CITY OF HAYWARD
AGENDA REPORT

AGENDA DATE 05/07/02
AGENDA ITEM
WORK SESSION ITEM WS2

TO: Mayor and City Council

FROM: Director of Community and Economic Development

SUBJECT: FY 2002-2003 Community Development Block Grant Funding Recommendations

RECOMMENDATION:

It is recommended that the City Council review and comment on this report.

BACKGROUND:

Approximately $2,640,000 is available for funding eligible CDBG activities in Hayward during fiscal year (FY) 2002-2003.

HUD FY 2002-2003 Entitlement Grant	$1,802,000
Program income	840,000
Available CDBG funds	$2,640,000

CDBG program administration costs for FY 2002-2003 are estimated at approximately $400,000 including funds for HUD-required environmental reviews and fair labor standards construction wage monitoring. The balance of funds available for CDBG program activities is $2,240,000. For many years, CDBG program income was approximately $500,000 a year. Over the past two years, mortgage interest rates have been very low providing an opportunity for first-time homebuyers and housing rehabilitation clients to refinance their homes and pay off their CDBG-funded loans. As a result, the City has received much more program income (e.g. $800,000) than usual. Now mortgage interest rates have begun to rise and staff expects the amount of program income received to return to "normal" levels next year.

The amount available for funding public services is $405,000, because of the formula used to calculate the "cap" on the amount of CDBG funds that can be spent on public services. Congress placed this limit (the sum of 15% of the fiscal year entitlement grant and 15% of the previous year's program income), to ensure that the Block Grant continues to be used for community development improvements and housing.

DISCUSSION OF CAC AND STAFF RECOMMENDATIONS:

Eighteen proposals for CDBG funds were submitted totaling $2,400,843. Four proposals were submitted after the deadline and were consequently not considered. During February 2002, staff conducted site visits with agencies that had not applied previously for CDBG funds and also conducted site visits of projects that had not received funding recently or funding for that type of project.

The Chair of the CAC appointed an Application Review Committee (ARC) to review each proposal and make recommendations to the Commission. After carefully reviewing each proposal, the ARC conducted interviews on Saturday, March 9, 2002 with each agency applying for funds, except the Human Outreach Agency who could not send a representative to the interview. Staff also evaluated each proposal, participated in the ARC interviews and made preliminary recommendations.

The ARC's recommendations were discussed by the entire Commission at its March 20 meeting and the CAC issued its preliminary recommendations. An Appeals Hearing was then conducted on April 10, 2002. This provided an opportunity for applicants to respond to either the Commission's or the staff's preliminary recommendations. Three applicants sent representatives to the Appeals Hearing. The Commission and City staff considered all the appeals as final funding recommendations were developed.

Final Recommendations

As a result of the appeals, staff reviewed their recommendations and made changes to their preliminary recommendations. At their regular meeting on April 24, 2002, the CAC discussed the appeals and decided to make no changes to their preliminary recommendations. The CAC and staff are in agreement in all recommendations except two.

Differences Between CAC and Staff Recommendations			
Agency Name	**Program Description**	**Staff**	**CAC**
SAVE/WINGS	Seismic Retrofit of WINGS	$0	$200,000
Small Business Revolving Loan Fund	Loans to small businesses starting or expanding a business in Hayward that will provide permanent jobs for lower income Hayward residents.	$400,000	$200,000

The CAC's recommendation is to seismically retrofit the WINGS transitional housing facility. The WINGS building, like most apartment buildings in the Bay Area, has second story units over garages. City staff believes that expanding the Small Business Revolving Loan Fund is an important component of the City's retail business attraction effort. The City has been very supportive of the WINGS program throughout its existence, providing funds to acquire and rehabilitate the property and providing funds for overnight security and counseling. In the previous two program years, Council has approved $269,000 in recognition of WINGS role as an important resource. Attachment B page 11, contains a more detailed discussion.

Next Steps

A public hearing on the Community Development Block Grant Program is scheduled for May 14, 2002. Allocations adopted by Council will be included in the City's Annual Plan and forwarded to HUD by May 15, 2001.

Prepared by:

Ann R. Bauman
Neighborhood and Economic Development Manager

Recommended by:

Sylvia Ehrenthal, Director of Community
and Economic Development

Approved by:

Jesús Armas, City Manager

Attachments: Exhibit A – FY 2002-2003 Chart of Funding Recommendations
Exhibit B – FY 2002-2003 CAC and Staff Recommendations and Conditions

