

Cover Page

City of Santa Fe Community Development Block Grant Program FY 2019-2020	
Name of Nonprofit Organization:	Youth Shelters and Family Services
Name of Executive Director:	Shelly Felt
Name of Board President:	Kenneth Romero
Name, Contact Information (Address, Phone, and Email) of Person Submitting Request (Fiscal Agent if appropriate):	Shelly Felt P.O. Box 28279 Santa Fe, NM 87592-8279 505.983.0586 Ext.120 sfelt@youthshelters.org
Amount Requested:	\$28,952
Program Name or Service being requested for Funding:	Street Outreach and Drop-In Center
Brief Program or Service Description: The Street Outreach Program provides street-based critical services such as food, water, clothing, emergency camping and survival supplies for young people in Santa Fe. Street Outreach also has a Drop-In Center where youth who do not have a safe place to live can shower, do laundry and receive case management support services. In addition, Street Outreach Program staff provide outreach to young people at Interfaith Shelter and increase access for young people to our youth-appropriate Cold Weather Shelter.	
Check which Category Describes your organization:	<div style="display: flex; align-items: center;"> <div style="width: 30px; text-align: center;"> <input type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/> </div> <div> Public Agency Government Agency Private Non-Profit For Profit </div> </div>
DUNS or CAGE #	795320761
Business Registration #	19-00112630
Tax ID #	85-0324625
State CRS #	02-010414-00-6
Check One:	<input checked="" type="checkbox"/> Previous Recipient <input type="checkbox"/> New Applicant
Funding Categories to be Addressed (Check one): <div style="margin-left: 40px;"> <input type="checkbox"/> Housing <input type="checkbox"/> Public Facility <input checked="" type="checkbox"/> Public Service </div>	

Project Proposal Summary
(If funded, the following will be written into the contract Scope of Services with Accomplishment Levels along with details provided in Section A)

Activity Name	Continued Outreach Staff Support at Interfaith Community Shelter/33% Portion of Monthly Rent for Drop-In Center
Brief Summary of the activity	Youth Shelters and Family Services will continue staff presence at the Interfaith Community Shelter (Pete's Place) to provide case management and outreach for young people and increase their access to housing programs and Cold Weather Shelter. The Drop-in center will continue to provide food, clothing, survival gear, case management, and housing referrals to youth experiencing homelessness.

Amount of CDBG funding requested for Activity	\$ 28,952
Total budget of Activity	\$ 320,176

To the best of my knowledge and belief, all data in this application is true and correct. If funded, I certify that the Applicant Organization is willing and able to adhere to the policies and procedures specified by the City of Santa Fe and all applicable program regulations of the US Department of Housing and Urban Development. Further, I understand there is not an agreement until the City of Santa Fe and the individual authorized to execute contracts on behalf of the Applicant Organization has signed the contract.

Rochelle (Shelly) Felt
 Authorized Signature *(sign in blue ink)*

Executive Director 01/31/2019
 Title Date

CDBG funds can be used for specific Eligible Activities as outlined in the Overview. Select one type of Eligible Activity category that best describes your Project.

Type of Eligible Activity (check one)

Activities Related to Housing	<input type="checkbox"/>
Other Real Property Activities	<input type="checkbox"/>
Public Facilities/Improvements	<input type="checkbox"/>
Public Service	<input checked="" type="checkbox"/>

Section A: Activity to be funded

A1. Briefly describe the Activity you are requesting to fund with CDBG. This will help determine eligibility.

In order to meet the extensive needs of homeless youth, the Street Outreach Program staff continue to provide support services to youth at the Interfaith Community Shelter at Pete's Place (Pete's Place) during their Winter Shelter Season and during their year-round Resource Center hours. Additional relief staff hours will be continued at the Street Outreach Drop-In Center to ensure all shifts are covered by a known, trained and reliable staff member. The Drop-in Center will continue to provide vital services including meeting basic needs such as food and survival gear, while also offering comprehensive case management services to link youth to appropriate housing opportunities and community resources.

A2. Briefly describe how the priorities listed for 2019-20 CDBG funding will be addressed in the proposed project and how the implemented strategy will increase resiliency while mitigating systemic, root cause challenges of the problem within the community. This will help determine eligibility.

