

2018-2019 AHTF APPLICATION

General Information

Applicant Name(s): Partners in Education Foundation for SFPS Adelante
Address: PO Box 23374
Santa Fe, NM 87502
Federal Tax ID #: 85-0392417
City Business Lic#: 18-00027199
NM CRS#: 02-172902-00-6
City/State/Zip Code: Santa Fe, NM 87501
Telephone: Ruthanne:505-474-0240/Gaile: 490-1970
Project Contact: Gaile Herling, Adelante coordinator
Email Address: gherling@sfps.k12.nm.us

Amount Requested: \$ 50,000

Type of Applicant:

Partnership Corporation Non-Profit* Other

* Non-profit must provide proof of non-profit status. This proof includes submittal of current registration as charitable organization with the NM Attorney General's Office, covering the most recent Fiscal Year, or proof of exemption. Information can be obtained online at <https://secure.nmag.gov/coros/>. Verification should be in the form of the first page of the "NM Charitable Organization Statement."

Project Name: SFPS Adelante Family Housing Assistance
Project Address (if applicable): physical: 1300 Camino Sierra Vista -Annex
City/State/Zip Code: Santa Fe, NM 87501

Priority Project

Select one of the categories your project falls under:

Rental Vouchers - Provide supported rental vouchers (includes access to counseling, health services, case management, and other services) to renters earning less than 50%AMI;

Emergency Shelters including permanent supported shelter housing - Development, construction, and preservation of shelter/permanent supported rental facilities, including infrastructure improvements;

Provision of Rental Units and Support Services for Low Income (up to 50% AMI) and Extremely Low Income Renters (less than 30% AMI) - Acquisition, conversion, preservation and new construction of tiered income multi-family rental properties; including infrastructure or one-time emergency rental assistance;

Downpayment Assistance/Increase of Ownership Opportunities - Down payment assistance in the form of soft-second mortgage that "buys down" principal amount of loan to lower monthly payment; Acquisition, conversion, preservation and new construction of homeownership housing;

Homeowner Rehabilitation Programs, Energy Efficiency Upgrades, Accessibility Retrofits - Acquisition, conversion, and preservation of affordable housing that accommodates needs of current householders.

Project Description:

Please provide a narrative of your project. Specifically who will be served, anticipated outcomes, etc. (If needed continue on a separate sheet)

Please see attached page.

SFPS Adelante Family Housing Assistance Project Description

SFPS Adelante Program provides material aid and bilingual services for children, teens and their families in unstable housing/experiencing homelessness in Santa Fe. Services include: emergency financial aid to maintain or obtain housing and utilities, bilingual case management to stabilize families, school liaisons to provide for students' needs so they can succeed in school, access to enriching after school/summer programs, early childhood support, advocacy, tutoring, weekly evening programs and material aid, such as a Food Pantry, backpacks with school supplies, clothing, household goods and furniture, diapers and hygiene products. Our Mimi Hatch Memorial Scholarship Fund provided 4 Adelante seniors with \$1,000 college scholarships last year. Adelante also provides leadership in educating the community about child homelessness as a social justice issue, and collaborates to promote effective policies and best practices towards ending child homelessness.

SFPS Adelante Program is approached by approximately 200 families per year for assistance with rental housing costs -- ranging from reconnecting/preventing disconnection of utilities, which affects tenants' ability to remain housed, to preventing evictions based on landlord's official notice, and providing housing deposits with first month's rent, ensuring that the family has some time to get back on their feet once they find affordable housing.

Although we have an Emergency Fund comprised of private donations and small grants at Partners in Education Foundation (PIE), we can only provide \$200 per family once in a lifetime, since the fund is raised from year to year and unreliable in terms of raising higher amounts per family. Adelante also has access to two different anonymous funds, which can't always meet our needs regarding who and what they will fund. For instance, one fund will rarely provide more than \$350 towards a family's needs; the other fund does not pay for utilities.

Using all three funds that are mentioned above, since 2006, SFPS Adelante has been able to assist with housing and utilities 1,219 families.