FY 2002-2003
COMMUNITY DEVELOPMENT BLOCK GRANT
FINAL FUNDING RECOMMENDATIONS

Name of Agency	Amount Requested	Staff Recommendations	CAC Recommendations
I. OWNERSHIP HOUSING			
No applications submitted in this category.		0	0
SUBTOTAL	**0**	**0**	**0**
II. HOUSING REHABILITATION			
Citizen's Housing/Park Manor Associates	210,000	105,000	105,000
Rehabilitation Loan Program	575,000	575,000	575,000
Minor Home Repair Grant Program	300,000	300,000	300,000
SUBTOTAL	**$1,085.00**	**980,000**	**980,000**
III. NEIGHBORHOOD FACILITIES AND IMPROVEMENTS			
Emergency Shelter Program	37,422	37,422	37,422
Family Emergency Shelter Coalition	38,324	42,000	42,000
Hayward Community Gardens	57,756	25,000	25,000
Planned Parenthood	150,000	150,000	150,000
SAVE-WINGS	200,000	0	200,000
Seventh Step Foundation, Inc.	179,375	179,375	179,375
Tri-Cities Children's Centers	37,059	37,059	37,059
YMCA – Eden Area	46,500	0	0
SUBTOTAL	**746,436**	**470,856**	**670,856**
IV. PUBLIC SERVICES			
Alameda County Community Food Bank	30,000	30,000	30,000
Eden Council for Hope and Opportunity	149,078	149,078	149,078
Eden Information and Referral	35,000	35,000	35,000
Family Violence Law Center	50,000	50,000	50,000
Human Outreach Agency	40,000	40,000	40,000
SAVE-WINGS	66,329	66,329	66,329
SUBTOTAL	**370,407**	**370,407**	**370,407**
V. ECONOMIC DEVELOPMENT			
Small Business Revolving Loan Program	200,000	400,000	200,000
SUBTOTAL	**200,000**	**400,000**	**200,000**
VI. COMMERCIAL REHABILITATION			
No applications submitted in this category.	0	0	0
SUBTOTAL	**0**	**0**	**0**
TOTAL	**$2,400,843**	**$2,221,263**	**$2,221,263**

FY 2002-03 FINAL CDBG RECOMMENDATIONS

Proposal No. 1

APPLICANT: **Citizen's Housing/Park Manor Associates**
PROJECT: **Energy Efficiency Upgrade (Window Replacement)**
CATEGORY OF NEED: **Housing Rehabilitation**

AMOUNT REQUESTED:	**$210,000**
CITIZENS ADVISORY COMMISSION RECOMMENDATION:	**$105,000**
CED STAFF RECOMMENDATION:	**$105,000**

AGENCY DESCRIPTION
Citizen's Housing Corporation (CHC) is a non-profit affordable housing development agency. Established in 1992, this agency is based in San Francisco, although its projects are located throughout California. To date, CHC has been responsible for the establishment of nearly 2,000 affordable housing units, occupied by families and senior citizens earning between $12,000 and $30,000.

Park Manor Associates is a limited partnership company formed as a single-purpose entity controlled by CHC in order to own and operate Park Manor Apartments.

SUMMARY OF PROJECT PROPOSED FOR FY 2002-03
Citizen's Housing/Park Manor Associates proposes to install energy efficient upgrades at Park Manor Townhomes, an 81-unit affordable housing development located in Hayward, occupied by households earning no more than 60% of the Area Median Income (AMI). The proposed project would replace 436 single-paned windows and 61 sliding glass doors with double-paned energy-rated windows and sliding doors. These upgrades would create a $55 per year utilities savings per unit by reducing tenants' usage of natural gas for heating by 15%.

PREVIOUS CDBG FUNDING AWARDED TO APPLICANT:

PROJECT	AMOUNT	FISCAL YEAR
No previous funding.		

EXPLANATION
Citizen's Advisory Commission: The CAC is supportive of this project, which will help the tenants in the Park Manor complex live more comfortably, and produce modest savings in their utility costs. The CAC recommends however, that the funding be structured as a loan.

CED Staff: Staff concurs with the CAC.

FY 2002-03 FINAL CDBG RECOMMENDATIONS

Proposal No. 2

APPLICANT: **City of Hayward – Department of Community and Economic Development**
PROJECT: **Housing Rehabilitation Loan Program**
CATEGORY OF NEED: **Housing Rehabilitation**

AMOUNT REQUESTED:	**$575,000**
CITIZENS ADVISORY COMMISSION RECOMMENDATION:	**$575,000**
CED STAFF RECOMMENDATION:	**$575,000**

AGENCY DESCRIPTION
HCLP is a program operated by the City of Hayward. It provides city-wide property rehabilitation assistance to eligible owners of residential property, with priority given to owners in designated CDBG target areas. The objective of the program is to help upgrade the lower-income housing stock.

SUMMARY OF PROJECT PROPOSED FOR FY 2002-03
The City of Hayward's Housing Conservation Loan Program (HCLP) provides property rehabilitation assistance on a citywide basis to eligible owners of residential property. Priority is given to owners of property in designated target areas. The program objectives are to upgrade the housing stock of lower income households and to increase the supply of decent, safe and affordable housing throughout the City. HCLP proposes to rehabilitate 15 owner-occupied homes of seniors, low income Hayward residents and residents of mobile homes which need rehabilitation in excess of $2,000; and providing grants and deferred loans to make homes and apartments accessible to disabled occupants.

PREVIOUS CDBG FUNDING AWARDED TO APPLICANT

PROJECT	AMOUNT	FISCAL YEAR
Housing Rehabilitation	$537,000	2001-02
Housing Rehabilitation	$575,000	2000-01
Housing Rehabilitation	$400,000	1999-00
Housing Rehabilitation	$400,000	1998-99
Housing Rehabilitation	$469,300	1997-98
Housing Rehabilitation	$469,300	1996-97

EXPLANATION

Citizen's Advisory Commission: This program increases the supply of safe, decent, and affordable housing for low income, elderly and disabled households through the renovation of existing housing stock. The program continues to provide an important service in Hayward.

CED Staff: Currently, there is a waiting list of more than 16 homeowners needing assistance. Therefore, staff recommends funding this program due to the high demand for service and the fact that many of these loans are to repair mobile homes for low-income owners who have no other source of financing.

FY 2002-03 FINAL CDBG RECOMMENDATIONS

Proposal No. 3

APPLICANT: **City of Hayward – Community and Economic Development Department**
PROJECT: **Minor Home Repair Program (MHRP)**
CATEGORY OF NEED: **Housing Rehabilitation**

AMOUNT REQUESTED:	**$300,000**
CITIZENS ADVISORY COMMISSION RECOMMENDATION:	**$300,000**
CED STAFF RECOMMENDATION:	**$300,000**

AGENCY DESCRIPTION
This program is operated by the City of Hayward.

