Agenda Item D.2
DISCUSSION/ACTION ITEM
Meeting Date: February 4, 2020

TO: Mayor and Councilmembers

FROM: Vyto Adomaitis, Neighborhood Services and Public Safety Director

CONTACT: Dominique Samario, Management Analyst

SUBJECT: Goleta City Grant, Community Development Block Grant, and Support to Other Agencies Funding, Review, and Monitoring Updates

RECOMMENDATION:

Receive, provide direction on and consider approval of recommendations from the Grant Funding Review Standing Committee regarding funding, application review, and monitoring of Goleta City Grant, Community Development Block Grant, and Support to Other Agencies programs.

BACKGROUND:

For many years, the City of Goleta has allocated General Fund monies towards community programs through the Goleta City Grant program. This program supports civic services, community projects, and public services that are of benefit to the residents of the City of Goleta. In addition, since 2004, the City has received an annual allocation of Community Development Block Grant (CDBG) funding from the U.S. Department of Housing and Urban Development (HUD). The primary objective of the CDBG program is to develop viable communities, decent and affordable housing, and economic development opportunities for persons of very low, low, and moderate incomes. Since Fiscal Year (FY) 2014 – 15, the amount set aside for grant support has been up to $100,000 per fiscal year, inclusive of both the Goleta City Grant and CDBG programs. In the current fiscal year, Council approved a slightly higher amount of total funding between the two grant programs. The FY 2019 – 20 breakdown is as follows: CDBG funds: $33,409 and City Grant Funds: $69,750, totaling $103,159.

The City's Support to Other Agencies program has grown into an established funding mechanism and has funded 29 unique agencies and organizations since FY 2010 - 11. Since early 2017, Council has directed staff to review and consider the exact funding methodology for this program. Staff presented discussion items at multiple City Council meetings in both 2017 and 2018, and in 2019 staff was directed to enter into two-year agreements with Support to Other Agency funding recipients who were either governmental agencies or operating facilities serving the community. Other agencies who had received Support to Other Agencies funding in FY 2018 – 19, or were interested in receiving funding, were asked to respond to a Request for Proposals for programs supporting economic development and homelessness services.

In August of 2019, Council approved FY 2019 –20 Support to Other Agencies funding of 19 organizations for a total of $562,500 in General Fund monies.

On April 15, 2014, City Council adopted Resolution No. 14-21 establishing a Council Standing Grant Funding Review Committee (Committee) comprised of the Mayor, Mayor Pro Tempore, and two citizen advisory members appointed by the Mayor annually. The purpose of the Committee is to investigate, consider, evaluate, and advise the Council regarding grant funding opportunities, including CDBG funding and Goleta City Grant Program funding. In addition to Mayor Perotte and Mayor Pro Tempore Richards, the two citizen members appointed by the Mayor to serve on the Committee during the 2019 calendar year were Rubayi Estes and Arlene Raphael.

DISCUSSION:

At the direction of the Committee in spring of 2019, staff researched and consulted with a variety of other governmental agencies and local nonprofits to inform suggested updates to the City's grant program. Staff returned to the Committee in November of 2019 for two meetings to discuss: structural updates to the City's grant programs aimed at enhancing program effectiveness and transparency; the funding sources and amounts of the City's Community Development Block Grant (CDBG) and Goleta City Grant programs; the Goleta City Grant Program application review and selection process; and the monitoring of the Support to Other Agencies program.

The following is a summary of the Committee's recommendations for Council's consideration.

Overall updates to City of Goleta grants and agency funding process

Some minor updates to the grant process have been incorporated during the current Notice of Funding Availability (NOFA), including online review of grant applications, extending the application deadline into early February, and holding an optional applicant workshop. In addition, staff met with the Committee on January 27, 2020, and based on their feedback, are working to share about the City's grant opportunities to a wider audience by utilizing social media, printed flyers placed throughout the community, advertising, and other community engagement tools.

Staff also recommend creating a document to be published on the City's website with a comprehensive breakdown of the City of Goleta's grant programs and guidelines for each. This grant guidebook would create consistency for staff and the Committee, as well as create a more efficient application and administration process for applicant organizations. This guidebook would establish a scoring rubric, which will aid in consistency and confidence for both applicants and Committee members. In addition, a Grant Funding Review Committee Resource Manual would also be drafted to create consistency between Committee members year after year. Staff propose drafts of these documents be reviewed by the Committee in fall of 2020, with time for full Council approval prior to the opening of the FY 2020 – 21 grant application cycle in December 2020. Both of these documents would serve as policy set by the full Council to then inform and guide the granting process in order to increase transparency, consistency, and opportunity for Council input into the critical City function of supporting outside organizations with City of

Goleta funds.

