



AGENDA REPORT

TO: Sabrina B. Landreth
City Administrator

FROM: Sara Bedford
Director, Human Services

SUBJECT: AC-OCAP 2020-2022
CSBG Grantee Resolution

DATE: February 25, 2020

City Administrator Approval

Date:

3/10/2020

RECOMMENDATION

Staff Recommends That The City Council Adopt A Resolution:

- 1. Awarding Grants To Anti-Poverty Service Providers For The Alameda County – Oakland Community Action Partnership (AC-OCAP) 2020 Community Services Block Grant (CSBG) Program Year;**
- 2. Waiving The Competitive Request For Proposals/Qualifications Process And Authorizing Procurement Of Advertising Services For The AC-OCAP Anti-Poverty Program;**
- 3. Authorizing Amendments To The Grants And Procurement From The Service Providers:
A. For Extensions Through The 2021 And 2022 CSBG Program Years; And
B. To Increase The Amounts If Additional CSBG Funding Becomes Available During The 2020-2022 Three-Year CSBG Funding Cycle.**

EXECUTIVE SUMMARY

This report provides the Oakland City Council with the Alameda County – Oakland Community Action Partnership's (AC-OCAP's) 2020-2022 funding recommendations and a resolution awarding grants to anti-poverty service providers and authorizing the purchase of advertising space to promote the agency's financial empowerment services for AC-OCAP's 2020-2022 Community Services Block Grant (CSBG) funding cycle. The services provided through AC-OCAP's Community Economic Opportunity (C.E.O.) network supports the agency's mission of creating pathways that lead to economic empowerment for Oakland and the surrounding Alameda County residents living below the federal poverty level. These funds will be used to help Alameda County's (excluding the City of Berkeley) low-income residents, attain the skills, support, and resources needed to access opportunities that improve a family's overall economic well-being.

Life Enrichment Committee
March 24, 2020

BACKGROUND / LEGISLATIVE HISTORY

In 1971, the Federal government designated the City of Oakland as a public Community Action Agency responsible for administering various anti-poverty programs and services as part of Lyndon B. Johnson's 1964 "War on Poverty". In 1981, the Federal Omnibus Budget Reconciliation Act restructured the allocation of funds to Community Action Agencies by establishing the CSBG program. These Federal CSBG funds are administered and managed by the State's Department of Community Services & Development. The CSBG formula for local funding allocations is based on the number of residents living below the Federal poverty level as reported by the United States (U.S.) Census Bureau. In 2011, the Oakland Community Action Agency service territory was expanded to include all of the cities in Alameda County excluding the City of Berkeley. The Alameda County – Oakland Community Action Partnership's CSBG funding is administered by the Human Services Department through the Community Action Partnership Governing Board (City Council) and the Tripartite 18 member Administering Board.

The Administering Board is comprised of nine (9) low-income community representatives who are democratically elected/selected, six (6) elected officials or their designees, and three (3) members who represent other groups and interests that serve the low-income community. Unlike other funding governance structures, federal regulations mandate that a public entity shall administer the Community Services Block Grant program through a *tripartite board* that fully participates – ensuring maximum feasible participation of the poor – in the development, planning, implementation, and evaluation of the program(s) to serve low-income communities (Public Law 105-285, SEC. 676B; 42 U.S.C. § 9901).

The AC-OCAP local Community Economic Opportunity (C.E.O.) network is part of 1,000 Community Action Agencies located in low-income communities throughout the 50 states representing an estimated 38.1 million people living in poverty, according to the 2018 U.S. Census Bureau. For 55 years, Community Action Agencies have been helping people change their lives and because of this legacy, AC-OCAP remains committed to its mission of eliminating poverty and its effects in the City of Oakland and throughout Alameda County.