SUMMARY OF PROJECT PROPOSED ACTIVITIES FOR FY 2002-03
The Minor Home Repair Program (MHRP) will provide repair services to lower income households headed by the elderly or disabled. Services provided include complete home inspections, developing scopes of work, monitoring construction and processing payments. Grants for repairs will be provided to eligible homeowners. The program objectives are to upgrade the housing stock of lower income owners and to increase the supply of decent, safe and affordable housing. The MHRP will provide grants to make approximately 75 minor home repairs.

PREVIOUS CDBG FUNDING AWARDED TO APPLICANT

PROJECT	AMOUNT	FISCAL YEAR
MHRP	$225,000	2001-02
MHRP	$245,000	2000-01
MHRP	$245,000	1999-00
MHRP	$220,000	1998-99
MHRP	$214,000	1997-98

EXPLANATION
Citizen's Advisory Commission: There is a great need for this program to assist elderly and disabled Hayward residents, particularly those in mobile homes.

CED Staff: There is a high demand for services in this program. Few, if any, conventional lenders will provide financing for repair of mobile homes. Therefore, this program is an opportunity for low-income elderly and disabled homeowners to make repairs necessary to meet the City's health and safety standards.

FY 2002-03 FINAL CDBG RECOMMENDATIONS

Proposal No. 4

APPLICANT: **Emergency Shelter Program (ESP)**
PROJECT: **Shelter Improvements**
CATEGORY OF NEED: **Neighborhood Facilities and Improvements**

AMOUNT REQUESTED:	**$ 37,422**
CITIZENS ADVISORY COMMISSION RECOMMENDATION:	**$ 37,422**
CED STAFF RECOMMENDATION:	**$ 37,422**

AGENCY DESCRIPTION
Emergency Shelter Program (ESP) has been providing shelter, food and other support services to homeless and abused women and children since 1972. The shelter currently accommodates 35 women and children in a safe, comfortable, and supportive environment. ESP's program services include a 24-hour crisis hotline, intake and assessment, individual and group counseling, life skills classes, and community referrals for mental health counseling, job readiness, and housing.

SUMMARY OF PROJECT PROPOSED FOR FY 2002-03
ESP is requesting funds for facility modifications to its emergency shelter intended to improve client safety and comfort. Funding is requested in order to: reframe the shelter entrance doorway to ease accessibility for clients with disabilities, installation of panic hardware on four exit doors, installation of a master key security system, replacement of worn floor coverings, a broken toilet, and sink and lighting fixtures; and construction of a storage shed to replace the dilapidated sheet metal shed located at the rear of the property.

PREVIOUS CDBG FUNDING AWARDED TO APPLICANT

PROJECT	AMOUNT	FISCAL YEAR
Shelter improvements	$18,920	2001-02
Shelter improvements	$60,099	2000-01
Shelter repairs	$28,188	1999-00

EXPLANATION
Citizen's Advisory Commission: These facility improvements primarily address security issues at the site, which serves a high-risk population (survivors of domestic violence and their children). The CAC recommends full funding of this project.

CED Staff: Staff concurs with the CAC.

FY 2002-03 FINAL CDBG RECOMMENDATIONS

Proposal No. 5

APPLICANT: **Family Emergency Shelter Coalition (FESCO)**
PROJECT: **Improvements/Repairs for FESCO's Counseling Center Located at 1276 – "C" Street, Hayward**
CATEGORY OF NEED: **Neighborhood Facilities and Improvement**

AMOUNT REQUESTED:	**$38,324**
CITIZENS ADVISORY COMMISSION RECOMMENDATION:	**$42,000**
CED STAFF RECOMMENDATION:	**$42,000**

AGENCY DESCRIPTION

Incorporated in 1986 by eighteen local churches, FESCO is a 24-bed, round-the-clock emergency shelter serving families of all configurations. In addition to basic shelter services, FESCO also provides case management, individual and family counseling, and assistance in finding affordable housing. Approximately 30% of the families FESCO serves report having become homeless in Hayward. In 1999 the agency began operating a transitional housing program for four families. Currently FESCO is rehabilitating a building on Banyan Street in Hayward that had been previously used as a convalescent hospital. When completed, the facility will provide transitional housing and support services for eleven families.

SUMMARY OF PROJECT PROPOSED FOR FY 2002-03

When the Banyan Street facility opens later this year, approximately twenty families will be in residence at FESCO's facilities at any given time. With a program capacity of this size, the development of a stand-alone mental health program component is justified. Most mental health services for the Banyan Street clientele will take place on-site; however, in order to offer FESCO's shelter families and 3rd Street transitional housing tenants this same level of service, additional space for individual, family, and group counseling must be acquired. Earlier this year, FESCO purchased the house directly adjacent to its 3rd Street facilities, where these services will be provided. FESCO has consulted with a licensed independent building inspector and the City of Hayward Planning Department to develop an itemized list of health/safety upgrades, and upgrades to meet current building codes. This proposal requests funds to complete these tasks, as well as to paint the two most weather-exposed sides of the shelter.

