HABITAT FOR HUMANITY
GREATER FRESNO AREA
HOME REHABILITATION PROGRAM
**CITY OF MADERA**  
CDBG 2019/2020 GRANT CYCLE  
APPLICATION COVERSHEET

<table>
<thead>
<tr>
<th>Applicant Name:</th>
<th>Habitat for Humanity Greater Fresno Area</th>
</tr>
</thead>
<tbody>
<tr>
<td>Physical Address: (Street, City, State, Zip Code)</td>
<td>4991 East McKinley Ave, Suite 123, Fresno Ca 93727</td>
</tr>
<tr>
<td>Mailing Address: (Street, City, State, Zip Code)</td>
<td>4991 East McKinley Ave, Suite 123, Fresno Ca 93727</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Program Name:</th>
<th>Home Rehabilitation Program</th>
</tr>
</thead>
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<table>
<thead>
<tr>
<th>Non-profit Federal Internal Revenue Code Section 5019(c)(3) status:</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Tax ID Number:</td>
<td>77-0076649</td>
</tr>
<tr>
<td>Grant Administrator – Manages Day-to-Day Tasks of Program</td>
<td></td>
</tr>
<tr>
<td>First and Last Name and Title</td>
<td></td>
</tr>
<tr>
<td>Jerry Zuniga, Neighborhood Revitalization Manager</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Program/Project Administrator Telephone Number and Email Address</th>
<th>559-237-4102 X117 / <a href="mailto:jerry@habitatfresno.org">jerry@habitatfresno.org</a></th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>Amount Requested:</th>
<th>$181,500</th>
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</table>

| Additional Sources and Amounts: |   |
CITY OF MADERA
COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)
PROJECT PROPOSAL FORM
2019/2020

DATE SUBMITTED: Thursday, March 7th 2019

A. GENERAL INFORMATION

1. Name of Department/Organization: Habitat for Humanity Greater Fresno Area

Address: 4991 East McKinley Ave, Suite 123, Fresno Ca 93727

Contact Person: Jerry Zuniga Phone: 559-237-4102 x117

Concurrence: Matthew Grundy - CEO

B. ACTIVITY DESCRIPTION

1. Summary (Description of proposed project and anticipated accomplishment. If appropriate, include diagram of the area.):

Offered citywide (or restricted to eligible census tracts, if requested), for all eligible applicants (see Appendix A, Section 6 for eligibility guidelines), Habitat for Humanity Greater Fresno Area (HFGPA) proposes a program to provide critical home and accessibility improvements to 20 households for Program Year (PY) 2019-2020. A complete program narrative is available within Appendix A, Section 1 supplement of this document.

2. Need (Explain why project is needed.):

The goal of these activities is to serve the most vulnerable populations with critical home and/or accessibility repairs to allow for continued independence and quality of life for low to moderate income Madera residents. Additionally, we are proposing that these activities be offered as grants, considering that the majority of homeowners fall into the “low” to “extremely low” income households.

3. Estimated cost of project and source of estimate (if available):

We are requesting $181,500 to deliver a minimum of 20 rehab projects for PY2019-2020. A budget table and breakdown of costs can be found within Appendix A, Section 3 supplement of this document.

4. Timetable (assuming final approval next July 1). Will your proposal meet these goals in one year? Give starting date for activity.
If awarded, HFHGFA assumes contract execution in line with our PY2019-2020, commencing on July 1, 2019. It is understood that the terms of this application are for 12 consecutive months thereafter.

5. **What measurable goals will your program deliver?**

HFHGFA will deliver high impact home repairs that allow for safe and healthy home environments. These repairs include repair or replacements for roofs, HVAC systems, water heaters and addressing critical electrical and plumbing needs. With the absence of assistance for many of these repairs, the threat to the well-being of home and persons is greatly increased. Additionally, our goal is to remove the barriers of the home for persons with disabilities and those dealing with reduced mobility. By implementing key accessibility and fall prevention activities, many homeowners will be able to extend the years of independence in their homes…and more importantly, the barriers that these repairs have on quality of life will be removed.

6. **What are the project’s expected outcomes? How are the outcomes assessed?**

The outcomes from these repairs can be linked back to symptoms that each individual home, and persons living within, are experiencing. For instance, the symptom of a roof leak is the water intrusion that a homeowner has identified, or the symptom of an accessibility need is the inability to access and exit the home safely. This approach allows us to ensure that each home assessment, and the repair activities listed, has identified a symptom of a problem. As a result, the measurement of an intervention’s success (outcome) can be easily tracked by answering if the symptom is present or not upon completion of repair activity.

7. **What National Objective does your program meet?**

HUD Objective - “Benefit low- and moderate-income individuals”

8. **How does your proposal support the Vision Plan Madera 2025 Action Plan?**

A key vision statement of the Madera 2025 Action Plan of “Safe, healthy environments” is the foundation of this program. Madera’s senior population and individuals with disabilities deserve to live independent lives, and safe and healthy environments begin at the home where residents will spend most of the day. By removing barriers and repairing key systems that affect the health of the home and person, HFHGFA is enabling safe and healthy home environments.

C. **ENVIRONMENTAL IMPACTS:**

1. Historical:
   a. **How old is the affected structure?**
We are proposing repairs to 20 or more homes in City of Madera. While we do not anticipate working on any historical properties, HFHGFA staff will work with Madera staff to receive proper historical preservation clearance before commencing any work.

b. Will this project affect an historically significant (or potentially historic) structure?

We do not anticipate this outcome.

2. Archeological:
   a. Will this project involve any ground disturbance? No
   b. If so, how deep will excavation be and what is the volume of earth to be moved? N/A

3. Water:
   a. Does this project involve a sewer or water system? Yes. One key activity listed in our application is to address critical plumbing issues. If a plumbing system (supply or sewer) experiences catastrophic failure, we propose intervention. Should necessary clearance be required prior to engaging these activities, HFHGFA will ensure that these steps are met. We will always work, in partnership with city staff, to ensure all clearances are addressed prior to commencing any work.

D. PROGRAM ELIGIBILITY:

To be eligible for funding, a project must either benefit low and moderate-income persons or prevent/eliminate slums or blight. Indicate how the proposed project meets this requirement. Projects that primarily benefit handicapped or senior citizens meet the criteria for benefiting low and moderate-income persons.

1. Primarily benefits low and moderate-income persons.
   a. Number of persons served annually: 20 households (20+ persons)
   b. Service Area:

   Number of City residents served annually: 20 households (20+ persons)

   Number of persons with disabilities or seniors served:

   While we would offer these services to all qualified individuals, it is our experience that this program overwhelmingly benefits seniors. Additionally, all outreach activities will be solely focused on seniors.
2. How will the proposed project prevent or eliminate slums or blight?

The current application does not address blight.

E. CITIZEN PARTICIPATION:

Project proposals should include evidence of citizen support for activity.

1. What was done to receive public input/participation? Please provide details. What were the outcomes? Include documentation of support for the proposal such as meeting minutes, letters and petitions.

Our evidence of citizen support is based on community input results conducted by City of Madera. Home Improvement has been categorized as a top Capital Projects/Public Improvements need, and in our experience a key activity to the preservation of affordable housing.

2. Note complaints that have been received, etc. - N/A

3. Evidence of collaboration with other agencies within the community. - N/A
APPENDIX A – Supplimental Information per Grant Application Submittal Checklist

Section 1 - Program/Project Narrative (Background, Need, Work Plan Narrative, Evaluation, Significance & Applicability)

Habitat for Humanity is a global nonprofit housing organization working in local communities across all 50 states in the U.S. and in approximately 70 countries worldwide. Habitat’s vision is of a world where everyone has a safe and healthy place to live. Habitat works toward our vision by building strength, stability and self-reliance in partnership with families in need of decent and affordable housing solutions.

Habitat for Humanity Greater Fresno Area’s (HFGFA) Neighborhood Revitalization team are an indispensable part of the organizations mission and commitment to reach out to the most underserved and vulnerable in the communities we serve. The approach is an all-encompassing revitalization and development model to help the communities achieve quality of life in vibrant, safe and self-reliant neighborhoods.

Foundational to the goal of our Neighborhood Revitalization approach, is the ability to maintain and support the preservation needs of the existing housing element. Through our Home Rehabilitation program, HFGFA is proposing key activities to leverage CDBG funding to serve City of Madera residents, benefitting low and moderate income households (HUD objective). The following is a definition of HFGFA’s Home Rehabilitation Program and key activities:

Definition of Home Rehabilitation Program
The home rehabilitation program is aimed at addressing basic health, safety, and accessibility concerns as a first priority. The program will be divided into three levels of assistance. They are:

1. Critical Grant Projects
2. Accessibility/Minor Repair Grant Projects
3. Home Rehabilitation Loan Projects

Critical Grant projects are defined as projects where the need for repair presents an immediate threat to the health of the home or person residing within. Critical grant eligible activities include repair/replacement of:

- Roofing
- HVAC
- Water Heaters
- High priority electrical and plumbing repairs

Accessibility & Minor Grant projects are defined as repair activities that improve health, safety, accessibility of residents, and/or activities that if left unaddressed for extended periods of time, can cause catastrophic damage to home or person. These grant repair activities must address health and safety concerns first, yet allowing for peripheral repair activities (i.e. Deferred repairs) to be addressed if time, scope and budget allows. Eligible projects must demonstrate one of these
basic health, safety, and accessibility needs, and such, is not considered a handyman program. The following are examples of eligible activities:

- Minor Accessibility/Aging in Place/Fall Prevention: wheelchair ramps, half steps, step repair, handrails/railing, handheld showers, bath/shower seats, raised toilets/toilet seat risers & grab bars.
- Major Accessibility: Low-barrier or barrier free shower options will be provided to the homeowners that can no longer use their shower and require major accessibility modifications.
- Fire Safety: installation of smoke & carbon monoxide detectors
- Home Safety – Non-functional doors/locks/windows, security doors, improved lighting, gates, porches, steps and walkways that are non-functional and prevent egress in event of emergency
- Minor electrical: light fixtures, outlets & switches
- Minor plumbing: faucets, toilets & water heater
- Environmental: Gutters (along walkways only), downspouts/diverters (water intrusion issues only), vents, siding, trim, fascia & stucco patch

Home Rehabilitation Loan projects are defined as all projects that surpass the maximum grant allocation of $10,000 per household. Large scale rehab projects currently cap at $25,000 and may encompass any eligible activity that is covered in the Critical Grant program, and any major system replacement (i.e. new plumbing, electrical, etc.), as well as complete rehabs of kitchens and/or bathrooms as they pertain to health and/or safety of home and its occupants. Large projects are NOT intended to upgrade major components unless they are due to code improvements or present a long-term savings in maintaining/operating, and only is the cost benefit is within reason. HFGFA will underwrite and finance these loans, and will not require any CDBG funding allocation commitment from City of Madera.

Ineligible Activities - Cosmetic or luxury improvements on the property, repairs to outbuildings, or garages unless connected to the property (and a source of code or safety concern), and improvements/installation of porches/decks that do not affect safe egress. Cosmetic improvements include, but are not limited to: landscaping work, additions, fireplaces, pools, hot tubs, area rugs, steam showers, skylights (unless to repair existing), and kitchen/bath cabinetry.

Implementation of work plan
Based on our experience, in order to best deliver this program in a sub-recipient capacity, there will be critical factors that will impact program delivery. Our first area of impact will be the ability to identify and intake clients. In the ‘Marketing/Outreach Plan’ section, we highlight our strategic approach to solving this. Core to our outreach approach, we will establish partnerships with other CBOs to help identify and serve home rehab clients that will eventually create a steady stream of client interest. While we have a strong relationship with media partners, we will always first leverage non-marketing outreach approaches to avoid an influx of client requests, which may result in extended waiting lists due to requests, processing or other funding constraints. Our outreach will also apply to sub-contractors, and will be our goal to establish a strong pool of qualified skilled partners.
To complement our service availability in Madera, an additional long-term operational goal will be to establish a Madera-county based office of operations. HFHGFA’s goal is to also establish a retail storefront in Madera County, and will use marketing opportunities to further inform Madera residents of these services. Similar to our retail locations in Fresno and Clovis, our ability to operate the ReStore retail storefront in Madera County allows us to expand our presence into the communities we serve. The ReStore storefront not only allows us to generate retail sales tax that is directly benefitting Madera County, but the mission of the ReStore is to fund our existing programs and offset costs that will stretch our grant dollars. Our ReStore locations also serve as outreach vehicles to the thousands of people that visit Restore each month. The impact of this grant will further our goal to implement a base of operations attached to a Restore retail location in City of Madera.

Program Strategies
Understanding older adult homeowners, both their needs and challenges, is key to delivering impactful repairs for home rehabilitation programming. As a result, HFHGFA is positioned to be the ideal partner in addressing the overwhelming majority of older adult clients through the rehab program. We have developed methodologies on how to determine the type of repair, and which products to leverage that lead to minimal failures at the lowest cost point. HFHGFA holds dealer status for many solutions to help remove accessibility barriers in the home including; ramps, lifts, and Assistive Medical Devices (grab bars, shower mods, etc.) We also have experience unlike any partner to correctly assess and install the correct remediation solutions.

The final program strategy is to open these rehab services to residents of mobile home parks, if not already offered. These communities represent the most vulnerable and underserved communities across the US. Many 55+ mobile home communities have an overwhelming number of homeowners that live in fear of falling or exiting in the event of an emergency due to how high these homes are raised and substandard means of ingress/egress. Again, we have developed customized repair solutions for these most vulnerable communities, unlike any other CBO.
Section 2 - Program/Project Timeline
If awarded, HFHGFA assumes contract execution in line with our Program Year (PY) 2019-2020, commencing on July 1, 2019. It is understood that the terms of this application is for 12 consecutive months.

Program Timetables

<table>
<thead>
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<th>Q1</th>
<th>Q2</th>
<th>Q3</th>
<th>Q4</th>
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</thead>
<tbody>
<tr>
<td>Critical Repair Grants</td>
<td>2</td>
<td>2</td>
<td>3</td>
<td>3</td>
</tr>
<tr>
<td>Accessibility/Minor Repair Grants</td>
<td>2</td>
<td>3</td>
<td>3</td>
<td>2</td>
</tr>
<tr>
<td>TOTALS</td>
<td>4</td>
<td>5</td>
<td>6</td>
<td>5</td>
</tr>
</tbody>
</table>

The following section depicts our project timelines, and how activities are addressed within our home rehab program. In order to best serve clients and properly channel activities to completion in the most efficient way, client repair requests may be processed differently. To best deliver this program, the following processes have been established.

Home Rehab Process
Project Activities

The following is a list of project activities within the home rehabilitation program:

**Outreach / Marketing** - All outreach efforts will be done in accordance with federal fair lending regulations to assure nondiscriminatory treatment, outreach and access to the Program. No person shall, on the grounds of age, ancestry, color, creed, physical or mental disability or handicap, marital or familial status, medical condition, national origin, race, religion, gender or sexual orientation, be excluded, denied benefits or subjected to discrimination under the Program. HFHGFA will ensure that all persons, including those qualified individuals with handicaps have access to the Program.

**Initial Contact / Intake** - Upon a homeowners’ expressed interest, Habitat will make all efforts to provide client with assistance throughout the intake process. The intake process is completed once the applicant has submitted a Completed Application.

The intake process requires that the applicant submit a Homeowner Application Form. The homeowner application form can be found at:

http://docs.wixstatic.com/ugd/527b6f_00d10e08ac6242c669dfe1ad7ad373.pdf

Submission of a homeowner application form does not guarantee acceptance into the program. At completion of homeowner application form, HFHGFA staff will contact applicant and perform a telephone interview to determine eligibility and repair urgency. If intake staff determines that the client requests can be addressed through the program, an inspection appointment is made, and the project is assigned to home inspection staff.

**Standard Project Activities** - All repair activities that do not have an element of urgency, will be processed as standard activities. Roofing and HVAC activities during off season, accessibility and minor repair activities are considered standard activities. Standard activities should be completed within 2-5 weeks of completed application. A completed application is defined as an application where all supporting eligibility documentation is received, and all City/County/HUD supporting documentation is completed and approved for repair assistance.