Adelante Family Housing Assistance Project will fill in the gaps and provide support for up to 25 families or more using an average of \$2,000 per family to assist with eviction prevention, utility disconnect prevention, utility reconnection and housing deposit/first month's/last month's rent. We will also help to pay for: past unpaid utility bills in order to access new housing, utility deposits for entering new housing and breaking a lease, if the reason is for accessing more affordable, safer housing, thus preventing a poor reference or credit rating for a family when it's not appropriate. The total per family will range from about \$2,000-\$6,000 depending on family's situation. The amounts beyond AHTF funds per family will be obtained from Adelante's Homeless Emergency Fund (via our fiscal agent, PIE Foundation), through our partnership with other service/housing assistance agencies and the two anonymous foundations named above. More than 25 families may be assisted with these funds, since each family's situation varies.

Adelante's emergency aid follows a strict process: First, we confirm all information with the landlord/utility company. Then, the adult family member (parent, grandparent or guardian) provides proof of monthly income and bills. The case manager determines if the family will be

able to pay the bills after the assistance is given. If not, then we counsel the family on ways to obtain more monthly income. Adelante will not provide assistance without the capacity for all of the original emergency bills to be paid, i.e., between Adelante's sources and other agencies' resources, the entire bill must be paid in order to maintain/obtain housing. To accomplish this, we consult with other agencies on the family's behalf. Finally, Adelante provides all the case management and assistance mentioned in our introduction above, so that the family not only obtains housing, but also receives supportive services to maintain stability.

Specifically, Adelante will serve an estimated 25+ families with children up through the teen years, who qualify under the federal McKinney-Vento Homeless Assistance Act as homeless: living in overcrowded situations due to lack of funds for housing; couch surfing from place to place, sometimes outside and in cars if unable to find a place for the family; in the process of being evicted or having their utilities shut off. The family will be living on the margins, and have income to pay for continuing monthly bills, but will have had an emergency occur which put them behind in rent and/or utilities, such as: domestic violence situations; illness, death, abandonment or deportation of a breadwinner; and the sudden appearance of new children in their family (often, grandparents or other relatives have children left with them by parents unable to take care of the children). These are all common emergency situations for Adelante families.

Adelante case managers will identify the families that qualify for the project between Aug. 1, 2018-April 30, 2019 and each family will sign an agreement that they will attend a minimum of four sessions at our weekly evening program, Juntos los Miércoles, or with the case manager at Adelante to learn about financial literacy, set goals and plan a budget.

Expected outcomes are:

- The family stabilizes for a minimum of 1 year (or for the length of the lease) due to the emergency housing assistance and supportive services, including linkages with other agencies for health, behavioral health, housing and social services. Stabilization includes staying at one place for up to a year or length of the lease, and not having utilities shut off during that time.
- The family becomes more financially literate.

1. Funding:

How will the AHTF allocation be used for this project? What additional funding sources are secured or will be secured upon receipt of allocation? The City of Santa Fe requires financing from other sources to be committed prior to the release of funds from the AHTF.

AHTF allocation will be used entirely for housing assistance as described above. SFPS Adelante Program receives small donations daily towards our Emergency Fund, which is specifically used for housing assistance. Adelante also raises funds through an annual spring fundraiser, a winter holiday letter and commentaries in the newspaper as well as on our website (adelantesantafe.org). Annually, our Emergency Fund receives about \$35,000*. We will leverage funds from 2 anonymous foundations for families to receive housing assistance (Garfield Foundation and NM Rapid Response Fund), plus the Life Link, Help NM, St. Ann's Church, St. Vincent de Paul, PNM Cares Foundation and other agencies. We will also match funds with Adelante's supportive housing services.

Leveraging/Matching Requirement:

\$3 to \$1 Leveraging: for every \$1 allocated through the AHTF, at least \$3 from other sources will be expected (leveraged funds can include long term mortgages, other sources of grants, owner equity, proceeds from Low Income Housing Tax Credits, or the current value of land); organizational resources should be used to provide \$1 of match (See Exhibit A for example) Briefly Describe:

Allocation Request: \$50,000; Matching: \$35,000 from Emergency Fund; Adelante's supportive housing services \$26,250; Leverage: from Garfield and NM RR Fund \$60,000; Leverage from St. Ann's, St. Vincent de Paul, PNM Cares Foundation, The Life Link \$50,000

Project Budget and/or Development Pro-Forma: demonstrate use of leveraged and matching funds as well as evidence that operating budget is sufficient to administer the proposed program/project (please attach documents as well as give brief overview below):

Please see attached page.