PREVIOUS CDBG FUNDING AWARDED TO APPLICANT

PROJECT	AMOUNT	FISCAL YEAR
Banyan Street Co-Housing Facility	$100,000.00	FY 2001-02
Transitional Housing (4 units)	$200,000.00	FY 1997-98

EXPLANATION

Citizen's Advisory Commission: Mental health services are an important and effective way to leverage the other services that FESCO provides to the homeless families. FESCO purchased the proposed counseling center using its own funds, demonstrating its commitment to these services. The CAC recommends full funding of the project, as well as an additional $3,676 to ensure FESCO is able to comply with the requirements specified in the City's Conditional Use Permit for the property.

CED Staff: Staff concurs with the CAC.

FY 2002-03 FINAL CDBG RECOMMENDATIONS

Proposal No. 6

APPLICANT: **Hayward Community Gardens**
PROJECT: **Community Garden**
CATEGORY OF NEED: **Neighborhood Facilities and Improvement**

AMOUNT REQUESTED: **$57,756**
CITIZENS ADVISORY COMMISSION RECOMMENDATION: **$25,000**
CED STAFF RECOMMENDATION: **$25,000**

AGENCY DESCRIPTION
Hayward Community Gardens is operated solely by volunteers, serving more than one hundred low- to moderate-income families in Hayward by providing the land necessary for those families to grow their own fresh produce, thereby helping to improve diets and supplement food budgets. Currently, there are 205 individual garden plots. Members provide hand tools, as well as technical and physical assistance, to help maintain the garden site and the individual plots.

SUMMARY OF PROJECT PROPOSED FOR FY 2002-03
Hayward Community Gardens' proposal outlines a plan to hire an employee to carry out capacity building, administrative, and day-to-day operational activities. Additionally, the proposal requests funds for operational support and utilities.

PREVIOUS CDBG FUNDING AWARDED TO APPLICANT

PROJECT	AMOUNT	FISCAL YEAR
Community Garden	$15,000	2001-02
Community Garden	$15,539	2000-01
Community Garden	$21,648	1999-00
Community Garden	$15,000	1998-99
Community Garden	$12,686	1997-98

EXPLANATION
Citizen's Advisory Commission: The CAC continues to support the work of the Hayward Community Gardens. The CAC recommends funding for this project's eligible expenses in the Neighborhood Facilities and Improvements category, and that this funding be conditioned on the engagement of a part-time contract bookkeeper to help the board of directors develop fiscal controls based on generally accepted accounting principles.

CED Staff: The staff concurs with the CAC's assessment of this project, and has noted recent improvements made to the Gardens' infrastructure. To ensure that Hayward's low-income communities are aware of the opportunities offered by the Gardens, staff recommends this year's funding be conditioned on the implementation of an outreach plan to market the Gardens' programs to low-income residents throughout Hayward.

FY 2002-03 FINAL CDBG RECOMMENDATIONS

Proposal No. 7

APPLICANT: **Planned Parenthood Golden Gate**
PROJECT: **Hayward Health Center Expansion Project**
CATEGORY OF NEED: **Neighborhood Facilities and Improvement**

AMOUNT REQUESTED:	**$150,000**
CITIZENS ADVISORY COMMISSION RECOMMENDATION:	**$150,000**
CED STAFF RECOMMENDATION:	**$150,000**

AGENCY DESCRIPTION:
Planned Parenthood Golden Gate (PPGG) is a community-based health care provider formed in 1995 through the merger of former Planned Parenthood affiliates serving the counties of Alameda, San Francisco, Marin, Sonoma, and Mendocino. Its mission is to provide and promote reproductive and primary health care, education programs, policies, and research that guarantee individual rights, dignity, and privacy.

SUMMARY OF PROJECT PROPOSED ACTIVITIES FOR FY 2002-03:
The Hayward Health Center expansion project will address physical limitations at the facility that detract from the effectiveness and efficiency of healthcare service delivery. The project includes purchase of the building/property, and construction of a 1,000 square foot addition to enlarge the waiting area, add one or two examination rooms, and increase the number of bathrooms. City of Hayward funds are requested for down payment assistance to purchase the building in September of 2002.

PREVIOUS CDBG FUNDING AWARDED TO APPLICANT

PROJECT	AMOUNT	FISCAL YEAR
Hayward Health Center (Predevelopment Expenses)	$70,000	2001-02

EXPLANATION
Citizen's Advisory Commission: This agency serves thousands of extremely low-income Hayward women every year, providing prenatal care, education to prevent health problems, and family planning services. The purchase of the building and proposed additional space will improve the conditions under which patients receive services and shorten the time women will wait for appointments. Full funding of this proposal is recommended.

CED Staff: Staff concurs with the CAC.

FY 2002-03 FINAL CDBG RECOMMENDATIONS

Proposal No. 8

APPLICANT: **SAVE-WINGS**
PROJECT: **Rehabilitation**
CATEGORY OF NEED: **Neighborhood Facilities and Improvements**

AMOUNT REQUESTED: **$ 200,000**
CITIZENS ADVISORY COMMISSION RECOMMENDATION: **$ 200,000**
CED STAFF RECOMMENDATION: **$ 0**

AGENCY DESCRIPTION

SAVE provides shelter and support services to female survivors of domestic violence and their children. The agency also operates a separate 15-unit transitional housing program (WINGS) in Hayward. The WINGS program is intended for women who have successfully completed programs like the SAVE shelter program, which emphasizes safe choices, self-sufficiency, and responsible parenting. WINGS is located in the Harder-Tennyson area of Hayward, and provides below-market-rate housing in a clean and sober environment, as well as counseling and support services, for up to 18 months. In Alameda county WINGS is the only transitional housing program for low income, homeless battered women and their children.