**Non-standard Project Activities** - Non-standard process activities are defined as all critical home repair program activities that create an immediate threat to health and safety of the home or person if left unaddressed. These activities should be completed within 72 hours of completed application.

**Home Rehabilitation Loan Projects** - Projects that exceed the maximum grant allotments are addressed through HFHGFA loan repair program. HFHGFA has loan origination staff available to assist qualified homeowners through this process.
Section 3 - Budget Table

Based on the total funding request of $181,500, HFHGFA proposes the following breakdown of costs:

**Staffing Allocations**

<table>
<thead>
<tr>
<th>Position</th>
<th>Cost</th>
<th>Staff Allocation</th>
<th>Budget</th>
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</thead>
<tbody>
<tr>
<td>Administrative/Intake</td>
<td>$15,000</td>
<td>Partial allocation</td>
<td>Administrative</td>
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<tr>
<td>Outreach</td>
<td>$7,500</td>
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<td>Activity Delivery</td>
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<tr>
<td>Inspections</td>
<td>$16,000</td>
<td>Partial allocation</td>
<td>Activity Delivery</td>
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<tr>
<td>Program Management/ Administration</td>
<td>$5000</td>
<td>Partial allocation</td>
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<td>TOTAL</td>
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**Other Allocations**

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<thead>
<tr>
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<th>Cost</th>
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<tr>
<td>Operational Costs</td>
<td>$16,500</td>
<td>This amount reserved for operational costs, such as rent, phones, utilities, etc.</td>
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<tr>
<td>Indirect Costs</td>
<td>$0</td>
<td>De minimus 10% rate – HFHGFA will absorb these costs</td>
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<td>TOTAL</td>
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**Grant Assistance to Beneficiaries**

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<thead>
<tr>
<th></th>
<th>Cost Per Program</th>
<th># Projects</th>
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<tbody>
<tr>
<td>Critical Repair Grants</td>
<td>$76,500</td>
<td>Minimum 10 projects</td>
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<tr>
<td>Accessibility/Minor Repair Grants</td>
<td>$45,000</td>
<td>Minimum 10 projects</td>
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<td>TOTAL</td>
<td>$121,500</td>
<td>20 projects</td>
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Section 4 - Supporting Documentation (Staff Work Experience/Knowledge/Education Narrative for Key Staff Including Project Lead, 2-Page Limit Per Individual)

HFHGFA currently oversees home rehabilitation services, leveraging nearly 700K in CDBG grant funding projects, across Fresno County. Our team is experienced and available to assist with the implementation and delivery of similar activities for City of Madera. The following staff have been identified to deliver these activities for City of Madera.

<table>
<thead>
<tr>
<th>Position</th>
<th>Staff Member</th>
</tr>
</thead>
<tbody>
<tr>
<td>Program Administrator/Inspections</td>
<td>Jerry Zuniga</td>
</tr>
<tr>
<td>Intake Oversight</td>
<td>Marina Harutyunyan</td>
</tr>
<tr>
<td>Administrative/Intake</td>
<td>Cecilia Fickenworth</td>
</tr>
<tr>
<td>Outreach/Qualified Loan Originator</td>
<td>Youa Vang</td>
</tr>
<tr>
<td>Repair Technician</td>
<td>Aaron Sale</td>
</tr>
</tbody>
</table>
HIGHLIGHTS

10+ years of program development experience, including Director/Mgr-level Neighborhood Revitalization roles. Co-developed, in partnership with National Council on Aging (NCOA) and Rebuilding Together, the Falls Prevention course/training module for the Aging Mastery Program (AMP). Directly overseen 10+ million dollars in HUD funding for home rehab projects for nearly 3000 clients. 20+ years improving operational processes and diverse partnerships.

SKILLS SUMMARY

- Neighborhood Revitalization
- Marketing/Communications
- Program Strategy/Development
- Methodology Development
- Change/Implementation Management
- Home Renovation and Construction

PROFESSIONAL EXPERIENCE

Habitat for Humanity Greater Fresno Area

Neighborhood Revitalization Manager – July 2017 to Present

- Oversees the strategic direction and launch of all housing rehabilitation programming
- Identifies and secures funding opportunities, including in-house funding streams
- Responsibility to cultivate/strengthen partnerships with existing funders (city and corporate)
- Improvement of operational processes
- Directly oversees nearly one million in CDBG repair funding per year
- Serves as housing rehab inspector and program manager for City of Clovis Home Rehabilitation Grant Program
- Advisory Council member for Fresno/Madera Area Agency on Aging
- Invited to be 2019 Habitat for Humanity National Conference speaker

Rebuilding Together Silicon Valley

Program Director – Sept 2006 to Dec 2015

- Directed program that delivered Aging in Place, Critical Repairs, Weatherization, Energy Efficiency and Home Preservation services
- Continually refine service offerings based on cost/impact methodologies
- 8 straight years of continual program growth, providing over 4000 total repairs/modifications per year
- Created program strategies and service delivery methods replicated by partner affiliates
- Developed workflow systems and back office tools to improve field staff/volunteer productivity
- Identified and incorporated numerous best practices that improved program quality and lowered operational costs
- Created service partnerships with local governments that led to city contracts achieving nearly $750k for repair funding, serving a population of nearly 2 million residents
- Led inspections for nearly 500 home assessments per year; assessing eligibility, financial viability, and identifying/planning for complex situations that may pose an issue with client satisfaction
- Created standards, vetted, managed and evaluated all sub-contractors and their performance on a regular basis
- Regularly produced critical decisions based upon internal/external policies, governmental regulations, locale, best practices, as well as financial and technical constraints
- Assessed project and program financial statements on a regular basis to properly plan for client load, staff allocation and project scope
- Highly creative/innovative when dealing with process improvement
- Served as subject matter expert in the field of healthy aging through home modifications, providing leadership for community aging partnerships and falls prevention coalitions
- Two-time National Rebuilding Together Conference speaker
Cecilia Fickenworth
2923 S. Weller
Fresno, CA 93706
Home (559) 369-8210 Cell (559) 341-4166
Email Address: c.fickenworth@gmail.com

PROFESSIONAL SKILLS

Microsoft Office Professional Suite
- MS Word 2013: Mail merge, Business Letters, Office memos, tables, macros, create manuscripts
- MS Excel 2013: Formulas and function, linking formula, PivotTables,
- MS PowerPoint: Create slides, organize graphics and animations
- MS Access 2013: create tables, reports, forms, and queries
- Outlook 2010: set up contacts, task, calendar (linking to contact), group contact

Bookkeeping
- QuickBooks 2015: set up company files from scratch, add and edit accounts, process accounts payable and accounts receivable
- set up chart of accounts and perform maintenance
- Setup Journals, prove and rule journal pages and cash at the end of the month
- Set up and maintain General Ledgers
- Perform month end closing accounts
- Create reports (Income statement and Balance Sheet)

Office Procedures
- Ability to use filing by ARMA standards
- Answered multi-function phones
- Operated fax, scanners, and printers
- Ability to type 50-WPM (net-certificate)
- Used 10-key (calculator and keyboard) at 292-KSPM
- Managed incoming and outgoing mail
- Updated confidential documents

Customer Service
- Supervised up to 15 and trained employees in a highly pressured environment
- Organized team meeting for morning and evening crew
- Ability to remain calm and relaxed under pressure
- Developed team-work skills
- Scheduled employees on daily work schedule
- Accountable for accuracy of cash receipts and processing bank deposits
YOUA VANG

COMMUNITY DEVELOPMENT

WORK EXPERIENCE

NEIGHBORHOOD REVITALIZATION FAMILY SERVICES COORDINATOR
Habitat for Humanity, Fresno County | Jul 2015 - Present
- Coordinates and manages annual community events such as backpack drive, Christmas toy drive, turkey drive, Easter egg hunt, etc.
- Coordinates and manages weekly neighborhood revitalization projects
- Certified HHF Qualifed Loan Originator
- Processes departmental program applications
- Actively engages with residents and community centers for project recruitment and strategic community outreach
- Manages volunteers and interns
- Handles organizational and administrative support tasks
- Advanced use of Customer Relationship Management tool (Salesforce)
- Handles all incoming department resident phone calls

IN-HOME CAREGIVER
Martin Residence | Jan 2013 - May 2013
- Responsible for extensive assistance with client's limited mobility
- Responded to strict medication and meal schedule
- Organized client's medication charts to ensure timely and smooth intake
- Prepared client's meals following a specific diet plan
- Provided support in client's daily activities (e.g. brushing hair, changing of clothes, etc.)

EDUCATION

BACHELOR OF ARTS, LIBERAL STUDIES
California State University, Fresno | 2010-2017
Concentration: Bilingualism - Hmong

REFERENCES

Dr. Kao Ly Yang | Fresno State University - Instructor
559-278-4240 | Years acquainted: 3+ years

Youa Khang | CHMC - Licensed Vocational Nurse
559-577-5289 | Years acquainted: 10+ years

Chong Vang | K4 Management - Account Clerk
559-313-6784 | Years acquainted: 10+ years
Aaron Sale
Clovis, CA 93612
aaron.sale@me.com
559-3877776

Work Experience

Facilities Manager
Riverpark Bible Church
2007 to Present
I maintained the buildings and grounds of the church, direct staff and overseeing the upkeep of equipment and supplies. I make sure the buildings and grounds are maintained, which entails daily and weekly cleaning schedules as well as determining and scheduling repairs, renovation projects, waste reduction improvements. I ensure compliance with health and safety standards and industry codes in accordance with state and local laws. I am in charge of a budget and must negotiate with outside vendors for supplies, repairs and other measures to maximize cost effectiveness. In addition, I oversee groundskeepers, maintenance workers, and custodial staff.

Lawn Technician, I
Weed Man Fresno - Fresno, CA
2004 to 2007
I was responsible for mixing and distributing chemicals to lawns and flower beds. This job entailed sales and customer service for my own route.

Education

Certificate of Completion in Turf Management
University of Georgia
2005

Diploma
Orange Glen High School
1994 to 1997

Additional Information

Skills
Analytical Skills: I must look at a lot of different information and make decisions based on needs and budget concerns.
Communication: I talk to my employees, and work with management to make sure the job gets done. Being able to clearly explain what needs to be done is necessary.
Attention to Detail: Quality control is a large part of my job. Making sure cleaning, upkeep and safety
Section 5 - Marketing/Outreach Plan

Phase I Outreach - Since 2016, HFGFA has maintained a growing database of repair requests (Nearly 500 records) of homeowners that require repair assistance...many that are homeowners living in Madera. In fact, it was the continual request for assistance that prompted us to expand our service area to Madera County. A list of those interested residents has been maintained and will be contacted once the repair program contract is executed, and HFGFA is given clearance to begin outreach.

Phase II Outreach - In order to properly serve the clients that have been waiting and have already been identified, HFGFA will not promote these services initially...or until we exhausted the current informal waiting list. The goal of this approach is to avoid any situation where we promote services that are no longer available due to exhaustion of funding. Managing these expectations are key to a long-term partnership. For our Phase II Outreach plan, we will leverage existing partnerships to reach prospective clients. HGFA currently has partnerships with partner organizations that will render the most productive outreach scenarios. The following partner organizations have been identified as agencies that reach older adult homeowners at their homes, and would be ideally suited to identify clients:

- Community Action Partnership of Madera County (CAPMC)
- Fresno/Madera Area Agency on Aging (FMAAA)
- Madera Senior Center & Community Centers with Senior programs
- Meals on Wheels programs

Phase III Outreach - We anticipate exhausting funds and reaching our unit commitment without the need for further outreach. However, if needed, HGFA will engage in door-to-door targeted neighborhood outreach, an outreach activity that we have continuously performed in Fresno County. If needed, HFGFA will reach out to our media partners for additional program marketing.
Section 6 - Client Eligibility/Income Verification Plan

To qualify for assistance, homeowners must meet ALL of the following eligibility requirements:

- House must be owner-occupied. For properties with joint ownership, at least one owner must reside at the house full time
- Application must be filled out in entirety
- Program will be made available to all homeowner-occupied single-family dwelling units within the city of Madera (excluding county islands)
- Property cannot be located in a flood zone
- Homeowner must have owned the property for a minimum of one year at the time of application.
- Household income to NOT EXCEED 80% of Area Median Income (AMI).

<table>
<thead>
<tr>
<th>1 Person</th>
<th>2 Persons</th>
<th>3 Persons</th>
<th>4 Persons</th>
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<td>$47,750</td>
<td>$51,600</td>
<td>$55,400</td>
<td>$59,250</td>
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</table>

Income Eligibility / Waitlist
In order to be eligible for assistance, the cumulative adjusted gross household income for all persons occupying a program-assisted unit cannot exceed 80% of area median income as defined by HUD at the time of application. Low- and moderate-income guidelines for this program are defined by HUD, and revised annually. Program staff will use the most current income limits to verify eligibility at the time of intake and at the time of assistance. If a household is placed on the waitlist for funding, Program staff may request that the household recertify their income and provide updated household and/or tenant income documentation to ensure that the household is still eligible for funding at the time of assistance. If updated documentation is not provided, HFHGFA reserves the right to reject the application and remove it from the waitlist.

Providing False Information
If an applicant falsifies or provides misleading information in an application, the applicant may be permanently disqualified from participation in the Program and will be required to repay any Program assistance already expended. Examples of this may include failure to report income from employment or failing to report an accurate account of residents in the household.
Verification of Eligibility

HFHGFA shall not discriminate against any persons on basis of race, color, ancestry, national origin, religion, sex, age, marital status, family status, source of income/rental assistance subsidy, physical or mental disability, Acquired Immune Deficiency Syndrome (AIDS) or AIDS-related conditions (ARC), sexual orientation, or any other arbitrary basis account of, race, religion, sex, family status, age, handicap, or place of national origin in its performance of this Agreement and the completion of the Project.

Property Verification - Property ownership verification can be made by providing a copy of the current annual property tax statement from the local County Assessor's Office. If title to the property is in a trust, the applicants must be named as the trustee of the trust. Applicants holding title in a life estate are eligible if the property is their principal place of residence. Properties located in a flood zone or outside city limits are not eligible. Property taxes may not be in default at the time of application. CDBG funds cannot be used to bring property taxes current to participate in the Program.

Income Verification - Income eligibility is based on the gross anticipated annual income and may not exceed 80 percent of the Madera area median income adjusted for household size. Applicants must complete the household income section of the homeowner application, indicating the number of household members and income. Income from all household members 18 years of age and over must be included. For all residents that receive SSI as their sole income, a copy of the Social Security Benefits Statement is all that is required as their proof of income.

Other Income verification may include:
- Three most recent and consecutive pay stubs for proof of active income.
- Supplemental Security Income (SSI), annuities, cash value of whole life insurance policies, retirement funds, pensions, disability or death benefits, and other similar types of periodic receipts. These amounts should not be grossed up.
- Proof of SSI/Pension income can be a benefit statement
- Income in lieu of earnings, such as unemployment and disability compensation, worker’s compensation and severance pay.
- Periodic and determinable allowances, such as alimony and child support payments, and regular contributions or gifts received from persons not residing in the dwelling.
- Interest, dividends, and other net income of any kind from personal property. Where the net assets are in excess of $5,000, income includes the greater of the actual income derived from all the assets or a percentage of the value of all such assets based on the current passbook savings rate, as determined by HUD’s guidelines.

