p> <p><input checked="" type="checkbox"/> <i>Public Facility Improvements</i> – Energy efficiency improvements, handicap accessibility and other structural improvements to a public facility that benefits low- and moderate- income persons.</p>											

2024 NOFA – Public Facilities Application

Number of proposed units created or rehabilitated	n/a
8. Provide a brief narrative of the proposed project including projected outcomes. <i>How would you describe your project to the public in one paragraph?</i>	
<p>The project consists of approximately 450 linear feet of sidewalk, curb and gutter infill at two locations on Viejo Camino between El Camino Real and Halcon Road. The sidewalk infill will also provide an ADA compliant connection to a regional bus stop which will provide a new bench and shelter for riders.</p>	
9. Describe the proposed project in detail. What activities are to be undertaken? <i>Please attach a timeline of the project milestones as an attachment.</i>	
<p>This project will improve two locations within the public right-of-way on Viejo Camino between El Camino Real and Halcon Road.</p> <ol style="list-style-type: none">1. Location 1 proposes approximately 300 linear feet of 5' wide concrete sidewalk, curb & gutter, and a bus pullout, bench and cover.2. Location 2 proposes to construct approximately 150 linear feet of 5' wide concrete walkway, connecting the existing sidewalk on the eastern edge of Viejo Camino, with the parking lot and walkway surrounding Paloma Park. Walkway would be at grade.	
10. What is the current zoning of the project site? Is the project site zoned correctly for the proposed activity?	
<p>Project will be within public road right-of-way.</p>	

11. If the project is NOT zoned correctly for the proposed activity, provide an explanation of efforts and a timetable to change the zoning or obtain a variance.

n/a

12. Identify whether or not the project is required to pay a prevailing wage. If not, please briefly explain.

Yes, the project is subject to prevailing wage requirements. All contractors and sub-contractors working on this project will be required to pay prevailing wages.

13. Describe how the project will align with a (or multiple) Line(s) of Effort to support the San Luis Obispo Countywide Plan to address homelessness (2022-2027).

2024 NOFA – Public Facilities Application

Check any specific population(s) expected to be served through this project:	<input checked="" type="checkbox"/> Multifamily <input type="checkbox"/> Age Restricted (including seniors) <input checked="" type="checkbox"/> Persons Experiencing Homelessness <input checked="" type="checkbox"/> Chronically Homeless <input checked="" type="checkbox"/> Persons with a Disability <input type="checkbox"/> Veterans <input type="checkbox"/> Domestic Violence Survivors <input checked="" type="checkbox"/> Unaccompanied Youth (under 25 years of age)
14. Does the proposed project complement and collaborate with existing efforts in the county? If so, please name partner agencies and how they will participate.	
<p>This project complements City efforts to provide residents with outdoor recreational areas (Paloma Park), and alternative transportation options. This project will remove physical barriers, resulting in a direct connection between multiple apartment buildings and low-income housing areas to Paloma Park and the southbound RTA bus stop. Letter of support from RTA is included with this application.</p>	
15. If the proposed project will serve households experiencing homelessness, describe how the project will coordinate with other homeless service providers to connect individuals experiencing homelessness and families to resources.	
16. Will the project use a project specific waitlist or coordinated entry? Please describe.	
n/a	

17. Describe any consultation with local jurisdictions to gain support for the project. Describe any support you have from local jurisdictions.

Included with this application is a letter of support from the San Luis Obispo Regional Transit Authority (RTA) for the improvements it will bring to a heavily used bus stop located directly across the street from Atascadero's largest apartment complex.

18. How will you collect demographic data on the beneficiaries of the proposed project?

n/a

19. Describe how you will ensure that the proposed project is accessible to communities of color which are disproportionately impacted by homelessness, particularly Black, Latinx, Asian, Pacific Islander, and Native and Indigenous communities. If you have previously received a grant to serve any of the affected communities, please provide a brief description of those grant activities and the outcomes you achieved.

This project provides benefits to residents of nearby senior and low income farmworker housing, providing significantly increased opportunities for pedestrian usage of the regional bus stop and City park. Currently, there is no sidewalk, only a dirt shoulder for pedestrians and the mobility impaired to access the regional bus stop. Access for the elderly and mobility impaired traveling along this path is currently extremely difficult. Subsequently, the elderly and mobility impaired will continue to have limited transportation options, which has financial, health and efficiency impacts.

2024 NOFA – Public Facilities Application

20. Has an environmental review been completed (CEQA and/or NEPA)?	<input type="checkbox"/> Yes – CEQA review complete <input checked="" type="checkbox"/> No – CEQA review not complete <input type="checkbox"/> Yes – NEPA review complete <input checked="" type="checkbox"/> No – NEPA review not complete
Has a Phase I or Phase II archeological/historical survey been conducted at the project site?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Has a Phase I or Phase II environmental assessment been conducted for the property?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A
21. List and describe any known hazards (e.g. asbestos, lead-based paint, storage tanks – aboveground, underground). List “N/A” if not applicable.	
None.	
Is the project on a property designated or been determined to be potentially eligible for designation as a local, state, or national historical site?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A
Are the building(s)/structure(s) located on a historic site or within a local historic district?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A
Is the project located within a 100-year flood plain?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A
If YES to the question above, does your organization have flood insurance?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A
Will demolition be required?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Are there any existing buildings on the project property that were constructed prior to 1978?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
If YES to above, please answer the following questions:	
Has an asbestos risk assessment report(s) been prepared for the building(s)?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Has the building(s) been abated for asbestos?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Has a lead hazard risk assessment report(s) been prepared for the building(s)?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Has the building(s) been abated for lead paint?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Will children occupy the building(s)?	<input type="checkbox"/> Yes <input type="checkbox"/> No
IF CHILDREN WILL OCCUPY THE BUILDING, indicate the age range of the children. If no children will occupy the building, select N/A.	Age Range: _____ <input type="checkbox"/> N/A
If the project includes temporary or permanent relocation of occupants, it is subject to the Uniform Relocation Act (URA). Please indicate whether the URA is applicable to your project.	<input type="checkbox"/> Yes, I have read and understand this requirement. <input checked="" type="checkbox"/> No, this requirement is not applicable.

2024 NOFA – Public Facilities Application

22. Describe how the project will meet ADA and Section 504 standards for accessibility by the disabled. Describe the methods, funding, and timetable to be utilized to address the problems.

Section 504 (24 CFR Part 8) applies to new construction of multifamily housing with five or more units, or substantial rehabilitation of multifamily housing projects that have 15 or more units.

n/a

23. Identify whether or not the site is owned or leased by the applicant. If optioned or owned by another entity, provide their name and contact information.

Public right-of-way owned by the applicant (City)

V. CDBG – if requesting CDBG funds

<p>Estimated number of unduplicated persons or households to benefit from CDBG funds <i>Please write "p" for persons and "hh" for households.</i></p>	<p>Total Regardless of Income: P150 _____</p> <p>Low – Moderate Income (80% or less of the County Median Income) 125 _____</p>
<p>Please select the national objective that best applies to the proposed project. <i>Please refer to "Basically CDBG" or the "CDBG Guide to National Objectives and Eligible Activities" in the Library for more information regarding CDBG national objectives.</i></p>	<p><input checked="" type="checkbox"/> Low/Moderate Income</p> <p><input type="checkbox"/> Slums or Blight</p> <p><input type="checkbox"/> Urgent Need (e.g., after a natural disaster)</p>
<p>LOW/MODERATE INCOME Select which criteria the proposed project intends to qualify under to meet the Low/Moderate Income objective</p>	<p><input checked="" type="checkbox"/> Area Benefit</p> <p><input type="checkbox"/> Limited Clientele</p> <p><input type="checkbox"/> Housing</p> <p><input type="checkbox"/> Jobs</p> <p><input type="checkbox"/> N/A – Low Moderate Income NOT Selected</p>

2024 NOFA – Public Facilities Application

SLUM OR BLIGHT Select which criteria the proposed project intends to qualify under to meet the Slums or Blight objective	<input type="checkbox"/> Area Basis <input type="checkbox"/> Spot Basis <input type="checkbox"/> N/A – Slum or Blight NOT Selected
24. Explain how the proposed project meets the selected National Objective.	
This project meets all the requirements for the Benefit to Low and Moderate Income Persons or Households, National Objective One. Location: The project will benefit the nearby senior and low income farmworker housing, providing significantly increased opportunities for pedestrian usage of the regional bus stop and City park. Accessibility Issues: Currently, there is no sidewalk, only a dirt shoulder for pedestrians and the mobility impaired to access the regional bus stop. Access for the elderly and mobility impaired traveling along this path is currently extremely difficult. Subsequently, the elderly and mobility impaired will continue to have limited transportation options, which has financial, health and efficiency impacts.	

VI. Attachments

Attachment A – Sources and Uses (Required)

Please attach the Sources and Uses for your proposed project. This should include a summary of where the capital used to fund a development will come from (the sources) and what this capital will be used for (the uses).

Attachment B – Timeline (Required)

Attach a timeline for key steps of project implementation.

Attachment C – Any Maps, Photos, Drawings, Plans (Required)

Attachment D – Most Recent Audit (Required)

Attachment E – Proof of Active SAM.gov Registration (Required)

Attachment F – Organizational Chart (Required)

Attachment G – Incorporation Documents (Required)

Attachment H – General Liability Insurance (Required)

Attachment I – CDBG Acknowledgements (Required if Applicable)

Attachment J – Client Intake Form (Required if Applicable)

Attachment K – Phase I or Phase II Environmental Review (Required if Applicable)

Attachment L – Relocation Plan (Required if Applicable)

Attachment M – Commitment letters for funds (if applicable)

Attachment N – Supplemental Answers to Questions (Optional)

2024 NOFA – Public Facilities Application

If you need more room to answer any of the application questions, please attach additional information here. Include the question number for each question being answered.

Attachment O – Letters of Support (Optional)

Please attach any letters of support or commitment from local governments or community partners.

For other additional or optional attachments, please label them clearly (e.g. Attachment P – “Title”).

VII. APPLICATION SUBMISSION:

Applications and accompanying documents are due to Homeless Services Division, Department of Social Services by 9:00 pm on November 5, 2023.