SUMMARY OF PROJECT PROPOSED ACTIVITIES FOR FY 2002-03

The funds requested in this proposal will be used to seismically reinforce the building. This seismic work was not included in the original project scope of rehabilitation. The funds will be used to reinforce at grade garages underneath one wing of the apartment units.

PREVIOUS CDBG FUNDING AWARDED TO APPLICANT

PROJECT	AMOUNT	FISCAL YEAR
WINGS Rehabilitation	$200,000	2001-02
Housing & Program Support	$ 50,000	2001-02
Housing & Program Support	$ 60,000	2000-01
Housing & Program Support	$ 50,000	1999-00
WINGS Rehabilitation	$ 69,000	1998-99
Housing & Program Support	$ 48,756	1998-99
Housing & Program Support	$ 40,195	1997-98
Housing & Program Support	$ 42,000	1996-97

EXPLANATION

Citizen's Advisory Commission: This is a project originally supported for funding during FY 1998-99. The depth and breadth of the scope of work has increased since then due to repairs needed to the building. Currently, the SAVE-WINGS executive director has secured $300,000 from the State of California for this project, and additional funding from Alameda County HCD and the Cities of Fremont and San Leandro. Since WINGS is located in Hayward and a significant percentage of the WINGS clients originate from Hayward, the CAC is supportive of this project.

CED Staff: Staff believes that rehabilitating the building is a worthwhile project, but does not recommend funding for the seismic retrofit at this time. This type of "soft story" construction is endemic to multifamily housing in the Bay Area. Not funding this project does not preclude its use as housing; the situation will be no less safe than it is today. Staff has supported this project in previous funding cycles by recommending funding for the WINGS rehabilitation totaling $269,000. City staff will continue to work closely with SAVE and the other participating jurisdictions to complete the project, however, does not recommend funding this year so that other City priorities may be addressed.

FY 2002-03 FINAL CDBG RECOMMENDATIONS

Proposal No. 9

APPLICANT: **Seventh Step Foundation**
PROJECT: **Freedom House Renovation Project**
CATEGORY OF NEED: **Neighborhood Facilities and Improvements**

AMOUNT REQUESTED:	**$179,375**
CITIZENS ADVISORY COMMISSION RECOMMENDATION:	**$179,375**
CED STAFF RECOMMENDATION:	**$179,375**

AGENCY DESCRIPTION

Freedom House is a licensed, twenty-four bed transitional housing facility for men who are on parole. Residents at Freedom House receive 24-hour supervision, case management, counseling, job, housing, and educational placement assistance, on-site social model recovery services, life skills training, and random drug testing - in a clean and sober living environment. In 2001, over forty percent of the men who lived at Freedom House resided in Hayward at the time of their arrest. Most men stay at Freedom House for six – sixteen months.

SUMMARY OF PROJECT PROPOSED FOR FY 2002-03

The proposed project would renovate and slightly expand the existing facility to provide for improved services and better functionality. The kitchen would be upgraded, the multi-use room expanded for dual use as a meeting and dining room, the furnace would be replaced with a combination furnace/air conditioner, and the current dining room would be converted into three offices for counseling and meetings with parole agents. The reception area and hallway would be painted, the flooring abated of asbestos and replaced, and the lighting throughout the community areas improved. The amount of funding requested from Hayward represents forty percent of the project budget.

PREVIOUS CDBG FUNDING AWARDED TO APPLICANT

PROJECT	AMOUNT	FISCAL YEAR

Not previously funded.

EXPLANATION

Citizen's Advisory Commission: This project improves the quality of treatment parolees receive before resettlement into Hayward after they've completed their prison sentences. The applicant has applied to the Cities of Hayward, San Leandro, and the County of Alameda for each jurisdiction's respective share of the project budget. The CAC recommends full funding for this project.

CED Staff: Staff concurs with the CAC.

FY 2002-03 FINAL CDBG RECOMMENDATIONS

Proposal No. 10

APPLICANT: **Tri-Cities Children's Centers**
PROJECT: **Hillview Crest Play Structure Upgrade**
CATEGORY OF NEED: **Neighborhood Facilities and Improvements**

AMOUNT REQUESTED:	**$ 37,059**
CITIZENS ADVISORY COMMISSION RECOMMENDATION:	**$ 37,059**
CED STAFF RECOMMENDATION:	**$ 37,059**

AGENCY DESCRIPTION
For twenty-two years Tri-Cities Children's Centers (TCCC) has provided childcare, child development, and early intervention services. The agency operates more than twenty-five centers in three counties, including several sites located in Hayward

SUMMARY OF PROJECT PROPOSED ACTIVITIES FOR FY 2002 - 03
Tri-Cities Children's Centers (TCCC) proposes to renovate the playground structures located at the Hillview Crest Child Development Center. This program provides low-income Hayward preschool children and their families with free, high-quality early childhood education. In order to comply with the State of California's recently improved play structure regulations, the playground equipment at Hillview Crest must be replaced and a resilient ground surface installed.

PREVIOUS CDBG FUNDING AWARDED TO APPLICANT

PROJECT	AMOUNT	FISCAL YEAR
Playground Equipment Upgrade	$ 61,000	FY 2001-02
Kitchen Expansion	$ 23,867	FY 1996-97
Playground Equipment	$ 35,150	FY 1996-97
Portable Acquisition	$ 175,000	FY 1994-95

EXPLANATION
Citizen's Advisory Commission:
The preschool services provided at the Hillview Crest Child Development Center are very important to the Hayward families who have children enrolled at those sites. The agency's outdoor play structures must be upgraded in order to comply with the State's recently imposed regulations aimed at keeping children safer as they play. Funded is recommended in the amount requested.