Income qualification for self-employed persons can be based on prior year income tax returns. Net income plus depreciation from the operation of a business or profession will be used.
Section 7 - References

City of Fresno
Corrina Nunez, Project Manager
Development and Resource Management Dept.
Housing and Community Development Division
2600 Fresno Street, Room 3070
Fresno, CA 93721

Ph: 559-621-8506
Email: Corrina.Nunez@fresno.gov

City of Clovis
Heidi Crabtree
Housing Program Coordinator
City of Clovis
1033 Fifth Street
Clovis, CA 93612

Ph. (559) 324-2094
Email: heidicr@ci.clovis.ca.us

County of Fresno
Yvette Quiroga
Affordable Housing Program Manager & NSP Program Manager
Community Development Division
Department of Public Works and Planning
County of Fresno
2220 Tulare Street, 8th Floor
Fresno, CA. 93721

Ph: (559) 600-4292 Fax: (559) 600-4573
E-Mail: yquiroga@co.fresno.ca.us
CITY OF MADERA
PARKS & COMMUNITY SERVICES
CENTENNIAL PARK PICNIC SHELTER &
PLAYGROUND SHADE PROJECT
GRANT APPLICATION SUBMITTAL CHECKLIST
(To Be Submitted with Application)

For All Grant Applicants (Include all the following in your application)

For All Grant Applicants (Include all the following in your application)

<table>
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<th>Original completed application</th>
<th>Grant Application Coversheet</th>
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<td>Narrative, Evaluation,</td>
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<tr>
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<td>Significance &amp; Applicability)</td>
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<td>Supporting Documentation</td>
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<td>(Staff Work Experience/</td>
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<td>Verification Plan (If Not</td>
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<td>Letters of Support</td>
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S:\CDBG\2019-20\centennial pavilion and shade structures\2019 2020 Project Proposal Application.doc   Page 1 of 11
CITY OF MADERA
CDBG 2019/2020 GRANT CYCLE
APPLICATION COVERSHEET

<table>
<thead>
<tr>
<th>Applicant Name:</th>
<th>City of Madera Parks &amp; Community Services Department</th>
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<tbody>
<tr>
<td>Physical Address:</td>
<td>(Street, City, State, Zip Code)</td>
</tr>
<tr>
<td>701 East 5th Street, Madera, CA 93638</td>
<td></td>
</tr>
<tr>
<td>Mailing Address:</td>
<td>(Street, City, State, Zip Code)</td>
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<tr>
<td>701 East 5th Street, Madera, CA 93638</td>
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<tr>
<td>Program Name:</td>
<td>Centennial Park Picnic Shelter and Playground Shade Project</td>
</tr>
<tr>
<td>Non-profit Federal Internal Revenue Code Section 5019(c)(3) status:</td>
<td></td>
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<tr>
<td>Tax ID Number:</td>
<td>94-6000365</td>
</tr>
<tr>
<td>Grant Administrator – Manages Day-to-Day Tasks of Program</td>
<td>Mary Anne Seay</td>
</tr>
<tr>
<td>First and Last Name and Title</td>
<td>Mary Anne Seay, Director of Parks &amp; Community Services</td>
</tr>
<tr>
<td>Program/Project Administrator Telephone Number and Email Address</td>
<td>T - 559.661.5491; E - <a href="mailto:mseay@cityofmadera.gov">mseay@cityofmadera.gov</a></td>
</tr>
<tr>
<td>Amount Requested:</td>
<td>$250,000</td>
</tr>
<tr>
<td>Additional Sources and Amounts:</td>
<td>There are no other resources currently confirmed for this project. The City workforce will manage the project and there is ongoing discussion with other funding sources.</td>
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CITY OF MADERA
COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)
CAPITAL PROJECT/PUBLIC IMPROVEMENT 2019/2020 PROPOSAL APPLICATION
PART 1 (PAGES 4 THROUGH 6)

<table>
<thead>
<tr>
<th>Priority Needs for the 2019/2020 Action Plan</th>
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<tr>
<td><strong>Homeless Services and Facilities</strong></td>
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<tr>
<td>To provide funding for services and facilities serving the homeless, persons and households at risk of homelessness</td>
</tr>
<tr>
<td><strong>Youth Services</strong></td>
</tr>
<tr>
<td>Programs to engage youth in leadership, college readiness, employment and life skills training.</td>
</tr>
<tr>
<td><strong>Senior Services</strong></td>
</tr>
<tr>
<td>Programs, services and community facilities to support seniors' wellness, nutrition and recreation.</td>
</tr>
<tr>
<td><strong>Public Facility Improvements</strong></td>
</tr>
<tr>
<td>Installation or reconstruction of high priority public facilities and improvements to parks, storm drainage, sewer and water facilities, streets, bike lanes and sidewalks.</td>
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</table>

REFERENCES

Please provide the name, title, company/agency, phone and email address for three references.

Staff will contact references and obtain “Yes” and “No” responses for the following:

Was your experience working with this agency successful?

Have you seen at least one very successful project developed by this organization/agency?

Do you think they are doing a good job in Madera?

<table>
<thead>
<tr>
<th>Name</th>
<th>Title</th>
<th>Company/Agency</th>
<th>Phone</th>
<th>Email Address</th>
</tr>
</thead>
<tbody>
<tr>
<td>Paulo Soares</td>
<td>Chief Executive Officer</td>
<td>Camarena Health</td>
<td>559.675.5600</td>
<td><a href="mailto:psoares@camarenahealth.org">psoares@camarenahealth.org</a></td>
</tr>
<tr>
<td>Mattie Mendez</td>
<td>Executive Director</td>
<td>Community Action Partnership of Madera County</td>
<td>559.673.9173</td>
<td><a href="mailto:mmendez@maderacap.org">mmendez@maderacap.org</a></td>
</tr>
<tr>
<td>Chinayera Black</td>
<td>Executive Director</td>
<td>First 5 of Madera County</td>
<td>559.661.5155</td>
<td><a href="mailto:cblack2000@prodigy.net">cblack2000@prodigy.net</a></td>
</tr>
</tbody>
</table>
CITY OF MADERA
COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)
PROJECT PROPOSAL FORM
2019/2020

DATE SUBMITTED: March 1, 2019

A. GENERAL INFORMATION

1. Name of Department/Organization: City of Madera, Parks & Community Services Dept.

   Address: 701 East 5th Street, Madera, CA 93638

   Contact Person: Mary Anne Seay, Director   Phone: 559.661.5491

   Concurrence: ____________________________

                  Department Head Signature/Authorizing Official

B. ACTIVITY DESCRIPTION

1. Summary (Description of proposed project and anticipated accomplishment. If appropriate, include diagram of the area.):

   The Centennial Park Picnic Shelter and Playground Shade Project is one project with two parts. The project consists of:
   1) adding a small picnic shelter, BBQ, and picnic tables on a concrete slab that adjoins to the parking lot north-east of the swimming pool; and
   2) adding shade sails to protect youth and families from harmful ultraviolet rays that shine down on the very popular Centennial Park playground.

2. Need (Explain why project is needed.):

   Parks are vital building blocks of communities; they are ideal for enhancing neighborhoods, encouraging exercise, and creating safe places for youth and adults to gather and play. When not well-maintained, parklands can easily become blighted reducing livability and property values. When given appropriate resources to enhance and maintain them, however, parks are vibrant community gathering spaces that increase health, wellness, connectedness, livability, and property values.

   Centennial Park is a very well-used facility in central Madera, which is in an economically challenged area of town. Positive park use has been steadily increasing since the John W. Wells Youth Center and a new inclusive playground were added in the last several years. Since the addition of the playground in 2016, there are now outdoor restrooms making this site even more attractive for families to congregate and recreate outside. There is currently
no picnic shelter at the facility and City staff have received requests for a picnic facility from many residents.

Additionally, the inclusive play feature installed in November of 2016 is heavily used. Staff has noted that outdoor activity levels for youth and families have grown substantially since the playground was opened. The extreme summer heat in Madera, California, however, limits the number of usable hours, as the playground fall surface and the play features become too hot to touch. Placing shade structure over the play features have many benefits. Most notably, shade would: 1) reduce harmful ultra-violet (UV) exposure; 2) improve comfort, aesthetic quality, and play value; 3) lower playground maintenance and repair costs; and 4. Reduces the heat of equipment.

Several studies have documented that exposure to UV rays is a risk factor for most skin cancers. With the high heat experienced in Madera’s summers, heat illness is also a consideration. In addition to protecting skin, shade at parks and playgrounds keeps their bodies cool, so they can play for longer periods without overheating. Shade structures can also add visual interest to a playground by adding height and dimensionality to the design.

Shade features can add to the playground’s lifespan by minimizing sun damage and reducing the need for costly maintenance and repairs. In the sun’s Central Valley heat, plastic structures can weaken and crack, and metal brackets can corrode. Stainless steel structures are more resistant to such sun damage, but also benefit from a reprieve from intense heat and light exposure. Shade can also be an important safety issue in the context of children’s direct skin contact with equipment. The Field, a professional practice blog of the American Society of Landscape Architects, reports that in Cathedral City, California a laser temperature reading of playground equipment at Panorama Park found it measured 161F to 180F on a 115-degree day. While not quite as hot as Cathedral City, Madera’s playground equipment can get uncomfortably hot and should be properly shaded.

3. Estimated cost of project and source of estimate (if available):
$250,000. This estimate was gathered by using recent concrete pricing and working with the landscape architectural firm that designed the existing playground.

Please identify other sources of funds to implement this project. If funds other than CDBG are proposed, please provide supporting documentation/letters of commitment. There are no current confirmed resources available for this project other than the requested CDBG resources and Generally Funded staff support. The Parks & Community Services Department has growing partnerships with Kaiser Permanente and First 5 of Madera County. Both agencies have expressed interest in helping the City provide shade over the City playgrounds. Some shade structure vendors provide mini-grants; should the City be granted these resources, we would attempt to garner one of those.
4. Timetable (assuming final approval next July 1). Will your proposal meet these goals in one year? Give starting date for activity.
   The project can begin within 60 days of final approval and once an Agreement is fully executed between HUD and the City. The project can be completed in 12 to 18 months. It is likely that this project will extend into the 2021 Fiscal Year.

5. What measurable goals will your program deliver?
The Centennial Park Picnic Shelter and Playground Shade Project will:
   a. provide increased access to the park and playground to more residents,
   b. provide healthier and extended use of the playground amenities, and
   c. improve aesthetics of the park.

6. What are the project’s expected outcomes? How are the outcomes assessed?
   Staff anticipates a 35% increase in use of the playground during the warmer months, and 15% greater use during cooler months. Attendance records and reservation data will be used to assess this outcome.

   By the client population will be enhanced, particularly for those with disabilities and/or limited mobility, or groups with sensitive skin. The play feature is designed to provide children with limited mobility 100% access to play features. Increasing the hours of usable time would increase attendance. Pre and post project surveys can be conducted among the attending clients to determine perception of barriers to use eliminated by the project. Also, facility rentals will be enumerated.

7. What National Objective does your program meet?
   National Objective #1: Activities benefitting lower income person/households.

   National Objective #2: Aid in the prevention or elimination of slums or blight

   National Objective #3: Activities designed to meet community development needs having particular urgency.

8. How does your proposal support the Vision Plan Madera 2025 Action Plan?
   Action 113.3 – Establish budgets to ensure all City facilities that provide services to the public are ADA compliant.

   Action 113.4 – Provide parking with easy access for the handicapped.

   Action 121.10 – Add facilities and amenities for the public.

   Strategy 313 – Provide year-round programs fostering community pride at local centers.

   Strategy 332 – Expand comprehensive services to Madera’s youth.
Strategy 404 – Promote increased community wellness.

Strategy 407 – Promote and expand existing services to allow Madera’s elders to maintain independent lifestyles.

Strategy 411 – Enhance and expand recreational activities available to Maderans.

C. ENVIRONMENTAL IMPACTS:

1. Historical:

   a. How old is the affected structure?
      The only impacted structure is the inclusive playground. The playground was opened to the public on November 17, 2016.

   b. Will this project affect an historically significant (or potentially historic) structure?
      No

2. Archeological:

   a. Will this project involve any ground disturbance?
      Yes. Minimal excavation will be required during preparation and construction of concrete and associated footings for shade and pavilion structures.

   b. If so, how deep will excavation be and what is the volume of earth to be moved? Excavation will be 8” or less below existing ground elevation.

3. Water:

   a. Does this project involve a sewer or water system?
      No

D. PROGRAM ELIGIBILITY:

To be eligible for funding, a project must either benefit low and moderate-income persons or prevent/eliminate slums or blight. Indicate how the proposed project meets this requirement. Projects that primarily benefit handicapped or senior citizens meet the criteria for benefiting low and moderate-income persons.

1. Primarily benefits low and moderate-income persons.
Yes. Centennial Park is a classified as a neighborhood park that operates in service to Maderans, specifically those in the neighborhoods proximate to the park. The facility sits in a CDBG eligible tract.

a. Number of persons served annually:
   Staff estimates that 45,000 duplicated users would benefit from the proposed amenities on an annual basis.

b. Service Area:
The City of Madera with occasional use by non-residents.

   Number of City residents served annually:
   Staff estimates that 43,500 duplicated users would benefit from the proposed amenities on an annual basis.

   Number of persons with disabilities or seniors served:
   Because the playground feature was designed and constructed for universal accessibility, a greater number of persons with disabilities use Centennial playground than other regional playgrounds. The Parks & Community Services Department also hosts special needs youth and adult programs. It is estimated that the new amenities would benefit at least 3,500 duplicated persons with disabilities and seniors on an annual basis.

2. How will the proposed project prevent or eliminate slums or blight?
   Improvements to public facilities have an incremental impact in reducing slum or blight. When not well-maintained, parklands can easily become blighted reducing livability and nearby property values. When given appropriate resources to enhance and maintain them, however, parks are vibrant community gathering spaces that increase health, wellness, connectedness, livability, and property values.

E. CITIZEN PARTICIPATION:

Project proposals should include evidence of citizen support for activity.

1. What was done to receive public input/participation? Please provide details. What were the outcomes? Include documentation of support for the proposal such as meeting minutes, letters and petitions.
   Staff has discussed the need for adding these amenities at several Vision meetings. The agendas are in template format and do not reflect the specific requests and meeting minutes are not taken. Included as attachments to this application, however, are letters of support from our partners who attend the Vision Committee meetings. (See attached) It
should also be noted that staff has received many requests for both a picnic shelter and shade at the playground during business at our main office and in community meetings.

2. Note complaints that have been received, etc.
   There have not been written complaints to City staff regarding the lack of picnic shelters or shade at the playground. There have, however, been many comments made to all levels of Parks & Community Department staff about the desire to add the requested amenities. Front counter staff often receive requests for outdoor facility rentals that we cannot currently accommodate. Also, many parents and neighbors have stated that they cannot use the playground as often as they would like during the summer due to the strong UV rays and heat.

3. Evidence of collaboration with other agencies within the community.
   While this does not represent an exhaustive list of Parks & Community Services Department partners, the list of agencies we received a letter of support from include:
   a. First 5 of Madera County
   b. Madera Coalition for Community Justice
   c. Madera County Office of Education
   d. The Madera Ministerial Association (by way of Valley West Christian Center)
   e. The Madera Police Department
   f. The Community Action Partnership of Madera County (CAPMC)
   g. The Madera County Department of Social Services
   h. Camarena Health
   i. The Madera Beautification Committee President
   j. The Madera County Public Health Department
   k. The Madera Unified School District

Please see the eligible CDBG Census Tract map below.

RETURN AN ORIGINAL AND TWO COPIES TO: City of Madera
205 West Fourth Street
Madera, CA 93637
Attention: CDBG Administration

DUE DATE: March 8, 2019, 5:00 p.m.

CONTACT PERSON: Jorge Antonio Rojas, Program Manager – Grants
559-661-3693
jrojas@cityofmadera.com
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<tr>
<td>Ability to Address a National Objective with Measurable Outcomes and Meets a Priority Need</td>
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<td>Ability to Locate Other Funds/Fund Raise</td>
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Staff Work Experience

Mary Anne Seay, Parks & Community Services Director

Ms. Seay has 30 years of work in municipal parks departments. After graduating from California State University, Fresno with a BA in 1988, Seay began working for the City of Fresno’s Parks & Recreation Department. She spent 18 years promoting from part-time to full-time to Supervisor and ultimately Manager. She accepted the Director position in the City of Madera in August of 2007.

During her tenure here, her department has successfully completed multiple capital projects. At Centennial Park alone, Seay has been a part of and/or overseen the completion of the following projects:

1. An entirely new pool building complete with office space, concession area, restrooms and janitorial closet.

2. Replaced dilapidated block fencing around the pool with attractive (& safer) wrought iron fencing.

3. Replaced a 60-year-old pool filter.

4. Resurfaced the swimming pool plaster.

5. Added an ADA chair lift.

6. Worked on the project management team for the John W. Wells Youth Center.

7. Added $400,000 worth of solar panels to the top of the Youth Center.

8. Added a state-of-the-art inclusive play feature complete with fencing, landscaping, public art and universally accessible play equipment for children of all ages and abilities.

9. In the process of replacing a diving board, adding shade to the west side of the pool deck and adding park lighting for night safety.

