

**City of Santa Fe
Community Development Block Grant
Program FY 2018-2019**


Name of Nonprofit Organization:	SFPS Adelante Program	
Name of Executive Director:	Superintendent Veronica Garcia	
Name of Board President:	Lorraine Price	
Name, Contact Information (Address, Phone, and Email) of Person Submitting Request (Fiscal Agent if appropriate):	Gaile Herling, Adelante Coordinator mail: 610 Alta Vista Santa Fe, NM 87505 phone: 505-490-1970 email: gherling@sfps.k12.nm.us	
Amount Requested:	\$35,000	
Program Name or Service being requested for Funding:	SFPS Adelante's Expanded School Liaison Project	
<p>Brief Program or Service Description: CDBG funds helped to successfully implement the Secondary Liaison Project in 2012 and the Elementary Liaison Project in 2016, where SFPS Adelante liaisons provided multi-level bilingual services to students and their families with the goals of stabilizing families and helping them to access long term housing. After serving hundreds of families with CDBG support and developing an effective approach to family stabilization, including housing assistance, we propose to expand this project to provide multi-level services for up to 850 children and youth across the K-12 spectrum, plus the adults with whom they live.</p>		
<p>Check which Category Describes your organization:</p> <p>1. Private Non-Profit 1. For Profit 1. Public Agency 1. Government Agency -- XX</p>		
DUNS or CAGE #	097144281	
Business Registration #	NA	
Tax ID #	85-6000169	
State CRS #	NA	
Check One:	<ul style="list-style-type: none"> • X --Previous Recipient • 	
<p>Funding Categories to be Addressed (Circle one):</p> <ul style="list-style-type: none"> • XX - Public Service 		

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	SFPS Adelante's Expanded School Liaison Project
Brief Summary of the activity	<p>The Expanded School Liaison Project spans Pre-K through 12th grade, linking Adelante students, families, the Adelante adult case manager, school personnel and other relevant agencies, to promote the children's success through accessing stable housing, public benefits and family well-being via more effective services, resources, referrals and linkages. During the past eight years, CDBG funds have enabled Adelante to focus on and develop best practices with separate age groups experiencing homelessness in need of their specific trauma-informed approach to increase success in family stability and accessing housing and public benefits. By focusing on the students first, i.e., meeting them in school, assessing their basic and academic needs and then initiating contact with parents/families, Adelante liaisons can build trust and increase success both in accessing housing and in students' academics.</p> <p>Research shows education is the largest single factor in preventing adult homelessness among children who are currently experiencing homelessness. A significant majority of adults in homeless situations experienced homelessness when young, most of them with no or minimal appropriate intervention. Therefore, if a student's basic needs are met with early intervention, then homelessness becomes less of a possibility as they grow into adulthood. With families experiencing housing instability/ homelessness, there must be a variety of approaches and best practices to increase the student's and family's opportunities and support for success. SFPS Adelante has developed a clear, multi-level approach that promotes access to long term housing, public benefits, other crucial services and increasing academic achievement in order to mitigate and prevent homelessness. CDBG funds will provide SFPS Adelante secondary and elementary liaison assistance for 28 additional weekly hours, which would enable us to work with 850 pre-K through 12th grade students and their families who are experiencing homelessness.</p>

Amount of CDBG funding requested for Activity	\$35,000
Total budget of Activity	\$152,321

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.

Authorized Signature (sign in blue ink)		Title	Chief Financial Officer	Date	02/01/18
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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.

The Expanded School Liaison Project will focus on the most invisible and ignored population experiencing homelessness both nationally and locally-- families with children. Through applying the best practice of supporting pre-K through 12th grade Adelante students with basic and academic needs, school liaisons will assist their families in accessing affordable, safe, stable housing and supportive services. SFPS Adelante will expand our elementary and secondary liaison projects, by combining

CDBG funds with other donations to hire a full-time liaison -- for a total of 3 liaisons -- and obtain a free BSW Intern to work with up to 850 children and their families who are housing unstable/experiencing homelessness in Santa Fe Public Schools. This project would reach about 65% of Adelante's students and their families. Annually, Adelante usually serves 1300+ students by the end of June, plus another 400 siblings from birth through 21.