2. Need/Benefit & Project Feasibility:

Demonstrate, using data-based analysis, that there is a clear connection between the proposed project/program and adopted Priority(s), and evidence that the proposed project/program meets current and future market demands. Provide narrative below (use additional sheets as necessary):

Please see attached page.

What is the timeline for the project?

SFPS Adelante will begin selecting families in August 2018 and complete family selection for project by April 2019. Housing vouchers will be provided immediately as needed after selection of each family; financial literacy and budget planning will begin one-on-one, directly after emergency situation is resolved. The project will be complete by May 30, 2019.

SFPS Adelante Housing Assistance Project Budget SY18-19

Amount	Source	Leverage or Match?
\$50,000	AHTF @\$2,000-\$4,000 per family	NA
\$35,000	SFPS Adelante – PIE Homeless Fund @ \$200 per family	Match
\$26,250	SFPS Adelante supportive housing services as described in proposal – case management, classes, weekly evening family Juntos Project and items such as furniture for up to 25 families @ approx.. \$1,050 per	Match
\$10,000	Garfield Foundation – assistance with housing costs for up to 25 families @ approx.. \$400 per family	Leverage
\$50,000	NM Rapid Response Fund -- assistance with housing costs for up to 25 families @ approx.. \$2,000 per family	Leverage
\$50,000	Partners that work with Adelante to assist with housing costs: St. Ann’s church, PNM Cares Foundation & Good Neighbor Fund, St. Vincent de Paul, the Life Link, Communities in Schools	Leverage

Amount	Source	Ratio
\$50,000	AHTF Grant Request	NA
\$110,000	Total Leverage	\$2.20 to \$1
\$61,250	Total Sub-recipient Match	\$1,23 to \$1

2. Need/Benefit and Project Feasibility

SFPS Adelante's proposed priority falls under "Supported Rental Vouchers," which involves screening families for eligibility that earn under 50%AMI and have access to consistent income in order to maintain housing. Adelante's supportive services include: bilingual case management to assist the family in creating a plan for stability; budgeting; accessing housing, jobs applications and child care; providing linkages and warm handoffs for social services, health, behavioral health services. Adelante also provides food, clothing, diapers, school supplies, household goods and furniture, books and weekly evening programs for our families. The Mujeres de Adelante women's cooperative builds community and trains women in financial literacy and making crafts to earn money for their families.

Santa Fe Public Schools has 13,448 students and 74.5% qualify for free and reduced lunch. One in ten SFPS students qualifies as homeless under the federal McKinney-Vento Homeless Assistance Act. Adelante's demographics reveal that families of color are overrepresented in our population: Although 2.2 % Native Americans are enrolled in SFPS, Adelante annually enrolls around 6% Native students and families; 79% Latinx are enrolled in SFPS, while Adelante usually enrolls 89% Latinx families. About half of our families are of mixed immigrant status (some family members are undocumented) and the majority of Adelante's families are living in overcrowded, doubled up situations, where hunger, space for sleeping arrangements, privacy, health issues and trauma are significant concerns. The average age of an Adelante child is around 9-years-old. About one-quarter of our children are under age 5 and about one quarter are teens. Almost 20%of Adelante's children are being raised by grandparents who can't afford them and also have health issues. All of the 1,700+ children and youth are living in uncertain housing or without housing.

Kids Count -- an annual report with data about demographics and poverty, compiled through the national Annie E. Casey Foundation and documented through Voices for Children NM -- states that a basic family budget for a single parent with three children should be around \$4,400 per month. Although Santa Fe's living wage of \$11.05 is generous compared to most cities, Kids Count clarifies that earning \$11 per hour in Santa Fe is actually a "poverty wage" and that a true living wage that would empower a single parent family of four to have their needs met is actually \$38 per hour.

Most of Adelante's working parents/grandparents/ guardians are in the personal care field (annual average SF wage: \$20,019) or preparing and serving food (annual average wage:\$19,629) or healthcare support (\$27,214), according to Kids Count data. The data also shows that as of 2016, a rental with space for a single parent and three children costs about \$16,700, which has actually increased some over the last year. Obviously, Adelante families can't afford housing without some assistance.