Keith Helmuth, City Engineer

Keith is a certified Civil Engineer who has led countless multi-million-dollar projects in both the City of Madera and Las Vegas. Mr. Helmuth and his team are well suited to support Parks & Community Services team with this project.
February 28, 2019

Mary Anne Seay, Director
701 East 5th Street
Madera, CA 93638

Dear Ms. Seay,

Please accept this letter in support of the City of Madera’s pursuit of funding for additional amenities at Centennial Park. Specifically, the City’s Parks & Community Services Department is seeking Community Development Block Grant (CDBG) funding to add both a picnic pavilion and shade structure for the playground at the park.

Centennial Park is a well-used recreation facility located in Central Madera. It services the immediate low-income neighborhoods, and more broadly, the entire Madera community. Park amenities include the John W. Wells Youth Center, a swimming pool complex and an inclusive playground. During planning and Vision meetings, the City of Madera’s Parks & Community Services Department team has shared community concern over the lack of both a covered picnic area and shade over the playground.

As the Executive Director for First 5 Madera County, I can speak to the critical need for safe and comfortable recreation and community gathering places for young children and their families. The Madera community faces challenges of poverty and all negative impacts that come as a result. In fact, recent community data shows high rates of obesity in our community including our youngest and most vulnerable residents. Further, during recent focus groups with families, parents reiterated the need for enhanced access to safe areas to gather within a walkable distance. Having top-notch facilities where children and families can congregate and integrate physical activity is critical to address many of the challenges that face our community. I am pleased to offer my support to provide shade from harmful ultraviolet rays thereby extending hours of use for the play equipment as well as a pavilion with picnic tables.

Please contact me at 661-5155 if additional information is needed. We are pleased to continue and even expand our partnership with Madera’s Parks & Community Services Department so that we can further our collective efforts to strengthen the Madera community.

Sincerely,

[signature]

www.first5madera.net
February 28, 2019

Mary Anne Seay, Director
701 East 5th Street
Madera, CA 93638

Dear Ms. Seay:

Please accept this letter in support of the City of Madera’s pursuit of funding for additional amenities at Centennial Park. Specifically, the City’s Parks & Community Services Department is seeking Community Development Block Grant (CDBG) funding to add both a picnic pavilion and shade structure for the playground at the park.

Centennial Park is a well-used recreation facility located in Central Madera. It services the immediate low-income neighborhoods, and more broadly, the entire Madera community. Park amenities include the John W. Wells Youth Center, a swimming pool complex and an inclusive playground. During planning and Vision meetings, the City of Madera’s Parks & Community Services Department team has shared community concern over the lack of both a covered picnic area and shade over the playground.

As the director, for Madera Coalition for Community Justice a community-based organization, I can speak to the critical need for recreation space and community gathering places. The Madera community faces challenges of poverty and all negative impacts that come as a result. In fact, recent community data shows high rates of obesity in our community including our youngest and most vulnerable residents. Having top-notch facilities where children and families can congregate, and exercise is critical to address many of the challenges that face our community. I am pleased to offer my support to provide shade from harmful ultraviolet rays thereby extending hours of use for the play equipment as well as a pavilion with picnic tables.

Please contact me at 559-661-1879 if additional information is needed. We are pleased to continue and even expand our partnership with Madera’s Parks & Community Services Department so that we can further our collective efforts to strengthen the Madera community.

Sincerely,

Lourdes Herrera

Lourdes Herrera
February 28, 2019

Mary Anne Seay, Director
701 East 5th Street
Madera, CA 93638

Dear Ms. Seay:

Please accept this letter in support of the City of Madera’s pursuit of funding for additional amenities at Centennial Park. Specifically, the City’s Parks & Community Services Department is seeking Community Development Block Grant (CDBG) funding to add both a picnic pavilion and shade structure for the playground at the park.

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As the Superintendent of Schools for Madera County, I can speak to the critical need for recreation space and community gathering places. The Madera community faces challenges of poverty and all negative impacts that come as a result. In fact, recent community data shows high rates of obesity in our community including our youngest and most vulnerable residents. Having top-notch facilities where children and families can congregate, and exercise is critical to address many of the challenges that face our community. I am pleased to offer my support to provide shade from harmful ultraviolet rays thereby extending hours of use for the play equipment as well as a pavilion with picnic tables.

Please contact me at 559-662-6274 if additional information is needed. We are pleased to continue and even expand our partnership with Madera’s Parks & Community Services Department so that we can further our collective efforts to strengthen the Madera community.

Sincerely,

Cecilia A. Massetti
Madera County Superintendent of Schools
February 28, 2019

Mary Anne Seay, Director  
701 East 5th Street  
Madera, CA 93638

Dear Ms. Seay,

Please accept this letter in support of the City of Madera’s pursuit of funding for additional amenities at Centennial Park. Specifically, the City’s Parks & Community Services Department is seeking Community Development Block Grant (CDBG) funding to add both a picnic pavilion and shade structure for the playground at the park.

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As Senior Pastor of Valley West Christian Center, I can speak to the critical need for recreation space and community gathering places. The Madera community faces challenges of poverty and all negative impacts that come as a result. In fact, recent community data shows high rates of obesity in our community, including our youngest and most vulnerable residents. Having top-notch facilities where children and families can congregate and exercise is critical to address many of the challenges that face our community. I am pleased to offer my support to provide shade from harmful ultraviolet rays, thereby, extending hours of use for the play equipment, as well as, a pavilion with picnic tables.

Please contact me at (559) 907-4610 if additional information is needed. We are pleased to continue and even expand our partnership with Madera’s Parks & Community Services Department so that we can further our collective efforts to strengthen the Madera community.

Sincerely,

Roger Leach, Senior Pastor and Founder
Valley West Christian Center

Roger D. Leach, Senior Pastor
101 West Adell Street, Madera, California 93638 • Office (559) 674-8922 • Fax (559) 674-8955
www.maderavwcc.com
February 28, 2019

Mary Anne Seay, Director
701 East 5th Street
Madera, CA 93638

Dear Ms. Seay,

Please accept this letter in support of the City of Madera’s pursuit of funding for additional amenities at Centennial Park. Specifically, the City’s Parks & Community Services Department is seeking Community Development Block Grant (CDBG) funding to add both a picnic pavilion and shade structure for the playground at the park.

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As the Chief of Police, for the City of Madera, I can speak to the critical need for recreation space and community gathering places. The Madera community faces challenges of poverty and all negative impacts that come as a result. In fact, recent community data shows high rates of obesity in our community including our youngest and most vulnerable residents. Having top-notch facilities where children and families can congregate, and exercise is critical to address many of the challenges that face our community. I am pleased to offer my support to provide shade from harmful ultraviolet rays thereby extending hours of use for the play equipment as well as a pavilion with picnic tables.

Please contact me at (559) 675-4201 if additional information is needed. We are pleased to continue and even expand our partnership with Madera’s Parks & Community Services Department so that we can further our collective efforts to strengthen the Madera community.

Sincerely,

Dino Lawson
Chief of Police

330 South “C” Street, Madera, California 93638
(559) 675-4200   FAX (559) 675-6654
February 28, 2019

Mary Anne Seay, Director
701 East 5th Street
Madera, CA 93638

Dear Ms. Seay,

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As the Executive Director, for Community Action Partnership of Madera County, Inc., I can speak to the critical need for recreation space and community gathering places. The Madera community faces challenges of poverty and all negative impacts that come as a result. In fact, recent community data shows high rates of obesity in our community including our youngest and most vulnerable residents. Having top-notch facilities where children and families can congregate, and exercise is critical to address many of the challenges that face our community. I am pleased to offer my support to provide shade from harmful ultraviolet rays thereby extending hours of use for the play equipment as well as a pavilion with picnic tables.

Please contact me at (559) 675-5749 if additional information is needed. We are pleased to continue and even expand our partnership with Madera’s Parks & Community Services Department so that we can further our collective efforts to strengthen the Madera community.

Sincerely,

Mattie Mendez
February 28, 2019

Mary Anne Seay, Director
701 East 5th Street
Madera, CA 93638

Dear Ms. Seay,

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As the Director for the Madera County Department of Social Services, I can speak to the critical need for recreation space and community gathering places. The Madera community faces challenges of poverty and all negative impacts that come as a result. In fact, recent community data shows high rates of obesity in our community including our youngest and most vulnerable residents. Having top-notch facilities where children and families can congregate, and exercise is critical to address many of the challenges that face our community. I am pleased to offer my support to provide shade from harmful ultraviolet rays thereby extending hours of use for the play equipment as well as a pavilion with picnic tables.

Please contact me at (559) 675-7841 if additional information is needed. We are pleased to continue and even expand our partnership with Madera’s Parks & Community Services Department so that we can further our collective efforts to strengthen the Madera community.

Sincerely,

Deborah Martinez
Director
February 25, 2019

Mary Anne Seay, Director
701 East 5th Street
Madera, CA 93638

Dear Ms. Seay,

Please accept this letter in support of the City of Madera’s pursuit of funding for additional amenities at Centennial Park. Specifically, the City’s Parks & Community Services Department is seeking Community Development Block Grant (CDBG) funding to add both a picnic pavilion and shade structure for the playground at the park.

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As the CEO of Camarena Health, I can speak to the critical need for recreation space and community gathering places. The Madera community faces challenges of poverty and all negative impacts that come as a result. In fact, recent community data shows high rates of obesity in our community including our youngest and most vulnerable residents. Having top-notch facilities where children and families can congregate, and exercise is critical to address many of the challenges that face our community. I am pleased to offer my support to provide shade from harmful ultraviolet rays thereby extending hours of use for the play equipment as well as a pavilion with picnic tables.

Please contact me at 559-664-4089 if additional information is needed. We are pleased to continue and even expand our partnership with Madera’s Parks & Community Services Department so that we can further our collective efforts to strengthen the Madera community.

Sincerely,

Paulo A Soares, MHA
Chief Executive Officer
February 28, 2019

Mary Anne Seay, Director
701 East 5th Street
Madera, CA 93638

Dear Ms. Seay,

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As the Chair, for Madera Beautification Committee, I can speak to the critical need for recreation space and community gathering places. The Madera community faces challenges of poverty and all negative impacts that come as a result. In fact, recent community data shows high rates of obesity in our community including our youngest and most vulnerable residents. Having top-notch facilities where children and families can congregate, and exercise is critical to address many of the challenges that face our community. I am pleased to offer my support to provide shade from harmful ultraviolet rays thereby extending hours of use for the play equipment as well as a pavilion with picnic tables.

Please contact me at (559) 706-6173 if additional information is needed. We are pleased to continue and even expand our partnership with Madera’s Parks & Community Services Department so that we can further our collective efforts to strengthen the Madera community.

Sincerely,

[Signature]

[scribbled signature]
February 25, 2019

Mary Anne Seay, Director
701 East 5th Street
Madera, CA 93638

Dear Ms. Seay,

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As the Director of Madera County Department of Public Health I can speak to the critical need for recreation space and community gathering places. The Madera community faces challenges of poverty and all negative impacts that come as a result. In fact, recent community data shows high rates of obesity in our community including our youngest and most vulnerable residents. Having top-notch facilities where children and families can congregate, and exercise is critical to address many of the challenges that face our community. I am pleased to offer my support to provide shade from harmful ultraviolet rays thereby extending hours of use for the play equipment as well as a pavilion with picnic tables.

Please contact me at sara.bosse@maderacounty.com or (559) 416-9489 if additional information is needed. We are pleased to continue and even expand our partnership with Madera’s Parks & Community Services Department so that we can further our collective efforts to strengthen the Madera community.

Sincerely,

Sara Bosse
Public Health Director
February 28, 2019

Mary Anne Seay, Director
701 East 5th Street
Madera, CA 93638

Dear Ms. Seay,

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As the Superintendent of Madera Unified School District, I can speak to the critical need for recreation space and community gathering places. The Madera community faces challenges of poverty and all negative impacts that come as a result. In fact, recent community data shows high rates of obesity in our community including our youngest and most vulnerable residents. Having top-notch facilities where children and families can congregate, and exercise is critical to address many of the challenges that face our community. I am pleased to offer my support to provide shade from harmful ultraviolet rays thereby extending hours of use for the play equipment as well as a pavilion with picnic tables.

Please contact me at (559) 675-4500 if additional information is needed. We are pleased to continue and even expand our partnership with Madera’s Parks & Community Services Department so that we can further our collective efforts to strengthen the Madera community.

Sincerely,

Todd Lile
Superintendent
CITY OF MADERA
ENGINEERING DEPARTMENT
LILLY ST. & VINEYARD AVE.
SIDEWALK IMPROVEMENTS NEAR
MARTIN LUTHER KING MIDDLE SCHOOL
GRANT APPLICATION SUBMITTAL CHECKLIST
(To Be Submitted with Application)

For All Grant Applicants (Include all the following in your application)

GRANT APPLICATION SUBMITTAL CHECKLIST
(To Be Submitted with Application)

For All Grant Applicants (Include all the following in your application)

<table>
<thead>
<tr>
<th>Item</th>
<th>Requirement</th>
</tr>
</thead>
<tbody>
<tr>
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<td>✅ Paper: 8 1/2 x 11</td>
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<td>✅ Single-sided, <strong>no double-sided pages</strong>, single-spaced and numbered consecutively</td>
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<td>✅ Grant Application Coversheet</td>
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<td>✅ Program/Project Narrative (Background, Need, Work Plan Narrative, Evaluation, Significance &amp; Applicability)</td>
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<tr>
<td>✅ Program/Project Timeline</td>
<td></td>
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<tr>
<td>✅ Budget Table</td>
<td></td>
</tr>
<tr>
<td>✅ Supporting Documentation (Staff Work Experience/Knowledge/Education Narrative for Key Staff Including Project Lead, 2-Page Limit Per Individual)</td>
<td></td>
</tr>
<tr>
<td>✅ Marketing/Outreach Plan</td>
<td><strong>Not Applicable</strong></td>
</tr>
<tr>
<td>✅ Client Eligibility/Income Verification Plan (If Not Assumed Benefit)</td>
<td><strong>Not Applicable</strong></td>
</tr>
<tr>
<td>✅ Letters of Support</td>
<td></td>
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<tr>
<td>✅ References</td>
<td></td>
</tr>
</tbody>
</table>
# CITY OF MADERA
## CDBG 2019/2020 GRANT CYCLE
### APPLICATION COVERSHEET

<table>
<thead>
<tr>
<th><strong>Applicant Name:</strong></th>
<th>City of Madera Engineering Department</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Physical Address:</strong> (Street, City, State, Zip Code)</td>
<td>205 W. Fourth Street, Madera, CA, 93637</td>
</tr>
<tr>
<td><strong>Mailing Address:</strong> (Street, City, State, Zip Code)</td>
<td>205 W. Fourth Street, Madera, CA, 93637</td>
</tr>
<tr>
<td><strong>Program Name:</strong></td>
<td>Engineering Department</td>
</tr>
<tr>
<td><strong>Non-profit Federal Internal Revenue Code Section 5019(c)(3) status:</strong></td>
<td>Tax ID Number: NA</td>
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<tr>
<td><strong>Grant Administrator – Manages Day-to-Day Tasks of Program</strong></td>
<td></td>
</tr>
<tr>
<td><strong>First and Last Name and Title</strong></td>
<td>Jose Sandoval, Assistant Engineer</td>
</tr>
<tr>
<td><strong>Program/Project Administrator Telephone Number and Email Address</strong></td>
<td><strong>P:</strong> (559) 661-5418 <strong>E:</strong> <a href="mailto:jsandoval@cityofmadera.com">jsandoval@cityofmadera.com</a></td>
</tr>
<tr>
<td><strong>Amount Requested:</strong></td>
<td><strong>$203,112.00</strong> <strong>CDBG</strong></td>
</tr>
<tr>
<td><strong>Additional Sources and Amounts:</strong></td>
<td><strong>$22,568.00</strong> <strong>LTF STREET</strong></td>
</tr>
</tbody>
</table>
CITY OF MADERA
COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)
PROJECT PROPOSAL FORM
2019/2020

DATE SUBMITTED: 3/8/2019

A. GENERAL INFORMATION

1. Name of Department/Organization: City of Madera, Engineering Department

   Address: 205 W. Fourth Street, Madera, CA. 93637

   Contact Person: Jose Sandoval

   Phone: (559) 661-5418

   Concurrence: ___________________ 
   Department Head Signature/Authorizing Official

B. ACTIVITY DESCRIPTION

1. Summary (Description of proposed project and anticipated accomplishment. If appropriate, include diagram of the area.):

   The proposed project involves the construction of pedestrian facilities including sidewalk, access curb ramps and drive approaches. The project is located on the following streets: Lilly Street and Vineyard Avenue. This location is generally southwest and extending to within a 1/4 mile of Martin Luther King Jr. Middle School. See the location map in Attachment 1.