Electronic Copy – email to SS_HomelessGrants@co.slo.ca.us

Subject line: 2024 NOFA Public Facilities Application – (Applicant Name)



CITY OF ATASCADERO

PUBLIC WORKS DEPARTMENT

6500 Palma Avenue, Atascadero CA 93422

(805) 470-3456 | publicworks@atascadero.org

2024 Viejo Camino Sidewalk CDBG Barrier Removal Project Estimated Timeline of Expenditures

November-January 24-25: PS&E Design	\$ 12,000
February 2025: Advertise Bid:	\$ 300
May-July 2025: Construction	\$ 145,000



CITY OF ATASCADERO

PUBLIC WORKS DEPARTMENT

6500 Palma Avenue, Atascadero CA 93422

(805) 470-3456 | publicworks@atascadero.org

2024 Viejo Camino Sidewalk CDBG Barrier Removal Project Estimated Timeline of Project Milestones

Project Approved by City Council:	March 9, 2024
Project/Environmental Begins:	August 2024
SHPO Determination:	October 2024
NEPA Determination (CE):	October 2024
PS&E Design Begins:	November 2024
Complete Project Design/CEQA (CE):	February 2025
Advertise Bid:	February 2025
Bid Opening:	March 2025
Contract Executed	April 2025
Notice to Proceed:	April 2025
Construction Begin:	May 2025
Construction Complete:	July 2025
Notice of Completion:	July 2025

Attachment C - Recent Audit

CITY OF ATASCADERO

COMMUNITY DEVELOPMENT BLOCK GRANT FUND

SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE

BUDGET AND ACTUAL

For the Fiscal Year Ended June 30, 2022

	Budget		Actual Amounts	Variance with Final Budget Positive (Negative)
	Original	Final		
Revenues:				
Community Development Block Grant	\$ 156,660	\$ 246,280	\$ 69,008	\$ (177,272)
Total revenues	156,660	246,280	69,008	(177,272)
Expenditures:				
Administration:				
CDBG general administration	-	10,300	10,295	5
Special projects and studies:				
Youth scholarships	-	10,700	8,820	1,880
Capital outlay:				
Traffic Way and El Camino Real barrier removal	40,720	40,720	15,852	24,868
Santa Rosa barrier removal	115,940	115,940	34,041	81,899
Viejo Camino barrier removal	-	68,620	-	68,620
Total expenditures	156,660	246,280	69,008	177,272
Net change in fund balance	\$ -	\$ -	-	\$ -
Fund balance, June 30, 2021			-	
Fund balance, June 30, 2022			\$ -	



Entity Workspace

Enter an entity ID, name, or keyword

Get Started

Actions

Show Workspace For Non-Federal Entities

- Non-Federal Entities
- BioPreferred Reporting
- Service Contract Reporting

Filter By

- Keyword
- Entity
- Status

- Work in Progress Registration
- Submitted Registration
- Active Registration
- Inactive Registration
- ID Assigned

1 of 1 Results per page 25 Sort by Expiration Date Ascending

Atascadero, City Of ● Active Registration

Unique Entity ID: J4ZKW85KJ1H8	Doing Business As: (blank)	Purpose of Registration: Federal Assistance Awards	Expiration Date Dec 7, 2023
CAGE/NCAGE: 4DNK4	Physical Address: 6500 Palma Ave Atascadero, CA 93422-4292 USA		

Open Cases

Attachment E – Incorporation Documents

The City of Atascadero is a government entity.

2024 CDBG APPLICATION FORM

FEDERAL REQUIREMENTS ACKNOWLEDGEMENTS

Every person or Agency awarded a CDBG Contract or grant by San Luis Obispo County for the provision of services shall be required to certify to the County that they will comply with federal and local requirements including, but not limited to, those listed below. Please initial each certification listed to indicate you or your agency can and will comply with these requirements if funded.

Federal Requirements		Initials
Americans with Disabilities Act	Certify that the applicant agency has reviewed its projects, programs, and services for compliance with all applicable regulations contained in Title II, Americans with Disabilities Act of 1990.	RH
Audits	Agrees to have an annual audit conducted in accordance with current San Luis Obispo County policy regarding audits and 2 CFR 200.501 audit requirements. Shall comply with current San Luis Obispo County policy concerning the purchase of equipment and shall maintain inventory records of all non-expendable personal property as defined by such policy as may be procured with funds provided through the grant.	RH
Conflict of Interest	(2 CFR 200.112, 200.318, and 570.611) Certify and agree that no covered persons who exercise or have exercised any functions or responsibilities with respect to CDBG-assisted activity, or who are in a position to participate in a decision-making process or gain inside information with regard to such activities, may obtain a financial interest in any contract, or have a financial interest in any contract, subcontract, or agreement with respect to the CDBG-assisted activity, either for themselves or those with whom they have business or immediate family ties, during their tenure or for a period of one (1) year thereafter. A "covered person" includes any person who is an employee, agent, consultant, officer, or elected or appointed official of the agency	RH
Civil Rights Act	Certify that the applicant agency complies with and prohibits discrimination in accordance with Title VI of the Civil Rights Act of 1964.	RH
Debarment Status of Contractors	Certify to the best of its knowledge and belief, that the applicant or applicant agency principals will not knowingly enter into any subcontract with a person who is, or organization that is, debarred, suspended, proposed for debarment, or declared ineligible from award of contracts by any Federal agency (https://www.sam.gov/portal/public/SAM/)	RH
Drug-Free Workplace	Certify that it will provide a drug-free workplace.	RH
Financial Management	Accounting Standards: Agree to comply with 2 CFR 200(E)(F) and agrees to adhere to the accounting principles and procedures required therein, utilize adequate internal controls, and maintain necessary source documentation for all costs incurred.	RH

2024 CDBG APPLICATION FORM

	<p>Cost Principles: Shall administer its program in conformance with 2 CFR 200(E), "Cost Principles for Non-Profit Organizations," or 2 CFR 225, "Cost Principles for State and Local Governments," as applicable. These principles shall be applied for all costs incurred whether charged on a direct or indirect basis.</p>	RH
	<p>Procurement Policies: Certify and agree to procure all materials, property, or services in accordance with the requirements of 2 CFR 200.320-326.</p>	RH
Lobbying Activities	<p>Certify that no Federal appropriated funds have been paid or will be paid, by or on behalf of the agency, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan or cooperative agreement.</p>	RH
Minority Business Enterprise (MBE), Women's Business Enterprise (WBE), Small Business Contracting	<p>Certify that it will comply with 2 CFR 200.321 to take all necessary affirmative steps to assure that minority firms, women business enterprises, and labor surplus area firms are used when possible. Further certify that it will submit to San Luis Obispo County at the time of project completion a report of the MBE and WBE status of all subcontractors to be paid with CDBG funds with contracts of \$10,000 or greater, in a format that will be provided by the County.</p>	RH
Real Property	<p>Certify that it will comply with real property standards (24 CFR Part 570.505) applicable to any property within the owner's control that is acquired or improved in whole or in part using CDBG funds in excess of \$25,000.</p>	RH
Religious Activities	<p>Certify and agree that funds provided to the agency will not be utilized for inherently religious activities prohibited by 24 CFR 570.200(j), such as worship, religious instruction, or proselytization.</p>	RH
Section 3	<p>Certify and agree to ensure that opportunities for training and employment arising in connection with contracts or subcontracts for a housing rehabilitation (including reduction and abatement of lead-based paint hazards), housing construction, or other public construction project are given to low- and very low-income persons residing within the metropolitan area in which the CDBG-funded project is located; where feasible, priority should be given to low- and very low-income persons within the service area of the project or the neighborhood in which the project is located, and to low- and very low-income participants in other HUD programs; and award contracts for work undertaken in connection with a housing</p>	RH

2024 CDBG APPLICATION FORM

	rehabilitation (including reduction and abatement of lead-based paint hazards), housing construction, or other public construction project to business concerns that provide economic opportunities for low- and very low-income persons residing within the metropolitan area in which the CDBG-funded project is located. Where feasible, priority should be given to business concerns that provide economic opportunities to low- and very low-income residents within the service area or the neighborhood in which the project is located, and to low- and very low-income participants in other HUD programs.	
Section 504	Section 504 of the Rehabilitation Act of 1973: Certify that it has read and understands all its obligations under Section 504 to prohibit discrimination against persons with disabilities in the operation of programs receiving federal financial assistance.	RH
Liability	The County and cities require all grant recipients to maintain general liability, automobile, and workman's compensation insurance with limits of not less than \$1 million (may vary by jurisdiction). If you are successful in obtaining a reward, you will be asked to provide documentation regarding your ability to provide the required coverage.	RH
Environmental Review	Prior to HUD's release of grant conditions and/or funds for the CDBG-funded project, a review of the project's potential impact on the environment must be conducted and approved by the County of San Luis Obispo prior to obligating or incurring project costs. The County must certify to HUD that it has complied with all applicable environmental procedures and requirements. Should project costs be obligated or incurred prior to the completion of the necessary environmental review, the project shall not benefit from the federal funds. The level of environmental review required depends on the nature of the project. 24 CFR Part 58 is available at http://www.hud.gov/offices/pih/ih/codetalk/onap/docs/24cfr58.pdf .	RH
Relocation	Any project that involves the acquisition of property, construction, and/or rehabilitation and that is funded in whole or in part with federal CDBG funds is subject to federal relocation requirements. In general, any property owner, commercial business, or residential occupant who is displaced by a HUD-funded project may be eligible for relocation benefits. A project cannot be broken into separate "projects" in order to avoid the federal requirements connected with property acquisition and relocation. Any questions concerning the relocation regulations for a specific property acquisition project should be directed to the Homeless Services Division Grant Unit staff before any action is taken on the project.	RH
HMIS Reporting	All homeless service providers applying for CDBG funds to assist, house, or shelter the homeless must identify and demonstrate the capacity to participate in the County of San Luis Obispo Homeless	RH

2024 CDBG APPLICATION FORM

	Management Information System (HMIS) to provide personnel for data entry, user licensing, and hardware and software necessary for compatibility with HMIS. HMIS is an electronic data collection system that stores client level information about persons who access the homeless services system in a Continuum of Care and reports aggregate data for the County as per HUD's Data Standards.	
Affirmative Marketing	Quarterly and annual reports shall be submitted by the project/program manager to the County for CDBG-funded public services and housing projects. Each report shall include the total number of project/program applicants and clients served with respect to race, ethnicity, gender, and disability status. Affirmative marketing efforts shall be taken to increase the participation of any underserved groups.	RH

CITY OF ATASCADERO

**MISSION STATEMENT: WORKING TOGETHER TO SERVE, BUILD
COMMUNITY AND ENHANCE QUALITY OF LIFE.**



179 Cross Street, Suite A • San Luis Obispo, CA 93401
(805) 781-4472 • fax (805) 781-1291
www.slorta.org

October 27, 2020

San Luis Obispo Regional Transit Authority
179A Cross Street
San Luis Obispo, CA 93401

RE: Support for City of Atascadero Viejo Camino Sidewalk CDBG Barrier Removal Project Application

To Whom It May Concern,

I would like to express my strong support for the City of Atascadero's Community Development Block Grant (CDBG) for the Viejo Camino Sidewalk CDBG Barrier Removal Project as a representative for the San Luis Obispo Regional Transit Authority. Extension of the sidewalk and installation of a formal bus stop location as proposed meets a significant need at this much-used bus stop.

The existing southbound bus stop on Viejo Camino is currently located in a dirt pullout, with no accessible route, bench or cover. This is a heavily used stop, serving an area predominantly consisting of apartments and small lot residential homes, with a significant number of low-income residents. Constructing a new sidewalk, bus shelter and bench as described in this application will provide the integral, practical changes our community needs to better protect the residents of this area and encourage increased use of transit.

The San Luis Obispo Regional Transit Authority eagerly supports the City of Atascadero in this endeavor and strongly hopes that this worthy and important project will be chosen for funding.