ANALYSIS AND POLICY ALTERNATIVES

According to the 2013-2017 U.S. Census Community Surveys (ACS) data, Alameda County's, poverty level is at 11.3 percent (181,194 residents) and the City of Oakland's poverty level is at 18.9 percent (78,521). As a condition to receive CSBG funding, AC-OCAP is contractually mandated by the State to complete and submit a biennial Community Action Plan (CAP) that includes a community needs assessment and utilizes the Result Oriented and Management and Accountability (ROMA) and an Organizational Standard framework to guide the agencies' strategic planning and community engagement process. Through this process, AC-OCAP is able to identify gaps in services and support innovative programming geared toward improving the overall quality of life for Alameda County's low-income residents.

The federal legislation that governs community action agencies mandates *maximum feasible participation* by the low-income individuals themselves in determining what programs and services would be most helpful. This is achieved through the tripartite Administering Board which

has the primary responsibility for the development of funding priorities for the AC-OCAP program. The agency's funding priorities are determined through data analysis and data collection documenting the needs of Alameda County's low-income residents.

In an effort to support the needs of Alameda County's low-income residents, AC-OCAP has adopted the following strategic focus areas:

- **Entrepreneurship/Job Training & Employment Placement** to help low-income people, hard-to-serve populations, and people with additional barriers build skills that lead to employment;
- **Low-Income Housing** opportunities that help low-income people access safe temporary/affordable housing and pursue home ownership;
- **Civic Engagement** to increase public awareness and expand partnerships;
- **Advocacy** efforts that mobilize and empower low-income people and the community to take action; and
- **Capacity Building** that fosters and expands AC-OCAP's capacity to address and eradicate poverty.

Civic Engagement, Advocacy, and Capacity Building is supported through AC-OCAP's internal programming for community wide projects such as the Census 2020 Campaign, the Earned Income Tax Credit Initiative, Fatherhood Initiative, End Hunger Initiative, and the relaunch of Oakland's Bank On Initiative. To support AC-OCAP's Entrepreneurship/Job Training & Employment Placement and Low-Income Housing priority focus areas, AC-OCAP invited other local anti-poverty-fighting programs to partner in its efforts to eradicate poverty through the release of its Request for Partnership (RFP) funding application.

For the 2020-2022 funding cycle, AC-OCAP received a total of 27 applications requesting \$1,679,243 million in funding. **Table 1** shows an overview of the RFP timeline.

RFP Release	August 2, 2019
Bidder's Conference	August 5, 2019
RFP Due Date	August 30, 2019
Review Process	September 3 – November 6, 2019
AC-OCAP Board Approves Final 2020-2022 Funding Recommendations	November 14, 2019

Table 2 below, shows the Board's approved 2020-2022 programs and services to help Oakland and the surrounding Alameda County (excluding Berkeley) low-income residents achieve economic stability as outlined in the agency's state approved Community Action Plan. The programming below represents AC-OCAP's C.E.O. Network that works collectively to impact the ROMA national performance indicators and provide essential wrap-around services to help Alameda County's low-income residents attain a level of stability and thrive.

Table 2: 2020-2022 Programs and Services (AC = Alameda County, excluding Oakland)			
2020-2022 AC-OCAP Service Providers (Legal Name)	Program Title	Grant Agreement / Procurement	Annual Allocation (not to exceed)
Entrepreneurship/Job Training & Employment Placement			
New Door Ventures: Employment services for low-income young adults 16-24.	New Door Youth Employment Program	Grant Agreement	\$50,000
Civicorps: Education and employment services for low-income young adults 18-24	Academic and Professional Pathway	Grant Agreement	\$50,000
Oakland Private Industry Council, Inc.: Employment services for re-entry, unemployed and homeless low income adults 18-64	RISE - Recognize, Inspire, Support, Engage	Grant Agreement	\$50,000
Renaissance Entrepreneurship Center: Entrepreneurial training for low-income adults ages 25-64	Creating Economic Mobility Through Entrepreneurship	Grant Agreement	\$50,000
LAO Family Community Development, Inc.: Employment training for low-income adults ages 25-54	Pathway to Employment & Education (P2E2)	Grant Agreement	\$50,000
SAVE Center for Community Change and Empowerment: Employment opportunities for unemployed homeless adults ages 18-64	Community Ambassador Program	Grant Agreement	\$50,000
Downtown Streets, Inc.: Employment opportunities for unemployed, homeless, veterans, and previously incarcerated ages 18+	AC: Downtown Streets Team	Grant Agreement	\$50,000
Center for Media Change, DBA Hack the Hood: Employment training in technology for low-income youth and young adults 14-24	AC: Thriving Youth Careers in Oakland and Alameda County's Tech Sector	Grant Agreement	\$50,000
Rubicon Programs Incorporated: Employment opportunities for low-income adults ages 18-64	AC: Eden Area American Job Career Center (AJCC)	Grant Agreement	\$50,000
Chabot-Las Positas Community College District, DBA Tri-Valley Career Center: Employment opportunities for unemployed adults ages 18-64 in the Tri-Valley area	AC: Back-to-Work Tri-Valley	Grant Agreement	\$50,000