2. Need (Explain why project is needed.):

   Various locations throughout the City of Madera, specifically in older developed areas, do not have adequate paths of travel for pedestrians traveling to schools, parks, churches, commercial areas, etc. A recent survey that was conducted throughout the community with the intent to determine what type of public improvements are the most important to the community determined that the highest priority for the community is building sidewalks to provide a safer pedestrian environment.

   Lilly Street and Vineyard Avenue, which surrounds Martin Luther King Jr. Middle School and lead up to collector and arterial roads Yosemite Avenue and Clinton Street, do not have sidewalks or access ramps and would be considered a high priority location per the aforementioned survey. The lack of sidewalks and ramps represents a potential unsafe path of travel for the students that attend the school and residents that walk to the commercial areas in Yosemite Avenue and to the park area in Clinton Street. This project will begin to fill in the missing sidewalks along direct routes to the school while
also providing ADA compliant corner ramps and adjust existing approaches as required.

3. Estimated cost of project and source of estimate (if available): **$225,680.00**

The engineer’s estimate in Attachment 2.

CDBG Fund: $203,112.00
LTF Street Fund: $22,568.00

The City of Madera Engineering Department has the ability to reduce the scope of the project if the grant awarding body wishes to award a lesser amount than the $203,112.00 and the City will commit to a 10% funding match.

Please identify other sources of funds to implement this project. If funds other than CDBG are proposed, please provide supporting documentation/letters of commitment.

This project will have additional funds provided by a designated line item for local match portion of the Local Transportation Streets Fund (LTF). The fund would provide $22,568.00 or that equating to a 10% match.

4. Timetable (assuming final approval next July 1). Will your proposal meet these goals in one year? Give starting date for activity.

Upon award of the CDBG funds, the City will immediately begin the design phase, followed by right-of-way acquisition (if needed), and move on to construction. The schedule is highly dependent on the extent of right-of-way acquisition needed for this project. Areas along Vineyard Avenue have been identified with potential right-of-way conflict to install a 5-foot sidewalk and corner access ramps. See the project schedule in Attachment 3.

5. What measurable goals will your program deliver?

This project will help in furthering our goal of creating safe and complete paths of travel for pedestrians. This goal is also included in a City document called the Vision 2025 Plan.

6. What are the project’s expected outcomes? How are the outcomes assessed?

The outcomes include decreasing the probability of pedestrian accidents along these routes. By making sidewalks and ramps available, pedestrians will no longer feel the need to walk in the streets and interact with vehicular traffic which in turn reduces the risk of pedestrian accidents.
7. What National Objective does your program meet?

The pedestrian and intersection improvements meet the following national objectives:

1. The project is in a low-income area that utilizes the local school.
2. The project would positively address blight in the area by constructing sidewalk where dirt and weeds are present.
3. The project has a direct need to provide sidewalks for the residents. Pedestrian safety is a priority not just locally but also on a state and national level. The lack of sidewalks put pedestrians in unsafe situations by forcing them to walk on the roads.

8. How does your proposal support the Vision Plan Madera 2025 Action Plan?

The project not only includes the improvements to the street; they enhance the current pedestrian facilities and improve the ADA accessibility.

C. ENVIRONMENTAL IMPACTS:

1. Historical:
   a. How old is the affected structure?
      NA. There are no historical sites in the project area that would be affected.
   b. Will this project affect an historically significant (or potentially historic) structure?
      NO

2. Archeological:
   a. Will this project involve any ground disturbance?
      The project will cause minimal ground disturbance as required to construct 4” thick concrete sidewalks.
   b. If so, how deep will excavation be and what is the volume of earth to be moved?
      NA

3. Water:
   a. Does this project involve a sewer or water system?
      No. This project will be limited to activities involving the construction of pedestrian facilities.
D. PROGRAM ELIGIBILITY:

To be eligible for funding, a project must either benefit low and moderate-income persons or prevent/eliminate slums or blight. Indicate how the proposed project meets this requirement. Projects that primarily benefit handicapped or senior citizens meet the criteria for benefiting low and moderate-income persons.

1. Primarily benefits low and moderate-income persons.
   
a. Number of persons served annually:
   The project is in the CDBG qualifying census tract 9. Referring to the 2010 census, the project will positively benefit approximately 9,612 low to moderate income residents in the surrounding area.

b. Service Area:
Number of City residents served annually:
Approximately 9,612 residents in the surrounding area would benefit from construction of sidewalks and ADA facilities.

Number of persons with disabilities or seniors served:
The project would provide sidewalk for numerous seniors and disabled persons in the community. This project would contribute by providing safe access to the schools, commercial areas, local churches and the transit stop in the area.

2. How will the proposed project prevent or eliminate slums or blight?
The proposed project is in a low-income area with a high minority population. The area currently has minimal pedestrian facilities on the local roads leading to the schools and commercial areas. Where sidewalks are missing, dirt and dried weeds are present. This project positively addresses the current blight by adding concrete sidewalk improvements where none previously existed.

E. CITIZEN PARTICIPATION:

Project proposals should include evidence of citizen support for activity.

1. What was done to receive public input/participation? Please provide details. What were the outcomes? Include documentation of support for the proposal such as meeting minutes, letters and petitions.

Several surveys were conducted throughout the community with the intent to determine what type of public improvements and public services are the most important to the community. The surveys were performed in January and February of 2019 at the following locations:

- La Esperanza Market – Cleveland & Lake Street
- El Toro Loco – D Street
- Master Gardeners’ Board Meeting
- Madera Adult School/ Workforce
- Camarena Health with Promotoras
- Trinity Lutheran Church
- Social Agencies Linking Together (SALT)
- Pomona Ranch
- Parent Resource Center Assistants at James Madison Elementary
- Hull Avenue Church

The surveys revealed that the highest priority for the community is building and repairing sidewalks to provide a safer pedestrian environment.

2. Note complaints that have been received, etc.
A complaint was received by the City of Madera Engineering Department in 2017 from a resident stating that sidewalks were necessary along Vineyard Avenue from Clinton Street to Yosemite Avenue due to students being forced to walk in the street on their way to school due to muddy dirt areas.

3. Evidence of collaboration with other agencies within the community.
See letters of support from the Madera Unified School District and the Successor Agency in Attachment 4.

Please see the eligible CDBG Census Tract Map in Attachment 5.

RETURN AN ORIGINAL AND TWO COPIES TO:
City of Madera
205 West Fourth Street
Madera, CA 93637
Attention: CDBG Administration

DUE DATE: March 8, 2019, 5:00 p.m.

CONTACT PERSON: Jorge Antonio Rojas, Program Manager – Grants
559-661-3693
djrojas@cityofmadera.com
ATTACHMENT 2
ENGINEER’S ESTIMATE
# PEDESTRIAN FACILITIES ON LILLY STREET & VINEYARD AVENUE

## ENGINEER’S ESTIMATE

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<tr>
<th>Item</th>
<th>Description</th>
<th>Unit</th>
<th>Quantity</th>
<th>Unit Price</th>
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<td>$10,000.00</td>
<td>$10,000.00</td>
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<td>Traffic Control, Signage and Detours</td>
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<td>Water Pollution Control Plan (WPCP) &amp; Dust Control Plan</td>
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<td>$3,500.00</td>
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<td>Clearing &amp; Grubbing, Demolition, Removal &amp; Disposal</td>
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<td>$25,000.00</td>
<td>$25,000.00</td>
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<td>5</td>
<td>Concrete Sidewalk</td>
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</tr>
<tr>
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<td>12</td>
<td>Miscellaneous Facilities and Operations (Not to exceed $5,000)</td>
<td>LS</td>
<td>1</td>
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**Construction Total** $173,600.00  
**Design 10%** $17,360.00  
**Construction Contingencies 10%** $17,360.00  
**Construction Management 10%** $17,360.00  
**TOTAL** $225,680.00  

**CDBG** $203,112.00  
**LTF Streets** $22,568.00

3/8/2019
ATTACHMENT 3
PROJECT SCHEDULE
<table>
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<tr>
<td>CDBG Funds Awarded</td>
<td>July 2019</td>
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<tr>
<td>Design*</td>
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<tr>
<td>Advertise for Construction</td>
<td>January 2020</td>
</tr>
<tr>
<td>Award the Project</td>
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</tr>
<tr>
<td>Construction Phase**</td>
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</tr>
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* Design Phase may be extended 2-6 months if right-of-way acquisition is required
  It may be extended up to 12 months if eminent domain is necessary

** Construction Phase may be extended dependent on weather
ATTACHMENT 4
LETTERS OF SUPPORT
March 6, 2019

City of Madera
Engineering Department
205 West Fourth Street
Madera, CA 93637

To whom it may concern,

Madera Unified School District supports the City of Madera’s grant application to install new pedestrian facilities along Vineyard Avenue and Lilly Street. The new sidewalk and curb access ramps would increase pedestrian safety for students and parents walking to Martin Luther King Jr. Middle School and Virginia Lee Rose Elementary School.

We hope you will give this application your full consideration.

Sincerely,

Rosalind Cox
Director of Facilities Planning & Construction Management
March 6, 2019

City of Madera
Engineering Division
205 West Fourth Street
Madera, CA 93637

Subject: Construction of a new sidewalk and ADA facilities southwest Madera

To whom it may concern,

The Successor Agency to the Former Madera Redevelopment Agency supports the City of Madera’s grant application to install sidewalks on Vineyard Avenue and Lilly Street.

Prior to dissolution the Madera Redevelopment Agency was tasked with the elimination of physical and economic blight in the Agency’s project area which includes Vineyard Avenue and Lilly Street. The Agency has always realized the importance of sidewalk, street lighting and curb & gutter projects and completed many similar projects prior to dissolution in this area. The neighborhood surrounding Vineyard Avenue and Lilly Street currently lacks full sidewalks and has an incomplete pedestrian path of travel. These items will add great value to this neighborhood, creating safer environments for the residents, adults and children, residing within.

At this time the Successor Agency to the Former Madera Redevelopment Agency would like to voice its full support of the proposed “Construction of a new sidewalk and ADA facilities.”

Sincerely,

Bob Wilson
Executive Director
ATTACHMENT 5
CENSUS TRACT MAP
REFERENCES

Please provide the name, title, company/agency, phone and email address for three references.

Staff will contact references and obtain “Yes” and “No” responses for the following:

Was your experience working with this agency successful?

Have you seen at least one very successful project developed by this organization/agency?

Do you think they are doing a good job in Madera?

<table>
<thead>
<tr>
<th>Name</th>
<th>Title</th>
<th>Company/Agency</th>
<th>Phone</th>
<th>Email Address</th>
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<tbody>
<tr>
<td>Rosalind Cox</td>
<td>Director of Facilities Planning &amp; Construction Mgmt.</td>
<td>Madera Unified School District</td>
<td>(559) 675-4548</td>
<td><a href="mailto:RosalidCox@maderausd.org">RosalidCox@maderausd.org</a></td>
</tr>
<tr>
<td>Bob Wilson</td>
<td>Executive Director</td>
<td>Successor Agency</td>
<td>(559) 661-5188</td>
<td><a href="mailto:bwilson@cityofmadera.com">bwilson@cityofmadera.com</a></td>
</tr>
<tr>
<td>Mon Son Lee</td>
<td>Construction Project Manager</td>
<td>Seal Rite Paving and Grading</td>
<td>(559) 222-7325</td>
<td><a href="mailto:Monslee88@gmail.com">Monslee88@gmail.com</a></td>
</tr>
</tbody>
</table>
ATTACHMENT 7
KEY STAFF
Keith Helmuth, PE

City Engineer

Mr. Helmuth has over 30 years of professional engineering experience. He has been successfully serving as City Engineer for the City of Madera since 2008. As the City Engineer, he is responsible for all aspects of the engineering department including private development and capital improvement program. He has been responsible for the design and construction of dozens of municipal infrastructure projects. Mr. Helmuth is acquainted with construction activities and how design plans translate to actual construction, giving him a well-rounded and objective approach to the design and construction of new projects. His educational background and many years of experience in the field qualifies him to work on a wide array of projects including the design and construction of pedestrian facilities.

- Professional Civil Engineer, California, License No. 50192
- Professional Civil Engineer, Nevada, License No. 9550
- M.S. Civil Engineering, University of Nevada, Las Vegas
- B.S. Civil Engineering, University of Nevada, Las Vegas
- Member of Institute of Transportation Engineers
- Member of American Public Works Association
Jose Sandoval, EIT
Assistant Engineer

Mr. Sandoval has extensive experience in the preparation of project plans, specifications, and estimates and also possesses extensive knowledge and understanding of the design of ADA accessibility improvements, utility infrastructure improvements, and street design. He has designed and managed several projects from the initial planning phase to design, estimating, and construction management. He has served as lead designer and project manager for various capital improvement projects with the City of Madera in the past 3 years. Mr. Sandoval successfully served as project manager for the CDBG funded project, Yosemite Avenue & Elm Street Traffic Signal Installation Project, that was constructed by Bush Engineering, Inc. and was completed in December of 2018. His educational background and professional experience qualifies him to be a part of the team to design and construct pedestrian facilities.

- Engineer in Training, Certificate No. 163158
- B.S. Civil Engineering, California State University, Fresno
- Member of the Society of Hispanic Professional Engineers
Frank Holguin
Engineering Project Manager

Mr. Holguin has over 30 years of experience in the construction industry. This experience includes a wide variety of projects which include commercial and industrial site development, residential lot grading, paving, pavement rehabilitation, traffic signal installation, and many more. Mr. Holguin's responsibilities include project coordination, development of a project team, project management, plan review, selection of construction methods, sub-contractor selection, quality control manager, site safety representative and provides superintendent functions as required. Mr. Holguin is currently acting as engineering project manager for various capital improvement projects in the City of Madera which include: construction of Fire Station #58, Waste Water Treatment Plant Rehabilitation, and the construction of the Transit Facility. His experience in construction management is invaluable.

- B.S. Construction Management, California State University, Fresno
CITY OF MADERA
ENGINEERING DEPARTMENT
MAPLE ST., STADIUM RD.
MONTEREY ST. & SANTA CRUZ ST.
SIDEWALK IMPROVEMENTS NEAR
JAMES MADISON ELEMENTARY SCHOOL &
MADERA HIGH SCHOOL NORTH CAMPUS
GRANT APPLICATION SUBMITTAL CHECKLIST  
(To Be Submitted with Application)

For All Grant Applicants (Include all the following in your application)

GRANT APPLICATION SUBMITTAL CHECKLIST  
(To Be Submitted with Application)

For All Grant Applicants (Include all the following in your application)

<table>
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<td>Program/Project Narrative (Background, Need, Work Plan Narrative, Evaluation, Significance &amp; Applicability)</td>
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<td>Program/Project Timeline</td>
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<td>Budget Table</td>
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<td>Supporting Documentation (Staff Work Experience/Knowledge/Education Narrative for Key Staff Including Project Lead, 2-Page Limit Per Individual)</td>
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<td>Marketing/Outreach Plan</td>
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<td>Client Eligibility/Income Verification Plan (If Not Assumed Benefit)</td>
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<tr>
<td>Letters of Support</td>
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<td>References</td>
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## CITY OF MADERA
### CDBG 2019/2020 GRANT CYCLE
#### APPLICATION COVERSHEET

<table>
<thead>
<tr>
<th>Applicant Name:</th>
</tr>
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<tbody>
<tr>
<td>City of Madera Engineering Department</td>
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<table>
<thead>
<tr>
<th>Physical Address: (Street, City, State, Zip Code)</th>
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<tr>
<td>205 W. Fourth Street, Madera, CA, 93637</td>
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<table>
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<tr>
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<td>Tax ID Number: NA</td>
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<tr>
<th>Grant Administrator – Manages Day-to-Day Tasks of Program</th>
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<tr>
<td>Jose Sandoval, Assistant Engineer</td>
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<table>
<thead>
<tr>
<th>Program/Project Administrator Telephone Number and Email Address</th>
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<tbody>
<tr>
<td>P: (559) 661-5418 E: <a href="mailto:jsandoval@cityofmadera.com">jsandoval@cityofmadera.com</a></td>
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<table>
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<th>Amount Requested:</th>
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<td>$317,889.00 CDBG</td>
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<th>Additional Sources and Amounts:</th>
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<td>$35,321.00 LTF STREET</td>
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</table>
CITY OF MADERA
COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)
PROJECT PROPOSAL FORM
2019/2020

DATE SUBMITTED: 3/8/2019

A. GENERAL INFORMATION

1. Name of Department/Organization: City of Madera, Engineering Department

Address: 205 W. Fourth Street, Madera, CA. 93637

Contact Person: Jose Sandoval

Phone: (559) 661-5418

Concurrence: [Signature]
Department Head Signature/Authorizing Official

B. ACTIVITY DESCRIPTION

1. Summary (Description of proposed project and anticipated accomplishment. If appropriate, include diagram of the area.):

The proposed project involves the construction of pedestrian facilities including sidewalk, access curb ramps and drive approaches. The project is located on the following streets: Maple Street, Stadium Road, Monterey Street and Santa Cruz Street. This location is generally southeast and extending to within ¼ mile of James Madison Elementary and Madera High School North Campus. See the location map in Attachment 1.