An essential resource for this project is Adelante's access to several funds devoted to preventing street homelessness and obtaining housing. Therefore, a strong component will be assessing families for eligibility to receive funds to either maintain housing or to obtain new long term housing, which will positively impact housing situations for a minimum of 200 families. This holistic model provides effective services, linkages and access to resources that ameliorate gaps in students' lives. The liaisons partner with Adelante's adult case manager, parents of the children, school nurses, counselors, secretaries, teachers, social workers, administrators, foundations and other agencies to obtain and ensure appropriate resources for the students. The goal is to provide enough support for the student to achieve in school and for the family to stabilize, eradicating the homelessness as soon as possible.

A2. Why is this Activity needed? Does it address a gap? Describe the degree of need, or the severity of a 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)**

SFPS Adelante annually serves a minimum of 1,700 students and siblings, from birth through age 21 plus the adults they live with, in housing unstable/homeless situations. In School Year 2017-18, Adelante identified 824 children attending elementary schools in unstable housing/homelessness -- 42 % of our entire population.

About 1 in 10 SFPS students experiences housing instability/homelessness. The majority of students experiencing homelessness are hungry, experience much instability, have not achieved their potential in school and face significant family health issues. They experience more stress and trauma related ailments, and school failure rates than their permanently housed peers. Half of Adelante's families are Latino immigrants or have mixed immigrant status, meaning they often face language barriers, greater fear and other challenges to accessing appropriate services and resources.

According to national research, children experiencing homelessness are sick four times more often than other children. They go hungry at twice the rate of their permanently housed peers; have high rates of obesity due to nutritional deficiencies and have three times the rate of emotional and behavioral problems compared to non-homeless children. By age 12, 83% of children experiencing homelessness have been exposed to at least one serious violent event and about 25% have witnessed acts of violence in

their families. Children experiencing homelessness/housing instability are four times more likely to show developmental delays and twice as likely to have learning disabilities as permanently housed children.

Adelante's niche is serving families connected with the public schools that qualify as homeless under the federal McKinney-Vento Homeless Assistance Act. Adelante's focus is to stabilize and improve housing situations through case management, financial aid and supportive services that empower families to maintain their housing once obtained.

Adelante works with the highest risk families, since their housing is unstable and they often have the least resources. Many of our families couch surf or access appropriate housing for short periods due to: lack of decently paid, consistent work; a serious illness in the family; untreated substance abuse or mental health issues; lack of necessary adult support; lack of legal immigration status; and tenant - landlord issues that impact the family's ability to stay housed.

Most Adelante families are in unstable housing or homeless situations because Santa Fe has a dearth of affordable rentals, particularly when compared with their income. About half of Adelante's approximately 800 families have mixed immigration status, which often means that when a parent can work, their pay is far below the Living Wage, since they are usually too frightened to report wage theft. Mujeres de Adelante is a women's cooperative created by immigrant mothers that can't earn enough to pay for long term housing and most of these families live doubled or tripled up in one bedroom apartments. The participants take financial literacy and handcrafting skills classes, learn English and have slowly increased their family income as they learn new skills and sell their wares for donations at crafts fairs. The liaisons can help mothers that they meet and speak with about their children to join the co-op and gain new confidence and skills, which promotes family wellness and empowers the mother towards accessing public benefits and stable housing.

Adelante families usually have at least one member with a serious health issue, which means that most family resources are spent on healthcare (especially for immigrant families) and decent housing has to take a lower priority. Evictions and utility disconnects are common amongst our families: if a breadwinner becomes ill or loses their job or their transportation, or if a family member that helped to provide support moves out, then the family may be on the street or moving to another unstable situation.