Youth Shelters and Family Services will provide support services for homeless or people at risk of homelessness. We work with youth through age 24 to connect them with support, shelter and stable housing, wherever possible. We provide a continuum of services and case management to help young people lead independent lives, using a positive youth development and trauma informed approach.

A3. Why is this Activity needed? Does it address a gap? Describe the degree of need, or the severity of the problem including cause, extent, location, frequency and duration that will be addressed by the project. Provide a description of service gaps the activity fills in the community. Additionally, supply data, such as demographics, reports and/or other information supporting your information and proving the need exists. (Attach additional pages, if necessary)

Local funds are integral to the ability of Youth Shelters and Family Services to obtain federal funds for the purpose of serving runaway and homeless youth. A significant number of young people through age 24 are eating dinner at Interfaith Community Shelter at Pete's Place (Pete's Place) and/or sleeping there overnight during the cold weather. Our organization has seen the need for continuing our Street Outreach hours at Pete's Place to better divert young people from a culture of homelessness, and connect them with appropriate housing resources. (See Attachment A3)

A.4 If applicable, what steps or phases will be taken to complete the Activity (provision of services, engineering/design, advertising, bidding, contract award, construction, etc.)?

The activities are already in action-- currently, Street Outreach staff is present at Pete's Place 6:30 to 8:30pm Monday through Friday in the winter shelter, as well as during daytime hours at the Resource Center on Tuesday, Wednesday, and Friday each week. This provides SOP staff presence at Pete's Place five days per week. The SOP Drop-in Center is open to youth 10am-5pm Monday through Thursday, 10am-4pm on Friday, and 12pm to 4pm on Sunday. Trained relief workers are available to take on SOP shifts as the need arises.

A.5 Describe the population that the Activity will serve and how this population will be served. Describe the outreach and recruitment activities which will be conducted to make the proposed activity services known and accessible to the targeted population. Please include where these outreach and recruitment activities will take place.

Our Street Outreach Program and Drop-In Center serve youth experiencing homelessness through age 21 (their 22nd birthday is the age limit for services); however, youth that have aged out of services can receive aftercare for up to six months. Continued contact and long-distance case management services for youth over 21 that were previously in the program is a common practice. Additionally, youth between the ages of 21 and 24 who are contacted while staff are performing outreach at Pete's Place receive referrals to the YSFS rapid re-housing program, STAR. Youth up to 24 are eligible for housing under the HUD-funded program.

Homeless youth are resourceful and find a variety of ways and places to cope with having unstable living conditions. Some youth spend nights walking the streets to stay warm and sleeping during the day when they feel safer (the couch of Street Outreach often serves as the source of respite). Other youth camp in the mountains, live in cars, or sleep in abandoned buildings. Street-based outreach happens 6 days per week at locations where youth gather, including, Santa Fe Plaza, Cathedral Park, Ft. Marcy Park, local skate parks, De Vargas Mall, and other locations in Santa Fe. Flyers listing the location and available services of the Drop-in Center are distributed during these interactions with youth, which is the most direct way to invite youth to engage in the program. Youth are informed of services during the 10 hours of staff evening presence at Pete's Place winter shelter and 6-8 hours at the daytime Resource Center. The Director and staff at Interfaith Community Shelter also help identify young people who are up at hours when SOP staff are not on duty to direct them to our services.

Information about the SOP is distributed to the greater community during presentations by the Executive Director, flier distribution at local libraries, churches and schools, as well as social media platforms such as FB. In addition, YSFS has collaborated with agencies across the 14 Northern Counties to embark on a Youth Homelessness Demonstration Project through the Dept. of Housing & Urban Development, a process which may provide additional referrals for services by other agencies with traveling youth.

A.6 Estimate the number of total persons / households that will benefit from the CDBG funded portion of this Activity: (Fill in Households OR Persons depending on the type of Activity you are providing).

Total number of clients you anticipate serving:		
Households:	<u>OR</u>	Persons: 400

A.7 Use the following Table 1 to break out the number of persons you anticipate serving at the low (30-50% AMI) and very low-income (< 30% AMI) levels and the type of client (Refer to overview of CDBG program for the most recent income amounts). Along with income, please anticipate the number of clients that are severely disabled adults, homeless persons, abused children, battered spouses, and illiterate adults, persons with AIDS, migrant farm workers, and elderly. (All of these clients fall under the presumed benefit categories as defined by CDBG and therefore, all under low or extremely low income). This would apply mainly to Public Service or Public Facilities/Improvements Activities.