2. Need (Explain why project is needed.):

Various locations throughout the City of Madera, specifically in older developed areas, do not have adequate paths of travel for pedestrians traveling to schools, parks, churches, commercial areas, etc. A recent survey that was conducted throughout the community with the intent to determine what type of public improvements are the most important to the community determined that the highest priority for the community is building sidewalks to provide a safer pedestrian environment.

Maple Street, Stadium Road, Monterey Street and Santa Cruz Street, which surround James Madison Elementary and Madera High School North Campus and lead up to collector and arterial roads Stadium Road and Olive Avenue, do not have sidewalks or access ramps and would be considered a high priority location per the aforementioned survey. The lack of sidewalks and ramps represents a potential unsafe path of travel for the students that attend the school and residents that walk to the commercial areas in Olive Avenue. This project will begin to fill in the missing sidewalks along direct routes
to the school while also providing ADA compliant corner ramps and adjust existing approaches as required.

3. Estimated cost of project and source of estimate (if available): **$353,210.00**
   The engineer’s estimate in Attachment 2.

   - CDBG Fund: $317,889.00
   - LTF Street Fund: $35,321.00

   The City of Madera Engineering Department has the ability to reduce the scope of the project if the grant awarding body wishes to award a lesser amount than the $317,889.00 and the City will commit to a 10% funding match.

   Please identify other sources of funds to implement this project. If funds other than CDBG are proposed, please provide supporting documentation/letters of commitment.

   This project will have additional funds provided by a designated line item for local match portion of the Local Transportation Streets Fund (LTF). The fund would provide $35,321.00 or that equating to a 10% match.

4. Timetable (assuming final approval next July 1). Will your proposal meet these goals in one year? Give starting date for activity.

   Upon award of the CDBG funds, the City will immediately begin the design phase, followed by right-of-way acquisition (if needed), and move on to construction. The schedule is highly dependent on the extent of right-of-way acquisition needed for this project. Areas along Maple Street have been identified with potential right-of-way conflict to install a 5-foot sidewalk and corner access ramps. See the project schedule in Attachment 3.

5. What measurable goals will your program deliver?

   This project will help in furthering our goal of creating safe and complete paths of travel for pedestrians. This goal is also included in a City document called the Vision 2025 Plan.

6. What are the project’s expected outcomes? How are the outcomes assessed?

   The outcomes include decreasing the probability of pedestrian accidents along these routes. By making sidewalks and ramps available, pedestrians will no longer feel the need to walk in the streets and interact with vehicular traffic which in turn reduces the risk of pedestrian accidents.
7. What National Objective does your program meet?

The pedestrian and intersection improvements meet the following national objectives:

1. The project is in a low-income area that utilizes the local school.

2. The project would positively address blight in the area by constructing sidewalk where dirt and weeds are present.

3. The project has a direct need to provide sidewalks for the residents. Pedestrian safety is a priority not just locally but also on a state and national level. The lack of sidewalks put pedestrians in unsafe situations by forcing them to walk on the roads.

8. How does your proposal support the Vision Plan Madera 2025 Action Plan?

The project not only includes the improvements to the street; they enhance the current pedestrian facilities and improve the ADA accessibility.

C. ENVIRONMENTAL IMPACTS:

1. Historical:
   a. How old is the affected structure?
      
      NA. There are no historical sites in the project area that would be affected.
   b. Will this project affect an historically significant (or potentially historic) structure?
      
      NO

2. Archeological:
   a. Will this project involve any ground disturbance?
      
      The project will cause minimal ground disturbance as required to construct 4" thick concrete sidewalks.
   b. If so, how deep will excavation be and what is the volume of earth to be moved?
      
      NA

3. Water:
   a. Does this project involve a sewer or water system?
      
      No. This project will be limited to activities involving the construction of pedestrian facilities.
D. PROGRAM ELIGIBILITY:

To be eligible for funding, a project must either benefit low and moderate-income persons or prevent/eliminate slums or blight. Indicate how the proposed project meets this requirement. Projects that primarily benefit handicapped or senior citizens meet the criteria for benefiting low and moderate-income persons.

1. Primarily benefits low and moderate-income persons.
   a. Number of persons served annually:
      The project is in the CDBG qualifying census tract 5.02. Referring to the 2010 census, the project will positively benefit approximately 10,473 low to moderate income residents in the surrounding area.
   b. Service Area:
      Number of City residents served annually:
      Approximately 10,473 residents in the surrounding area would benefit from construction of sidewalks and ADA facilities.
      Number of persons with disabilities or seniors served:
      The project would provide sidewalk for numerous seniors and disabled persons in the community. This project would contribute by providing safe access to the schools, commercial areas, local churches and the transit stop in the area.

2. How will the proposed project prevent or eliminate slums or blight?
   The proposed project is in a low-income area with a high minority population. The area currently has minimal pedestrian facilities on the local roads leading to the schools and commercial areas. Where sidewalks are missing, dirt and dried weeds are present. This project positively addresses the current blight by adding concrete sidewalk improvements where none previously existed.

E. CITIZEN PARTICIPATION:

Project proposals should include evidence of citizen support for activity.

1. What was done to receive public input/participation? Please provide details. What were the outcomes? Include documentation of support for the proposal such as meeting minutes, letters and petitions.
   Several surveys were conducted throughout the community with the intent to determine what type of public improvements and public services are the most important to the community. The surveys were performed in January and February of 2019 at the following locations:
   - La Esperanza Market – Cleveland & Lake Street
• El Toro Loco – D Street
• Master Gardeners’ Board Meeting
• Madera Adult School/Workforce
• Camarena Health with Promotoras
• Trinity Lutheran Church
• Social Agencies Linking Together (SALT)
• Pomona Ranch
• Parent Resource Center Assistants at James Madison Elementary
• Hull Avenue Church

The surveys revealed that the highest priority for the community is building and repairing sidewalks to provide a safer pedestrian environment.

2. Note complaints that have been received, etc.
A complaint was received by the City of Madera Engineering Department in 2017 from a resident stating that sidewalks were necessary along Vineyard Avenue from Clinton Street to Yosemite Avenue due to students being forced to walk in the street on their way to school due to muddy dirt areas.

3. Evidence of collaboration with other agencies within the community.
See letters of support from the Madera Unified School District and the Successor Agency in Attachment 4.

Please see the eligible CDBG Census Tract Map in Attachment 5.

RETURN AN ORIGINAL AND TWO COPIES TO: City of Madera
205 West Fourth Street
Madera, CA 93637
Attention: CDBG Administration

DUE DATE: March 8, 2019, 5:00 p.m.

CONTACT PERSON: Jorge Antonio Rojas, Program Manager – Grants
559-661-3693
jrojas@cityofmadera.com
ATTACHMENT 1
LOCATION MAP
Location Map
Pedestrian Facilities at Stadium Rd, Maple Street, Santa Cruz Street & Monterey Street

Madera High North Campus

James Madison Elementary
ATTACHMENT 2
ENGINEER'S ESTIMATE
# PEDESTRIAN FACILITIES ON MAPLE ST, STADIUM RD, MONTEREY ST & SANTA CRUZ ST

## ENGINEER'S ESTIMATE

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<th>Quantity</th>
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ATTACHMENT 4
LETTERS OF SUPPORT
March 6, 2019

City of Madera
Engineering Department
205 West Fourth Street
Madera, CA 93637

To Whom It May Concern,

Madera Unified School District supports the City of Madera’s grant application to install new pedestrian facilities along Maple Street, Monterey Street, and Santa Cruz Street. The new sidewalk and curb access ramps would increase pedestrian safety for students and parents walking to James Madison Elementary and Madera High School.

We hope you will give this application your full consideration.

Sincerely,

Rosalind Cox
Director of Facilities Planning & Construction Management
March 6, 2019

City of Madera
Engineering Division
205 West Fourth Street
Madera, CA 93637

Subject: Construction of a new sidewalk and ADA facilities southeast Madera

To whom it may concern,

The Successor Agency to the Former Madera Redevelopment Agency supports the City of Madera’s grant application to install sidewalks on Maple Street and several adjacent cross streets.

Prior to dissolution the Madera Redevelopment Agency was tasked with the elimination of physical and economic blight in the Agency’s project area which includes Maple Street. The Agency has always realized the importance of sidewalk, street lighting and curb & gutter projects and completed many similar projects prior to dissolution within the project area. The neighborhood surrounding Maple Street currently lacks full sidewalks and has an incomplete pedestrian path of travel. These items will add great value to this neighborhood, creating safer environments for the residents, adults and children, residing within.

At this time the Successor Agency to the Former Madera Redevelopment Agency would like to voice its full support of the proposed “Construction of a new sidewalk and ADA facilities.”

Sincerely,

Bob Wilson
Executive Director
ATTACHMENT 5
CENSUS TRACT MAP
REFERENCES

Please provide the name, title, company/agency, phone and email address for three references.

Staff will contact references and obtain “Yes” and “No” responses for the following:

Was your experience working with this agency successful?

Have you seen at least one very successful project developed by this organization/agency?

Do you think they are doing a good job in Madera?

<table>
<thead>
<tr>
<th>Name</th>
<th>Title</th>
<th>Company/Agency</th>
<th>Phone</th>
<th>Email Address</th>
</tr>
</thead>
<tbody>
<tr>
<td>Rosalind Cox</td>
<td>Director of Facilities Planning &amp;</td>
<td>Madera Unified School</td>
<td>(559) 675-4548</td>
<td><a href="mailto:RosalidCox@maderausd.org">RosalidCox@maderausd.org</a></td>
</tr>
<tr>
<td></td>
<td>Construction Mgmt.</td>
<td>School District</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Bob Wilson</td>
<td>Executive Director</td>
<td>Successor Agency</td>
<td>(559) 661-5188</td>
<td><a href="mailto:bwilson@cityofmadera.com">bwilson@cityofmadera.com</a></td>
</tr>
<tr>
<td>Monsun Son</td>
<td>Construction Project Manager</td>
<td>Seal Rite Paving and</td>
<td>(559) 222-7325</td>
<td><a href="mailto:Monslee88@gmail.com">Monslee88@gmail.com</a></td>
</tr>
<tr>
<td>Lee</td>
<td></td>
<td>Grading</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
Keith Helmuth, PE
City Engineer

Mr. Helmuth has over 30 years of professional engineering experience. He has been successfully serving as City Engineer for the City of Madera since 2008. As the City Engineer, he is responsible for all aspects of the engineering department including private development and capital improvement program. He has been responsible for the design and construction of dozens of municipal infrastructure projects. Mr. Helmuth is acquainted with construction activities and how design plans translate to actual construction, giving him a well-rounded and objective approach to the design and construction of new projects. His educational background and many years of experience in the field qualifies him to work on a wide array of projects including the design and construction of pedestrian facilities.

- Professional Civil Engineer, California, License No. 50192
- Professional Civil Engineer, Nevada, License No. 9550
- M.S. Civil Engineering, University of Nevada, Las Vegas
- B.S. Civil Engineering, University of Nevada, Las Vegas
- Member of Institute of Transportation Engineers
- Member of American Public Works Association
Jose Sandoval, EIT
Assistant Engineer

Mr. Sandoval has extensive experience in the preparation of project plans, specifications, and estimates and also possesses extensive knowledge and understanding of the design of ADA accessibility improvements, utility infrastructure improvements, and street design. He has designed and managed several projects from the initial planning phase to design, estimating, and construction management. He has served as lead designer and project manager for various capital improvement projects with the City of Madera in the past 3 years. Mr. Sandoval successfully served as project manager for the CDBG funded project, Yosemite Avenue & Elm Street Traffic Signal Installation Project, that was constructed by Bush Engineering, Inc. and was completed in December of 2018. His educational background and professional experience qualifies him to be a part of the team to design and construct pedestrian facilities.

- Engineer in Training, Certificate No. 163158
- B.S. Civil Engineering, California State University, Fresno
- Member of the Society of Hispanic Professional Engineers
Frank Holguin  
*Engineering Project Manager*

Mr. Holguin has over 30 years of experience in the construction industry. This experience includes a wide variety of project which include commercial and industrial site development, residential lot grading, paving, pavement rehabilitation, traffic signal installation, and many more. Mr. Holguin’s responsibilities include project coordination, development of a project team, project management, plan review, selection of construction methods, sub-contractor selection, quality control manager, site safety representative and provides superintendent functions as required. Mr. Holguin is currently acting as engineering project manager for various capital improvement projects in the City of Madera which include: construction of Fire Station #58, Waste Water Treatment Plant Rehabilitation, and the construction of the Transit Facility. His experience in construction management is invaluable.