Landlords in Santa Fe have the power to evict tenants, even when it is illegal for them to do so, because most tenants have nowhere to turn for proper legal information and advocacy about tenants' rights. Since the Landlord-Tenant Hotline began requiring credit card payment there are no free major resources and assistance for tenants facing housing injustice, which is experienced by many of Adelante's families. The elementary and secondary liaisons can help address some of these situations, since they can get to know the parent through providing basic aid and services to their children, and link the

family with our case manager or another appropriate agency. The liaisons can also identify the common themes that our families share and initiate trainings on important issues, such as tenants' rights, health care, wage theft, etc.

From August 2017 until Jan. 24th, 2018, SFPS Adelante used our Homeless Emergency Fund and leveraged funds from elsewhere to prevention eviction and/or utility disconnect/reconnect for 82 families. Having more school liaisons on the ground will increase this number significantly, since they will be in close contact with the teachers, counselors and others that hear which children are living without utilities or without a home.

The Expanded School Liaison Project will ensure that Adelante's families will have access to a trauma-informed professional with expertise about the effects of homelessness on children and knowledge of our community's resources. The project will finally have enough funds to go to every elementary and secondary school regularly, to check in with the school personnel regularly, to respond quickly during crises and help to access housing, resources, programs, agency services and all types of support for Adelante's students and their families. They will keep extensive logs and data -- now collected on a detailed 6-page template which was assisted in design and approved by the City of Santa Fe's Children and Youth Commission. The data captures services rendered and outcomes for our seniors, who are graduating now at a high rate. Focusing on the students' gaps, needs and successes, the school liaisons will provide easier access to stable housing, supportive services and public benefits, greater school bonding, higher school success and decreased transience, which all translates to more stable families that decrease homelessness and bolster a healthier economy in Santa Fe.

A.3 If applicable, what steps or phases will be taken to complete the Activity

(provision of services, engineering/design, advertising, bidding, contract award, construction, etc.)?

1. Hire a school liaison by August 1, 2018, and ensure that there are three school liaisons by the time school opens.
2. Train elementary school staff members to identify and refer students that they believe may be experiencing homelessness by end of Oct., 2018.
3. Screen families to confirm qualifications for Adelante services and begin plan of action. Meet with school personnel, parents, students (when appropriate) and any relevant community providers to conduct needs assessments and provide assistance. Ongoing.
4. Partner with Adelante case manager and school/community personnel by linking them together to form a safety net of effective services around the student and family. Ongoing.
5. Follow up with family, school, case manager and community agencies to ensure that needs are being addressed. Ongoing.

6. Collect and provide data and reports by end of 4 quarters throughout the year re:CDBG reporting cycle.

A.4 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.

The population served is children from birth through age 21 and their families living in unstable housing/homelessness. About 89% are Latino/a, and about 6% are Native, which is twice the percentage of Native children that enroll in SFPS. During SY2016-17 Adelante registered 824 pre-k through grade 6 students and 546 middle school and high school students. About 20% of Adelante's children are living with people other than their permanent legal guardian, such as grandparents. Kids Count NM states that in 2015, 46% of children under age 6 in Santa Fe were being raised by grandparents. This data confirms that Adelante must conduct even more outreach through the schools and elsewhere to ensure that we find all the children who qualify for services.

Most of Adelante's children/youth live in chaotic, transient situations, overcrowded conditions, sometimes without proper bedding and without consistent adults in their lives. They are at high risk for failing at school, perform lower on standardized tests, are hungrier and have a higher rate of stress-related illnesses. Many are expected to babysit their younger siblings and/or be caregivers to the adults in their lives, which leads to an abysmal drop-out rate even before they reach high school, as well as significant behavioral health concerns. Often, Adelante's teens, including those who are born in the U.S. to foreign-born parents, are working many hours at low-paid jobs in order to support their families. Children/youth experiencing unstable housing or homelessness not only experience Post Traumatic Stress Disorder, but sometimes, continuing trauma as they try to attend school, worry about meals/shelter and take care of family members.

