

REPORT FROM

OFFICE OF THE CITY ADMINISTRATIVE OFFICER

Date: June 10, 2015

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Council File No.

Council District: Citywide

To: The Mayor
The Council

From: Miguel A. Santana, City Administrative Officer *MSH
ALW*

Reference: Housing and Community Investment Department Transmittal dated May 15, 2015;
Received by the City Administrative Officer on May 22, 2015

Subject: **REQUEST TO SUBMIT THE 2016-17 COMMUNITY SERVICES BLOCK GRANT (CSBG) COMMUNITY ACTION PLAN TO THE CALIFORNIA DEPARTMENT OF COMMUNITY SERVICES AND DEVELOPMENT**

SUMMARY

The Housing and Community Investment Department (HCID) requests authorization to submit the City's Community Action Plan (CAP) for Community Services Block Grant (CSBG) funds to the State of California's Department of Community Services and Development (CSD). The CAP is a two-year roadmap demonstrating how entities plan to use CSBG funding. The CSBG award for calendar year 2015 is \$6.17 million. The application period for the 2016-17 CAP is from January 1, 2016 through December 31, 2017. The attached 2016-17 CAP is due to the CSD by June 26, 2015. This Office concurs with the Department's request to submit the City's CAP to the CSD.

BACKGROUND

The U.S. Department of Health and Human Services administers the CSBG program, which provides funds to the states to combat poverty and promote self-sufficiency. The CSD, in turn, provides CSBG funding to Community Action Agencies (CAAs). As the designated CAA for the City of Los Angeles, the HCID receives CSBG funds from the CSD to administer programs designed to increase the self-sufficiency of City residents whose incomes meet federal poverty guidelines. To receive these funds, the City is required to submit a CAP every two years outlining how the City will allocate CSBG funding.

The CAP was simultaneously transmitted to the Community Action Board (CAB), which approved the CAP on May 14, 2015. The CAB is an advisory body comprised of public and private sector representatives who are nominated by the Council and Mayor. The CAB provides oversight on CSBG funding and programs in conformance with the CSBG Act.

The key components of the 2016-17 CAP are:

- *Community Profile*: This section describes an abbreviated demographic view of populations and specified areas. It also provides a summary of the impactful conditions affecting the community.
- *Public Hearings and Input*: This section summarizes the process and methods used to solicit public input. The CAB and HCID designed a survey to solicit public comments. More than 1,500 surveys were collected as part of the planning for the CAP. A public hearing must be held in conjunction with the CAP to identify all public concerns associated with the plan.
- *Comprehensive Community Needs Assessment*: Federal law requires that a community needs assessment be done in preparing the CAP. The community needs assessment presents analyses of some of the obstacles impeding self-sufficiency for residents living in poverty. Information collected from key sectors of the community, as well as directly from low-income individuals (i.e., survey and customer satisfaction data), must be included as part of this assessment.
- *Federal Assurances and CSBG National Performance Indicators Program Report*: These areas describe the activities to be provided by the HCID to qualifying low-income families and individuals. These areas also outline the quantifiable goals the HCID proposes to accomplish during each of the next two years.

The City's CSBG annual allocation is used to fund approximately 45 percent of the FamilySource System (System). The remaining 55 percent is funded through the Community Development Block Grant (CDBG). During calendar year 2015, the HCID will be conducting a Request for Proposals (RFP) to procure new contractors for the System. The RFP may include procurement of an evaluator of System performance, currently performed by *The University Corporation of California State University, Northridge*. The RFP will reflect changes in the program design for the System, including further implementation of the Los Angeles Unified School District (LAUSD) Pupil Services Attendance Counselor (PSAC) component.

During calendar year 2014, the City partnered with the LAUSD to co-locate 13 PSAC's at 13 FamilySource Centers (FSC) full-time. These counselors, all licensed social workers, provide educational services to families and students served within the FSCs and throughout the LAUSD. The FSC PSACs also provide access to the LAUSD's vast array of educational services, bring uniformity in counseling and serve as a conduit between the schools and the FSC low-income communities. A portion of CSBG funds have been allocated to support this new program, which is funded equally by the City and the LAUSD.

This Office concurs with the Department's request to submit the City's 2016-17 CAP to the CSD. A copy of the HCID transmittal, along with the 2016-17 CAP, has been forwarded to the City Attorney for concurrent review and approval as to form and compliance with the City's contracting requirements.

RECOMMENDATION

That the Mayor authorize the General Manager of the Housing and Community Investment Department (HCID), or designee, to sign and submit the 2016-17 Community Action Plan to the Department of Community Services and Development by June 26, 2015, for the provision of funding programs designed to increase the self-sufficiency of residents whose incomes meet federal poverty guidelines, subject to the review of the City Attorney for approval as to form, and compliance with the City's contracting requirements.

FISCAL IMPACT STATEMENT

There will be no impact to the General Fund. The recommendation in this report is in compliance with the City's Financial Policies in that the services in the Community Action Plan will be fully funded by federal grant funds.

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