Sincerely,

Omar McPherson
Operations Manager

The Regional Transit Authority is a Joint Powers Agency serving the residents and visitors of:

Arroyo Grande • Atascadero • Grover Beach • Morro Bay • Paso Robles • Pismo Beach • San Luis Obispo • County of San Luis Obispo



EXHIBIT
VIEJO CAMINO CDBG PROJECT
LOCATION EXHIBIT

DRAWN BY:	R. HAYES
DATE:	10/28/20
SCALE:	1"=100'
PAGE NO:	1 OF 1

Public Service Applications

- El Camino Homeless Organization (ECHO)
- 5 Cities Homeless Coalition
- Youth Activity Scholarships – City of Atascadero



COUNTY OF SAN LUIS OBISPO
DEPARTMENT OF SOCIAL SERVICES
HOMELESS SERVICES DIVISION
2024 NOFA – Public Services Application

Please submit Application by email to SS HomelessGrants@co.slo.ca.us. All submissions must be made electronically, no paper applications will be accepted. Application must be received no later than Sunday, November 5, 2023, at 9 pm.

I. PRIMARY APPLICANT INFORMATION (LEAD AGENCY)

Organization Name	El Camino Homeless Organization (ECHO)
Type of Organization	<input checked="" type="checkbox"/> Non-Profit <input type="checkbox"/> For Profit <input type="checkbox"/> Gov't/Public <input type="checkbox"/> Other:
UEI Number	091516745
Contact Person/Title	Mimi Rodriguez, Chief Operations Officer
Finance Contact (if different)	
Phone Number	805-462-7527
Email	mrodriguez@echoshelter.org
Address	6370 Atascadero Avenue
City, State, Zip	Atascadero CA 93422
Date of Incorporation	6/14/2000
Is the organization faith-based?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Annual Operating Budget	2,318,800
Number of Paid Staff	23
Number of Volunteers	1,500

II. FUNDING DETAILS

Please identify all funding sources being requested: <i>Select all that apply; you will be required to fill out additional details for each source requested.</i>	<input checked="" type="checkbox"/> Community Development Block Grants (CDBG) <input checked="" type="checkbox"/> Emergency Solutions Grants (ESG) <input checked="" type="checkbox"/> Permanent Local Housing Allocation (PLHA) <input type="checkbox"/> HOME Investment Partnership Program (TBRA ONLY) <input checked="" type="checkbox"/> County General Funds Support (GFS)
Total Funding Requested	\$ 310,680 _____

III. APPLICANT CAPACITY

<p>1. Describe the applicant's history of receiving and managing grants from County/State/Federal sources.</p>
<p>ECHO has successfully sought, received, and managed grants and contracts from all levels of government and the private sector, including current and previous CDBG, PHLA, and General Fund grants through the County, a current HHAP Round 2 grant, many years of County CBO grants, and contracts with the City of Paso Robles and the City of Atascadero. ECHO is currently and has been for many years a sub-contractor on CAPSLO and 5CHC grants through the County, including California CDBG-CV, HCFC-CV, ESG-CV-2, and CESH, and a sub-contractor through HASLO on HHAP-1 and Project HomeKey grants. ECHO's team has been able to meet all expenditure deadlines and report requirements for these grants with no issues. ECHO's many years of experience with government grants and contracts gives us extensive expertise with local, state and federal procedures for purchasing, personnel, and reporting.</p>
<p>2. Briefly describe your organization's auditing requirements, including those for the proposed project. (As outlined in 2 CFR § 200.500)</p>
<p>ECHO does not have an audit requirement under 2 CFR §200.500, as ECHO has not reached the threshold of expending \$750,000 in Federal awards during ECHO's fiscal year. Under 2 CFR §200.500 (d), ECHO is except due to expending less than the threshold. All records of grant expenditures are kept on file for review as required in subsection (d). ECHO's bookkeeping is conducted under the auspices of a Certified Public Accountant. See attached 2022 Financial Statements (Profit & Loss and Balance Sheet) in lieu of audit.</p>
<p>3. Describe how the organization participates in HMIS, Coordinated Entry, and the San Luis Obispo County Continuum of Care.</p>
<p>ECHO participates in the HUD Coordinated Entry process used by homeless-serving agencies county-wide, working closely with Coordinated Entry partners to identify eligible clients and serve without program duplication. ECHO has been a partner on CAPSLO's Coordinated Entry grant since 2017. Coordinated Entry utilizes the ClientTrack system, a county-wide system to track homeless and income status and to avoid duplication of services that is HMIS-compliant. ECHO has lengthy experience with and participates in the County's HMIS database system to track demographics and case management outcomes and to report on progress. ECHO also participates in the Continuum of Care by attending San Luis Obispo County Homeless Services Oversight Council (HSOC) meetings. ECHO's CEO, Wendy Lewis, is an HSOC member and attends both the full Council and the committee meetings along with other ECHO staff.</p>

2024 NOFA – Public Services Application

4. Briefly describe your agency’s record keeping system with relevance to the proposed project.	
Please see attached narrative	
5. Describe the organization’s experience delivering related programs/projects.	
For over two decades, ECHO has demonstrated the ability to successfully operate homeless services. ECHO is led by an experienced CEO, 23 full-time staff, and a 12-member Board of Directors with extensive experience in nonprofit governance, law, finance, marketing, homeless services, and health. Over 1,500 community volunteers support operations at both sites. CEO Wendy Lewis will oversee the project, with support from Mimi Rodriguez, Chief Operations Officer. Wendy Lewis has served as the CEO for the past five years, supervising staff, overseeing finances and fundraising. Mimi Rodriguez, the COO, has been working at ECHO for 11 years and has been part of the executive management team for five years.	
6. Identify all budgeted funds for homelessness-related services and housing opportunities.	
<i>Include leveraged funding in the budget attachment to exhibit financial sustainability of the project beyond the grant term if awarded.</i>	
Additional funds beyond this request to provide the total program cost for FY2024 will come from: Community donations and fundraising events, \$680,000: Not yet committed, includes match for ESG SLO County ARPA, \$105,000: Committed HHAP-1: \$280,400 Committed HHAP-2: \$100,000 Committed Grants and sub-contracts, \$745,000: Not yet committed (Note that this project budget does not include \$813,920 over three years from SB 1090 funds to add 20 beds in Paso Robles; this was just approved by the Board of Supervisors on October 31.)	
Does your organization comply with the Generally Accepted Accounting Principles?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

IV. PROPOSED PROJECT and PROJECT DETAILS

Name of proposed project	ECHO Atascadero and ECHO Paso Robles Shelter Services
Project/Program address(es)	ECHO Atascadero: 6370 Atascadero Avenue, Atascadero CA 93422 ECHO Paso Robles: 1134 Black Oak Drive, Paso Robles CA 93446

2024 NOFA – Public Services Application

Areas served	<input type="checkbox"/> City of Arroyo Grande <input type="checkbox"/> City of Pismo Beach <input type="checkbox"/> City of Morro Bay <input type="checkbox"/> City of San Luis Obispo <input type="checkbox"/> Unincorporated communities of _____	<input type="checkbox"/> City of Atascadero <input type="checkbox"/> City of Paso Robles <input type="checkbox"/> City of Grover Beach <input type="checkbox"/> Countywide
<p>7. Provide a brief narrative of the proposed project including projected outcomes. How would you describe your project to the public in one paragraph?</p>		
<p>ECHO operates two Navigation Centers with overnight shelters, ECHO Atascadero and ECHO Paso Robles, housing residents from throughout San Luis Obispo County. Requested funds from CDBG, ESG, PLHA, and GFS will support shelter services at both sites, including shelter and outreach case management, shelter coordination, and volunteer coordination for 950 clients during the 2024-25 year. In addition to providing shelter, ECHO's Navigation Centers operate 90-day programs that support people experiencing homelessness in finding permanent housing; with this support, over 50% of clients find a home.</p>		
<p>8. Is this effort new, continuing, or expanding? Please describe.</p>		
<p>This effort is continuing, in support of the new ECHO Paso Robles Navigation Center opened during the pandemic and the expanded beds at ECHO Atascadero. ECHO currently operates the only emergency shelters and Navigation Centers located in the North County. ECHO has worked to develop these facilities and services to ensure that as many homeless residents as possible have access to shelter, food, showers, and case management. By continuing to support ECHO Atascadero and ECHO Paso Robles, homeless beds and services in the North County are maintained. Separately from this project, ECHO was also just allocated \$813,920 over 3 years from County SB 1090 funds to add 20 new beds in Paso Robles.</p>		
<p>9. Describe how the project will align with the Lines of Effort to support the San Luis Obispo Countywide Plan to Address Homelessness (2022-2027). List and describe as many that are applicable.</p>		
<p>This project will support Line of Effort 1 by maintaining expanded shelter options, including the 50 beds in the Paso Robles shelter added during the pandemic and the 60 beds in the renovated and expanded Atascadero shelter. It will also support Line of Effort 2, reducing and eliminating barriers to housing stability through supportive services and housing navigation. The project funds program staff to deliver effective case management and support services. Staff are actively reducing the length of time people are homeless and the number of people in shelters who are exiting homelessness. Most shelter clients participate in our 90-day low-barrier program; this best practice is resulting in over 50% of 90-day clients who stay with the program at least one month finding permanent housing.</p>		
Check any specific population(s) expected to be served through this project:	<input type="checkbox"/> Adults with children <input type="checkbox"/> Adults without children <input type="checkbox"/> Elderly/Senior <input type="checkbox"/> Parenting Youth <input type="checkbox"/> Chronically Homeless <input type="checkbox"/> Veterans <input type="checkbox"/> Domestic Violence Survivors <input type="checkbox"/> Persons with Disabilities <input type="checkbox"/> Unaccompanied Youth (under 25 years of age) <input type="checkbox"/> Individuals with Co-occurring Disorders (Substance Use and Mental Health)	

2024 NOFA – Public Services Application

10. How does your program/service complement and collaborate with existing efforts in the County? Describe how the program/project will increase capacity of services/housing for persons experiencing homelessness and at-risk persons in the County.

See attached narrative

11. Describe any consultation with local jurisdictions to gain support for the project. Describe any support you have from local jurisdictions.

ECHO has consulted with the City of Atascadero and the City of Paso Robles for this funding opportunity and has received their support (see attached support letters). ECHO has a long history of support from and positive relationships with both of these cities where Navigation Centers are located. For example, the City of Paso Robles made a two-year funding commitment to ECHO Paso Robles' operation of \$222,000 per year and the City of Atascadero contracts with ECHO to provide case manager staffing for a homeless outreach team. Both cities have a history of providing CDBG funding for shelter operations. ECHO has also appreciated strong support from the County Board of Supervisors and State Representative Addis, who are kept informed with regular updates and who participate in ECHO events (see attached support letter).

12. Name partner agencies as applicable and describe how they will be participating in the delivery of the proposed activity.

Many partnerships keep the two navigation centers operating. ECHO partners with the City of Atascadero and the County to sustain and expand ECHO Atascadero and improve outreach services and with the City of Paso Robles and the County to open and sustain ECHO Paso Robles. ECHO collaborates with People's Self-Help Housing and Housing Authority SLO to manage ECHO Paso Robles. ECHO collaborates with CAPSLO and 5CHC to plan and implement homeless services funded through the County by federal and state funds, and with local non-profits, businesses and community members to support services.

ECHO accepts referrals from a wide range of organizations and staff work closely with other agencies to ensure that clients access the resources available. ECHO actively seeks out community partners who can be of support to our clients. In addition, ECHO works with local employers to place clients in jobs.