Extremely Low Income <30%AMI	Very Low Income 31-50% AMI	Low Income 51-80%	Illiterate adults	Abused children	Severely Disabled Persons	Migrant Farm Workers	Elderly	Persons with AIDS	Homeless Persons
380	15	5							400

Table 1

A.8 Use the following Table 2 to breakout the number of households you anticipate serving at the income levels listed. (Refer to the 2017 AMI table on pg. 18 for the most recent income amounts). This would apply mainly to CDBG funding for housing projects such as Down Payment Assistance and Rehabilitation Activities.

Extremely Low Income (<30% AMI)	Very Low Income (31-50%AMI)	Low Income (51-80%)	Moderate Income (81-100%)	Female Head of Household
N/A				

Table 2

A.9 CDBG funded construction activities must be in compliance with local land use plans and zoning. Explain how the proposed activity conforms to local housing and sustainability plans, and zoning ordinances. Provide a copy of the page(s) of resource document(s), pertinent sections, and page(s). This only applies to projects where the CDBG funds will be used for the actual construction, not acquisition.

N/A Support Services for Homeless People or People at Risk of Homelessness

A.10 Please describe the organization in terms of its administrative capacity and its qualifying experience and length of experience with activities or projects similar to the proposed Activity. Include purpose, goals, programs, activities, clients, and accomplishments, if any, in the area of activity for which funding is requested. Also, describe community partnerships and collaborations which will expand access to the housing and/or services proposed in this project and/or deepen community network capacity. Give examples of and list experience.

YSFS has been delivering life-changing shelter and support for the homeless, runaway and in-crisis youth since 1980. YSFS offers: Youth Emergency Shelter - a 24-hour safe haven for youth in crisis ages 10-17, where they can sleep, eat 3 meals a day and receive counseling. Our highly trained staff and master's level therapists provide counseling and case management services while long-term housing is located for youth. Youth can stay at the Shelter as long as 90 days while trained staff make arrangements for long-term safe and stable housing. The Shelter served 163 youth last fiscal year. Established in 1980.

Transitional Living Program - A supervised home and apartment setting for youth ages 17-21 and their children while in school, job training, or working as they transition to independence. This program is specifically designed to address the needs of any homeless youth by serving a diverse population with a full range of services. Youth can live at TLP up to 18 months. The program served 25 youth (including 3 children) of young parents last fiscal year. Established in 1990.

STAR - Supportive Transitions to Adulthood through Rehousing provides rapid re-housing for homeless young adults ages 18-24 and their children. We provide case management for homeless and highly vulnerable applicants by helping them complete the application process, identify safe and stable housing, find employment and child-care as needed. The STAR program served 26 youth (including children) last fiscal year. Established in 2016

Street Outreach Program - Provides street based critical services such as food, water, clothing, emergency aid supplies, tents, backpacks, sleeping bags, and blankets to youth up to age 21. SOP also has a Drop-in Center where youth who do not have a safe place to live can shower, do laundry and receive case management support services. The SOP served 25 youth last fiscal year. Established 1995

Cold Weather Shelter - This pilot program provides emergency shelter for homeless ages 18-21. During the coldest winter months, we have 8 beds available every night. Two trained staff transport clients from various pick-up locations around the city. Staff members are available for case management and support from pick-up to drop-off. The program served 16 youth last fiscal year. Established 2017

Community Counseling Center - Professional counseling for youth in every program, their families and community members who are in crisis, homeless, or at risk of being homeless. The center served 123 clients last year. Established 1996.

Pregnant and Parenting Youth Initiative - Provides, safety, stability, and wellness for young families through access to pre and post natal care, housing, education, clothing, diapers, food and other resources as needed. The program served 42 youth (including 21 children) last fiscal year. Established 2006

The SOP collaborates with the following agencies to connect youth with services: The Food Depot, La Familia Healthcare for the Homeless, SW Care Center, NM Workforce Connections, YouthWorks, The Santa Fe Mountain Center, the Life Link PATH Program, St. Elizabeth's and Supporting Housing Interfaith Community Shelter and the NM Coalition to End Homelessness.

A.11 Briefly describe your organization's experience in government contract administration, and knowledge of federal regulations governing acquisition, procurement, equal employment opportunity, and labor standards.