The Expanded School Liaison Project will provide outreach at schools through trainings with school faculties, meeting with school counselors, nurses, secretaries/registrars and administrators. We will also participate in school fairs, open houses, community events and post flyers at libraries, soup kitchens, shelters, clinics, schools, Head Start/Early Head Start, United Way, laundromats and community agencies. Adelante also receives referrals through community agencies serving children and families living in poverty and/or homelessness. We present to faith communities and civic organizations, participate with information tables at community days, Mexican Independence Day, Volunteer fairs and any other public events that have diverse audiences.

A.5 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:850

A.6 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.

Extremel y Low Income (<30% AMI)	Low Inco me (31-5 0%)	Moderat e Income 51-80%	Illiterate adults	Abused childre n	Severely Disabled Persons	Migrant Farm Worker s	Elderl y	Person s with AIDS	Homeles s Persons
850									850

Table 1

A.7 Use the following Table 2 to breakout the number of households you anticipate serving at the income levels listed. (Refer to the 2016 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)	Low Income (31-50%)	Moderate Income (51-80%)	Non-low Moderate Income (81-100%)	Female Head of Household
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275				
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Table 2

A.8 CDBG funded construction activities must be in compliance with local land use plans and zoning. Explain how the proposed activity conforms to local 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.

NA

A.9 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. Give examples of and list experience.

Founded in 2003, SFPS Adelante is a community based program of Santa Fe Public Schools Office of Student Wellness. Our mission is to empower the 1,700+ children and youth experiencing homelessness/unstable housing that we work with to reach academic and life success, by accessing affordable, safe housing and public benefits, and by strengthening opportunities and support through providing culturally competent services and resources. We view education, including higher education, and supportive housing as the pathways out of poverty and homelessness. As the only local organization that focuses on students, their siblings and families experiencing homelessness, SFPS Adelante is a recognized community leader that collaborates with all children's providers and homeless agencies.

Following are goals from SFPS Adelante's 5-Year Strategic Plan, which will be revised this summer:

Goal #1: Children, youth and their families experiencing homelessness access long term housing, public benefits and effective bilingual, culturally competent services that support their stability, empowerment and well-being.

Obj. A) School liaisons and adult case managers help families to access appropriate resources for housing and other survival/basic needs, including advocating on behalf of family's rights and accessing funds and other resources.

Goal #2: Children ages birth through five experiencing homelessness receive appropriate support in order to be prepared for Kindergarten.

Obj. A) Adelante children ages birth through five are enrolled in quality early childhood programming.

Obj. B) As needed, Adelante families will access car seats, food, diapers, bilingual case management, linkages and follow up to other agencies with developmentally appropriate services.

Goal #3: School age children experiencing homelessness receive the appropriate support to succeed in school.

Obj. A) Adelante students will remain in their school of origin during the school year, even when changing residence.

Obj. B) Adelante students will stay in school throughout the year.

Obj. C) Adelante students will attend school regularly throughout the year.

Obj. D) Adelante seniors will graduate high school.

Obj. E) Adelante seniors will apply to college and financial aid in a timely manner.

Obj. F) Undocumented Adelante youth will obtain Deferred Action for Childhood Arrivals (DACA) or other free immigration assistance.

Obj. G) Adelante students will have barriers to their success removed, and their rights according to McKinney-Vento Homeless Assistance Act respected, through the work of Adelante school liaisons and collaborations with other agencies.

Obj. H) Adelante youth disconnected from school (including unaccompanied youth) will receive bilingual case management, supplies, food, emergency funds, clothes and other material aid as needed to accomplish their goals.

Goal #4: School age youth that are disconnected from school and experiencing homelessness receive support to re-engage with school or attend an alternative program with career pathways.

Obj. A) Adelante youth disconnected from school will choose to return to school or enroll in an alternative careers pathway program, with support from the Adelante secondary liaison.

Obj. B) When an Adelante youth disconnected from school chooses to take the GED and find employment, she/he will receive support from the secondary liaison to accomplish their goal.

Obj. C) Adelante youth disconnected from school will receive bilingual case management, supplies, food, emergency funds, clothes, assistance with DACA application and other material aid as needed to accomplish their goals.