Anecdotally, we've discovered that the highest hourly wage for an Adelante family is about \$16/hour. For this wage, net pay is about \$1,900 per month. Imagine a family of 4 living on this wage in a two-bedroom apartment for \$1,400 rent per month. How will they pay for food, gas, clothes, supplies, car payment, insurance, children's needs and any repairs or crises? Most of our families with a working parent earn closer to \$11.05 per hour, which brings them approximately \$1,400-\$1,500 net per month. Undocumented immigrant parents earn much less – anywhere from \$150 to \$800 or \$1,000 per month, if they get paid for their work (many tell us that their wages were withheld or significantly reduced, due to their status, and they fear reprisals if they report the wage theft against them).

These are the families that Adelante works with daily, to find affordable rentals and to access resources that enable them to get into any type of decent housing. Most of Adelante's families in need of funds to access decent housing need help with:

1. A deposit and first/last month's rent, to get back on their feet (Sometimes, the tenant can't find the deposit even though they'd be able to pay the monthly rent – this is a barrier to access housing.)
2. Funds to prevent eviction or a utility disconnect (utilities are crucial for decent housing and most landlords, including public housing, will evict a tenant if a utility is disconnected)
3. Funds to reconnect utilities or to provide utility deposit when moving into a new place.
4. Payment of old utilities bills in order to get utilities in new place.
5. Payment of old eviction notice's rent in order to increase credit rating and get a new place. No one wants to rent to someone with outstanding rent from their last place.
6. Payment to break a lease in order to maintain credit rating and access a new, more affordable place. For instance, if someone is unable to pay the high rent at one place and they find another more affordable place, then they can't leave for the new place without breaking the lease, unless they have resources to pay the penalty.

Please note that there are few local resources for #1-3 above, and there are none that we know of, for #4-6 (Adelante has helped with #4 occasionally). If the City of Santa Fe truly wants to help people in poverty and homelessness to access supportive housing, then we must address all of the situations above. SFPS Adelante is capable of doing this, since we have followed an efficient, effective and strict process for 12 years and a strong paper trail to ensure that funds are appropriately and properly used exactly where needed most.

8/15

Site Information (if applicable)

If your proposed project include acquisition, conversion, preservation and new construction of homeownership or rental housing, please provide the following information.

Site control is or will be in the form of*: Deed Option

Lease (Term ____ Years) Purchase Contract Other (explain)

NA _____

* If project is recommended for funding, proof of site control must be provided before funds are disbursed.

Expiration Date of Contract, Option, or Lease _____ (month/year)

Site Description:

Area of Site: _____ acres or _____ square feet

Is site zoned for your development? Yes No Zoning _____

If no, is site currently in the process of re-zoning?

Yes No Re-Zoning _____

When is zoning issue to be resolved? _____ (month/year)

Has the City approved the site plan and/or plat? Yes No

If yes, provide a copy of the site plan/plat.

Are there any other development reviews and approvals required? Yes No

If yes, explain:

List any required reports or studies underway or completed such as soils report, environmental assessment, traffic study)

Has the City issued the building permit? Yes No

Are all utilities presently available to the site? Yes No

If no, which utilities need to be brought to the site? _____

Who has responsibility of bringing utilities to site? _____

Describe briefly how the project will meet the City of Santa Fe's green code, what the anticipated HERS will be for newly constructed/renovated dwellings and/or how other green building criteria will be met. If relevant, describe how the project is consistent with other priorities such as access to opportunity and employment areas, transportation routes, walkability, redevelopment and infill.

NA

3. Affordability:

Outline the affordability time period for this project based on the following: (i.e. loans to \$14,999 – 5 years, \$15,000 to \$40,000 – 10 years, 40,001-\$100,000 – 15 years and over \$100,000 – 20 years). Describe any efforts to deepen affordability so that the project can serve a wider diversity of income earners.

NA

4. Demonstrated Capability/Organizational Capacity/Partnerships & Collaboration

Describe the expertise of your organization and past projects to provide the type of housing or programs proposed for funding. Also, include any partnerships and/or collaboration with other organizations that will expand and deepen access to the housing/services offered through the project:

Please see attached page.