Youth Shelters and Family Services has extensive experience in government contract administration dating back at least 20 years. Our organization is currently managing three federal Runaway, Homeless Youth Act grants through the Dept. of Health and Human Services. We are in compliance with federal regulations governing acquisition, procurement, equal employment opportunity, and labor standards. All fiscal records are maintained in accordance with generally accepted accounting principles (GAAP) and are in compliance with federal, state, and local legal and reporting requirements.

B. National Objective Compliance

1. Benefits Low/ Moderate Income persons/households by:	
Area Benefit (eligible area) (LMA)	
Limited Clientele (LMC)	X
Housing Activities (LMH)	
Job Creation or Retention (LMJ)	

B.2 Is the service area city wide: ☒ yes ☐ no
If no, fill out B.3.

B.3 If an activity is based on an area benefit, identify the Census Tract(s) and Block Group(s) that will be served. Make sure to read the Overview for a clear understanding of the requirements of an area benefit. Attach a map of the area.

Census Tract	Block Group	Total Population	Low/Mod Income Population	% Low/ Mod Income
Total				

B.4 Explain fully how the proposed project meets the CDBG National Objective selected above. Provide substantiating documentation supporting the claims. Refer to Overview for more detail.

Our public service project meets the CDBG National Objective to assist extremely low income persons. Since 100% of the clients served through the Street Outreach Program are homeless, nearly homeless and have extremely low to moderate income, they are Limited Clientele. Nearly homeless means without a fixed address. Youth may be "couch surfing" among friends or staying in another temporary, unstable living situation, such as Motel 6.

CDBG funding will enable us to provide additional in-depth support services to youth who need extra support at Pete's Place, which has traditionally been a hub for homeless adults. Street outreach to youth is often a gateway to other services in our continuum of support, such as our Transitional Living Program, Community Counseling Center, and a myriad other community services. With an increased presence at Pete's Place, we also have the opportunity to connect youth with other service providers, first-hand.

We can address emergency needs and provide long-term solutions so homeless youth can leave the streets. Youth receive referrals for permanent housing, healthcare, mental health care and substance abuse treatment, as needed. These resources are available to all homeless youth, however, the more youth we connect with, the more youth we can support with in-depth services. And, having the opportunity to spend more time with each youth creates greater positive connections. Building trust with youth takes time and with additional staff hours, we can build and sustain relationships with our clients.

This project meets the National Objective to Create a Suitable Living Environment as it will increase opportunities for at-risk populations. We will help homeless youth in our community access the resources and opportunities which are available to them, and necessary to escape long-term poverty.

C. Consolidated Plan Compliance

The City of Santa Fe provides guidance in its Consolidated Plan on funding uses, whether Federal, State, City, or Private. In accordance with federal regulations, each project must be consistent with the priorities outlined in the City's Consolidated Plan. (See Consolidated Plan on City's website) Mark the one priority need that the proposed project will meet.

P-25 Priority Needs

Check ONE	Priority Need Name	Population Served	Consolidated Plan Goals Addressed
<input type="checkbox"/>	Rental Vouchers	Extremely low-income renters; people at risk of being homeless; persons with disabilities; homeless youth; veterans; elderly; families in transition; persons with HIV/AIDS and their families; public housing residents; mentally ill; chronic substance abusers; victims of domestic violence	Reduced rate of cost burden and corresponding drop in poverty rate for homeless households and those in danger of becoming homeless. <i>(HUD Objective: Increase Opportunities for At Risk Populations)</i> ; Inventory of rental units and vouchers expanded to meet increased demand <i>(HUD Objective: Increase Affordable Housing Opportunities)</i>
<input type="checkbox"/>	Emergency Shelter (note: could be classified as Public Service which is restricted in allocation amount)	Extremely low-income residents; chronic homeless; homeless youth; veterans; families in transition; mentally ill; chronic substance abusers; victims of domestic violence	Reduced rate of cost burden and corresponding drop in poverty rate for homeless households and those in danger of becoming homeless. <i>(HUD Objective: Increase Opportunities for At Risk Populations)</i>
<input checked="" type="checkbox"/>	Support Services for Homeless or People at Risk of Homelessness (note: could be classified as Public Service which is restricted in allocation amount)	Extremely low-income renters; people at risk of being homeless; persons with disabilities; homeless youth; veterans; elderly; families in transition; persons with HIV/AIDS and their families; public housing residents; mentally ill; chronic substance abusers; victims of domestic violence	Reduced rate of cost burden and corresponding drop in poverty rate for homeless households and those in danger of becoming homeless. <i>(HUD Objective: Increase Opportunities for At Risk Populations)</i>
<input type="checkbox"/>	Refinancing Services and Support for Current Homeowners	Low-income homeowners; homeowners in risk of foreclosure; homeowners in substandard housing	Reduced rate of cost burden and corresponding drop in poverty rate for homeless households and those in danger of becoming homeless. <i>(HUD Objective: Increase Opportunities for At Risk Populations)</i> ; Increased homeownership opportunities and support for long term affordability and accessibility for current homeowners. <i>(HUD Objective: Increase Affordable Housing Opportunities)</i>