2024 NOFA – Public Services Application

13. Describe how you will ensure that the proposed project is accessible to communities of color which are disproportionately impacted by homelessness, particularly Black, Latinx, Asian, Pacific Islander, and Native and Indigenous communities. If you have previously received a grant to serve any of the affected communities, please provide a brief description of those grant activities and the outcomes you achieved.

Please see attached narrative.

**Indicate the predicted performance outcomes listed below.
If not applicable, mark N/A or zero.**

Number of unsheltered persons to become sheltered:	550
Number of people experiencing homelessness to be entering permanent housing:	150
Number of people experiencing Chronic Homelessness served:	230
Number of persons At-Risk of Homelessness served:	45
Number of Unaccompanied Youth served:	0
Number of Youth At-Risk of Homelessness served:	15
Number of persons in families with children served:	285
Total:	1275
Number of persons to be served by facility or program during the program year:	950

V. CDBG – if requesting CDBG funds

Amount of CDBG Funds Requested	\$ 50960 _____	
Please indicate the amount you are requesting for each jurisdiction	<input type="checkbox"/> Arroyo Grande	\$ _____
	<input checked="" type="checkbox"/> Atascadero	\$ 6000 _____
	<input type="checkbox"/> Morro Bay	\$ _____
	<input checked="" type="checkbox"/> Paso Robles	\$ 9960 _____
	<input type="checkbox"/> Pismo Beach	\$ _____
	<input type="checkbox"/> San Luis Obispo	\$ _____
	<input checked="" type="checkbox"/> County	\$ 35000 _____

2024 NOFA – Public Services Application

Estimated number of unduplicated persons or households to benefit from CDBG funds	Persons: <u>950</u> Households: _____
Please select the national objective that best applies to the proposed project.	<input checked="" type="checkbox"/> Low/Moderate Income <input type="checkbox"/> Urgent Need (e.g., after a natural disaster)
LOW/MODERATE INCOME Select which criteria the proposed project intends to qualify under to meet the Low/Moderate Income objective	<input type="checkbox"/> Area Benefit <input checked="" type="checkbox"/> Low/Moderate Income Clientele <input type="checkbox"/> Limited Clientele <input type="checkbox"/> Housing <input type="checkbox"/> Jobs/Micro-Enterprises <input type="checkbox"/> N/A – Low Moderate Income NOT Selected
Identify all eligible activities that apply to the proposed project.	<input checked="" type="checkbox"/> Public Services (General) <input type="checkbox"/> Operating Costs of Homeless/AIDS Patients Programs <input type="checkbox"/> Senior Services <input type="checkbox"/> Handicapped Services <input type="checkbox"/> Legal Services <input type="checkbox"/> Youth Services <input type="checkbox"/> Transportation Services <input type="checkbox"/> Substance Abuse Services <input type="checkbox"/> Services for Battered and Abused Spouses <input type="checkbox"/> Crime Awareness or Neighborhood Cleanups <input type="checkbox"/> Fair Housing Activities <input type="checkbox"/> Tenant/Landlord/Housing Counseling <input type="checkbox"/> Child Care Services <input type="checkbox"/> Health Services <input type="checkbox"/> Services for Abused and Neglected Children <input type="checkbox"/> Mental Health Services <input type="checkbox"/> Subsistence Payments, Homeless Assistance, Rental Housing Subsidies or Security Deposits <input type="checkbox"/> Job Training and Job Placement Services <input type="checkbox"/> Assistance to microenterprises (technical assistance, business support services, and other similar services to owners of microenterprises or persons developing microenterprises)
14. Explain how the proposed project meets the selected National Objective.	
ECHO Navigation Center services solely benefit clients who are homeless. This meets the LMI national objective because a specific group of people benefit who are all very low income.	

2024 NOFA – Public Services Application

15. Will the services offered by your organization increase or expand as a result of CDBG assistance? If yes, explain.

No, CDBG assistance will support continuing operations of ECHO's two Navigation Centers, providing shelter, outreach services, and help with finding permanent housing. Over 160 people have found a permanent home in 2023 so far with ECHO case management support.

16. If your project serves any of the presumed benefit populations under the Low/Moderate Income national objective, please describe how the project will directly benefit the populations identified.

ECHO serves the presumed benefit population of homeless residents. This project directly benefits people experiencing homelessness by providing shelter and case management support to increase or stabilize income and obtain permanent housing. Case managers help clients to eliminate the barriers that are preventing them from keeping stable housing, including medical and mental health care, transportation, budgeting and credit repair, career training, etc. By providing clients with a safe intermediary living situation and the case management needed to embark on a long-term path to stability, ECHO works to ensure that clients do not need to return to the shelter in the future. Clients receive the skills, tools, and information needed to maintain long-term financial stability, as well as the connections to community resources that can assist them before they might become homeless in the future.

VI. ESG – if requesting ESG funds

Amount of ESG Funds Requested	\$ 50680	
Identify all eligible activities and their amounts that apply to the proposed project		
<input checked="" type="checkbox"/> Emergency Shelter	\$ 29341	Approximate Persons Served: 550
<input checked="" type="checkbox"/> Street Outreach	\$ 21339	Approximate Persons Served: 400
<input type="checkbox"/> Rapid Re-Housing	\$ _____	Approximate Persons Served: _____
<input type="checkbox"/> Homeless Prevention	\$ _____	Approximate Persons Served: _____
<input type="checkbox"/> HMIS	\$ _____	

2024 NOFA – Public Services Application

17. ESG Matching Funds (1:1 match required)	
Sources:	
Local fundraisers	\$50,680
	\$
	\$
	\$
	\$
	\$
	\$
	\$
Total	\$50,680

VII. PLHA – if requesting PLHA funds

Amount of PLHA Funds Requested	\$ <u>106080</u>
Estimated number of unduplicated persons or households to benefit from PLHA funds	Persons: <u>950</u> Households: _____
Identify all eligible activities that apply to the proposed project.	<input type="checkbox"/> Rapid Re-housing <input type="checkbox"/> Rental Assistance <input type="checkbox"/> Supportive/Case Management <input checked="" type="checkbox"/> Operating and Capital Costs for Navigation Centers <input checked="" type="checkbox"/> Operating and Capital Costs for Emergency Shelters <input type="checkbox"/> Operating and Capital Costs for New Construction, Rehabilitation, and Preservation of Permanent and Transitional Housing

2024 NOFA – Public Services Application

18. Describe all eligible activities that apply to the proposed project.

Must provide rapid rehousing, rental assistance, navigation centers, emergency shelter, and transitional housing activities in a manner consistent with the Housing First practices described in 25 CCR, Section 8409, subdivision (b)(1)-(6) and in compliance with WIC Section 8255(b)(8). An applicant allocated funds for the new construction, rehabilitation, and preservation of permanent supportive housing shall incorporate the core components of Housing First, as provided in WIC Section 8255, subdivision (b).

ECHO operates two Navigation Centers with overnight shelters, ECHO Atascadero and ECHO Paso Robles, housing residents from throughout San Luis Obispo County. Requested funds from PLHA will support shelter case management at ECHO Paso Robles to support people experiencing homelessness in finding permanent housing; with this support, over 50% of clients in the 90 day program for at least one month find a home.

ECHO Atascadero and ECHO Paso Robles are low-barrier shelters following Housing First practices. The sites are behavioral-based, with no drug or alcohol testing. People are not turned away for known issues. If someone is exited for safety violations they are welcome to reapply for services. Rules are based only on safety and there are no milestones that must be reached in order to access housing. ECHO also provides several levels of service based on the needs of the individual. Each level of service adheres to Housing First and low-barrier practices, which are embedded in policies, procedures, and staff training.

VIII. HOME – if requesting HOME funds (TBRA ONLY)

Amount of HOME Funds Requested	\$ ⁰ _____	
Estimated number of unduplicated persons or households to benefit from HOME funds	Persons: _____ Households: _____	
Provide proposed funding amounts and approximate number of households to be served:		
<input type="checkbox"/> Rental Subsidy	\$_____	Approximate Persons Served: _____
<input type="checkbox"/> Utility Subsidy	\$_____	Approximate Persons Served: _____
<input type="checkbox"/> Security and Utility Deposits	\$_____	Approximate Persons Served: _____
19. Please describe your organization’s client application, intake, and preliminary assessment process.		
<i>Please provide a sample of client intake documents, as applicable, in the attachments section.</i>		
N/A		

2024 NOFA – Public Services Application

20. Describe your organizational collaboration with other local organizations to assist TBRA income eligible households.

N/A

HOME Matching Funds (25% match required)
Sources:

N/A	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
Total	\$

IX. GFS – if requesting GFS funds

Amount of GFS Funds Requested	\$ <u>102960</u>
Estimated number of unduplicated persons or households to benefit from GFS funds	Persons: <u>950</u> Households: _____
Identify all eligible activities that apply to the proposed project.	<input checked="" type="checkbox"/> Emergency Shelters <input type="checkbox"/> Warming Centers <input type="checkbox"/> Safe Parking <input type="checkbox"/> Street Outreach <input checked="" type="checkbox"/> Essential Services for Persons Experiencing Homelessness <input type="checkbox"/> Tenant Based Rental Assistance (TBRA)

2024 NOFA – Public Services Application

21. Describe all eligible activities that apply to the proposed project.

ECHO operates two Navigation Centers with overnight shelters, ECHO Atascadero and ECHO Paso Robles, housing residents from throughout San Luis Obispo County. Requested funds from GFS will support shelter management for ECHO Atascadero to oversee daytime services for shelter residents, as well as volunteer coordination for ECHO Paso Robles to recruit, train, and supervise the volunteers who operate the meal, laundry and shower programs, provide enrichment activities for children, and support overnight operations.

X. Attachments

Attachment A – Budget, Leveraged-Funds, and Budget Narrative (Required)

Please attach a Budget and Budget Narrative for the project for which you are applying. The budget narrative should include FTEs to be provided. Please include the value of any matching funding.

Attachment B – Timeline (Required)

Attach a timeline for key steps of project implementation.

Attachment C - Most Recent Audit (Required)

Attachment D - Proof of Active SAM.gov Registration (Required)

Attachment E – Incorporation Documents (Required)

Attachment F – CDBG Acknowledgements (Required if Applicable)

Attachment G – Organization Mission Statement (Required)

Attachment H – Match Certification Letter (if applicable)

1:1 match required for ESG; 25% match required for HOME TBRA

Attachment I – Client Intake Forms (if applicable)

Attachment J – Letters of Support (Optional)

Please attach any letters of support or commitment from local governments or community partners.

Attachment K – Supplemental Answers to Questions (Optional)

If you need more room to answer any of the application questions, please attach additional information here. Include the question number for each question being answered.

For other additional or optional attachments, please label them clearly (e.g. Attachment L – “Title”).

XI. APPLICATION SUBMISSION:

Applications and accompanying documents are due to Homeless Services Division, Department of Social Services by 9:00 pm on November 5, 2023.

Electronic Copy – email to SS.HomelessGrants@co.slo.ca.us

Subject line: 2024 NOFA Public Services Application – (Applicant Name)



COUNTY OF SAN LUIS OBISPO
 DEPARTMENT OF SOCIAL SERVICES
 HOMELESS SERVICES DIVISION

2024 NOFA – Public Services Application

Please submit Application by email to SS_HomelessGrants@co.slo.ca.us. All submissions must be made electronically, no paper applications will be accepted. Application must be received no later than Sunday, November 5, 2023, at 9 pm.