Goal #5: Santa Fe becomes an informed community that promotes the well-being of children, youth and families experiencing homelessness.

Obj A) SFPS Adelante will collaborate with community organizations to raise awareness, educate ourselves & others about homelessness as a social justice issue and how to eradicate child homelessness.

SFPS Adelante won Santa Fe Community Foundation's 2014 Pinon Award and our Mujeres de Adelante women's cooperative won the NM Community Foundation's Chispa Award. Adelante's co-founder and coordinator also earned a "Ten Who Make a Difference" award for Adelante's innovative programming.

Due to the school liaisons, over the past several years Adelante seniors have been graduating at rates from 80% up to 100%. As mentioned earlier, we help hundreds of families maintain stable housing annually, through our emergency fund and two anonymous foundations that also donate towards a family's eviction prevention, utility reconnect or deposit to access housing. Adelante's drop-out rate has been improving as well as access to college and financial aid for our students. All of these factors point to the fact that Adelante is succeeding in our programs and reaching closer always towards our goals.

Since 2008, Adelante has provided a secondary liaison, which is the model we revised and utilized for the elementary liaison these past three years. It has been very successful in providing a safety net for the whole family and for support in moving towards stable housing and planning beyond crisis. In addition to the elementary and secondary liaisons, and the women's cooperative, Adelante's services include: bilingual case management for the adults that our children/youth live with; a weekly evening family program, "Juntos los Miercoles," with dinner, art, parent education, donations of groceries, clothes and books; a part-time early childhood specialist working with Adelante families that have children from birth through age 4; an emergency fund and financial assistance; the "Mimi Hatch Memorial Scholarship Fund" and obtaining other college scholarships for Adelante students; collaboration with SF Dreamers Project to provide free immigration legal assistance; access to: free after school and tutoring programs; transportation, backpacks and school supplies, clothing, a Food Pantry, diapers, hygiene items, furniture and household goods.

SFPS Adelante sponsors the region's only Homeless Youth & Children Task Force, comprised of more than a dozen children's agencies that work together on challenges facing families experiencing homelessness. In 2017, the HYCTF partnered with YouthWorks, Youth Shelters and Family Services, the interfaith community and the City to provide shelter and supportive services for youth age 18 through 24 years at ShelterNow. SFPS Adelante participates on the advisory council of Santa Fe Safe, YouthWorks and One Door Campus. We are at the forefront of issues concerning children, youth and families experiencing homelessness, immigrant youth, housing and ending child homelessness.

A.10 Briefly describe your organizations experience in government contract administration, and knowledge of federal regulations governing

acquisition, procurement, equal employment opportunity, and labor standards.

SFPS Adelante has 15 years' experience writing grants and reports for funding from federal, state, Public Education Department, City and private foundations. We have seven years' experience with CDBG funds and requirements. Santa Fe Public Schools maintains strict guidelines mandated by the state for procurement, acquisition and equal opportunity regulations.

SFPS Board policies result from federal government requirements of public school agencies. SFPS procurement is governed by PED's strict guidelines that require three quotes for all significant purchases and must be approved before purchase is made. Every purchase is documented with receipts or invoices and is included in accounting reports by the designated SFPS accountant.

SFPS Board policy prohibits discrimination in hiring based on race, color, religion, age, sex, national origin or ancestry, ethnicity, disability, serious medical condition, sexual orientation, gender identity, veteran status, HIV status, genetic information or any other protected status as defined by law, in all aspects of employment, including recruitment, hiring, firing, pay, job assignments, supervision, promotions, layoffs, training, benefits, or any other term or condition of employment.

SFPS Adelante keeps all student, family and client information strictly confidential as required by FERPA, including locking all files daily.

Adelante is also strictly governed by the PED and federal guidelines based on McKinney-Vento Homeless Assistance Act and Every Student Succeeds.

Policies and procedures that all SFPS programs must follow may be viewed in the Board of Education Manual online at www.sfps.info/sfps/data/reposcode/schoolpolicies/schoolpolicies.html.