Priority Needs (cont.)

	Priority Need Name	Population Served	Goals Addressed
<input type="checkbox"/>	Homeowner Rehabilitation Programs; Energy- efficiency Upgrades; Accessibility Retrofits	Low- and moderate-income homeowners; residents in redeveloping or transitioning neighborhoods; homeowners living in aging or substandard housing stock; seniors who need to “age in place;” people with disabilities	Increased homeownership opportunities and support for long term affordability and accessibility for current homeowners. <i>(HUD Objective: Increase Affordable Housing Opportunities);</i> Housing opportunities reflect emerging needs, changing demographics and are aligned with redevelopment projects, economic development objectives and sustainability goals <i>(HUD Objective: Address Emerging and Current Needs and Changing Demographics)</i>
<input type="checkbox"/>	Construction of affordably-priced homes for homeownership	Low- and moderate-income homebuyers and current renters; local workforce	Increased homeownership opportunities and support for long term affordability and accessibility for current homeowners. <i>(HUD Objective: Increase Affordable Housing Opportunities)</i>
<input type="checkbox"/>	Fair Housing Outreach	Low- and moderate-income renters; low-income landlords; persons with disabilities; Spanish speakers; large families; general public	Housing opportunities reflect emerging needs, changing demographics and are aligned with redevelopment projects, economic development objectives and sustainability goals <i>(HUD Objective: Address Emerging and Current Needs and Changing Demographics)</i>
<input type="checkbox"/>	Diversity of Housing Types	Low- and moderate-income renters; seniors; small households; entrepreneurs; aging veterans; entrepreneurs and other self-employed	Housing opportunities reflect emerging needs, changing demographics and are aligned with redevelopment projects, economic development objectives and sustainability goals <i>(HUD Objective: Address Emerging and Current Needs and Changing Demographics)</i>
<input type="checkbox"/>	Non-Housing Community Facilities and Services	Low- and moderate-income residents; residents in redeveloping or transitioning neighborhoods; youth	Housing opportunities reflect emerging needs, changing demographics and are aligned with redevelopment projects, economic development objectives and sustainability goals <i>(HUD Objective: Address Emerging and Current Needs and Changing Demographics)</i>

Priority Needs (cont.)

	Priority Need Name	Population Served	Goals Addressed
<input type="checkbox"/>	Provision of Rental Units and Support Services for LI/ VLI Renters	Low- and very low-income renters; persons transitioning out of homelessness; renters in need of support services; public housing residents	Inventory of rental units and vouchers expanded to meet increased demand (<i>HUD Objective: Increase Affordable Housing Opportunities</i>); Housing opportunities reflect emerging needs, changing demographics and are aligned with redevelopment projects, economic development objectives and sustainability goals (<i>HUD Objective: Address Emerging and Current Needs and Changing Demographics</i>)
<input type="checkbox"/>	Rental Rehabilitation	Low- and moderate-income renters; low-income landlords; residents of low- income neighborhoods that are redeveloping or in transition; public housing residents	Inventory of rental units and vouchers expanded to meet increased demand (<i>HUD Objective: Increase Affordable Housing Opportunities</i>); Housing opportunities reflect emerging needs, changing demographics and are aligned with redevelopment projects, economic development objectives and sustainability goals (<i>HUD Objective: Address Emerging and Current Needs and Changing Demographics</i>)
<input type="checkbox"/>	Down Payment Assistance	Low- and moderate-income residents who are "buyer ready"; first responders (fire, police, etc.)	Increased homeownership opportunities and support for long term affordability and accessibility for current homeowners. (<i>HUD Objective: Increase Affordable Housing Opportunities</i>)
<input type="checkbox"/>	Homebuyer Training & Counseling	Low- and moderate-income homebuyers; current renters	Increased homeownership opportunities and support for long term affordability and accessibility for current homeowners. (<i>HUD Objective: Increase Affordable Housing Opportunities</i>)

D. Budget

D1. Describe the Proposed Budget for this Activity. Please explain all budgeted expenses including contractual services, personnel services, commodities, and capital outlay. Also explain what the CDBG funds will be used for. Also explain the effect of not receiving any or only a portion of a CDBG allocation has on the project budget.