I. PRIMARY APPLICANT INFORMATION (LEAD AGENCY)

Organization Name	
Type of Organization	<input type="checkbox"/> Non-Profit <input type="checkbox"/> For Profit <input type="checkbox"/> Gov't/Public <input type="checkbox"/> Other:
UEI Number	
Contact Person/Title	
Finance Contact (if different)	
Phone Number	
Email	
Address	
City, State, Zip	
Date of Incorporation	
Is the organization faith-based?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Annual Operating Budget	
Number of Paid Staff	
Number of Volunteers	

II. FUNDING DETAILS

Please identify all funding sources being requested: <i>Select all that apply; you will be required to fill out additional details for each source requested.</i>	<input type="checkbox"/> Community Development Block Grants (CDBG)
	<input type="checkbox"/> Emergency Solutions Grants (ESG)
	<input type="checkbox"/> Permanent Local Housing Allocation (PLHA)
	<input type="checkbox"/> HOME Investment Partnership Program (TBRA ONLY)
	<input type="checkbox"/> County General Funds Support (GFS)
Total Funding Requested	\$ _____

2024 NOFA – Public Services Application

4. Briefly describe your agency's record keeping system with relevance to the proposed project.	
5. Describe the organization's experience delivering related programs/projects.	
6. Identify all budgeted funds for homelessness-related services and housing opportunities. <i>Include leveraged funding in the budget attachment to exhibit financial sustainability of the project beyond the grant term if awarded.</i>	
Does your organization comply with the Generally Accepted Accounting Principles?	<input type="checkbox"/> Yes <input type="checkbox"/> No

IV. PROPOSED PROJECT and PROJECT DETAILS

Name of proposed project	
Project/Program address(es)	

2024 NOFA – Public Services Application

Areas served	<input type="checkbox"/> City of Arroyo Grande <input type="checkbox"/> City of Pismo Beach <input type="checkbox"/> City of Morro Bay <input type="checkbox"/> City of San Luis Obispo <input type="checkbox"/> Unincorporated communities of _____	<input type="checkbox"/> City of Atascadero <input type="checkbox"/> City of Paso Robles <input type="checkbox"/> City of Grover Beach <input type="checkbox"/> Countywide
7. Provide a brief narrative of the proposed project including projected outcomes. <i>How would you describe your project to the public in one paragraph?</i>		
8. Is this effort new, continuing, or expanding? Please describe.		
9. Describe how the project will align with the Lines of Effort to support the San Luis Obispo Countywide Plan to Address Homelessness (2022-2027). <i>List and describe as many that are applicable.</i>		
Check any specific population(s) expected to be served through this project:	<input type="checkbox"/> Adults with children <input type="checkbox"/> Adults without children <input type="checkbox"/> Elderly/Senior <input type="checkbox"/> Parenting Youth <input type="checkbox"/> Chronically Homeless <input type="checkbox"/> Veterans <input type="checkbox"/> Domestic Violence Survivors <input type="checkbox"/> Persons with Disabilities <input type="checkbox"/> Unaccompanied Youth (under 25 years of age) <input type="checkbox"/> Individuals with Co-occurring Disorders (Substance Use and Mental Health)	

10. How does your program/service complement and collaborate with existing efforts in the County? Describe how the program/project will increase capacity of services/housing for persons experiencing homelessness and at-risk persons in the County.

11. Describe any consultation with local jurisdictions to gain support for the project. Describe any support you have from local jurisdictions.

12. Name partner agencies as applicable and describe how they will be participating in the delivery of the proposed activity.

2024 NOFA – Public Services Application

13. Describe how you will ensure that the proposed project is accessible to communities of color which are disproportionately impacted by homelessness, particularly Black, Latinx, Asian, Pacific Islander, and Native and Indigenous communities. If you have previously received a grant to serve any of the affected communities, please provide a brief description of those grant activities and the outcomes you achieved.

**Indicate the predicted performance outcomes listed below.
If not applicable, mark N/A or zero.**

Number of unsheltered persons to become sheltered:	
Number of people experiencing homelessness to be entering permanent housing:	
Number of people experiencing Chronic Homelessness served:	
Number of persons At-Risk of Homelessness served:	
Number of Unaccompanied Youth served:	
Number of Youth At-Risk of Homelessness served:	
Number of persons in families with children served:	
Total:	
Number of persons to be served by facility or program during the program year:	

V. CDBG – if requesting CDBG funds

Amount of CDBG Funds Requested	\$ _____	
Please indicate the amount you are requesting for each jurisdiction	<input type="checkbox"/> Arroyo Grande	\$ _____
	<input type="checkbox"/> Atascadero	\$ _____
	<input type="checkbox"/> Morro Bay	\$ _____
	<input type="checkbox"/> Paso Robles	\$ _____
	<input type="checkbox"/> Pismo Beach	\$ _____
	<input type="checkbox"/> San Luis Obispo	\$ _____
	<input type="checkbox"/> County	\$ _____

15. Will the services offered by your organization increase or expand as a result of CDBG assistance? If yes, explain.

16. If your project serves any of the presumed benefit populations under the Low/Moderate Income national objective, please describe how the project will directly benefit the populations identified.

VI. ESG – if requesting ESG funds

Amount of ESG Funds Requested	\$ _____
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Identify all eligible activities and their amounts that apply to the proposed project

<input type="checkbox"/> Emergency Shelter	\$ _____	Approximate Persons Served: _____
<input type="checkbox"/> Street Outreach	\$ _____	Approximate Persons Served: _____
<input type="checkbox"/> Rapid Re-Housing	\$ _____	Approximate Persons Served: _____
<input type="checkbox"/> Homeless Prevention	\$ _____	Approximate Persons Served: _____
<input type="checkbox"/> HMIS	\$ _____	

2024 NOFA – Public Services Application

17. ESG Matching Funds (1:1 match required)	
Sources:	
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
Total	\$

VII. PLHA – if requesting PLHA funds

Amount of PLHA Funds Requested	\$ _____
Estimated number of unduplicated persons or households to benefit from PLHA funds	Persons: _____ Households: _____
Identify all eligible activities that apply to the proposed project.	<input type="checkbox"/> Rapid Re-housing <input type="checkbox"/> Rental Assistance <input type="checkbox"/> Supportive/Case Management <input type="checkbox"/> Operating and Capital Costs for Navigation Centers <input type="checkbox"/> Operating and Capital Costs for Emergency Shelters <input type="checkbox"/> Operating and Capital Costs for New Construction, Rehabilitation, and Preservation of Permanent and Transitional Housing

18. Describe all eligible activities that apply to the proposed project.

Must provide rapid rehousing, rental assistance, navigation centers, emergency shelter, and transitional housing activities in a manner consistent with the Housing First practices described in 25 CCR, Section 8409, subdivision (b)(1)-(6) and in compliance with WIC Section 8255(b)(8). An applicant allocated funds for the new construction, rehabilitation, and preservation of permanent supportive housing shall incorporate the core components of Housing First, as provided in WIC Section 8255, subdivision (b).

VIII. HOME – if requesting HOME funds (TBRA ONLY)

Amount of HOME Funds Requested	\$ _____	
Estimated number of unduplicated persons or households to benefit from HOME funds	Persons: _____ Households: _____	
Provide proposed funding amounts and approximate number of households to be served:		
<input type="checkbox"/> Rental Subsidy	\$ _____	Approximate Persons Served: _____
<input type="checkbox"/> Utility Subsidy	\$ _____	Approximate Persons Served: _____
<input type="checkbox"/> Security and Utility Deposits	\$ _____	Approximate Persons Served: _____
19. Please describe your organization’s client application, intake, and preliminary assessment process.		
<i>Please provide a sample of client intake documents, as applicable, in the attachments section.</i>		

2024 NOFA – Public Services Application

20. Describe your organizational collaboration with other local organizations to assist TBRA income eligible households.	
HOME Matching Funds (25% match required)	
Sources:	
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
Total	\$

IX. GFS – if requesting GFS funds

Amount of GFS Funds Requested	\$ _____
Estimated number of unduplicated persons or households to benefit from GFS funds	Persons: _____ Households: _____
Identify all eligible activities that apply to the proposed project.	<input type="checkbox"/> Emergency Shelters <input type="checkbox"/> Warming Centers <input type="checkbox"/> Safe Parking <input type="checkbox"/> Street Outreach <input type="checkbox"/> Essential Services for Persons Experiencing Homelessness <input type="checkbox"/> Tenant Based Rental Assistance (TBRA)

2024 NOFA – Public Services Application

21. Describe all eligible activities that apply to the proposed project.

X. Attachments

Attachment A – Budget, Leveraged-Funds, and Budget Narrative (Required)

Please attach a Budget and Budget Narrative for the project for which you are applying. The budget narrative should include FTEs to be provided. Please include the value of any matching funding.

Attachment B – Timeline (Required)

Attach a timeline for key steps of project implementation.

Attachment C – Most Recent Audit (Required)

Attachment D – Proof of Active SAM.gov Registration (Required)

Attachment E – Incorporation Documents (Required)

Attachment F – CDBG Acknowledgements (Required if Applicable)

Attachment G – Organization Mission Statement (Required)

Attachment H – Match Certification Letter (if applicable)

1:1 match required for ESG; 25% match required for HOME TBRA

Attachment I – Client Intake Forms (if applicable)

Attachment J – Letters of Support (Optional)

Please attach any letters of support or commitment from local governments or community partners.

Attachment K – Supplemental Answers to Questions (Optional)

If you need more room to answer any of the application questions, please attach additional information here. Include the question number for each question being answered.

For other additional or optional attachments, please label them clearly (e.g. Attachment L – “Title”).

XI. APPLICATION SUBMISSION:

Applications and accompanying documents are due to Homeless Services Division, Department of Social Services by 9:00 pm on November 5, 2023.

Electronic Copy – email to SS_HomelessGrants@co.slo.ca.us

Subject line: 2024 NOFA Public Services Application – (Applicant Name)



COUNTY OF SAN LUIS OBISPO
 DEPARTMENT OF SOCIAL SERVICES
 HOMELESS SERVICES DIVISION

2024 NOFA – Public Services Application

Please submit Application by email to [SS HomelessGrants@co.slo.ca.us](mailto:SS.HomelessGrants@co.slo.ca.us). All submissions must be made electronically, no paper applications will be accepted. Application must be received no later than Sunday, November 5, 2023, at 9 pm.