Funding Limits and Grant Award Minimums for Community Development Block Grant (CDBG) and Goleta City Grant Programs

In order to consistently dedicate General Fund monies towards social service programs the Committee recommends creating a set annual amount of General Fund support for Goleta City Grants, regardless of funds received from the Department of Housing and Urban Development (HUD). Historically, Council set a goal of funding the two grant programs at a cumulative amount of $100,000, which meant General Fund support varied dependent on the CDBG award received by HUD.

In addition to dedicating these funds towards the Goleta City Grant program, the Committee recommends some of these funds be allocated towards capacity building for local nonprofits. Examples of this support include providing training and grant writing workshops and application guidance to support local nonprofits in diversifying their funding sources. Consideration of annual increases to the $100,000 Goleta City Grant funding would be contingent on availability of funds as determined in the budget cycle.

Moreover, by separating the CDBG and Goleta City Grant funding amounts, the Committee also agreed with staff's recommendation to increase the minimum CDBG award amount from $5,000 to $10,000. Because of the time required to administer CDBG awards for both City staff and subrecipient agencies, HUD advised staff the City's current $5,000 minimum grant award is below the average. It is considered a best practice by HUD, the City's CDBG consultant, and other local jurisdictions to set a minimum award amount of $10,000 or more. A report prepared by the City of Los Angeles in conjunction with HUD highlights the financial burden on grant subrecipients, entitlement communities such as the City, and HUD when grants are less than $10,000 (Attachment 1)

Goleta City Grant and Support to Other Agencies Application Review and Selection Process

In order to create distinct funding mechanisms for local agencies, the Committee recommends the following updates to the Goleta City Grant and Support to Other Agencies Programs. The main goals of the proposed changes are to clarify funding priorities for both staff and applicants. In addition, these changes would create distinct purposes for each type of grant program beyond only award amounts (currently, Goleta City Grants are capped at $5,000 per grant and there is no limit to Support to Other Agencies awards).

The Committee recommends establishing funding priorities for the City Grant program to inform decision-making for two-year cycles. These priorities would then be included in the NOFA and any application workshops. These priorities would be set by City Council in the fall every two years and would be informed by the City's strategic plan, in addition to community input. Community engagement will be critical to help Council prioritize needs and desires and will be done through a Council kick-off followed by multiple workshops held by staff. Selected priorities would then inform the Committee's grant selection process for the following two years until the prioritization process is completed once

again.

One substantial change proposed by staff and supported by the Committee is to transition the competitive Request for Proposal (RFP) process from the Support to Other Agencies program and incorporate this funding into the competitive City Grant program. In order to facilitate this shift, a newly established City Grant funding category for priority areas will allow for higher grant awards. In the current fiscal year, organizations applied under economic development and homelessness services Requests for Proposals. Moving forward, the Committee recommends these focus areas be determined by the Committee and Council during the funding prioritization process and elaborated on in the NOFA. This allows the City to support projects in areas of particular importance at a higher amount than the current City Grant limit of $5,000. See Attachment 2 for a list of current fiscal year funding recipients and which organizations would shift to the competitive City Grant program from the competitive Support to Other Agencies program.

As an example, in the current funding cycle grant applications related to economic development and programs serving those experiencing homelessness would be allowed to apply for grant funding exceeding the City Grant program cap, as these two program areas were determined to be the priority focus areas.

The goal of this program update is to streamline the support process for both City staff and applicant agencies. If the current funding methodology continues, some agencies will submit two separate applications for the same programs and there is less clarity about funding limits and the desired outcomes of City funding. During the establishment of the two-year focus areas, Council will set funding amounts to correspond with each focus area. The Committee's recommendation for FY 2020 - 21 funding amounts ($202,500 in FY 2019 – 20) as broken down between economic development and homelessness services is $140,000 (economic development) and $62,500 (homelessness services).

Strengthening the effectiveness of the Support to Other Agencies Program is of particular importance to both staff and Council. Updates to the Support to Other Agencies program aim to create a better-defined purpose for this program, to encourage effective use of funds provided to these agencies, and to continue to support a transparent funding process for all monies provided by the City of Goleta to outside agencies. The Committee's recommendations seek to establish the Support to Other Agencies program as a consistent funding mechanism for agencies performing work not currently in the City's capacity. The Committee recommends that Support to Other Agencies agreement lengths coincide with the City's two-year budget cycle. This creates consistency in an organization's funding and allows these groups to support programs accordingly.

In order to ensure diligent use of City funds, once an agency receives $25,000 per fiscal year in support through any variety funding mechanisms it should trigger an additional review process beyond the End-of-Year Report currently required of funding recipients. These additional monitoring methods would include mid-year and year-end reports tracking established measurable outcomes submitted to staff. These requirements would be included in agency Memorandums of Understanding. Also, site monitoring would be done by City staff on a biennial basis.

The monitoring process would be based on CDBG site monitoring practices and in addition to the biennial schedule can be triggered by a new executive director and/or grant

administrator joining an organization. Additional monitoring measures include agencies meeting the audit threshold will need to share audit with City staff, annual budget submission including breakdown of funding sources and funding details of each program utilizing City funds.

As is currently the case, if grant funds are to be used for any purposes other than those defined in the application, agencies would need to submit a new budget and receive approval prior to the change. Similar to the federal CDBG program, the Committee recommends minor budget amendments be approved at a staff level, whereas major amendments would need to be reviewed and approved by City Council. In order to support transparency in the funding process and a greater understanding of the effectiveness of City funds for both Council and the community, the Committee recommends staff prepare an annual presentation to City Council for Goleta City Grant, CDBG, and Support to Other Agencies funded organizations.

Committee and Staff Recommendations

In order to clarify and simplify, the below table highlights the Committee and Staff's recommendations for Council consideration broken down by date proposed action would take place:

Recommendation	Implementation Timeline
Immediate:	
Set annual General Fund support for Goleta City Grants at $100,000	FY 2020 – 21 grant cycle
Portion of City Grant funds to support nonprofit capacity building	FY 2020 – 21 grant cycle
Increase minimum CDBG award from $5,000 to $10,000	FY 2020 – 21 grant cycle
Fall 2020:	
Establish City Grant two-year funding priorities	Begin process in fall 2020
Establish priority City Grant funding categories for higher grant awards	Begin process in fall 2020; Implemented in FY 2021 – 22 grant cycle
Creation of City of Goleta Grant Programs Guidebook	Committee & Council review in fall 2020
Creation of Grant Funding Review Committee Resource Manual	Committee & Council review in fall 2020
Additional review and monitoring triggered at $25,000 in fiscal year support	FY 2020 - 21

Spring 2021:	
Annual increases to $100,000 City Grant funding contingent on availability of funds	FY 2021 – 22 budget season
Support to Other Agencies agreements to coincide with two-year budget cycle	FY 2021 – 22
Annual presentation by staff to City Council for Goleta City Grant, CDBG, and Support to Other Agencies funded organizations	Spring 2021

FISCAL IMPACTS:

City Grant and CDBG Programs

For the current 2019-20 fiscal year, the City Grant Program and CDBG Program were budgeted and funded at a total of $103,159, comprising $69,750 in City Grants and $33,409 in CDBG grants. Goleta City Grant Program awards are paid for out of the General Fund (101-5-1100-220) and grant awards for the CDBG Program are paid out of CDBG (402-5-6300-221).

During the second year (FY 2020 – 21) of the current two-year budget cycle, Council allocated $100,000 to the Goleta City Grant program. It was initially intended that, as in prior years, the amount actually expended would be reduced by the City's CDBG allocation. However, the recommendation of the Committee for FY 2020-21 is to allocate the full $100,000 towards the Goleta City Grant program, regardless of the CDBG grant allocation. From an expenditure standpoint, this would increase the FY 2020-21 General Fund contribution by $30,250 over the current year.

Annual CDBG allocations, which are typically released in spring of each year, would be in addition to the $100,000 allocated for Goleta City Grants. If the CDBG allocation were to remain the same as the current program year, the City would receive $222,728, $33,409 of which (15% of the total allocation) could be allocated towards qualifying social service programs.

Support to Other Agencies Program

On August 20, 2019, Council approved $360,000 in two-year Support to Other Agencies (101-5-6500-223) contracts with intergovernmental agencies and organizations operating City of Goleta facilities. Council also approved Support to Other Agencies funding for one-year grants totaling $202,500 to agencies providing economic development and homelessness services. The Committee's recommendation does not include changes to these funding amounts for Fiscal Year 2020-21.

ALTERNATIVES:

Council may choose to accept the recommendations of the Committee in whole or recommend certain elements move forward with additional updates to other portions of the grant programs. It is important to note that in February and March of 2020, the

Committee will be reviewing the 2020-2021 City Grant and CDBG applications and CDBG minimum limits decided by Council will affect the selection process.

The Committee did not recommend hiring an outside consulting firm to review and further refine the effectiveness of this process. While this is an option, staff are confident that the recommended approach adheres to current grant program best practices and has been informed by a variety of local and national grant programs. If Council recommends seeking outside consulting for oversight and/or guidance on this program, it would require a budget allocation from the General Fund, as there are currently no funds budgeted for these services.

In addition, many of the proposed changes require planning and lead time in order to implement, such as the Council and community priority-setting process, which would take place in fall of 2020 and the preparation of a grant handbook, which would need to begin by early summer in order to be completed prior to the next grant application period.

Reviewed By:	**Legal Review By:**	**Approved By:**
Kristine Schmidt	Michael Jenkins	Michelle Greene
Assistant City Manager	City Attorney	City Manager

ATTACHMENTS:

1. Recommendations for an Administrative Policy for Minimum CDBG Project Funding
2. 2019-21 Support to Other Agencies Funding
3. PowerPoint presentation

Attachment 1

Recommendations for an Administrative Policy for Minimum CDBG Project Funding

May 21, 2013

To: Terry Gonzalez, CDBG Director & Division Managers

From: Administrative Cost Management, Strategic Planning Team 1

SUBJECT: RECOMMENDATIONS FOR AN ADMINISTRATIVE POLICY FOR MINIMUM CDBG PROJECT FUNDING

BACKGROUND

In concert with the Community Development Commission's (CDC) movement to develop and implement a Commission-wide Strategic Plan, the Community Development Block Grant (CDBG) Division (Division) has developed Action Plan Teams to carry out the CDC's goals at the division level. Action Plan #1 Team in the Division – Administrative Cost Management – has identified three objectives to assist in the efforts to streamline and improve Division fiscal responsibility.

The Team's first objective is to research the administration tasks and costs associated with the CDC's Community Development Block Grant program and analyze this information in relation to the activities funded and the level of support typically needed. Through this analysis the team's goal was to identify ways to reduce program costs and save the CDC and its participating agencies valuable staff time and limited resources. The following outlines the research methods used, the analysis conducted, and the conclusions and recommendations reached:

RESEARCH

Researching the life cycle process of a CDBG funded project

With the above objective in mind, the team worked with the Division's units to develop a detailed study of the specific tasks necessary for the administration of typical CDBG funded projects. The research team coordinated with the various units to create a comprehensive outline of the tasks and the amount of staff time spent (in working hours) relative to the development, administration, implementation, reporting and closeout of typical CDBG-funded projects. The identified tasks were then organized into development and implementation phases, representing a project's entire life cycle from beginning to end.

The research team also sought to distinguish the differences between the various types of activities administered by the CDC. To highlight those differences, the team classified the project phases into categories such as New and Continuing and according to the general agency type, such as, Community Based Organization (CBO) and City/Other. These classifications allowed the different levels of staff time commitments and administrative procedures to be highlighted according to agency and project type. A summary of the life cycle research is attached as Exhibit A and the total analyses is attached as Exhibit B.

For purposes of this research, agencies that receive CDBG-funding for the first time are considered to be "new" agencies to the CDC. These new agencies are subject to a variety of lifecycle tasks that ensure that the agency is properly acclimated to CDBG regulatory requirements, such as eligibility review, accounting systems review, technical assistance and project approval. Generally, new, participating agencies tend to be CBO's since the likelihood of adding a new City, County Department or OPA is much less frequent. Conversely, continuing projects are those projects that have been funded in previous program years. For purposes of this research, the team focused on all of the projects and activities funded within the 2002-2003 program year.

FINDINGS

Findings highlighted by the research team.

- Based on the team's analyses of the specific administrative tasks and the amount of staff hours required for typical CDBG-funded projects, the following totals were determined to be the fixed administration costs necessary for CDBG-funded projects (Exhibit A):

NEW				CONTINUING			
CBO Hours	CBO Cost	City/Other Hours	City/Other Cost	CBO Hours	CBO Cost	City/Other Hours	City/Other Cost
178.75	$11,447.37	94.75	$4,278.96	125.75	$4,356.50	105.50	$3,548.35

- Based on the above, the administration of New CBO projects require substantially more staff time and services than other agency types. Therefore, these projects require considerably more time and money to administer.

- The administrative costs for Continuing CBO projects are significantly reduced in later years of operation and although still generally higher than other agency type are within reason given the level of sophistication of the agency.

- The administration costs for City/Other agency projects, which include cities, County departments, CDC divisions and Other Public Agencies, are lower than CBO costs for

Continuing projects and significantly lower than CBO projects in the New project category.

Administration costs in relation to project costs.

- According to guidelines established by the U.S. Department of Housing and Urban Development (HUD), administrative costs for CDBG projects should not exceed 20% of the project's total cost.

- To determine how the CDC's fixed administration costs comply with HUD's 20% administrative guideline, the Team analyzed the administration costs in relation to the CDBG project budgets across a range of funding from $1.00 to $1 million dollars. This analysis is attached as Exhibit C.

- According to the above analysis, all projects with budgets of $9,999 and below exceeded HUD's established 20% administrative guideline.

- In the category $10,000 - $20,000, CBO projects exceeded the guideline in the New and Continuing category and City/Other projects exceeded the guideline in the New category. New CBO projects continued to exceed HUD's guidelines in the categories $20,001 - $30,000, $30,001 - $40,000, and $40,001 - $50,000.

- In all other categories from $20,000 - $30,000 to $1 million + (12 categories) all agency types exhibited administrative costs below HUD's recommended 20% guideline.

An examination of projects in the $1.00 to $9,999 category.

- An examination of the projects funded in the category $1.00 - $9,999 revealed that for the fiscal year 2002-2003 the CDC funded a total of 65 projects, of this total, 53 were city projects, 10 were CBO projects, 1 was an OPA project and 1 a division project. A detailed summary of the city projects is attached as Exhibit D, and a summary of the CBO, OPA and other projects is attached as Exhibit E.

City projects:

- According to an analysis of the city projects in the $1.00 - $9,999 category, **public service projects** make up 79 % of the total with 42 projects, CDBG administration projects make up 6 % with a total of 6 projects and other projects make up 9.5 % with a total of 5 projects. A detail of the breakdown of city projects is as follows:

Type of city funded activities under $10,000			
Activity Type	**Number**	Funding	
		$0 - $5,000	$5,001 - $9,999
• Public service	**42** (79%)	26 (61%)	16 (38%)
• CDBG Administration projects	**6** 11%)	2	4
• Homeless related	**2** 3.8%)	0	2
• Code enforcement	**2** (3.8%)	2	0
• Planning project	**1** (1.9%)	1	0
Totals		31 (58.5%)	22 (41.5%)

- An examination of the number of projects cities fund in the $1.00 - $9,999 category revealed that 20 cities have 4 or less projects under $10,000 and 2 cities have between 5 and 9 projects under $10,000. . A detail of the breakdown of these projects is as follows:

A listing of the number of cities that fund projects less than $10,000 in relation to the number of projects they fund									
Number of projects under $10,000	1	2	3	4	5	6	7	8	9
The number of cities that have corresponding projects under $10,000	9	8	1	2	0	0	0	1	1

CBO, OPA & Other projects:

- According to an analysis conducted of the CBO, OPA & Other projects in the $1.00 - $9,999 category, **public service projects** make up 92 % of the total with 11 projects, and other projects make up .8 % with a total of 1 project. A detailed breakdown of these projects is as follows:

Type of CBO, OPA & other funded activity under $10,000

Activity Type	Number	Funding	
		$0 - $5,000	$5,001 - $9,999
• Public service	**11** (92 %)	**3** (27 %)	**8** (73%)
• Public facilities	**1** (8 %)	0	1
Totals	**12**	**3** (25 %)	**9** (75 %)

- An examination of the projects funded in the $1.00 - $9,999 category according to district, revealed that the Second District funded the most at 5 projects, the First District at 3 projects, the Third District at 2 projects and the Forth and Fifth at 1 project each. A detail of the breakdown of these projects is as follows:

Number of Projects Funded Under $10,000 by District	
District	Number of projects under $10,000
1st	3
2nd	5
3rd	2
4th	1
5th	1

CONCLUSIONS

Based on the research conducted the following conclusions were reached:

- HUD's guideline on administration costs for CDBG projects recommends that administrative costs be limited to 20 percent of a project's total cost. The CDC's projects funded in the categories $1.00 - $9,999 substantially exceed this established administrative maximum.

- The projects in the $1.00 - $9,999 range comprise 13 percent of all CDC projects funded. Within this group, city projects comprise 81.5 percent and CBO, OPA and other projects comprise 18.5 percent. Overall, the projects within this budget category predominantly include public service projects implemented by participating cities.

- Although twenty-two cities fund projects in the $1.00 - $9,999 range most cities only fund one or two projects. Only two cities fund a high number of low dollar projects.

- CDC projects funded between the categories $20,001 - $30,000 also exceed HUD's 20 percent administrative maximum.

- Projects in the $10,000 to $20,000 range comprise 18.30 % of all projects funded.

- If we average the cost of implementing new city projects and the cost of continuing city projects, each of these projects costs the Division $3,913. Averaging takes into account the fact that some projects were new and others may be continuing. Multiply this by 47 projects (not counting admin projects), developing and overseeing the city projects with budgets under $9,999 costs a total of $183,911. If we do the same for CBO, OPA and other projects, we have an average cost of $7,900 per project. Multiply this by 12 projects, developing and managing CBO, OPA and other projects under $9,999 costs a total of $94,818. This means it costs the Division a total of $278,729 to develop and manage a total of 59 projects.

- The same principles can be applied to the time it takes to develop and manage projects. For city projects, the average time is 96.25 hours. Multiply this by 47 projects, it takes 4,523.75 hours to develop and manage city projects with budgets under $9,999. For CBO, OPA and other projects, the average time is 153.5 hours. Multiply this by 12 projects, developing and managing CBO, OPA and other projects under $9,999 takes 1,842 hours. This means it takes the Division a total of 6,365.75 hours to develop and manage a total of 59 projects

- Based on this analysis, the Division could save 6,365 hours and $278,729 if it eliminated all projects under $10,000 (except city administration projects).

RECOMMENDATIONS

Establish a $10,000 funding floor for all projects.

Administration exemption for cities.

PROJECT LIFE CYCLE SUMMARY

LIFE CYCLE PHASES OF A PROJECT	Sections	NEW				CONTINUING			
		CBO		City/Other		CBO		City/Other	
		Hours	Cost	Hours	Cost	Hours	Cost	Hours	Cost
Pre-Funding Evaluation									
Funding application review	1.0 - 1.10	7.25	$338.73	3.00	$111.22	0.00	$0.00	0.00	$0.00
Agency evaluation	2.0 - 2.17	38.00	$2,391.52	0.00	$0.00		$0.00		$0.00
Project eligibility review/ determinations	3.0 - 3.7	9.25	$347.45	3.00	$90.78		$0.00		$0.00
Totals		***54.50***	***$3,077.70***	***6.00***	***$202.00***	***0.00***	***$0.00***	***0.00***	***$0.00***
Funding Approval									
Agency/project approval	4.0 - 4.10	8.75	$2,142.00	1.00	$1,551.46	0.00		0.00	
Totals		***8.75***	***$2,142.00***	***1.00***	***$1,551.46***	***0.00***	***$0.00***	***0.00***	***$0.00***
Contract Approval									
Contract development, approval and execution	5.0 - 5.26	11.25	$359.73	9.75	$302.68	8.25	$253.52	8.25	$253.52
Activation and IDIS setup	6.0 - 6.1	0.25	$11.24	0.25	$11.24	0.00	$0.00	0.00	$0.00
Totals		***11.50***	***$370.97***	***10.00***	***$313.92***	***8.25***	***$253.52***	***8.25***	***$253.52***
Active Project Administration									
Funding projects in the IDIS system	7.0 - 7.4	1.00	$44.97	0.50	$22.49	0.50	$22.49	0.50	$22.49
Programmatic technical assistance	8.0 - 8.9	27.25	$764.37	15.25	$420.54	12.00	$337.32	12.00	$337.32
Project amendments/approvals	9.0 - 9.13	12.00	$366.06	9.75	$295.85	12.00	$366.06	12.00	$366.06
Project budget modifications	10.0 - 10.6	2.50	$84.74	2.50	$84.74	2.50	$84.74	2.50	$84.74
Desk top reviews	11.0 - 11.5	3.25	$102.64	3.25	$102.64	3.25	$102.64	3.25	$102.64
QPR reviews	12.0 - 12.5	2.25	$58.77	1.50	$37.80	1.50	$37.80	1.50	$37.80
Processing funding requests	13.0 - 13.2	6.00	$2,595.06	0.00	$0.00	0.50	$13.98	1.00	$27.95
Totals		***54.25***	***$4,016.61***	***32.75***	***$964.06***	***32.25***	***$965.03***	***32.75***	***$979.00***
Post Project Administration									
Programmatic project monitoring	14.0 - 14.25	37.25	$1,247.52	37.25	$1,247.52	37.25	$1,236.52	37.25	$1,247.52
Financial management reviews	15.0 - 15.14	0.00	$0.00	0.00	$0.00	33.00	$1,308.86	12.25	$475.74
Review of single audit reports	16.0 - 16.10	15.00	$592.57	0.00	$0.00	15.00	$592.57	15.00	$592.57
Totals		***52.25***	***$1,840.09***	***37.25***	***$1,247.52***	***85.25***	***$3,137.95***	***64.50***	***$2,315.83***
Overall Totals		***181.25***	***$11,447.37***	***87.00***	***$4,278.96***	***125.75***	***$4,356.50***	***105.50***	***$3,548.35***

ATTACHMENT C

Attachment 2

2019-21 Support to Other Agencies Fundingn

Organization	Purchase Requisition No.	Contract Term	Amount (Annual)
Coalition for Sustainable Transportation	20CM001	FY 19 - 21	$ 7,000
Goleta Union School District	20CM002	FY 19 - 21	$ 20,000
Santa Barbara Unified School District	20CM003	FY 19 - 21	$ 13,000
Foundation for Girsh Park	20CM004	FY 19 - 21	$ 125,000
Goleta Valley Community Center - Senior Program	20CM005	FY 19 - 21	$ 25,000
Goleta Valley Historical Society	20CM006	FY 19 - 21	$ 91,000
South Coast Railroad Museum	20CM007	FY 19 - 21	$ 34,000
Center for Urban Agriculture at Fairview Gardens	20CM008	FY 19 - 21	$ 45,000
			$ 360,000.00
Economic Development RFP			
Goleta Chamber of Commerce	20CM009	FY 19 - 20	$ 115,000
Children's Resource & Referral of Santa Barbara County	20CM010	FY 19 - 20	$ 12,000
EqualiTech	20CM011	FY 19 - 20	$ 10,000
Goleta Old Town Christmas Parade	20CM012	FY 19 - 20	$ 10,000
Goleta Old Town Community Association	20CM013	FY 19 - 20	$ 14,250
Goleta Valley Community Center - Events	20CM014	FY 19 - 20	$ 4,250
			$ 165,500.00
Homelessness Services RFP			
United Way (Home for Good)	20CM015	FY 19 - 20	$ 7,400
New Beginnings Counseling Center	20CN016	FY 19 - 20	$ 7,400
Peoples' Self-Help Housing	20CM017	FY 19 - 20	$ 7,400
Showers of Blessing	20CM020	FY 19 - 20	$ 7,400
Transition House	20CM018	FY 19 - 20	$ 7,400
			$ 37,000.00

Competitive Funding	**$ 202,500.00**

Attachment 3

PowerPoint Presentation

Updates to Goleta City Grant, CDBG, and Support to Other Agencies Programs

City of Goleta City Council Meeting
February 4, 2020
Dominique Samario, Management Analyst
Department of Neighborhood Services & Public Safety

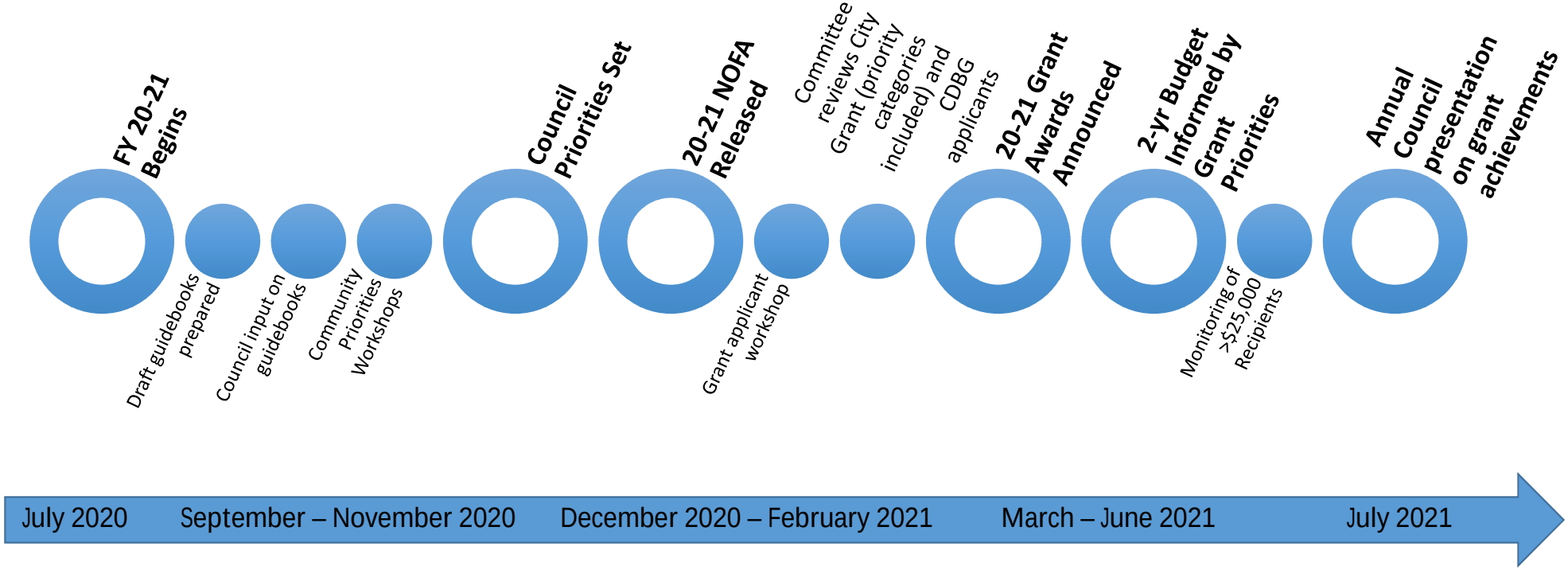
Support to Other Agencies Funding Summary

Intergovernmental/Facilities		
Organization	**Contract Term**	**Amount (Annual)**
Coalition for Sustainable Transportation	2019-2021	$7,000
Goleta Union School District	2019-2021	$20,000
Santa Barbara Unified School District	2019-2021	$13,000
Foundation for Girsh Park	2019-2021	$125,000
Goleta Valley Community Center	2019-2021	$25,000
Goleta Valley Historical Society	2019-2021	$91,000
South Coast Railroad Museum	2019-2021	$34,000
Center for Urban Ag. at Fairview Gardens	2019-2021	$45,000

Support to Other Agencies Funding Summary

Organization	Contract Term	Amount (Annual)
Economic Development RFP		
Goleta Chamber of Commerce	2019 - 2020	$115,000
Children's Resource & Referral of SBC	2019 - 2020	$12,000
EqualiTech	2019 - 2020	$10,000
Goleta Old Town Christmas Parade	2019 - 2020	$10,000
Goleta Old Town Community Assoc.	2019 - 2020	$14,250
Goleta Valley Community Center	2019 - 2020	$4,250
Homelessness Services RFP		
United Way (Home for Good)	2019 - 2020	$7,400
New Beginnings Counseling Center	2019 - 2020	$7,400
Peoples' Self-Help Housing	2019 - 2020	$7,400
Showers of Blessing	2019 - 2020	$7,400
Transition House	2019 - 2020	$7,400

Proposed Annual Timeline



Committee and Staff Recommendations

Recommendation	Implementation Timeline
Immediate:	
$100,000 General Fund support for Goleta City Grants	FY 2020 – 21 grant cycle
City Grant funds to support nonprofit capacity building	FY 2020 – 21 grant cycle
Increase minimum CDBG award from $5,000 to $10,000	FY 2020 – 21 grant cycle
Fall 2020:	
Establish City Grant two-year funding priorities	Fall 2020
Establish priority City Grant funding categories	Fall 2020 Implemented in FY 2021 – 22
Creation of City of Goleta Grant Programs Guidebook	Committee & Council review in fall 2020
Creation of Grant Funding Review Committee Resource Manual	Committee & Council review in fall 2020
Additional review and monitoring triggered at $25,000	FY 2020 - 21

Committee and Staff Recommendations

Recommendation	Implementation Timeline
Spring 2021:	
Annual increases to $100,000 City Grant funding contingent on availability of funds	FY 2021 – 22 budget season
Support to Other Agencies agreements to coincide with two-year budget cycle	FY 2021 – 22
Annual presentation by staff to City Council for Goleta City Grant, CDBG, and Support to Other Agencies funded organizations	Spring 2021