Personnel Services: Maintain hours of Youth Shelters and Family Services Street Outreach staff at Pete's place - present 12 hours a week for 34 weeks of the year, \$6,120 12 X 34 X 15

Maintain YSFS case management staff at Pete's place for 8 hours a week for 52 weeks of the year, \$6,240 8 X 52 X 15

Maintain relief staff hours to cover Sunday hours and as needed hours at Drop-In Center to become a "familiar" face to clients to cover during unscheduled hours and scheduled time off. \$6,760, 10 X 52 X 13.

Total Personnel Salary Costs: \$19,120 Benefits at 10% \$1,912 = \$21,032

Rental Costs: 33% of Drop-In Center Annual Rental Costs: \$7,920 (match for federal funds)

Total: \$28,952. It is likely that we would reduce Street Outreach hours or Drop-In Center hours if we did not receive any CDBG funds.

Note: Total project cost includes Drop-In Center, Cold Weather Shelter, Pregnant and Parenting Initiative and Street Outreach Program.

D.2 Please complete the following table to identify the funding sources and amounts. Indicate total project cost that incorporates the total CDBG request and what funds or services, if any, the sponsor and/or other agencies will contribute. Also enter other committed funding sources (committed funds are funds available or will be available to fund the Activity during the CDBG Fiscal Year). Please be as accurate as possible. Should your organization be awarded funding, a revised budget (as needed) will become an Addendum to the CDBG Contract.

Type of funding	Source/ amount	Source/ amount	Source/ amount	Totals
Requested CDBG amount				\$ 28,952
Other HUD funds i.e. HOME, Section 108				\$
Other Federal Funds				\$ 198,500
City Funding i.e. Youth and Family, Human Services				\$ 27,000
State funding, i.e. MFA				\$
Other i.e. in- kind, private funds				\$ 65,724
Total of all funding sources				\$ 320,176

D.3 If you are proposing to utilize CDBG funds to pay for staff costs, please list each position title and the percentage of their salary and benefits that will be funded by CDBG. Depending on the Activity, listing this information does not guarantee the position will be funded by CDBG as it may not be eligible.

PERSONNEL Position Title	New (Y/N)	% salary & benefits paid for with CDBG
Street Outreach Worker	N	20%
Service Coordinator	N	20%
Relief Worker	N	100%
	N	

E. Performance Measurement System/Work Plan
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CDBG/ Work Plan - FY 2019-2020

Provide the performance measurement goals, objectives and outcomes for your proposed CDBG project. Please refer to Exhibit B at the end of this document. Based on these measurements, attach a Work Plan that describes the goals, objectives and outcomes in greater detail and be:

- (A) Specific
- (B) Measurable
- (C) Achievable
- (D) Results-orientated
- (E) Time bound

Attachment A3

A3 - Local funds are integral to the ability of Youth Shelters and Family Services to obtain federal funds for the purpose of serving runaway and homeless youth. A significant number of young people through age 24 are eating dinner at Interfaith Community Shelter at Pete's Place (Pete's Place) and/or sleeping there overnight, during the cold weather. Our organization has seen the need for continuing our Street Outreach hours at Pete's Place to better divert young people from a culture of homelessness, and connect them with appropriate housing resources. Services available at the Interfaith Shelter are imperative for adults experiencing homelessness in Santa Fe, but the consensus among both our organizations is that it is not an ideal environment for youth ages 18-24. The leadership, volunteers, and staff at Pete's Place have encouraged the presence of our staff at their facility.

Additionally, youth who may be over the age limit of 21 (too old to be served through the Street Outreach Drop-In Center, due to federal funding restrictions) can connect with Street Outreach staff at Pete's Place and apply for housing through Youth Shelters and Family Services STAR Program, which accepts applicants up to age 24.