Low-Income Housing			
Covenant House California: Housing for homeless young adults ages 18-24	Emergency Shelter & Supportive Services for Young Adults Experiencing Homelessness	Grant Agreement	\$50,000
Operation Dignity, Inc.: Housing for homeless and/or disabled veterans ages 25+	Housing for Oakland's Homeless Veterans	Grant Agreement	\$50,000
St. Mary's Center: Housing for homeless and disabled adults/seniors ages 55+	Senior Homeless Services	Grant Agreement	\$50,000
Fremont Family Resource Center Corporation: Housing for unemployed and homeless families and individuals ages 18-54	AC: Family Support Services for the Homeless	Grant Agreement	\$50,000
Southern Alameda County Comite for Raza Mental Health, DBA La Familia: Housing assistance for homeless, unemployed, previously incarcerated, and disabled families	AC: FESCO's Les Marquis Emergency Shelter and Banyan House Transitional Housing	Grant Agreement	\$50,000
Civic Engagement, Advocacy, and Capacity Building			
Housing & Economic Rights Advocates (HERA): Promote financial empowerment for low-income individuals through second chance bank accounts	Bank On Oakland (BOO) Financial Empowerment	Grant Agreement	\$30,000
Eden I & R, Inc.: Provide information and referral services to support EITC and Bank On Oakland Initiatives	AC-OCAP 2-1-1 Phone Services for EITC and BOO	Grant Agreement	\$20,000
Alameda County Community Food Bank: Increase hunger and increase food security for Alameda County's low-income families	Food Security Initiative	Grant Agreement	\$20,000
Clear Channel/CBS Outdoors/BART/AC Transit: Education and outreach advertising campaigns	Financial Empowerment Marketing	Procurement	\$25,000 (total is inclusive for all vendors)

FISCAL IMPACT

Funding for the programs and services will be derived from the Federal Community Services Block Grant administered through a contract from the State of California Department of Community Services and Development in the amount of \$1,354,323 for AC-OCAP funding for anti-poverty programming throughout Alameda County (excluding the City of Berkeley) for calendar year 2020. In addition, the City of Oakland provided an operating subsidy from the General-Purpose Fund (GPF) in the amount equivalent to HSD's Central Services Overhead Charges.

The Human Services Department's 2020 CSBG allocation, which is \$1,354,323, is included in the City's Fiscal Year 2019 - 2020 Adopted Policy Budget, of which \$1,354,323 is appropriated in the Department of Health and Human Services Fund (2128), CSBG – Administration (78361), Programs (78362); CAP/CSBG 2020 Project (1004442, 1004443). Of this, \$536,431 is allocated towards personnel costs and \$817,892 is available for grant agreements and service contracts. Table 2 in this report includes a not-to-exceed funding amount to allow flexibility of reprogramming funds in the event funding for another program is discontinued or additional CSBG funds are received. However, the total actual amount of service contracts shall not exceed the current available appropriation.