I. PRIMARY APPLICANT INFORMATION (LEAD AGENCY)

Organization Name	City of Atascadero
Type of Organization	<input type="checkbox"/> Non-Profit <input type="checkbox"/> For Profit <input checked="" type="checkbox"/> Gov't/Public <input type="checkbox"/> Other:
UEI Number	J4ZKW85KJ1H8
Contact Person/Title	Larisse Lopez
Finance Contact (if different)	Jeri Rangel
Phone Number	805-470-3362
Email	llopez@atascadero.org
Address	6500 Palma Ave
City, State, Zip	Atascadero, CA 93422
Date of Incorporation	07/02/1979
Is the organization faith-based?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Annual Operating Budget	32,811,120
Number of Paid Staff	160
Number of Volunteers	25

II. FUNDING DETAILS

Please identify all funding sources being requested: <i>Select all that apply; you will be required to fill out additional details for each source requested.</i>	<input checked="" type="checkbox"/> Community Development Block Grants (CDBG) <input type="checkbox"/> Emergency Solutions Grants (ESG) <input type="checkbox"/> Permanent Local Housing Allocation (PLHA) <input type="checkbox"/> HOME Investment Partnership Program (TBRA ONLY) <input type="checkbox"/> County General Funds Support (GFS)
Total Funding Requested	\$ 12,500.00

III. APPLICANT CAPACITY

1. Describe the applicant’s history of receiving and managing grants from County/State/Federal sources.

The City of Atascadero has used funding from the CDBG Program in effort to offer scholarships to local low/moderately low income families in an effort to make youth sports and activities accessible to all the youth in our community.

2. Briefly describe your organization’s auditing requirements, including those for the proposed project. (As outlined in 2 CFR § 200.500)

An independent auditing firm conducts an annual audit of all City funds, including the CDBG fund. An independent audit firm also conducts the Single Audit per OMB Circular A-133, Schedule of Expenditures of Federal Awards, which includes all CDBG funding information.

3. Describe how the organization participates in HMIS, Coordinated Entry, and the San Luis Obispo County Continuum of Care.

N/A

2024 NOFA – Public Services Application

4. Briefly describe your agency's record keeping system with relevance to the proposed project.	
The City has a fund solely for the purpose of CDBG expenditures and reimbursements.	
5. Describe the organization's experience delivering related programs/projects.	
The City of Atascadero's Recreation team has provided youth sports, youth special interest classes and activities for many years. The City of Atascadero's Youth Scholarship fund has been used to support youth in paying for other classes and activities separate from just city ran activities. Helping to provide access to the broad range of classes and activities throughout our community for youth and families who would not be able to afford such activities otherwise.	
6. Identify all budgeted funds for homelessness-related services and housing opportunities.	
<i>Include leveraged funding in the budget attachment to exhibit financial sustainability of the project beyond the grant term if awarded.</i>	
N/A	
Does your organization comply with the Generally Accepted Accounting Principles?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

IV. PROPOSED PROJECT and PROJECT DETAILS

Name of proposed project	Youth Scholarships
Project/Program address(es)	6500 Palma Avenue Atascadero, CA 93422

2024 NOFA – Public Services Application

Areas served	<input type="checkbox"/> City of Arroyo Grande <input type="checkbox"/> City of Pismo Beach <input type="checkbox"/> City of Morro Bay <input type="checkbox"/> City of San Luis Obispo <input type="checkbox"/> Unincorporated communities of _____	<input checked="" type="checkbox"/> City of Atascadero <input type="checkbox"/> City of Paso Robles <input type="checkbox"/> City of Grover Beach <input type="checkbox"/> Countywide
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7. Provide a brief narrative of the proposed project including projected outcomes. How would you describe your project to the public in one paragraph?

The City of Atascadero has established a youth scholarship fund designed to assist low income families to allow children to participate in organized recreation, social and cultural activities. The population served would be otherwise unable to afford the activity fees to participate in the activities of choice without the scholarship. The city applies the income guidelines published by HUD adjusted for family size, as qualifying criteria to decide scholarship awards.

8. Is this effort new, continuing, or expanding? Please describe.

This is a continuing effort to offer youth scholarships to low/moderate income families.

9. Describe how the project will align with the Lines of Effort to support the San Luis Obispo Countywide Plan to Address Homelessness (2022-2027). List and describe as many that are applicable.

N/A

Check any specific population(s) expected to be served through this project:	<input checked="" type="checkbox"/> Adults with children <input type="checkbox"/> Adults without children <input type="checkbox"/> Elderly/Senior <input checked="" type="checkbox"/> Parenting Youth <input type="checkbox"/> Chronically Homeless <input type="checkbox"/> Veterans <input type="checkbox"/> Domestic Violence Survivors <input checked="" type="checkbox"/> Persons with Disabilities <input checked="" type="checkbox"/> Unaccompanied Youth (under 25 years of age) <input type="checkbox"/> Individuals with Co-occurring Disorders (Substance Use and Mental Health)
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2024 NOFA – Public Services Application

10. How does your program/service complement and collaborate with existing efforts in the County? Describe how the program/project will increase capacity of services/housing for persons experiencing homelessness and at-risk persons in the County.

The City partners with outside businesses for support such as non-profits and service groups, as well as contracted instructors.

11. Describe any consultation with local jurisdictions to gain support for the project. Describe any support you have from local jurisdictions.

N/A

12. Name partner agencies as applicable and describe how they will be participating in the delivery of the proposed activity.

N/A

2024 NOFA – Public Services Application

13. Describe how you will ensure that the proposed project is accessible to communities of color which are disproportionately impacted by homelessness, particularly Black, Latinx, Asian, Pacific Islander, and Native and Indigenous communities. If you have previously received a grant to serve any of the affected communities, please provide a brief description of those grant activities and the outcomes you achieved.

Registration forms are available in Spanish as well as work with local school counselors to be sure they have current activity information to share with families they work with who's parents only speak Spanish.

**Indicate the predicted performance outcomes listed below.
If not applicable, mark N/A or zero.**

Number of unsheltered persons to become sheltered:	N/A
Number of people experiencing homelessness to be entering permanent housing:	N/A
Number of people experiencing Chronic Homelessness served:	N/A
Number of persons At-Risk of Homelessness served:	N/A
Number of Unaccompanied Youth served:	N/A
Number of Youth At-Risk of Homelessness served:	N/A
Number of persons in families with children served:	N/A
Total:	N/A
Number of persons to be served by facility or program during the program year:	N/A

V. CDBG – if requesting CDBG funds

Amount of CDBG Funds Requested	\$ 12,500.00	
Please indicate the amount you are requesting for each jurisdiction	<input type="checkbox"/> Arroyo Grande	\$ _____
	<input checked="" type="checkbox"/> Atascadero	12,500.00 \$ _____
	<input type="checkbox"/> Morro Bay	\$ _____
	<input type="checkbox"/> Paso Robles	\$ _____
	<input type="checkbox"/> Pismo Beach	\$ _____
	<input type="checkbox"/> San Luis Obispo	\$ _____
	<input type="checkbox"/> County	\$ _____

2024 NOFA – Public Services Application

Estimated number of unduplicated persons or households to benefit from CDBG funds	Persons: <u>50</u> Households: <u>25</u>
Please select the national objective that best applies to the proposed project.	<input checked="" type="checkbox"/> Low/Moderate Income <input type="checkbox"/> Urgent Need (e.g., after a natural disaster)
LOW/MODERATE INCOME Select which criteria the proposed project intends to qualify under to meet the Low/Moderate Income objective	<input type="checkbox"/> Area Benefit <input checked="" type="checkbox"/> Low/Moderate Income Clientele <input type="checkbox"/> Limited Clientele <input type="checkbox"/> Housing <input type="checkbox"/> Jobs/Micro-Enterprises <input type="checkbox"/> N/A – Low Moderate Income NOT Selected
Identify all eligible activities that apply to the proposed project.	<input type="checkbox"/> Public Services (General) <input type="checkbox"/> Operating Costs of Homeless/AIDS Patients Programs <input type="checkbox"/> Senior Services <input type="checkbox"/> Handicapped Services <input type="checkbox"/> Legal Services <input checked="" type="checkbox"/> Youth Services <input type="checkbox"/> Transportation Services <input type="checkbox"/> Substance Abuse Services <input type="checkbox"/> Services for Battered and Abused Spouses <input type="checkbox"/> Crime Awareness or Neighborhood Cleanups <input type="checkbox"/> Fair Housing Activities <input type="checkbox"/> Tenant/Landlord/Housing Counseling <input type="checkbox"/> Child Care Services <input type="checkbox"/> Health Services <input type="checkbox"/> Services for Abused and Neglected Children <input type="checkbox"/> Mental Health Services <input type="checkbox"/> Subsistence Payments, Homeless Assistance, Rental Housing Subsidies or Security Deposits <input type="checkbox"/> Job Training and Job Placement Services <input type="checkbox"/> Assistance to microenterprises (technical assistance, business support services, and other similar services to owners of microenterprises or persons developing microenterprises)
14. Explain how the proposed project meets the selected National Objective.	
Most youth serving organizations in Atascadero have received requests for assistance in paying registrations or enrollment fees for their activities. Many families are unable to afford fees that usually range from \$35 to \$300 per child. Applications have grown dramatically over the past several years, but the need has been more acute in the last few years. These children would not be able to participate in the activities that promote self-esteem, feelings of community, friendship, health, etc. if they are not provided with financial aid.	

2024 NOFA – Public Services Application

15. Will the services offered by your organization increase or expand as a result of CDBG assistance? If yes, explain.

No.

16. If your project serves any of the presumed benefit populations under the Low/Moderate Income national objective, please describe how the project will directly benefit the populations identified.

The program will be serving children who are 2.5 years old up to 18 years old and are considered extremely low to moderately low income households. It would allow children to participate in organized recreation, social and cultural activities. It would promote self esteem, feelings of community, friendships, health, etc.

VI. ESG – if requesting ESG funds

Amount of ESG Funds Requested	\$ n/a	
Identify all eligible activities and their amounts that apply to the proposed project		
<input type="checkbox"/> Emergency Shelter	\$ _____	Approximate Persons Served: _____
<input type="checkbox"/> Street Outreach	\$ _____	Approximate Persons Served: _____
<input type="checkbox"/> Rapid Re-Housing	\$ _____	Approximate Persons Served: _____
<input type="checkbox"/> Homeless Prevention	\$ _____	Approximate Persons Served: _____
<input type="checkbox"/> HMIS	\$ _____	

2024 NOFA – Public Services Application

17. ESG Matching Funds (1:1 match required)	
Sources:	
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
Total	\$

VII. PLHA – if requesting PLHA funds

Amount of PLHA Funds Requested	\$ <u> n/a </u>
Estimated number of unduplicated persons or households to benefit from PLHA funds	Persons: <u> </u> Households: <u> </u>
Identify all eligible activities that apply to the proposed project.	<input type="checkbox"/> Rapid Re-housing <input type="checkbox"/> Rental Assistance <input type="checkbox"/> Supportive/Case Management <input type="checkbox"/> Operating and Capital Costs for Navigation Centers <input type="checkbox"/> Operating and Capital Costs for Emergency Shelters <input type="checkbox"/> Operating and Capital Costs for New Construction, Rehabilitation, and Preservation of Permanent and Transitional Housing

18. Describe all eligible activities that apply to the proposed project.

Must provide rapid rehousing, rental assistance, navigation centers, emergency shelter, and transitional housing activities in a manner consistent with the Housing First practices described in 25 CCR, Section 8409, subdivision (b)(1)-(6) and in compliance with WIC Section 8255(b)(8). An applicant allocated funds for the new construction, rehabilitation, and preservation of permanent supportive housing shall incorporate the core components of Housing First, as provided in WIC Section 8255, subdivision (b).