B. National Objective Compliance

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

B.2 Is the service area city wide: (X) yes

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. -- NA

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.

SFPS Adelante's Expanded School Liaison Project meets the National Objective of serving Low-to-Moderate Income Clientele through working with the Limited Clientele category of Homeless Persons. The Project's objective is to create suitable, stable living conditions for families living in high risk/homeless situations as defined under the federal McKinney-Vento Homeless Assistance Act, which includes families doubling up in overcrowded conditions, couch-surfing, children living with others instead of their parents, being evicted or living without utilities. The outcome is to provide accessibility to safe, affordable and long term housing in addition to other essential services that support stability of families with children from pre-K up through grade 12.

This will be accomplished by providing four school liaisons (two will be full-time) and a university intern to assist approximately 850 children plus the adults with whom they live, with the public service of accessing affordable housing, programs, benefits and services that promote stable housing and family well-being. The school liaisons will link students and their families to tools and resources for achievement and stability: applications for housing, public benefits, Social Security; emergency financial aid and employment assistance; tutoring; after school and summer programs; food, clothes and other material aid for basic needs; weekly evening programs; legal assistance; counseling and other behavioral health services.

C. Consolidated Plan Compliance

The City of Santa Fe provides guidance in its 2013-2017 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 website) Mark the **one priority** that the proposed project will meet.

P-25 Priority Needs

Check	Priority Need Name	Priority Level	Population Served	Goals Addressed
	Rental Vouchers	High	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>(Increase Opportunities for At Risk Populations)</i> ; Inventory of rental units and vouchers expanded to meet increased demand <i>(Increase Affordable Housing Opportunities)</i>
	Emergency Shelter (note could be classified as Public Service which is restricted in allocation amount)	High	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>(Increase Opportunities for At Risk Populations)</i>

XX	Support Services for Homeless or People at Risk of Homelessness (note could be classified as Public Service which is restricted in allocation amount)	High	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>(Increase Opportunities for At Risk Populations)</i>
	Refinancing Services and Support for Current Homeowners	High	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>(Increase Opportunities for At Risk Populations)</i> ; Increased homeownership opportunities and support for long term affordability and accessibility for current homeowners. <i>(Increase Affordable Housing Opportunities)</i>

Priority Needs (cont.)

Check	Priority Need Name	Priority Level	Population Served	Goals Addressed
	Homeowner Rehabilitation Programs, Energy-efficiency Upgrades, Accessibility Retrofits	High	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>(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>(Address Emerging and Current Needs and Changing Demographics)</i>

	Construction of affordably-priced homes for homeownership	Low	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>(Increase Affordable Housing Opportunities)</i>
	Fair Housing Outreach	High	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>(Address Emerging and Current Needs and Changing Demographics)</i>
	Diversity of Housing Types	Low	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>(Address Emerging and Current Needs and Changing Demographics)</i>
	Non-Housing Community Facilities and Services	High	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>(Address Emerging and Current Needs and Changing Demographics)</i>

Priority Needs (cont.)

Check	Priority Need Name	Priority Level	Population Served	Goals Addressed
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	Provision of Rental Units and Support Services for LI/ VLI Renters	High	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>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>Address Emerging and Current Needs and Changing Demographics</i>)
	Rental Rehabilitation	Low	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>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>Address Emerging and Current Needs and Changing Demographics</i>)
	Down Payment Assistance	High	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>Increase Affordable Housing Opportunities</i>)
	Homebuyer Training & Counseling	High	Low- and moderate- income homebuyers; current renters	Increased homeownership opportunities and support for long term affordability and accessibility for current homeowners. (<i>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.