- B.S. Construction Management, California State University, Fresno
HOUSING AUTHORITY OF THE
CITY OF MADERA
EXPANSION OF TEMPORARY
HOUSING FOR HOMELESS FAMILIES AT
POMONA RANCH HOUSING CENTER
Housing Authority of the City of Madera

Community Development Block Grant Application

2019-2020
Submitted by Linda Marie Shaw, Executive Director

HACM is dedicated to serving our community by providing quality housing, resources, capital improvements and other sustaining services that will improve the lives of families.
GRANT APPLICATION SUBMITTAL CHECKLIST  
(To Be Submitted with Application)

For All Grant Applicants (Include all the following in your application)

GRANT APPLICATION SUBMITTAL CHECKLIST  
(To Be Submitted with Application)

For All Grant Applicants (Include all the following in your application)

<table>
<thead>
<tr>
<th>1 original completed application</th>
<th>□ Grant Application Coversheet</th>
</tr>
</thead>
<tbody>
<tr>
<td>Font: 12 point</td>
<td>□ Program/Project Narrative (Background, Need, Work Plan Narrative, Evaluation, Significance &amp; Applicability)</td>
</tr>
<tr>
<td>Paper: 8 1/2 x 11</td>
<td>□ Program/Project Timeline</td>
</tr>
<tr>
<td>Single-sided, no double-sided pages, single-spaced and numbered consecutively</td>
<td>□ Budget Table</td>
</tr>
<tr>
<td>One-inch top, bottom, left and right margins</td>
<td>□ Supporting Documentation (Staff Work Experience/Knowledge/Education Narrative for Key Staff Including Project Lead, 2-Page Limit Per Individual)</td>
</tr>
<tr>
<td>Stapled, upper left-hand corner, not bound</td>
<td>□ Marketing/Outreach Plan</td>
</tr>
<tr>
<td>Double-checked for grammar and spelling errors</td>
<td>□ Client Eligibility/Income Verification Plan (If Not Assumed Benefit)</td>
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<tr>
<td>No emailed applications</td>
<td>□ Letters of Support</td>
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<tr>
<td>No dividers</td>
<td>□ References</td>
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CITY OF MADERA  
CDBG 2019/2020 GRANT CYCLE  
APPLICATION COVERSHEET

<table>
<thead>
<tr>
<th>Applicant Name:</th>
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<tbody>
<tr>
<td>Housing Authority of the City of Madera</td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>Physical Address: (Street, City, State, Zip Code)</th>
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<tr>
<td>205 N G St, Madera, CA 93637</td>
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</table>

<table>
<thead>
<tr>
<th>Mailing Address: (Street, City, State, Zip Code)</th>
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<td>205 N G St, Madera, CA 93637</td>
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<table>
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<tr>
<th>Program Name:</th>
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<tr>
<td>Expansion of Temporary Housing for Homeless Families at Pomona Ranch Housing Center</td>
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| Non-profit Federal Internal Revenue Code Section 501(c)(3) status: Not applicable; Government Agency |
| Tax ID Number: 94-2542559 |

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<th>Grant Administrator – Manages Day-to-Day Tasks of Program</th>
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<tbody>
<tr>
<td>First and Last Name and Title:</td>
</tr>
<tr>
<td>Linda Shaw, Executive Director</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Program/Project Administrator Telephone Number and Email Address</th>
</tr>
</thead>
</table>
| (559) 674-5695  
Linda@maderaha.org |
<table>
<thead>
<tr>
<th><strong>Amount Requested:</strong></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>$156,000</td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th><strong>Additional Sources and Amounts:</strong></th>
</tr>
</thead>
<tbody>
<tr>
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CITY OF MADERA
COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)
CAPITAL PROJECT/PUBLIC IMPROVEMENT 2019/2020 PROPOSAL APPLICATION
PART 1 (PAGES 4 THROUGH 6)

Priority Needs for the 2019/2020 Action Plan

<table>
<thead>
<tr>
<th>Homeless Services and Facilities</th>
<th>To provide funding for services and facilities serving the homeless, persons and households at risk of homelessness</th>
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</thead>
<tbody>
<tr>
<td>Youth Services</td>
<td>Programs to engage youth in leadership, college readiness, employment and life skills training.</td>
</tr>
<tr>
<td>Senior Services</td>
<td>Programs, services and community facilities to support seniors' wellness, nutrition and recreation.</td>
</tr>
<tr>
<td>Public Facility Improvements</td>
<td>Installation or reconstruction of high priority public facilities and improvements to parks, storm drainage, sewer and water facilities, streets, bike lanes and sidewalks.</td>
</tr>
</tbody>
</table>

REFERENCES

Please provide the name, title, company/agency, phone and email address for three references.

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<th>Company/Agency</th>
<th>Phone</th>
<th>Email Address</th>
</tr>
</thead>
<tbody>
<tr>
<td>Will Oliver</td>
<td>Former City Councilman &amp; Past Chairman</td>
<td>City of Madera</td>
<td>(559) 474-0303</td>
<td><a href="mailto:woliver21@gmail.com">woliver21@gmail.com</a></td>
</tr>
<tr>
<td>Charles Rigby</td>
<td>Former City Councilman &amp; Past Chairman</td>
<td>City of Madera</td>
<td>(559) 514-6930</td>
<td><a href="mailto:c.rigby@maderavwcc.com">c.rigby@maderavwcc.com</a></td>
</tr>
<tr>
<td>Herman Perez</td>
<td>CEO</td>
<td>MORES</td>
<td>(559) 871-9114</td>
<td><a href="mailto:hermanjperez@comcast.net">hermanjperez@comcast.net</a></td>
</tr>
</tbody>
</table>
CITY OF MADERA
COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)
PROJECT PROPOSAL FORM
2019/2020

DATE SUBMITTED: March 8, 2019

A. GENERAL INFORMATION

1. Name of Department/Organization: Housing Authority of the City of Madera
   Address: 205 N G St, Madera, CA 93637
   Contact Person: Linda Shaw, Executive Director    Phone: (559) 674-5695
   Concurrence: [Signature]

B. ACTIVITY DESCRIPTION

1. Summary (Description of proposed project and anticipated accomplishment. If appropriate, include diagram of the area.):

   Last year’s CDBG grant awarded the Housing Authority of the City of Madera (HACM) funding to convert 10 migrant housing units at Pomona Ranch into temporary homeless family housing via the installation of heating and air conditioning units (HVAC) and social, workforce, and behavioral health services. This proposal aims to build on the success of last year’s project by converting an additional 10 units into temporary homeless family housing units. The proposed expansion will also involve the hiring of an additional Case Manager to provide additional homeless families with social services and referrals.
   The project cost will include environmental assessment, the removal of outdated water heaters from the roof, repair the roof, and install new HVAC systems inside each of the 10 units.

2. Need (Explain why project is needed.):

   There are currently 15 homeless families on the waiting list for temporary family housing at Pomona Ranch. HACM aims to provide temporary housing to at least 10, and preferably 20, homeless families with children in Madera. Overall demand for temporary homeless housing in Madera remains high, with the March 2018 Point in Time count resulting in the same numbers as the previous year’s count (2017).

   The 2015 Fresno Madera Continuum of Care Point-in-Time Count yielded a count of 264 homeless individuals in Madera. The majority of this population, 196 individuals, was listed as “unsheltered.” In 2016, the Madera Rescue Mission self-reported that they provided emergency/overnight shelter to 47 families – defined as an adult with at least one child under age 18.
The Pomona Ranch Housing Center is a 50-unit subsidized residential complex for migrant farm workers, which, until last year, sat empty between November and March of each year at taxpayer expense. HACM has upgraded 10 residential units with air conditioning and heating units in order to provide temporary residences and a continuum of care for homeless families with children. Since the Pomona Ranch facilities have been upgraded for the colder winter months, family-style residences have been made available to homeless families at no cost. The opportunity to re-purpose Pomona Ranch during its ‘off-season’ was proposed by Linda Shaw at HACM and supported by 2016 data provided the Madera Rescue Mission.

Currently, The Pomona Ranch Housing Center is a gated 50-unit complex, with 10 two-bedroom, 30 three-bedroom, and 10 four-bedroom units. All units have 1 bathroom. In the spring/summer/fall months, rent is paid by migrant workers on a daily basis and all utilities are included. Each unit has a stove, refrigerator, 1 folding table, 6 folding chairs, and 2 beds per bedroom. The center has a playground, soccer field, volleyball court, and 2 basketball courts. This center has an on-site laundry facility with coin operated machines and a daycare facility run and operated by the Madera County Community Action Partnership.

3. Estimated cost of project and source of estimate (if available):

$156,000. The source of this estimate is Linda Shaw with input from the Housing the Homeless Committee. No other sources of funds have been identified for this project.

4. Timetable (assuming final approval next July 1). Will your proposal meet these goals in one year? Give starting date for activity.

The proposed construction and renovation project will begin in mid-November 2019 so that construction is completed by the end of December 2019. Families will begin to move in to the Pomona Ranch in mid-November 2019. The annual housing program cycle will end 5 months later, in April 2020. The project is not on a 12-month schedule, but aims to meet its goals within one year of funding.

5. What measurable goals will your program deliver?

Measurable goals for the program include:
Providing temporary housing to 10-20 homeless families with children.
Assisting homeless household heads to locate and rent long term housing off-site.
Providing household heads and teenagers with financial education and job skill training/referrals.
Assessing and referring program participants to social services and behavioral health resources, as appropriate.
6. What are the project's expected outcomes? How are the outcomes assessed?

Expected outcomes are for each participating family to find long-term housing and employment. The Case Manager will maintain contact with program participants for one year after their stay to monitor their housing and employment status.

7. What National Objective does your program meet?

This program meets the following CDBG National Objective: L/M Income Limited Clientele. The program will “exclusively benefit a clientele who are generally presumed by HUD to be principally L/M income persons,” a definition that includes homeless persons.

8. How does your proposal support the Vision Plan Madera 2025 Action Plan?

This project aligns with the Vision Plan Madera 2025 Action plan's focus on Well-Planned Neighborhoods and Housing and A Strong Workforce. The project supports these plan elements by expanding affordable/public housing options, providing workforce/job skills training to the homeless community, and reducing the number of homeless people within City limits.

C. ENVIRONMENTAL IMPACTS:

1. Historical:

   a. How old is the affected structure? The structure was built in 1997 – it is 22 years old.

   b. Will this project affect an historically significant (or potentially historic) structure? No.

2. Archeological:

   a. Will this project involve any ground disturbance? No.

   b. If so, how deep will excavation be and what is the volume of earth to be moved? Not Applicable.

3. Water:

   a. Does this project involve a sewer or water system? No.

D. PROGRAM ELIGIBILITY:
To be eligible for funding, a project must either benefit low and moderate-income persons or prevent/eliminate slums or blight. Indicate how the proposed project meets this requirement. Projects that primarily benefit handicapped or senior citizens meet the criteria for benefiting low and moderate-income persons.

1. **Primarily benefits low and moderate-income persons.**
   a. **Number of persons served annually:** 17 homeless persons (10 families) per season
   b. **Service Area:** The City of Madera
      
      **Number of City residents served annually:** 17
      
      **Number of persons with disabilities or seniors served:** 4 disabled, 8 seniors

2. **How will the proposed project prevent or eliminate slums or blight?**

   The project will provide temporary housing to persons that currently live on the streets. The project will provide homeless families social and behavioral health services and referrals, as well as workforce/job skills training and financial management training, ideally resulting in permanent/long-term employment and home residence.

**E. CITIZEN PARTICIPATION:**

Project proposals should include evidence of citizen support for activity.

1. **What was done to receive public input/participation? Please provide details. What were the outcomes? Include documentation of support for the proposal such as meeting minutes, letters and petitions.**

   The Housing the Homeless Committee met on a monthly/bi-monthly basis to discuss this project and its project. Please see attached agendas from meetings of the Housing the Homeless Committee. The committee was instrumental in identifying the success of last year’s program and the continued need for additional homeless family housing, services, and referrals.

2. **Note complaints that have been received, etc.**

   A resident of the project in 2017 complained that he should have been provided with personal interviews for specific jobs.

3. **Evidence of collaboration with other agencies within the community.**

   For evidence of collaboration, please see attached agendas from meetings of the Housing the Homeless Committee. HACM has formed a committee comprised of representatives from local agencies and organizations that have pledged to provide a continuum of care for homeless families at Pomona Ranch. This agency is comprised of: Linda M. Shaw, Executive Director, Housing Authority City of
Madera; Jim Taubert, Executive Director, Successor Agency; Charles Rigby, Chairperson, HACM Board of Commissioners; William Oliver, Vice-Chairperson, HACM Board of Commissioners; Elizabeth Wisener, Community Svc. Program Mgr. – Community Action Partnership of Madera County (CAPMC); Mattie Mendez, Executive Director, CAPMC; Dennis Koch, Executive Director, Madera County Behavioral Health; Miguel Gonzalez, Program Mgr., Dept. Social Services; Van Do-Reynoso, Public Health Director, Madera County Public Health; Mike Unger, Madera Rescue Mission; and G. Chiramonte, Madera Police Department.

Please see the eligible CDBG Census Tract map below.

RETURN AN ORIGINAL AND TWO COPIES TO:
City of Madera
205 West Fourth Street
Madera, CA 93637
Attention: CDBG Administration

DUE DATE:
March 8, 2019, 5:00 p.m.

CONTACT PERSON:
Jorge Antonio Rojas, Program Manager – Grants
559-661-3693
jrojas@cityofmadera.com
### PROJECT BUDGET:

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<td>OTHER (LIST)</td>
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<tr>
<td><strong>TOTAL</strong></td>
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</tbody>
</table>
Linda Marie Shaw, M.ED.
3092 Sultana Drive, Madera, California 93637
lindamshaw66@gmail.com
(215) 888-5019

Education
Rivier University, 2010 – Doctoral Program in Leadership & Learning
University of Utah, 1984 – Educational Administration, M.ED.
San Diego State University, 1977 – Drama, B.A.

Military
United States Navy, 1968-1975, Honorable Discharge

Work History
Executive Director 2015-Present City of Madera Housing Authority
- Serve as Chief Executive Officer of HACM’s operations, administration, maintenance, Housing Choice Voucher (Section 8) programs, migrant workers programs and the agency’s non-profit board.
- Implement policies set forth by the Board of Commissioners
- Provide leadership and improve overall stability
- Develop and manage a budget of $800,000
- Supervise 35 FTEs

Executive Director 2006-2015 Revere Housing Authority
- Serve as Chief Executive Officer of RHA’s operations and mission to provide safe and affordable housing.
- Implement policies set forth by the Board of Commissioners.
- Moved the public housing program from a troubled performer to high performer status.
- Develop and manage a budget totaling $17 million in state and federal funds.
- Responsible for a staff of 47 FTEs.
- Established the Housing Choice Voucher Program (Section 8) as a high performer.

Program Manager 2005-2006 Philadelphia Housing Authority
- Responsible for recertification teams, leasing, payments, inspections, audits, client services, vouchers and fraud investigations for PHA’s Housing Choice Voucher Program (Section 8).
- Supervised staff and implemented policies, procedures, strategic plans and budgets.

President & CEO 1998-2005 Blue Hills Community Services
- Served as Chief Executive Officer for Corporation in Kansas City, MO and its subsidiary companies. Managed a $40 million budget.
Linda Marie Shaw
Page 2

- Served as Contracts manager for the statewide implementation of the Title I (instructional) and Title VI (purchasing) By-Pass programs funded by the U. S. Department of Education. Served 3,000 elementary school children.
- Managed day-to-day operations in the areas of affordable housing, asset/property management, community and economic development.
- Supervised human resources, finance and accounting, and management information systems staff.

Deputy Executive Director 1997-1998 Housing Authority New Orleans
- Served as Chief Operating Officer for HANO’s public housing including multi-family, single family, and scattered site units. Issued Section 8 vouchers and certificates.
- Supervised 630 staff to implement property/asset management.
- Developed and managed a budget of $41 million.

Executive Director 1993-1997 Tulsa Housing Authority
- Served as Chief Executive Officer of THA’s operations to provide safe and affordable housing. Implemented policies set forth by the Board of Commissioners.
- Implemented modernization plans to improve accountability through performance based assessment and technical capacity building systems.
- Organized after-school tutorial labs for elementary school children.
- Supervised a staff of 217, managed a budget of $25 million.

Director 1990-1993 City of Seattle
- Had oversight responsibility for supervising 132 Department of Community Development agency staff to implement neighborhood revitalization, contract compliance, community development and housing programs.
- Served as the Mayor’s representative.
- Developed and managed a $9 million budget.

Deputy Director 1988-1990 State of Washington
- Administered the Department of Community Development’s intergovernmental affairs, community and economic development, children, youth and families programs.
- Negotiated collective bargaining agreements with the Washington Federation of State Employees (Union) and the Washington Public Employees Association.
- Supervised a staff of 60 and managed a $32 million budget.
Linda Marie Shaw
Page 3

Deputy Administrator  1984-1988  State of Wisconsin
- Implemented the Division of Community Services’ Aid to Families with Dependent Children (AFDC), food stamps, Social Security Disability Income (SSI), aging, mental health, adoption, youth and families, and energy assistance programs.
- Developed a statewide computer reporting networking system for 72 counties to implement federal and state social services programs. Served as Contracts manager for county administered programs. Supervised staff and managed budgets.

Director  1980-1984  State of Utah
- Advised the Governor and Black Advisory Commission on matters impacting the state’s black community.
- Investigated complaints of discrimination and designed equal opportunity agendas for housing, health, employment, education and criminal justice.

Planner/Evaluator  1977-1980  Ogden Area CAP
- Wrote and implemented grants for the Head Start and CETA programs. Served as Contracts Manager and supervised a staff of 38 that served 80 preschool children.
- Monitored the placement of children that graduated from the Head Start program into the elementary school system.
- Monitored the energy conservation and home weatherization programs.

Certifications & Awards
Revere Journal’s Woman of the Year (2014) – Revere, MA
Principles of Core Mediation – Johnson County Community College, KS
State & Local Senior Executives – Harvard’s Kennedy School of Government, MA

Community Involvement
Member – National Committee for Small Housing Authority
Washington, D.C.