CED Staff: Staff concurs with the CAC.

FY 2002-03 FINAL CDBG RECOMMENDATIONS

Proposal No. 11

APPLICANT: **Eden Area YMCA**
PROJECT: **Renovation of the Gymnasium, Kitchen, and Stage Areas**
CATEGORY OF NEED: **Neighborhood Facilities and Improvements**

AMOUNT REQUESTED:	**$46,500**
CITIZENS ADVISORY COMMISSION RECOMMENDATION:	**$ 0**
CED STAFF RECOMMENDATION:	**$ 0**

AGENCY DESCRIPTION
Eden Area YMCA serves the cities of Hayward, Union City, Castro Valley, San Leandro, and San Lorenzo, and operates under the umbrella of the YMCA of the East Bay, which is a non-profit organization that was founded in 1879. Currently there are nearly 300 children enrolled in the Eden Area YMCA's before and after school care, 650 enrolled in summer day camp, 200 enrolled in youth basketball, and 60 in karate.

SUMMARY OF PROJECT PROPOSED FOR FY 2002-03
The proposed project would renovate the kitchen area in order to improve meals for enrollees in its childcare programs, and remodel the gym and stage areas in the same building, in order to allow the YMCA to host community events, expand services in the gym, and introduce nutrition and diversity programs.

PREVIOUS CDBG FUNDING AWARDED TO APPLICANT

PROJECT	AMOUNT	FISCAL YEAR
Kitchen renovation	$ 7,000	FY 1998-99
New Roof	$74,000	FY 1996-97
Fire & Burglar Alarm System	$47,200	FY 1995-96

EXPLANATION
Citizen's Advisory Commission: The CAC concurs with CED staff.

CED Staff: In its proposal the YMCA states its mission to promote health and well-being through the provision of programs for all people regardless of age, race, ethnicity, or income status. CDBG-funded projects must benefit exclusively low-income people; the gymnasium is a multi-purpose building, used for an array of services, and participants may be, but are not necessarily from low-income Hayward households. Therefore this project could not be determined to be eligible, and staff does not recommend funding this project.

FY 2002-03 FINAL CDBG RECOMMENDATIONS

Proposal No. 12

APPLICANT: **Alameda County Community Food Bank**
PROJECT: **Planned Purchase Food Fund**
CATEGORY OF NEED: **Public Services**

AMOUNT REQUESTED:	**$30,000**
CITIZENS ADVISORY COMMISSION RECOMMENDATION:	**$30,000**
CED STAFF RECOMMENDATION:	**$30,000**

AGENCY DESCRIPTION
Founded in 1985 by a coalition of 24 emergency food providers, the Alameda County Community Food Bank serves as Alameda County's central clearinghouse for donated food. By salvaging food that would otherwise be wasted by food producers, brokers and retailers, the Food Bank mobilizes and distributes vitally needed food to human service agencies serving Alameda County's low income residents. The Food Bank also seeks to develop more effective responses and greater understanding to hunger in our community through educational outreach programs and involving the wider community in our efforts through food drives and volunteer opportunities.

SUMMARY OF PROJECT PROPOSED FOR FY 2002-03
The Food Bank proposes to transport bulk staple food items on a monthly basis to a central Hayward location for pick-up and use by five Hayward homeless shelters. This food will be delivered at no cost to the participating shelters. This program (1) reduces the amount of money shelters must spend each year for the purchase of client food; and (2) improves the quality and variety of the food shelters offer their clients. This is an expansion of the program currently funded through Hayward CDBG.

PREVIOUS CDBG FUNDING AWARDED TO APPLICANT

PROJECT	AMOUNT	FISCAL YEAR
Planned Purchase Food Fund	$20,000	FY 2001-2002
Planned Purchase Food Fund	$25,000	FY 2000-2001
Planned Purchase Food Fund	$15,000	FY 1999-2000

EXPLANATION
Citizen's Advisory Commission: This project reduces the time and resources each shelter must expend on the procurement of client food. The time and resources saved may then be reallocated to the provision of support services.

CED Staff: Staff concurs with the CAC.

FY 2002-03 FINAL CDBG RECOMMENDATIONS

Proposal No. 13

APPLICANT: **Eden Council for Hope and Opportunity (ECHO)**
PROJECT: **Landlord-Tenant Counseling, Rental Assistance, and Fair Housing Programs**
CATEGORY OF NEED: **Public Services**

AMOUNT REQUESTED: **$149,078**
CITIZENS ADVISORY COMMISSION RECOMMENDATION: **$149,078**
CED STAFF RECOMMENDATION: **$149,078**

AGENCY DESCRIPTION
The Eden Council for Hope and Opportunity, or ECHO Housing, was founded in 1964 as a fair housing agency. Their services focus on ensuring equal access to housing, and intervention, mediation, and counseling services to prevent homelessness. ECHO assists approximately 7,000 low-to-moderate income households in Alameda County annually. Last year, over 1,500 Hayward families and individuals were helped by ECHO's Fair Housing, Tenant-Landlord and Rental Assistance programs.

SUMMARY OF PROJECT PROPOSED FOR FY 2002-03
ECHO proposes to provide: 1) Fair Housing Counseling that will investigate 48 discrimination complaints; conciliate 15 investigated cases and audit 20 Hayward properties; 2) Tenant/ Landlord Counseling that will provide mediation to 80 households, prevent 60 evictions and conduct four workshops; 3) Rental Assistance Program that will provide 600 families with screening for move-in or stay-in costs, provide support counseling to 350 families, information and referral to 175 families, place 48 families in long-term affordable housing, follow-up on 46 families placed, and provide collection on defaulted loans, as necessary.