SFPS Adelante Expanded School Liaison Project - Total Proposed Budget 2018-19

Category	Amount	Purpose
Contractual Services	4,437	indirect cost: estimated fiscal fee of SFPS, based upon mandated PED amount -- 3.0% estimate for 2018-19
Personnel Services	147,884	Full-time Elementary Liaison: 36,500 1 FTE + 40% benefits = \$51,100 Half-time Elementary Liaison: 18,000 .5 FTE + 40% benefits = \$25,200 Part-time Secondary Liaison: 21,600 .5.5 FTE + 24% benefits (hourly) = \$26,784 Full-time Secondary Liaison 32,000 1FTE + 40% benefits = \$44,800
	TOTAL: 152,321	The full-time elementary liaison (40 hours) supports Adelante students in 12 elementary schools. The half-time elementary liaison (approx. 20 hrs.) supports Adelante students in 8 elementary schools. The Part-time secondary liaison (approx. 24 hrs.) supports Adelante students at Santa Fe High School and the small alternative high schools. The full-time secondary liaison (40 hrs.) supports Adelante students at Capital High School, Milagro Middle School and the district charter school (ATC). The intern supports Adelante students 16 hrs. per week at Ortiz Middle School and the K-8 schools. The coordinator will spend about 5 hours per week supervising the project.

CDBG funds will be used for:

- 75.7% of Full-Time secondary liaison salary and benefits = \$33,950
(Total Salary + Benefits: 32,000 + 40% benefits =\$44,800)
- Indirect fiscal fee from SFPS Accounting \$1,050

There will be no capital outlay funds nor commodity purchasing. All school supplies, backpacks and uniform clothing are purchased through other grants, already included in our K-12 Supplies Project; therefore, it does not require special funding from other projects.

If CDBG funds were denied, Adelante would search elsewhere for funds, since it is crucial to expand this project, in order to find gaps and needs that must be met for our

students and their families to access housing, supportive services, stability and to eradicate/prevent child homelessness.

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				\$35,000
Other HUD funds i.e. HOME, Section 108				\$0
Other Federal Funds	Title One 50,000			\$75,000
City Funding i.e. Youth and Family, Human Services				\$0
State funding, i.e. MFA	McKinney-Vento via PED 10,000			\$10,000
Other i.e. in- kind, private funds	Donations via fiscal agent, Partners in Education Foundation -- Homeless Emergency Fund \$19,433			\$32,321

Total of all funding sources	\$152,321
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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
Full-Time Secondary Liaison	Y	75.8% salary & benefits

E. Performance Measurement System/Work Plan

CDBG/ Work Plan - FY 2017-2018

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:

- B. Specific
 - A. Measurable
 - A. Achievable
 - A. Results-orientated
 - A. Time bound

**CDBG Work Plan -- 2018-19 - SFPS Adelante Program
Expanded School Liaison Project**

City of Santa Fe's Performance Measurement Goal:

In compliance with the City's Consolidated Plan, the Expanded School Liaisons Project's goal is to increase opportunities for high risk and homeless populations, by reducing the rate of households with cost burden and corresponding drop in poverty rates.

Adelante's Goal: Promote family stability towards long term housing and promote a successful education for children from Pre-K through 12th grade in order to help reduce homelessness and poverty rate.

City's Objective: To create a suitable living environment

Adelante's Objective: Provide bilingual, effective support services, including case management, linkages, warm hand-offs for referrals, advocacy, material aid and financial assistance, to help access housing and long term benefits that will reduce homelessness -- for up to 250 families with up to 850 children/youth experiencing homelessness, including monolingual Spanish speakers and mixed immigrant status, from August 1, 2018 until June 30, 2019.

Results will be measured by the School Liaisons in three ways:

- number of families and children/youth served
- services provided
- # of families/children who either maintained stable housing or accessed long term housing with Liaisons' assistance

Data will be collected through log notes and also through a template that SFPS Adelante has developed in partnership with and was approved by the City of Santa Fe.



**CITY OF SANTA FE
COMMUNITY DEVELOPMENT BLOCK GRANT
(CDBG) PROPOSAL SCORE SHEET / Bid
Number '18/20 RFP**

Name of Applicant/Project: SFPS Adelante Program

Amount Requested: \$35,000

Evaluation Criteria	Weighted Value	Evaluation Points 1 thru 5	Total Score	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 	20	X ____	____	100
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? 	10	X ____	____	50
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? 	20	X ____	____	100
Total Points				400