VIII. HOME – if requesting HOME funds (TBRA ONLY)

Amount of HOME Funds Requested	\$ <u> n/a </u>	
Estimated number of unduplicated persons or households to benefit from HOME funds	Persons: _____ Households: _____	
Provide proposed funding amounts and approximate number of households to be served:		
<input type="checkbox"/> Rental Subsidy	\$ _____	Approximate Persons Served: _____
<input type="checkbox"/> Utility Subsidy	\$ _____	Approximate Persons Served: _____
<input type="checkbox"/> Security and Utility Deposits	\$ _____	Approximate Persons Served: _____
19. Please describe your organization’s client application, intake, and preliminary assessment process.		
<i>Please provide a sample of client intake documents, as applicable, in the attachments section.</i>		

2024 NOFA – Public Services Application

20. Describe your organizational collaboration with other local organizations to assist TBRA income eligible households.

HOME Matching Funds (25% match required)

Sources:

	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
Total	\$

IX. GFS – if requesting GFS funds

Amount of GFS Funds Requested	\$ <u> n/a </u>
Estimated number of unduplicated persons or households to benefit from GFS funds	Persons: <u> </u> Households: <u> </u>
Identify all eligible activities that apply to the proposed project.	<input type="checkbox"/> Emergency Shelters <input type="checkbox"/> Warming Centers <input type="checkbox"/> Safe Parking <input type="checkbox"/> Street Outreach <input type="checkbox"/> Essential Services for Persons Experiencing Homelessness <input type="checkbox"/> Tenant Based Rental Assistance (TBRA)

2024 NOFA – Public Services Application

21. Describe all eligible activities that apply to the proposed project.

X. Attachments

Attachment A – Budget, Leveraged-Funds, and Budget Narrative (Required)

Please attach a Budget and Budget Narrative for the project for which you are applying. The budget narrative should include FTEs to be provided. Please include the value of any matching funding.

Attachment B – Timeline (Required)

Attach a timeline for key steps of project implementation.

Attachment C – Most Recent Audit (Required)

Attachment D – Proof of Active SAM.gov Registration (Required)

Attachment E – Incorporation Documents (Required)

Attachment F – CDBG Acknowledgements (Required if Applicable)

Attachment G – Organization Mission Statement (Required)

Attachment H – Match Certification Letter (if applicable)

1:1 match required for ESG; 25% match required for HOME TBRA

Attachment I – Client Intake Forms (if applicable)

Attachment J – Letters of Support (Optional)

Please attach any letters of support or commitment from local governments or community partners.

Attachment K – Supplemental Answers to Questions (Optional)

If you need more room to answer any of the application questions, please attach additional information here. Include the question number for each question being answered.

For other additional or optional attachments, please label them clearly (e.g. Attachment L – “Title”).

XI. APPLICATION SUBMISSION:

Applications and accompanying documents are due to Homeless Services Division, Department of Social Services by 9:00 pm on November 5, 2023.

Electronic Copy – email to SS_HomelessGrants@co.slo.ca.us

Subject line: 2024 NOFA Public Services Application – (Applicant Name)

CITY OF ATASCADERO

TIMELINE: Funds will be expended within 4 quarters.

(October 1st, January 1st, April 1st, and June 30th.)

Attachment C - Most Recent Audit

CITY OF ATASCADERO

COMMUNITY DEVELOPMENT BLOCK GRANT FUND

SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE

BUDGET AND ACTUAL

For the Fiscal Year Ended June 30, 2022

	Budget		Actual Amounts	Variance with Final Budget Positive (Negative)
	Original	Final		
Revenues:				
Community Development Block Grant	\$ 156,660	\$ 246,280	\$ 69,008	\$ (177,272)
Total revenues	156,660	246,280	69,008	(177,272)
Expenditures:				
Administration:				
CDBG general administration	-	10,300	10,295	5
Special projects and studies:				
Youth scholarships	-	10,700	8,820	1,880
Capital outlay:				
Traffic Way and El Camino Real barrier removal	40,720	40,720	15,852	24,868
Santa Rosa barrier removal	115,940	115,940	34,041	81,899
Viejo Camino barrier removal	-	68,620	-	68,620
Total expenditures	156,660	246,280	69,008	177,272
Net change in fund balance	\$ -	\$ -	-	\$ -
Fund balance, June 30, 2021			-	
Fund balance, June 30, 2022			\$ -	

Attachment D - Active SAM Registration



Entity Workspace

Enter an entity ID, name, or keyword



Get Started

Actions

Show Workspace For Non-Federal Entities

- Non-Federal Entities
- BioPreferred Reporting
- Service Contract Reporting

Filter By

Keyword

Entity

Status

- Work in Progress Registration
- Submitted Registration
- Active Registration
- Inactive Registration
- ID Assigned

1 of 1 Results per page 25 Sort by Expiration Date Ascending

Atascadero, City Of ● Active Registration

Unique Entity ID: J4ZKW85KJ1H8	Doing Business As: (blank)	Purpose of Registration: Federal Assistance Awards	Expiration Date Dec 7, 2023
CAGE/NCAGE: 4DNK4	Physical Address: 6500 Palma Ave Atascadero, CA 93422-4292 USA		

Open Cases

Attachment E – Incorporation Documents

The City of Atascadero is a government entity.

2024 CDBG APPLICATION FORM

FEDERAL REQUIREMENTS ACKNOWLEDGEMENTS

Every person or Agency awarded a CDBG Contract or grant by San Luis Obispo County for the provision of services shall be required to certify to the County that they will comply with federal and local requirements including, but not limited to, those listed below. Please initial each certification listed to indicate you or your agency can and will comply with these requirements if funded.

Federal Requirements		Initials
Americans with Disabilities Act	Certify that the applicant agency has reviewed its projects, programs, and services for compliance with all applicable regulations contained in Title II, Americans with Disabilities Act of 1990.	TB
Audits	Agrees to have an annual audit conducted in accordance with current San Luis Obispo County policy regarding audits and 2 CFR 200.501 audit requirements. Shall comply with current San Luis Obispo County policy concerning the purchase of equipment and shall maintain inventory records of all non-expendable personal property as defined by such policy as may be procured with funds provided through the grant.	TB
Conflict of Interest	(2 CFR 200.112, 200.318, and 570.611) Certify and agree that no covered persons who exercise or have exercised any functions or responsibilities with respect to CDBG-assisted activity, or who are in a position to participate in a decision-making process or gain inside information with regard to such activities, may obtain a financial interest in any contract, or have a financial interest in any contract, subcontract, or agreement with respect to the CDBG-assisted activity, either for themselves or those with whom they have business or immediate family ties, during their tenure or for a period of one (1) year thereafter. A "covered person" includes any person who is an employee, agent, consultant, officer, or elected or appointed official of the agency	TB
Civil Rights Act	Certify that the applicant agency complies with and prohibits discrimination in accordance with Title VI of the Civil Rights Act of 1964.	TB
Debarment Status of Contractors	Certify to the best of its knowledge and belief, that the applicant or applicant agency principals will not knowingly enter into any subcontract with a person who is, or organization that is, debarred, suspended, proposed for debarment, or declared ineligible from award of contracts by any Federal agency (https://www.sam.gov/portal/public/SAM/)	TB
Drug-Free Workplace	Certify that it will provide a drug-free workplace.	TB
Financial Management	Accounting Standards: Agree to comply with 2 CFR 200(E)(F) and agrees to adhere to the accounting principles and procedures required therein, utilize adequate internal controls, and maintain necessary source documentation for all costs incurred.	TB

2024 CDBG APPLICATION FORM

	<p>Cost Principles: Shall administer its program in conformance with 2 CFR 200(E), "Cost Principles for Non-Profit Organizations," or 2 CFR 225, "Cost Principles for State and Local Governments," as applicable. These principles shall be applied for all costs incurred whether charged on a direct or indirect basis.</p>	TB
	<p>Procurement Policies: Certify and agree to procure all materials, property, or services in accordance with the requirements of 2 CFR 200.320-326.</p>	TB
Lobbying Activities	<p>Certify that no Federal appropriated funds have been paid or will be paid, by or on behalf of the agency, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan or cooperative agreement.</p>	TB
Minority Business Enterprise (MBE), Women's Business Enterprise (WBE), Small Business Contracting	<p>Certify that it will comply with 2 CFR 200.321 to take all necessary affirmative steps to assure that minority firms, women business enterprises, and labor surplus area firms are used when possible. Further certify that it will submit to San Luis Obispo County at the time of project completion a report of the MBE and WBE status of all subcontractors to be paid with CDBG funds with contracts of \$10,000 or greater, in a format that will be provided by the County.</p>	TB
Real Property	<p>Certify that it will comply with real property standards (24 CFR Part 570.505) applicable to any property within the owner's control that is acquired or improved in whole or in part using CDBG funds in excess of \$25,000.</p>	TB
Religious Activities	<p>Certify and agree that funds provided to the agency will not be utilized for inherently religious activities prohibited by 24 CFR 570.200(j), such as worship, religious instruction, or proselytization.</p>	TB
Section 3	<p>Certify and agree to ensure that opportunities for training and employment arising in connection with contracts or subcontracts for a housing rehabilitation (including reduction and abatement of lead-based paint hazards), housing construction, or other public construction project are given to low- and very low-income persons residing within the metropolitan area in which the CDBG-funded project is located; where feasible, priority should be given to low- and very low-income persons within the service area of the project or the neighborhood in which the project is located, and to low- and very low-income participants in other HUD programs; and award contracts for work undertaken in connection with a housing</p>	TB

2024 CDBG APPLICATION FORM

	rehabilitation (including reduction and abatement of lead-based paint hazards), housing construction, or other public construction project to business concerns that provide economic opportunities for low- and very low-income persons residing within the metropolitan area in which the CDBG-funded project is located. Where feasible, priority should be given to business concerns that provide economic opportunities to low- and very low-income residents within the service area or the neighborhood in which the project is located, and to low- and very low-income participants in other HUD programs.	(Cont'd) TB
Section 504	Section 504 of the Rehabilitation Act of 1973: Certify that it has read and understands all its obligations under Section 504 to prohibit discrimination against persons with disabilities in the operation of programs receiving federal financial assistance.	TB
Liability	The County and cities require all grant recipients to maintain general liability, automobile, and workman's compensation insurance with limits of not less than \$1 million (may vary by jurisdiction). If you are successful in obtaining a reward, you will be asked to provide documentation regarding your ability to provide the required coverage.	TB
Environmental Review	Prior to HUD's release of grant conditions and/or funds for the CDBG-funded project, a review of the project's potential impact on the environment must be conducted and approved by the County of San Luis Obispo prior to obligating or incurring project costs. The County must certify to HUD that it has complied with all applicable environmental procedures and requirements. Should project costs be obligated or incurred prior to the completion of the necessary environmental review, the project shall not benefit from the federal funds. The level of environmental review required depends on the nature of the project. 24 CFR Part 58 is available at http://www.hud.gov/offices/pih/ih/codetalk/onap/docs/24cfr58.pdf .	TB
Relocation	Any project that involves the acquisition of property, construction, and/or rehabilitation and that is funded in whole or in part with federal CDBG funds is subject to federal relocation requirements. In general, any property owner, commercial business, or residential occupant who is displaced by a HUD-funded project may be eligible for relocation benefits. A project cannot be broken into separate "projects" in order to avoid the federal requirements connected with property acquisition and relocation. Any questions concerning the relocation regulations for a specific property acquisition project should be directed to the Homeless Services Division Grant Unit staff before any action is taken on the project.	TB
HMIS Reporting	All homeless service providers applying for CDBG funds to assist, house, or shelter the homeless must identify and demonstrate the capacity to participate in the County of San Luis Obispo Homeless	TB