If additional CSBG funding becomes available during the 2020-2022 funding cycle, the proposed resolution provides authority for the City Administrator to amend the grant agreements in **Table 2** to increase the annual not-to-exceed amounts during the 2020-2022 three-year funding cycle (January 1, 2020 – December 31, 2022). This allows the City to submit and meet the state's mandated 30-45-day contract turnaround timeline which has allowed AC-OCAP to respond to emerging community needs and funded key initiatives such as green jobs, foreclosure prevention, housing for the homeless, and most recently, creating employment opportunities/pathways to support the homeless population.

The resolution also waives the competitive request for proposals/qualifications process for advertising services for the following vendors: Clear Channel; CBS Outdoors, Bay Area Rapid Transit (BART), and Alameda County (AC) Transit, because they are critical to the program's outreach to the populations served and this would be in alignment with Administrative Instruction (AI) 1021 (Direct Payments) which identifies advertising as an exception to the City's purchasing system. The waiver is necessary as there are no other providers of advertising for transit shelters, billboards, BART station ads, and interior bus advertising.

The resolution further authorizes the City Administrator to execute amendments to the grants and procurement from the advertising service providers to extend the term from January 1, 2021 through December 31, 2021 and January 1, 2022 through December 31, 2022 in the annual not-to-exceed amounts listed in **Table 2**, contingent upon the availability of the CSBG renewal grant funding for the 2021 and 2022 grant terms.

Failure to approve would delay vital services to Alameda County's low-income community and negatively impact the CSD state contract and program compliance.

PUBLIC OUTREACH / INTEREST

AC-OCAP posted public notices for the 2020-2022 RFP in five newspapers (*Tri-Valley Herald, Daily Review, Oakland Tribune, Argus, and Oakland Post*). The geographic coverage areas of the papers are as follows: Oakland Post and Oakland Tribune – Oakland; Daily Review – Hayward, Alameda County; Argus – Fremont, Alameda County; Tri-Valley Herald – Pleasanton, Alameda County.

AC-OCAP also sent its 2020-2022 RFP notification through its constant contact database of over 688 contacts. To assist prospective 2020-2022 RFP applicants, AC-OCAP held a bidder's conference on August 5, 2019. In addition, all RFP applicants were invited to attend the November 14, 2019 board meeting regarding the notification of its proposed 2020-2022 funding recommendations.

AC-OCAP holds its regularly scheduled monthly Administering Board meeting, which is open to the public, the second Monday of every month at 5:30 pm at City Hall. Residents can also obtain more information on current programs and services by visiting the agency's website at www.AC-OCAP.com and by calling Eden Information and Referral at 211.

COORDINATION

The Office of the City Attorney, Budget Bureau, and the Contracts and Compliance Division of the City Administrator's Office have been consulted in the development of this report and resolution.

PAST PERFORMANCE, EVALUATION AND FOLLOW-UP

As a federal program, AC-OCAP is required to complete a risk assessment, desk audit, and monitoring/fiscal site visits for all contracted programs, as a condition of the CSBG State contract. The State Department of Community Services and Development also performed an on-site monitoring visit to AC-OCAP operations during August 2019 and issued a report of "no findings" and a 100 percent Achievement on its Organizational Standards report.

SUSTAINABLE OPPORTUNITIES

Economic: AC-OCAP programs and services directly impact the employability of Oakland's and the surrounding Alameda County's low-income residents by providing access to education, employment training, job opportunities, and financial empowerment all designed to help families achieve an increased level of self-sufficiency and economic well-being.

Environmental: The implementation and support for increasing access to weatherization, public transportation, and the availability of healthy, fresh local foods directly contributes to decreasing Oakland's and the surrounding Alameda County's overall carbon footprint.

Race & Equity: AC-OCAP will continue to focus its efforts on supporting the City's goal of providing social equity for all of Oakland's low-income residents.

ACTION REQUESTED OF THE CITY COUNCIL

Staff Recommends That The City Council Adopt A Resolution:

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For questions regarding this report, please contact Estelle Clemons, AC-OCAP Program Director at 510-238-3597.

Respectfully submitted,



SARA BEDFORD
Director, Human Services Department

Prepared by:
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AC-OCAP DIVISION