PREVIOUS CDBG FUNDING AWARDED TO APPLICANT

PROJECT	AMOUNT	FISCAL YEAR
Housing Counseling	$125,000	2001-02
Housing Counseling	$147,218	2000-01
Housing Counseling	$141,556	1999-00
Housing Counseling	$137,428	1998-99
Housing Counseling	$137,428	1997-98

EXPLANATION
Citizen's Advisory Commission: The CAC is very supportive of the work that ECHO does in the Hayward community.

CED Staff: Staff concurs with the CAC.

FY 2002-03 FINAL CDBG RECOMMENDATIONS

Proposal No. 14

APPLICANT: **Eden Information and Referral (Eden I & R)**
PROJECT: **Roving Housing Resource Program**
CATEGORY OF NEED: **Public Services**

AMOUNT REQUESTED:	**$35,000**
CITIZENS ADVISORY COMMISSION RECOMMENDATION:	**$35,000**
CED STAFF RECOMMENDATION:	**$35,000**

AGENCY DESCRIPTION
Established in Hayward in 1976 to provide information and referral about available services to residents in the Hayward and Castro Valley Areas, Eden I&R's mission is to link people with resources. Currently, the agency provides a wide range of information services which expand the capacity of service systems locally and statewide. In addition, to providing these referrals directly to clients and/or service providers, Eden I&R also provides translation services for the State of California's 9-1-1 system, after-hours emergency phone service for the Alameda County Child Protection Division and an information service for Calworks participants.

SUMMARY OF PROJECT PROPOSED FOR FY 2002-03
The Roving Housing Resource Specialist (RHRS) will benefit over half the sheltered homeless individuals and families in Hayward, by providing housing case management including listings, training in how to obtain housing, facilitating relationships between shelter clients and prospective landlords, and targeted support appropriate for each client. For 2002-03 the RHRS proposes to take on 65 additional clients and place 33% of those in permanent housing.

PREVIOUS CDBG FUNDING AWARDED TO APPLICANT

PROJECT	AMOUNT	FISCAL YEAR
RHRP	$25,000	2001-02
RHRP	$25,000	1999-00
CHAIN Line	$23,000	1998-99
RHRP/CHAIN	$56,897	1997-98
CHAIN Line	$20,000	1996-97

EXPLANATION
Citizen's Advisory Commission: The CAC is very supportive of this project, which provides more than housing, by also imparting skills that increase clients' capacity for maintaining their housing, and if necessary to obtain housing again at a later time.

CED Staff: Staff concurs with the CAC.

FY 2002-03 FINAL CDBG RECOMMENDATIONS

Proposal No. 15

APPLICANT: **Family Violence Law Center**
PROJECT: **Domestic Violence Advocacy**
CATEGORY OF NEED: **Public Services**

AMOUNT REQUESTED:	**$ 50,000**
CITIZENS ADVISORY COMMISSION RECOMMENDATION:	**$ 50,000**
CED RECOMMENDATION:	**$ 50,000**

AGENCY DESCRIPTION
The Family Violence Law Center, headquartered at the Oakland Army Base, provides legal services and emotional support to survivors of domestic violence. The agency's programs include crisis counseling through its telephone hotline, family law attorney services (e.g., restraining orders, child custody, and child support), client advocacy within the criminal justice system, weekly peer counseling groups, parenting classes for battered women, and housing referral services.

SUMMARY OF PROJECT PROPOSED FOR FY 2002-03
The Family Violence Law Center is requesting 50% of the project cost associated with providing at least 300 unduplicated Hayward domestic violence clients (households) with specialized legal and counseling services. The program provides services in two categories: 1) legal and counseling services; and 2) crisis counseling services. In each service category approximately 150 (possibly duplicated) families will be served.

PREVIOUS CDBG FUNDING AWARDED TO APPLICANT

PROJECT	AMOUNT	FISCAL YEAR
Family Violence Law Canter	$30,000	2001-02

EXPLANATION
Citizen's Advisory Commission: The Family Violence Law Center is the only agency in Alameda County that provides free in-court attorney representation for survivors of domestic violence. This is a vital piece of advocacy for these individuals who successfully extract themselves from dangerous or violent relationships, and then must often face their batterers in family court to resolve child custody and financial support issues. This agency helps level the playing field for survivors of domestic violence, who are much less likely than their abusers to have the financial resources to engage an attorney to represent their interests in court.

CED Staff: Staff concurs with the CAC.

FY 2002-03 FINAL CDBG RECOMMENDATIONS

Proposal No. 16

APPLICANT: **Human Outreach Agency**
PROJECT: **Direct Client Services for Homeless Men**
CATEGORY OF NEED: **Public Services**

AMOUNT REQUESTED:	**$40,000**
CITIZENS ADVISORY COMMISSION RECOMMENDATION:	**$40,000**
CED STAFF RECOMMENDATION:	**$40,000**

AGENCY DESCRIPTION
The Human Outreach Agency (HOA) provides basic shelter services for up to eighteen men, for up to 90 days each. Basic services include safe and clean housing and hot meals. Support services offered include case management, assistance in budgeting, and assistance finding affordable, stable independent housing. Recently the agency has emphasized the development of vocational services to its clients.

SUMMARY OF PROJECT PROPOSED FOR FY 2002-03
HOA Proposes to provide services to approximately 120 homeless men. Services will include: case management, housing workshops and referrals, money management, substance abuse and HIV education, computer training, job referrals, and job preparedness. These funds will partially support the Weekend and Late Night Manager salary costs.