Describe your staffing and attach resumes of key personnel:

Please see attached resume.

Demonstrate Financial Soundness. Please submit the following documentation:

- Audited Financial Statements for 2016 and 2015.
- Current Statement of Assets & Liability

4. Demonstrated Capability/Organizational Capacity/Partnerships & Collaboration

Founded in 2003, by Loretta Fernandez and Gaile Herling, who both still provide leadership, SFPS Adelante began assisting families with funds to obtain or maintain stable housing in 2006. Adelante is one of only a few organizations that provide funds for housing assistance, especially a deposit and first month's rent. Adelante's fiscal agent, Partners in Education Foundation (PIE), provides an account for the Homeless Fund, which receives donations daily from community members who believe in our mission. About \$30,000 per year is devoted from the PIE Homeless Fund specifically to housing, which includes preventing utility disconnects or reconnecting utilities. Many Adelante families live in public housing, which puts them in danger of eviction whenever a utility is shut off.

Over the past several years, Adelante has been approached by two anonymous funds -- the Garfield Foundation and NM Rapid Response Fund (held at NM Community Foundation for the Daniels Fund) -- to utilize their resources for housing funds for homeless families. This has increased our capacity from distributing approximately \$40,000 of Adelante's own resources, to distributing more than \$90,000 per year for families in need of eviction prevention, housing deposits, utility reconnects or prevention of disconnects and other concerns related to housing (replacing heater valves, paying off utility debts in order to rent a place, etc.).

SFPS Adelante also partners with the PNM Cares Foundation through Salvation Army, the Life Link, Communities in Schools, St. Elizabeth's Shelters, St. Ann's Church, YouthWorks and Youth Shelters and Family Services towards providing resources for affordable housing for families or unaccompanied youth who have been experiencing homelessness.

To provide effective supportive services, SFPS Adelante collaborates with all child/youth serving agencies, shelters, behavioral health agencies, material aid organizations, faith congregations, the Interfaith Leadership Alliance, members of the Homeless Youth & Children Task Force, Santa Fe Teen Court, SF Boys and Girls Club, Interfaith Shelter at Pete's Place, Civic Housing Authority and County Housing Authority, Adventure Dental, Villa Therese Clinic, Solace Crisis Treatment Center, Esperanza Battered Families Shelter, PMS Guidance Center, Sky Center, Gerard's House, PMS Head Start/Early Head Start, United Way, Sojourners, SF Dreamers Project, Somos Un Pueblo Unido, NM Dept. of Workforce Solutions, Guadalupe Credit Union, Santa Fe Community College and Opportunity Santa Fe.

SFPS Adelante's "Dream Team" consists of 11 staff, 1 part-time, long term contractor (8 years) and one intern: a full-time coordinator who also provides case management and writes grants; full-time case manager, including assistance with housing, linkages, planning, budgeting, material aid and emergency funds; part-time assistant coordinator; full-time homeless liaison who is the data person/purchaser/office leader; full-time elementary schools liaison that advocates and finds resources for our K-6 students' needs; part-time early childhood specialist, assisting families with children age 5 and under; 3 part-time secondary liaisons who advocate

and access resources for all Adelante's middle and high school students; a part-time family specialist that facilitates the Mujeres de Adelante co-op, provides case management and leads the organizing of our fundraising events; a part-time volunteer coordinator who recruits and organizes assistance from volunteers; a part-time "Juntos" assistant, who helps with our weekly evening family program and we normally have at least one social work intern from Highlands University. Our turnover is very low – in fact, in 15 years, only 3 staff people have left.

Noemi Sanchez, our full time case manager, will be the person doing the most for the Adelante Family Housing Assistance Project. For three years, Ms. Sanchez has been assisting Adelante adults in accessing housing, planning goals and budgets, and following up with families to celebrate progress and help them revise the plan as needed. Ms. Sanchez is the main case manager who works with all three funds – PIE's Adelante Homeless Fund, Garfield and NM Rapid Response Fund – as well as SF County as a navigator for the County 's Accountable Health Community. Our capacity as an organization to provide funds towards housing and utilities has been growing over the years, as we hired and trained new case managers in an effective process for fund distribution. First, the family must qualify for SFPS Adelante Program. Next, they must be in a one-time crisis, where the funds help them to access or maintain the housing immediately and the family can take over after the crisis. The responsible adult signs an agreement to attend two sessions of financial literacy and budget planning via Adelante Program and we follow up with the family monthly throughout the year. Supportive services are offered throughout the year.