Without receiving a CDBG allocation, it is likely that Youth Shelters and Family Services would not be able to provide as many outreach hours at Pete's Place.

The Street Outreach Program served 525 unduplicated youth in the fiscal year 2017-2018 and helped provide Cold Weather Shelter to 16 unduplicated individuals, including dependent children.

The need for a safe, non-judgmental space to be during the day for minors and transitional-aged youth experiencing homelessness is not addressed by any other organization in Santa Fe County. Youth experiencing homelessness have access to employment and education services through many of our capable community partners; however, youth who are not ready to participate in such programming due to their level of stability fall through the cracks without access to the Street Outreach Program. SOP staff meets each youth where they are at, build trust slowly, and then start to offer interventions appropriate to each individual. In addition, as in the past, when we have not been able to hire relief staff for our Drop-in Center, our Program Director has filled in when any staff members are on leave, scheduled or unscheduled. In the past, our Program Director has routinely worked many more than 40 hours per week without appropriate relief staff available, which was unsustainable. The CDBG funds last year prevented our Program Director from putting in unnecessary overtime and peace of mind that Street Outreach could stay open if regularly-scheduled staff were unable to make their shift. In addition, the ability to retain a stable group of relief workers who are trained and reliable is important in building trust with young people who have experienced trauma and loss throughout their young lives.

Youth Shelters and Family Services- CDBG/Work Plan FY 2019-2020

E. Performance Measurement System/Work Plan

Goal: The goal of our Street Outreach Program, Drop-In Center and Project is to prevent youth homelessness through diversion, emergency assistance and support services.

Objective: Create a Suitable Living Environment where homeless youth can increase their safety and stability, and form positive relationships with adults. Increased safety and stability will be achieved by meeting emergency needs, providing support services, and providing survival items including: food, water, clothing, first-aid and hygiene kits, sleeping bags and tents. The entire Santa Fe community will benefit.

Outcome: Increased availability and accessibility to life-changing resources such as mental and physical health providers, age-appropriate cold weather shelter, transitional living opportunities, housing first models, education, life skills classes and employment resources.

Indicators: Number of homeless youth served at the Interfaith Community Shelter at Pete's Place, the Drop-in Center, and types of public and support services provided.

The common indicators listed below will also be reported on:

- Amount of money leveraged from other Federal, state, local and private sources per activity.
- Number of persons, households, businesses, units or beds assisted, as appropriate.
- Income levels of persons by household by <30%, 30-49%, 50-79% and \geq 80% of area median income (AMI).
- Race, ethnicity and disability data when programs directly benefit persons or households.

Goals must be:

(A) Specific

(B) Measurable

(C) Achievable

(D) Results-orientated

(E) Time bound

EVALUATION CRITERIA & WEIGHTED VALUES

CITY OF SANTA FE COMMUNITY DEVELOPMENT BLOCK GRANT SCORE SHEET Bid Number '19/23/RFP

Name of Applicant/Project: _____

Amount Requested: \$ _____

CRITERIA	Weighted Value	Evaluation Points (1-5)	Total Points	Max. Score
Activity to be funded <ul style="list-style-type: none"> Why needed? Does it address a gap? Steps/phases to complete the activity Who is served? #s proposed to be served Compliance with local plans, priorities, codes Demonstrates collaboration with other agencies, programs, etc. Respond to priorities in RFP? Addresses systemic root challenges? 	30	X _____	_____	150
National Objective Compliance <ul style="list-style-type: none"> Benefits low/moderate income persons/households? Prevents slum/blight Does the activity serve residents Citywide or a Low to Moderate Income (LMI) Area (i.e. Census Tract)? 	20	X _____	_____	100
Consolidated Plan Compliance <ul style="list-style-type: none"> Does the application demonstrate that it meets Consolidated Plan priorities? 	10	X _____	_____	50
Budget <ul style="list-style-type: none"> Is proposed budget realistic? Are other funding sources secured? 	15	X _____	_____	75
Performance Measurement/Work Plan <ul style="list-style-type: none"> Are performance measurements, outcomes and proposed outcomes well presented? Realistic? Well-supported in the application? Does the applicant have the administrative capacity to carry out the activity to be funded? 	25	X _____	_____	125
Total Points				500

EVALUATION POINTS:

1 -- Lowest

5 -- Highest

Name (printed): _____

Signature: _____

Date: _____