PREVIOUS CDBG FUNDING AWARDED TO APPLICANT

PROJECT	AMOUNT	FISCAL YEAR
Counseling Services	$25,000	2001-02
Counseling Services	$45,000	2000-01
Counseling Services	$40,000	1999-00
Counseling Services	$38,524	1998-99
Counseling Services	$38,524	1997-98
Counseling Services	$40,255	1996-97

EXPLANATION
Citizen's Advisory Commission: Human Outreach Agency is the only local shelter for homeless single men.

CED Staff: Staff concurs with the CAC, and recommends Human Outreach Agency be allocated $40,000, on the condition that the agency will continue to provide on-site paid staff coverage 24-hours a day, 7 days a week.

FY 2002-03 FINAL CDBG RECOMMENDATIONS

Proposal No. 17

APPLICANT: **Shelter Against Violent Environments (SAVE)**
PROJECT: **WINGS Transitional Housing**
CATEGORY OF NEED: **Public Services**

AMOUNT REQUESTED:	**$66,329**
CITIZENS ADVISORY COMMISSION RECOMMENDATION:	**$66,329**
CED STAFF RECOMMENDATION:	**$66,329**

AGENCY DESCRIPTION

SAVE provides shelter and support services to female survivors of domestic violence and their children. The agency also operates a separate 15-unit transitional housing program (WINGS) in Hayward. The WINGS program is intended for women who have successfully completed programs like the SAVE shelter program, which emphasizes safe choices, self-sufficiency and responsible parenting. WINGS is located in the Harder-Tennyson area of Hayward, and provides low-cost housing in a clean and sober environment, as well as counseling and support services, for up to 18 months. WINGS is the only transitional housing program for low income, homeless battered women and their children in Alameda County.

SUMMARY OF PROJECT PROPOSED FOR FY 2002-03

WINGS, Shelter Against Violent Environment's (SAVE) transitional housing program proposes to provide housing and support services to families who are residents of Hayward and are low income victims of domestic violence. WINGS provides below market-rate housing in a substance-free environment, as well as counseling, case management, and supportive services for the women and children for up to 18 months. SAVE works actively with other community agencies and individuals to enhance the services provided. Support services include counseling, housing placement assistance, budgeting workshops, parenting classes and childcare.

PREVIOUS CDBG FUNDING AWARDED TO APPLICANT

PROJECT	AMOUNT	FISCAL YEAR
Housing & Program Support	$50,000	2001-02
Housing & Program Support	$60,000	2000-01
Housing & Program Support	$50,000	1999-00
Housing & Program Support	$48,756	1998-99
Housing & Program Support	$40,195	1997-98
Housing & Program Support	$42,000	1996-97

FY 2002-03 FINAL CDBG RECOMMENDATIONS

EXPLANATION

Citizen's Advisory Commission: WINGS is the only transitional housing program for low income, homeless battered women and their children in Alameda County. WINGS provides a critical step in assisting these families in making the transition to violence-free and self-sufficient lives. Full funding is recommended for this project.

CED Staff: Staff concurs with the CAC's recommendation.

FY 2002-03 FINAL CDBG RECOMMENDATIONS

Proposal No. 18

APPLICANT: **City of Hayward**
PROJECT: **Small Business Revolving Loan Program**
CATEGORY OF NEED: **Economic Development**

AMOUNT REQUESTED:	**$ 200,000**
CITIZENS ADVISORY COMMISSION RECOMMENDATION:	**$ 200,000**
CED STAFF RECOMMENDATION:	**$ 400,000**

AGENCY DESCRIPTION
The Small Business Revolving Loan program was launched in 1990 to promote neighborhood economic revitalization, business expansion and retention, and employment opportunities for Hayward residents. More than twenty loans have been made through this program since 1992.

SUMMARY OF PROJECT PROPOSED FOR FY 2002-03
The Small Business Revolving Loan Program is requesting $200,000 to continue to carry out its objectives which are: to create and retain jobs; stimulate new commercial development in targeted neighborhoods; rehabilitate existing commercial structures in targeted neighborhoods; improve the accessibility of capital for business development and commercial improvement projects in distressed neighborhoods; and leverage other private and public financing for neighborhood revitalization.

PREVIOUS CDBG FUNDING AWARDED TO APPLICANT

PROJECT	AMOUNT	FISCAL YEAR
Revolving Loan Program	$150,000	2000-01
Revolving Loan Program	$300,000	1998-99

EXPLANATION
Citizen's Advisory Commission: The CAC is very supportive of this program that produces wide-spread benefits by making relatively modest investments in Hayward small businesses in targeted neighborhoods throughout Hayward.

CED Staff: Initially, staff requested $200,000 for this program based on the idea that a total of $350,000 (the Fund's current balance of $150,000 plus $200,000) would be sufficient for FY 2002-2003. However, recent experience assisting a new restaurant in the downtown, alerted staff to how expensive it is to install professional restaurant kitchens in older buildings. The average cost of installing a standard restaurant kitchen is approximately $250,000. Since financing is difficult for most owners to obtain, to encourage restaurant development the City has been

making "gap" financing loans averaging $100,000 per restaurant for kitchen equipment. In addition to encouraging the development of restaurants, staff in the new neighborhood program will be working with local businesses to encourage business expansion that employs lower income neighborhood residents. Therefore, staff recommends allocating $400,000 to the Small Business Revolving Loan program to specifically address the City's retail attraction goals.