Please see attached resume.

NOEMI SANCHEZ

2411 Calle de Pinata, Santa Fe, NM 87507 • Home: 805-509-2551 • richashed@gmail.com

Skills

Skilled in intake interviewing	Psycho-diagnostic treatment
Adept at treatment and discharge planning	Grief counseling
Case management proficiency	Bilingual in Spanish and English
Experience with homeless population	Culturally-sensitive
Psychiatric population familiarity	Adept at conflict resolution
Licensed-eligible MFT-Intern	Crisis intervention techniques
Treatment and discharge planning	Reliable

Work History

Family Support Specialist/Case Manager 09-2015 to Current

Santa Fe Public School Adelante – Santa Fe, New Mexico

- Work with native Americana and immigrants in various issues
- Displayed sensitivity to the cultural and linguistic needs of the clients and families served.
- Budgeting, planning, monitoring, evaluating
- Performed initial client assessment and assisted in creating a plan to get housing.
- Assessed clients and their children needs

Clinician/Family Support Specialist 04/2012 to 04/2015

Kids and Families Together Oxnard, CA

- Provided case management to clients/families thru a strength base and collaborative team approach by coordinating, planning and supporting the development of services such as, crisis interventions, community and professional referrals and families goals identified in the family's support plan.
- Collaborate with counselors, physicians, or nurses to plan or coordinate treatment, drawing on social work experience and patient needs.
- Monitor, evaluate, and record client progress with respect to treatment goals.
- Educate clients or community members about mental or physical illness, abuse, medication, or available community resources.
- Modify treatment plans according to changes in client status.
- Supervise or direct other workers who provide services to clients.

- Conducted therapeutic individual and family therapy sessions.
- Displayed sensitivity to the cultural and linguistic needs of the clients and families served.
- Maintained a caseload of more than 18 children in public schools and group home placements.
- Aided parents in arranging medication evaluations and psychological testing.
- Observed and monitored client behavior and responses to treatment.
- Developed and implemented treatment plans and modified when needed.
- Connected clients with community service and resource agencies.
- Ran individual therapy and family therapy sessions for children ages 2 to 19.
- Provided comprehensive case management services, including creating treatment plans and connecting clients and families to appropriate resources.
- Guided clients in effective therapeutic exercises integrated from Cognitive Behavior Therapy and Dialectical Behavior Therapy (DBT).
- Displayed sensitivity to the cultural and linguistic needs of the clients and families served.
- Maintained a caseload of more than 18 children in public schools and group home placements.
- Aided parents in arranging medication evaluations and psychological testing.
- Observed and monitored client behavior and responses to treatment.
- Developed and implemented treatment plans and modified when needed.
- Connected clients with community service and resource agencies.
- Ran individual therapy and family therapy sessions for children ages 2 to 19.
- Provided comprehensive case management services, including creating treatment plans and connecting clients and families to appropriate resources.
- Guided clients in effective therapeutic exercises integrated from Cognitive Behavior Therapy and
- Dialectical Behavior Therapy (DBT).

Family Case Manager

01/2007 to 01/2013

Ventura, CA

- Provided case management to clients/families thru a strength base and collaborative team approach by coordinating, planning and supporting the development of services such as, crisis interventions, community and professional referrals and families goals identified in the family's support plan with over 85% success rate Collaborate with counselors, physicians, or nurses to plan or coordinate treatment, drawing on social work experience and patient needs.
- Monitor, evaluate, and record client progress with respect to treatment goals.

- Educate clients or community members about mental or physical illness, abuse, medication, or available community resources.
- Modify treatment plans according to changes in client status.
- Supervise or direct other workers who provide services to clients.

Education

Master of Arts:
Antioch University

Clinical Psychology 3/2012
Santa Barbara, CA

Bachelor of Arts:
University of Santa Barbara -

Sociology 6/2010
Santa Barbara, CA