2024 CDBG APPLICATION FORM

	<p>Management Information System (HMIS) to provide personnel for data entry, user licensing, and hardware and software necessary for compatibility with HMIS. HMIS is an electronic data collection system that stores client level information about persons who access the homeless services system in a Continuum of Care and reports aggregate data for the County as per HUD's Data Standards.</p>	<p>(Cont) TB</p>
<p>Affirmative Marketing</p>	<p>Quarterly and annual reports shall be submitted by the project/program manager to the County for CDBG-funded public services and housing projects. Each report shall include the total number of project/program applicants and clients served with respect to race, ethnicity, gender, and disability status. Affirmative marketing efforts shall be taken to increase the participation of any underserved groups.</p>	<p>TB</p>

CITY OF ATASCADERO

**MISSION STATEMENT: WORKING TOGETHER TO SERVE, BUILD
COMMUNITY AND ENHANCE QUALITY OF LIFE.**



YOUTH ACTIVITY SCHOLARSHIP FUND APPLICATION

The City of Atascadero's goal is to improve the quality of life in Atascadero and the surrounding community. The City supports a scholarship fund for eligible youth to provide access to recreational, cultural and social opportunities. Scholarship support is offered to local low-income families on an "as needed and available basis." All eligible applications will be considered. **The application fiscal year runs July 1st through June 30th.**

Limit:

\$250 per child per fiscal year,
UP TO \$500 per family per fiscal year (based on availability of funds)

Please Note: ***50% of the registration fee is due immediately upon scholarship application submittal for City of Atascadero activities.**
 ****"Extremely Low Income" families qualify for a 100% scholarship with proof of 1040 Tax Return OR Current Pay Stub ONLY****
 (Late registration fees are NOT covered)

Proof of eligibility (REQUIRED-must show proof of at least one):

- CalFresh/Food Stamps
- MediCal
- CalWorks
- Section 8 Voucher
- 1040 Tax Return (from previous year)
- Free or Reduced School Lunch
- Unemployment (check stub-current)

Scholarships Will Be Awarded to Eligible Youth 2-17 Years of Age who LIVE in the Atascadero School District

**City of Atascadero Scholarship Program
SCHOLARSHIP FUND APPLICATION**

Good Until <u>6/30/2024</u>

PLEASE MAKE SURE TO PRINT LEGIBLY.

Please submit one scholarship form per child. Youth must be 2-17 years of age & live in the Atascadero School District. Return to: City of Atascadero, 5599 Traffic Way, Atascadero, CA 93422 or walk in location is 5599 Traffic Way Atascadero. 805-470-3360

Applicant (Child) _____ Age: _____ Gender: _____ **Race:** _____
Ethnicity: _____
 Street Address _____ City _____ St _____ Zip _____
 Email Address: _____

Name of Applicant's School _____ Grade _____

Mother/Guardian: _____ **Employed?** YES NO **Head of Household?** YES NO

Father/Guardian: _____ **Employed?** YES NO **Head of Household?** YES NO

Address of Requesting Party _____ City _____ St _____ Zip _____

Phone (Day): _____ (Evening) _____

ACTIVITY: _____ **ACTIVITY #** (City Activities Only): _____

REGISTRATION FEE: _____ **100%/50 % AMOUNT REQUESTED:** _____

PLEASE CIRCLE PERSONS IN FAMILY & GROSS COMBINED YEARLY INCOME:

HOUSEHOLD SIZE	A - Extremely Low	B - Very Low	C - Low
1 Person	\$23,000 max	\$38,300 max	\$61,250 max
2 Persons	\$26,250 max	\$43,800 max	\$70,000 max
3 Persons	\$29,550 max	\$49,250 max	\$78,750 max
4 Persons	\$32,800 max	\$54,700 max	\$87,500 max
5 Persons	\$35,450 max	\$59,100 max	\$94,500 max
6 Persons	\$38,050 max	\$63,500 max	\$101,500 max
7 Persons	\$41,910 max	\$67,850 max	\$108,500 max
8 Persons	\$46,630 max	\$72,250 max	\$115,500 max

PLEASE CIRCLE ONE (Documentation REQUIRED):

CalFresh/ Food Stamps	1040 Tax Return	Free/Reduced School Lunch	Unemployment Check (current)	MediCal	CalWorks	Section 8 Voucher
--------------------------	--------------------	------------------------------	---------------------------------	---------	----------	----------------------

YOU MUST ATTACH PROOF OF ELIGIBILITY REGARDING THE ITEMS ABOVE

I certify that all of the information provided above is true and correct. I further attest that the family meets the income criteria stated above.

Signature Date

-----CITY USE ONLY-----

Date Received: _____ By: _____ Date Reviewed: _____ Amount Approved: _____ Funds: _____



ACTIVIDAD JUVENIL

Aplicación de Beca Recreacional

La misión de la Ciudad de Atascadero es mejorar la calidad de vida en la ciudad y en la comunidad alrededor. La Ciudad apoya un fondo de becas para proveer acceso a los menores de edad al recreo, eventos culturales y oportunidades del desarrollo social. Se ofrece becas a las familias de bajos recursos si los fondos son “necesarios y están disponibles”. Todas las aplicaciones serán consideradas. **El año fiscal es 1 julio al 30 junio. (plazo para aplicar/ recibir una beca).**

Límite máximo:
\$250 cada niño/ niña por cada año fiscal,
HASTA \$500 por familia por año fiscal (si hay fondos disponibles)

***Tome en Cuenta: el 50% de la cuota del registro se debe pagar en la hora de hacer su aplicación de beca a la Ciudad de Atascadero**

****Las familias de “muy bajos recursos” califican por una beca del 100% de la cuota, PERO SE REQUIERE comprobante de ingreso (Forma 1040 del reporte de impuestos del IRS o un talón de cheque) ****
(NO SE CUBREN cargos de registros ATRASADOS)

Comprobante de elegibilidad: (SE REQUIERE- UNO de los siguientes):

- CalFresh
- 1040 REPORTE DE IMPUESTOS (del año pasado)
- Comprobante de que el niño/niña recibe comidas gratis o precio reducido en la escuela
- Talón de cheque del Departamento de Desempleo (UIB)
- Sección 8 de Vivienda
- Tarjeta de Medi-Cal
- Tarjeta de CalWorks

Las Becas son Para los Niños/as de 2 a 17 años de edad que VIVEN EN el distrito escolar de Atascadero.

Programa de Becas de la Ciudad de Atascadero

**Aplicación para Fondo de Becas
Favor de imprimir legiblemente**

válido hasta <u>6/30/24</u>

Favor de someter una aplicación por niño. Los jóvenes deben tener 2 - 17 años y vivir en el Distrito Escolar de Atascadero. Favor de enviar aplicaciones a/ o caminar en el registro City of Atascadero, 5599 Traffic Way, Atascadero, CA. 93422. Preguntas? 805-470-3360.

Raza: _____
Nombre del niño: _____ Edad: _____ Genero: _____ Etnicidad: _____

Dirección: _____ Ciudad: _____ Estado: _____ Código Postal: _____

Nombre de la Escuela del niño: _____ Grado: _____

Madre (no el joven) _____ Empleado?: si no Jefe de hogar?: si no

Padre (no el joven) _____ Empleado?: si no Jefe de hogar?: si no

Dirección del Solicitante _____ Ciudad: _____ Estado: _____ Código Postal: _____

Número de teléfono(día): _____ (Noche) _____

ACTIVIDAD: _____ ACTIVIDAD # (solo actividades de la cuidad): _____

Cuota: _____ **100% / 50 % Cantidad solicitada:** _____

Indique cuantas personas en la familia y la cantidad de ingresos combinados antes de deducir impuestos:

Tamaño de la casa	A - Extremadamente bajo	B - Muy Bajo	C - Bajo
1 Persona	\$23,000 max	\$38,300 max	\$61,250 max
2 Personas	\$26,250 max	\$43,800 max	\$70,000 max
3 Personas	\$29,550 max	\$49,250 max	\$78,750 max
4 Personas	\$32,800 max	\$54,700 max	\$87,500 max
5 Personas	\$35,450 max	\$59,100 max	\$94,500 max
6 Personas	\$38,050 max	\$63,500 max	\$101,500 max
7 Personas	\$41,910 max	\$67,850 max	\$108,500 max
8 Personas	\$46,630 max	\$72,250 max	\$115,500 max

Indique que tipos de ingreso recibe y adjunta comprobante.

Reporte de impuestos	Sección 8 de Vivienda	Comprobante de que recibe almuerzo gratis o reducido en la escuela	Comprobante de que recibe beneficios del desempleo	Tarjeta de MediCal	Tarjeta de CalWorks o CalFresh
----------------------	-----------------------	--	--	--------------------	--------------------------------

Se debe adjuntar prueba de elegibilidad en referencia a los elementos ya listados

Certifico que toda la información proporcionada es correcta y la verdad. Además, certifico que la familia cumple con los criterios de ingresos establecidos anteriormente.

Firma

Fecha

-----**Para el uso solamente por la Ciudad**-----

Date Received: _____ By: _____ Date Reviewed: _____ Amount Approved: _____ Funds: _____

Application Spreadsheet

CDBG CATEGORIES & APPLICATIONS		APPLICATION AMOUNT	ESTIMATED GRANT ALLOCATION	MAYOR MORENO	MAYOR PRO TEM NEWSOM	COUNCIL MEMBER BOURBEAU	COUNCIL MEMBER DARIZ	COUNCIL MEMBER FUNK
PUBLIC FACILITIES (PF) & HOUSING PROJECTS (HP) CATEGORY (65% Min.)								
1.	CITY OF ATASCADERO <i>Viejo Camino Sidewalk and ADA Improvements</i>	\$ 90,000	\$ 87,233					
SUBTOTALS:		\$ 90,000		\$ -	\$ -	\$ -	\$ -	\$ -
PUBLIC SERVICES CATEGORY (15% Max.) \$20,131								
1.	EL CAMINO HOMELESS ORGANIZATION (ECHO) - <i>Operation of Homeless Shelter</i>	\$ 6,000						
2.	5 CITIES HOMELESS COALITION - <i>Subsistence Payments, Homeless Assistance, & Security Deposits</i>	\$ 4,667						
3.	CITY OF ATASCADERO - <i>Youth Activity Scholarships</i>	\$ 12,500		\$ -	\$ -	\$ -	\$ -	\$ -
SUBTOTALS:		\$ 23,167		\$ -	\$ -	\$ -	\$ -	\$ -
ADMINISTRATION (20% Max.)								
1.	SLO COUNTY - <i>Program Administration (13%)</i>	\$ 17,447	\$ 17,447					
2.	CITY OF ATASCADERO - <i>Program Administration (7%)</i>	\$ 9,394	\$ 9,394					
SUBTOTALS:		\$ 26,841		\$ -	\$ -	\$ -	\$ -	\$ -
TOTALS		\$ 140,008	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -