



MEMORANDUM

City Manager's Office

****REVISED – October 26, 2018****

DATE: November 1, 2018

TO: Human Relations Commission

FROM: Christina Gilmore, Assistant to the City Manager

SUBJECT: Revised Recommendations for One-Time Community for All Grant Requests

RECOMMENDATION

Approve 10 grant applicants for the available Fiscal Year 2018-19 one-time Community for All grant funding as noted in Table 1 of this report.

MEETING PROCEDURES

1. Hear a staff presentation summarizing the Community for All Grant funding requests and recommendations for funding.
2. Hear presentations from agencies seeking Community for All Grant funding and request additional information as necessary.
3. Take public comment.
4. Make funding recommendations to Council on Community for All Grant funding requests.

BACKGROUND

Purpose

One of the City Council's Major Goals for Fiscal Years 2017-18 and 2018-19 is to protect vulnerable populations and preserve the socioeconomic and cultural diversity of Mountain View. This goal is referred to as "Community for All." The Council

****Revised Recommendation – October 26, 2018:** After the memorandum on this item was finalized, staff determined that a proposal for funding from Catholic Charities of Santa Clara County was mistakenly omitted from the grant analysis and funding recommendation for the Community for All grant requests.

appropriated \$75,000 in one-time funds and adopted several projects to accomplish the goal, one of which is to fund and improve awareness of and access to information and referral resources for immigrants, particularly for mixed-status families.

As part of this project, staff developed a time-limited Community for All grant program that awards grants of up to \$10,000 to eligible service agencies, community-based organizations, and other groups to support programs, projects, and events that promote the City Council's vision of supporting vulnerable populations and preserving the socioeconomic and cultural diversity in Mountain View.

Community for All Funding Cycle Process

As part of the development of the Community for All grant, staff reviewed existing City grant programs and processes to develop program guidelines, eligibility, evaluation criteria, and rating systems for the grant program. Additionally, staff solicited feedback and input from the Human Relations Commission on evaluation criteria at its May 3, 2018 meeting. The City Council approved the implementation of a time-limited Community for All grant program at its June 26, 2018 meeting for grant awards totaling up to \$60,000. Staff will seek authorization to grant the entire \$75,000 in appropriated funds when this item returns to Council.

The grant funding cycle was initiated on August 8, 2018. The City circulated an application and program guidelines to service agencies, community-based organizations, and other eligible groups who serve immigrant communities. The deadline for grant proposals was on September 19, 2018.

At its November 1, 2018, Regular Meeting, the HRC will listen to presentations on grant proposals and make funding recommendations to the City Council. The City Council will have the sole discretion to approve or not approve recommendations for grant awards.

All organizations receiving Community for All grant funds will be required to enter into an agreement with the City of Mountain View concerning the use and terms of grant funds. Grant funds will be provided to organizations through the reimbursement of expenses for eligible grant activities. Funded projects, programs, and events must be completed by December 31, 2019.

ANALYSIS

Overview of Fiscal Year 2018-19 Funding Requests

The City received 11 grant proposals for a total funding request of \$107,500, which exceeds the initial total amount available by approximately \$32,500. Applications were received from the following 11 organizations: Building Skills Partnership (BSP); Catholic Charities of Santa Clara County (CCSCC); Council on American-Islamic Relations—San Francisco Bay Area (CAIR-SFBA); Center for Employment Training (CET); Community Services Agency (CSA); Day Workers Center; Islamic Networks Group (ING); Just Read; Sacred Heart Community Services; Services Immigrant Rights and Education Network (SIREN); and United Way Bay Area.

Of the grant proposals received, 10 of the projects meet one or both of the grant criteria focus areas of: (1) improving awareness of and access to information and referral resources; and (2) building community to help create an inclusive and welcoming environment for immigrant communities. The proposals seek funds for information and referral, legal services, bystander intervention, and hate crimes or harassment training, community empowerment, cultural awareness educational panels, “know your rights” training, and rapid response network training to immigrant families, communities and their allies.

The 11th proposal, from Just Read, provides tutoring services to underrepresented elementary school students who qualify free or reduced-cost meal programs. While the program provides educational support for students in need, which may include students from immigrant families, it does not explicitly meet the established grant criteria. Therefore, staff does not recommend funding for this proposal.

As mentioned above, the funding requests exceed the initial one-time funding amount available by \$32,500. To make up this funding deficit, and to provide the HRC with the opportunity to consider funding each of the eligible program applicants, staff recommends allocating the total amount budgeted for Fiscal Year 2018-19 of \$75,000 for the remaining nine Community for All grant proposals. As noted above, this includes an increase of the total funding available by \$15,000, to accommodate the number of requests received and utilize the entire \$75,000 amount that Council appropriated for the Community for All goal.

Staff’s revised recommendation is to fund, at \$9,500 each, six proposals for new or expanded direct services or training for immigrants in Mountain View (and for other residents who can be of assistance in providing a welcoming community) which were

submitted by organizations not currently receiving other City funding. These organizations are:

- **Building Skills Partnership:** To provide English-language acquisition, digital literacy, citizenship preparation classes, and other services for immigrants related to workforce development, immigrant integration, and community advancement.
- **Council on American-Islamic Relations, San Francisco Bay Area:** To provide workshops on bystander intervention and deescalation strategies among other topics for Muslim and immigrant communities.
- **Center for Employment Training:** To provide presentations and legal consultation to help immigrants facing hate crimes or seeking immigration relief.
- **Islamic Networks Group:** To provide a series of educational panels and opportunities for dialog among diverse religious traditions.
- **Sacred Heart Community Services:** To increase access to the hotline for Mountain View residents in fear regarding their immigration status and to train additional Rapid Responders to assist neighbors in the event of immigration enforcement.
- **Services, Immigrant Rights and Education Network (SIREN):** To provide “Know Your Rights” training and increase access to SIREN’s free immigration legal services.

The other proposals are for enhanced information and referral, and are from organizations currently receiving other City funds. It is staff’s recommendation that these organizations be funded at \$4,500 each.

- **Catholic Charities of Santa Clara County:** To deliver community talks regarding existing immigration policies, recent changes, myths versus facts, and Know Your Rights.
- **Community Services Agency:** To train Mountain View community leaders to help their neighbors navigate the social services network in the areas of immigration, domestic violence, and tenant rights.
- **Day Workers Center:** To hold four information events to gather immigrants and low-income Mountain View residents and provide food and information resources.

- **United Way:** To increase Mountain View resident access to and use of community resources through increased outreach, database development, and other efforts related to the United Way’s 211 Program.

This results in a total funding allocation of \$75,000.

A summary of the grant funding requests and staff’s recommendation is included in Table 1, and additional information is provided in Attachment 2 to this staff report. Copies of each of the funding proposals from each agency are provided in Attachments 3 through 13.

Table 1 – Summary of Community for All Funding Requests

Agency	Program/ Project Name	Amount Requested for 2019	Staff Recommended Grant Amount
Building Skills Partnership	Building a Welcoming Environment for Immigrants in Mountain View	\$10,000	\$9,500
Catholic Charities of Santa Clara County	Community Safety and Security Series: Immigration News and Policy	\$10,000	\$4,500
Council on American-Islamic Relations, San Francisco Bay Area (CAIR – SFBA)	Bystander Intervention Training and Community Empowerment Workshops	\$10,000	\$9,500
Center for Employment Training (CET)	Hate Crimes and Incidences Awareness/Immigration and Citizenship Services	\$10,000	\$9,500
Community Services Agency (CSA)	Community Navigators Program	\$10,000	\$4,500
Day Workers Center	Bring awareness to our community and resource for all	\$10,000	\$4,500
Islamic Networks Group (ING)	Getting to Know Our Neighbors in the Context of Pluralism	\$10,000	\$9,500

Agency	Program/ Project Name	Amount Requested for 2019	Staff Recommended Grant Amount
Just Read	1:1 math tutoring assisted by online courses for fourth- and fifth-graders at MVWUSD who are two to four years below grade level	\$7,500	\$0
Sacred Heart Community Service	Rapid Response Network	\$10,000	\$9,500
Services, Immigrant Rights and Education Network (SIREN)	Here to Stay	\$10,000	\$9,500
United Way Bay Area	211-City of Mountain View	\$10,000	\$4,500
Total Funds Requested		\$97,500	—
Total Funding Recommended		—	\$75,000

Key Considerations for Community for All Funding and Evaluation Criteria

In forming its recommendations, the HRC may refer to the following grant guidelines for evaluating the funding requests. Grant proposals need to demonstrate a focus on one or more of the following areas:

- The project should focus on improving awareness of and access to information and referral resources for immigrant communities.
- The project should focus on building community and helping to create an inclusive and welcoming environment for immigrant communities.

Eligible Grantees:

To be eligible for the grant program, applicants should meet the following criteria:

- Nonprofit 501(c)(3) organizations, including faith-based organizations that serve Mountain View residents;
- Community-based organizations or association in partnership with a 501(c)(3) fiscal sponsorship that serves Mountain View residents; and

- Eligible grant recipients are responsible for the implementation of the project and must have the authority and capacity to complete the project.

Other Potential Grant Terms:

- The organization's project or program must take place during the 2019 calendar year in the City of Mountain View.
- Biannual grant reporting for agencies receiving City funding.

Additionally, evaluation criteria have been developed, with the HRC's input, to assist the Commission in evaluating funding requests. The evaluation criteria include the following elements and are outlined in Attachment 1:

- Project Impact:
 - Information and Referral: How does the project, program, or event provide access to information or referral services for immigrant communities?
 - Benefit: How many people and/or which populations are expected to benefit from the project or event? Does the project fill a gap in services or address an identified need?
 - Diversity: Does the project or event help to preserve the socioeconomic and cultural diversity of the Mountain View community?
 - Number of Mountain View residents served.
- Project/Event Design: Is the project or event well planned and conceptualized? Is there a high likelihood of success? Does the applicant have experience in providing similar projects?
- Values: Does the project demonstrate close alignment to City values of respect, inclusivity, and preserving cultural diversity?

An additional evaluation criteria that the HRC may want to consider when forming recommendations is whether a proposal seeks funding for a new or existing project. This criterion was not included as a part of the grant eligibility and evaluation guidelines; however, it was included as part of the grant application that each applicant submitted.

- New or Existing Project: Does the grant fund a new or existing project/program/event that provides extra or additional services to Mountain View residents?

ALTERNATIVES

Below are three alternatives to staff's recommendation that the HRC may want to consider in determining Community for All funding allocations for each agency.

- **Option 1:** Fund 10 grant applicants, BSP; Catholic Charities; CAIR-SFBA; CET; CSA; Day Workers Center; ING; Sacred Heart Community Services; SIREN; and United Way Bay Area for \$7,500 each by proportionately applying the available one-time Community for All grant funding of \$75,000.
- **Option 2:** Fund each of the 11 grant applicants for \$6,818 by proportionately applying the available one-time Community for All grant funding of \$75,000. As mentioned in the funding request summary above, each of the applicant's proposals meets the grant criteria established, except for Just Read, who provides tutoring services to underrepresented children, which likely includes children who reside in immigrant households where little or no English is spoken and which have limited resources available to pay for tutors. While the Just Read program does not explicitly meet the criteria as outlined, the program goal is to assist in closing the learning gap amongst underrepresented students in the Mountain View Whisman Unified School District.
- **Option 3:** Fund BSP; Catholic Charities; CAIR-SFBA; CET; CSA; Day Workers Center; ING; Sacred Heart Community Services; SIREN; and United Way Bay Area each \$7,200, and fund Just Read \$3,000, for a total funding allocation of \$75,000. Proportionally funding each of the above nine agencies allows the HRC to apply the majority of the available funding to projects that meet the Community for All goals, while also supporting the goals and mission of the Just Read program to assist in closing the learning gap amongst underrepresented students in the Mountain View Whisman Unified School District.

NEXT STEPS

The HRC's Community for All grant funding recommendations are scheduled for consideration by the City Council on November 27, 2018 for final funding decision. Funding agreements will be executed in December 2018, and grant activities will begin

in January 2019. Funded projects, programs, and events must be completed by December 31, 2019.

PUBLIC NOTICING

Agenda posting and a copy of the staff report to the applicants.

CG/KB/2/MGR
679-11-01-18M

- Attachments:
1. Evaluation Criteria
 2. Summary of Fiscal Year 2018-19 Community for All Funding Requests
 3. Building Skills Partnership (BSP)
 4. Council on American-Islamic Relations (CAIR-SFBA)
 5. Center for Employment Training (CET)
 6. Community Services Agency (CSA)
 7. Day Workers Center of Mountain View
 8. Islamic Networks Group (ING)
 9. Just READ
 10. Sacred Heart Community Services – Rapid Response Network in Santa Clara County (RRN)
 11. Services, Immigrant Rights and Education Network (SIREN)
 12. United Way Bay Area
 13. Catholic Charities of Santa Clara County (CCSCC)