Adjunct Professor – Quincy College
  ➢ Business Ethics
  ➢ Principles of Management
Quincy, Massachusetts

Presenter – Doctoral Conference on Leadership & Learning, Rivier University
Nashua, New Hampshire

President – North Shore Executive Directors Association
Swampscott, Massachusetts
SONIA DE LA TORRE

36418 Sparta Ave Madera, CA 93636 | 559-871-4384 | sonia@maderaha.org

Education

DEGREE | DATE EARNED | SCHOOL
- General Education: 1979-1983 Nogales/Rowland Unified
- Certified Assisted Housing Manager: 2001 Quadel Consulting Corporation
- Specialist in Housing Credit Management: 2008 National Affordable Management Association

Skills & Abilities

MANAGEMENT
- 18 years of experience of Assisted Housing Management
- Bilingual English/Spanish
- Leadership/management experience of property maintenance staff
- Notary Public since 1999

Experience

PROGRAM MANAGER | HOUSING AUTHORITY OF THE CITY OF MADERA | 1992- CURRENT
- Responsible for the day to day management operations of a specifically assigned group of non-profit owned properties including screening, selecting applicants for occupancy, verifying income, annual recertification’s, property inspections, dealing with vendors and after hours emergencies; enforces policies, procedures and work methods associated with assigned duties; responsible for the development and administration of tenant relations and site activities. Duties include those of the project Coordinator.

PROJECT COORDINATOR | HOUSING AUTHORITY OF THE CITY OF MADERA | 1999 –CURRENT
- Successfully assisted in overseeing a 2 million dollar renovation of Yosemite Manor coordinating with the contractors and relocating residents during the renovation of apartment complex. Directly responsible for managing the site to ensure effective fiscal, physical and social soundness. Oversee the day to day operations of the property including administrative, facilities and marketing. Managed 76 Senior Units while continuing my duties as Project Assistant for the City of Madera Housing Rehabilitation Program funded by CDBG until 2003. Continued to assist as needed for the County of Madera CDBG Housing Rehabilitation program until 2008. Supervised on site staff to perform required tasks needed to properly maintain building & Equipment; Responsible for compliance with California Housing Finance Agency (CalHFA), California Tax Credit Allocation Committee (CTCAC), Enterprise and periodically by Housing and Urban Development (HUD) regulations. Coordinate activities for residents, such as resident committee meetings (YMRC), coordinate presentations by community agencies such as seniors’ working with Law Enforcement, Madera Community Hospital (Blood pressure and Health Education), Madera Adult School (Craft Class, Exercise Class, and Reminiscing), Madera Food Bank and many other community agencies to conduct presentations beneficial to senior residents as needed. Collect and deposit monthly rents, miscellaneous charges, refunds of security deposits and monthly financial reports, record keeping of service request and coordinate repairs.
Gina Acevedo  
(559)706-2515  |  m.acevedo0602@gmail.com  |  2817 Driftwood Drive Madera, Ca 93637

Objective

To seek employment in which my skills will be utilized in order to grow individually and professionally.

Skills & Abilities

- Bilingual
- Case Management experience
- Customer Service experience
- Management experience
- Work efficiently with software programs such as excel, word, and PowerPoint

Experience

Community Action Partnership of Madera County Madera, Ca 01/2019-Current
Housing Case Worker

- Assist in the accomplishment of Case Management planning with individuals that are of the homeless population
- Teach basic daily living skills in order to have consumer seek and keep employment and housing.
- Connect/Refer consumer to the proper recourses within the community

Turning Point Rural Mental Health Clinic of Fresno County Kerman, Ca 08/2017-01/2019
PSC-Personal Service Coordinator/ Case Manager

- Assist in case management of Chronic mentally ill children, adolescents, and adults under supervision of program director to have them function daily.
- Handle a case load approx. the size of 100 individuals
- Refer/ Connect consumer to recource of the community.
1) ONE YEAR PROJECT WORK TIMELINE:

Construction start: mid November 2019
Homeless families move in: late November 2019
Construction end: early December 2019
Homeless families move out: April 2020

2) MARKETING PLAN:

Our waiting list has 15 families that requested to move into Pomona Ranch this fall. The Housing the Homeless Committee members and organizations will also get the word out via their networks and staff. The local newspaper, the Madera Tribune, will most likely do another story on the homeless family housing program at Pomona Ranch, as they did last year.
Pomona Ranch Homeless Program
Plan Outline

PURPOSE

The primary goal of Pomona Ranch Homeless Program is to offer temporary housing to homeless families in efforts to guide and educate households out of homelessness. The objective of the Pomona Ranch Homeless Program services is to assist families reach a level of self-sufficiency with the supportive services of a case manager offering day to day guidance, education, support and resources.

ELIGIBILITY

Eligible applicants must be citizens of the United States or have eligible immigrations status and meet all tenant criteria requirements. Applicants must also meet income requirements and must not exceed the schedule of income limits for low (80%) income families participating in the Pomona Ranch Homeless Program. Current income limits may be found at the HUD user website http://www.huduser.org/portal/datasets/il.html

FAIR HOUSING POLICY

It is the policy of the Pomona Ranch Homeless Program to comply fully with all Federal, State, and local nondiscrimination laws and in accordance with the rules and regulations governing Fair Housing and Equal Opportunity in housing and employment.

The Pomona Ranch Homeless Program shall conform to the Fair Housing Amendments Act of 1988 as amended from time to time, and not discriminate or deny any family or individual the opportunity to apply for or receive assistance on account of age, race, color, religion, sexual orientation, gender identity, disability/handicap, national origin, familial status, marital status and all eligible person in accordance with The Equal Access Rule.

APPLICATION PROCEDURES

Applications are received on a referral basis only by a community agency assisting them with their homeless situation and/or knowledgeable of their housing status. Community agencies submit a Referral Form to the property manager for further review and evaluation to present to the Pomona Ranch Housing Committee.

The Referral form will request the following information:

- Applicant and household information, date of birth, gender, and relationship
- Street Address and phone numbers
- Amount(s) and source(s) of income received by household members
- Current living situation
- Information of referring agency and contact person
The information on the referral form will be verified by the program manager by conducting an intake questionnaire by phone or in person. The intake questionnaire will request more detail information of income/assets and housing history. Applications will be presented to the Pomona Ranch Committee to determine which applicants are actually homeless and in need of housing. Approved applicants will proceed to be invited to an intake committee meeting. The intake committee will interview the applicant to determine their housing needs and provide guidance, assistance and referrals. The intake committee will decide which applicants will be housed at Pomona Ranch.

NOTIFICATION OF APPLICANT STATUS

If after a review of the applicants the family is determined to be preliminarily eligible, they will be placed on the waiting list according to the date and time the preliminary application was received. If the family is determined to be ineligible based on the information provided in the pre-application, the program manager will promptly notify the family (in an accessible format upon request as a reasonable accommodation/auxiliary aids), state the reason(s). Persons with disabilities may request to have an advocate attend the informal review as an accommodation. Preapplicants that are obviously ineligible are not placed on the waiting list.

SUITABILITY TO TENANCY

**Individual Applicant’s Prior Conduct**

1. The prior conduct of the applicant and his/her family will be evaluated in determining the approval or denial of an applicant for admission to housing. The evaluation of the applicants prior conduct will be based on information which is provided by sources which include, but are not limited to, the applicant (by interview), previous landlords, employers, family social workers, parole/probation officers, court records, drug treatment centers, clinics, physicians, or police/sheriff departments, where warranted by the particular circumstances.

2. An application for admission may be denied if it is determined through information provided by the above sources that the applicant’s admission is likely to interfere with other residents in such a manner as to diminish their enjoyment or safety of the premises by:
   a. Adversely affecting their health, safety or welfare; or
   b. Adversely affecting the physical environment; or
   c. Adversely affecting the financial stability of the complex; or
   d. Adversely affecting the social or family environment of the complex

3. The following specific criteria will be utilized solely for evaluating an individual applicant’s prior conduct: Prior conduct adversely affecting the health, safety or welfare of other residents.
   1. A history of poor housekeeping habits at prior residences, damage to property, creation of fire hazards, or otherwise creating sanitation or public health problems; or
2. Repeated history of disturbance of neighbors involving disorderly, illegal or unreasonable activities and/or physical violence resulting in intervention by law enforcement agencies.

3. Prior conduct adversely affecting the physical environment. A history of property destruction in the previous residences and/or the surrounding premises which is beyond that due to normal wear and use.

4. Prior conduct adversely affecting the social or family environment of the complex. A history of conduct indicating behavior that is incompatible with a family environment. Such behavior as lewd behavior or acts, incidents of sexual exposure, child molestation, illegal drug involvement (for sale or personal use), criminal behavior such as theft, assault and battery, and other forms of behavior that can reasonably be determined to be incompatible with a healthy family environment and accepted social norms and values.

4. **State Lifetime Sex Offender Registration**

In accordance with the regulations at 24 CFR 5.856 and 5.905, YM will perform necessary criminal history background checks to determine if an applicant, or a member of an applicant’s household, is subject to a lifetime State Sex Offender Registration. The Dru Sjodin National Sex Offender Database [http://www.nsopw.gov](http://www.nsopw.gov) is an online, searchable database hosted by the Department of Justice, which combines the data from individual state sex offender registries and/or other available national, state, or local resources. The Dru Sjodin National Sex Offender database is available through the City of Madera’s local law enforcement agencies. In addition to screening adult members of the applicant’s household, a criminal background screening will include juvenile members of the applicant’s household, to the extent allowed by state and local law.

If an applicant’s household includes a member who is subject to any state lifetime sex offender registration, the applicant will have the opportunity to remove the ineligible family member.

5. In the event unfavorable information is received with respect to an applicant, consideration shall be given to the time, nature and extent of the applicant’s conduct and to any factors which might indicate a reasonable probability of favorable future conduct or financial prospects. Examples of the latter include:

a. Evidence of rehabilitation: and/or

b. Evidence of the applicant’s family’s willingness to participate in social service or other appropriate counseling services programs and the availability of such program, and/or

c. Evidence of willingness to attempt to increase income and/or avail oneself of training or employment programs in the locality.
6. Any information received regarding an individual applicant shall be used solely for the purpose of determining eligibility, acceptance and/or denial of individual applications. Such information shall be held confidential and will not be released for any other use.

7. A summary of verified information related to acceptance or rejection of an application shall be placed in the applicant's file and shall be approved by the executive director. Documentation shall include reports of interviews, letter, or telephone conversations from those sources providing information about the applicant. All information received will include the date, the source (including name and title of the individual contacted) and a summary of the information received.

Reasons for Rejection:

- Household income exceeds the program income limits.
- Ineligible for the project's specific requirements not homeless.
- Household size has exceeded the property's occupancy standards.
- Unwilling to disclose and provide proof of Social Security numbers.
- Unwilling to provide proof of U.S. citizenship or eligible non-citizen status as required by the assistance program.
- Refusal to sign and submit verification consent forms
- Providing false information with the intent to deceive.
- Household maintains one or more residence.
- Failure to meet the criminal background and suitability screening criteria.
- Failure to meet the housing history screening criteria
- Failure to meet the one or more criteria stated in the property's resident selection plan.
- Unwilling to participate in efforts to assist them in their self-sufficiency for housing efforts with the case manager.
FY 2018 Income Limits Documentation System

Selecting any of the buttons labeled "Explanation" will display detailed calculation steps for each of the various parameters.

<table>
<thead>
<tr>
<th>FY 2018 Income Limit Area</th>
<th>Median Family Income Explanation</th>
<th>FY 2018 Income Limit Category</th>
<th>Persons in Family</th>
</tr>
</thead>
<tbody>
<tr>
<td>Madera, CA MSA</td>
<td>$55,200</td>
<td>1 2 3 4 5 6 7 8</td>
<td></td>
</tr>
<tr>
<td>Very Low (50%) Income Limits ($)</td>
<td>20,900 23,900 26,900 29,850 32,250 34,650 37,050 39,450</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Extremely Low Income Limits ($)*</td>
<td>12,550 16,460 20,780 25,100 29,420 33,740 37,050* 39,450*</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Low (80%) Income Limits ($)</td>
<td>33,450 38,200 43,000 47,750 51,600 55,400 59,250 63,050</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

The Madera, CA MSA contains the following areas: Madera County, CA;

* The FY 2014 Consolidated Appropriations Act changed the definition of extremely low-income to be the greater of 30/50ths (60 percent) of the Section 8 very low-income limit or the poverty guideline as established by the Department of Health and Human Services (HHS), provided that this amount is not greater than the Section 8 50% very low-income limit. Consequently, the extremely low income limits may equal the very low (50%) income limits.

Income Limit areas are based on FY 2018 Fair Market Rent (FMR) areas. For information on FMRs, please see our associated FY 2018 Fair Market Rent documentation system.

For last year’s Median Family Income and Income Limits, please see here:

FY2017 Median Family Income and Income Limits for Madera, CA MSA

February 28, 2019

Mr. Jorge Antonio Rojas, Grants Program Manager
City of Madera
205 W. Fourth Street
Madera, CA 93637

RE: Pomona Ranch and Housing the Homeless

Dear Mr. Rojas,

We are aware of the funding request submitted by the Housing Authority of the City of Madera, asking you consideration of an application to house homeless families at Pomona Ranch. We fully support this project and ask that you give the Housing Authority an opportunity to address the serious homeless problem facing our community.

We all know what it’s like to need affordable and safe housing. The Housing Authority of the City of Madera has been in the business of providing shelter to those who need it and is in a position to provide continuous shelter in an effort to solve this problem, especially during winter months.

Please give this application your fullest consideration and help the Housing Authority provide affordable housing to those who need it. The 2018 program was successful. Please allow the Housing Authority of the City of Madera to further develop this project.

Sincerely,

[Signature]

Cc: Madera City Council
Housing Authority City of Madera Board of Commissioners
Linda M. Shaw, HACM Executive Director
Mr. Jorge Antonio Rojas, Grants Program Manager  
City of Madera  
205 W. Fourth Street  
Madera, CA 93637

RE: Pomona Ranch and Housing the Homeless

Dear Mr. Rojas,

I am aware of the funding request submitted by the Housing Authority of the City of Madera, asking your consideration of an application to house homeless families at Pomona Ranch. I fully support this project and ask that you give the Housing Authority an opportunity to address the serious homeless problem facing our community.

As a former Mayor of Madera and current Madera County Supervisor, I have experienced the issues caused by the lack of affordable housing. The Housing Authority of the City of Madera has been in the business of providing shelter to those who need it and is in a position to provide continuous shelter in an effort to solve this problem, especially during winter months.

The 2018 program was successful, with all participant’s finding long term residencies. Your assistance would be greatly appreciated in assisting the Housing Authority of the City of Madera to further develop this project. Please give this application your fullest consideration and help the Housing Authority provide affordable housing to those who need it.

Sincerely,

Robert Poythress  
Madera County Supervisor
February 28, 2019

Mr. Jorge Antonio Rojas, Grants Program Manager
City of Madera
205 W. Fourth Street
Madera, CA 93637

RE: Pomona Ranch and Housing the Homeless

Dear Mr. Rojas,

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Please give this application your fullest consideration and help the Housing Authority provide affordable housing to those who need it. The 2017 program was successful, with all of the participants finding long term residences. Please allow the Housing Authority of the City of Madera to further develop this project.

Sincerely,

Paulo A. Soares, MHA
Chief Executive Officer

Cc: Madera City Council
    Housing Authority City of Madera Board of Commissioners
    Linda M. Shaw, HACM Executive Director
February 27, 2019
Mr. Jorge Antonio Rojas, Grants Program Manager
City of Madera
205 W. Fourth Street
Madera, CA 93637

RE: Pomona Ranch and Housing the Homeless

Dear Mr. Rojas,

We are aware of the funding request submitted by the Housing Authority of the City of Madera, asking you consideration of an application to house homeless families at Pomona Ranch. We fully support this project and ask that you give the Housing Authority an opportunity to address the serious homeless problem facing our community.

We all know what it's like to need affordable and safe housing. The Housing Authority of the City of Madera has been in the business of providing shelter to those who need it and is in a position to provide continuous shelter in an effort to solve this problem, especially during winter months.

Please give this application your fullest consideration and help the Housing Authority provide affordable housing to those who need it. The 2017 &2018 program was successful, with all of the participants finding long term residences. Please allow the Housing Authority of the City of Madera to further develop this project.

Sincerely,

Dennis P. Koch, Director
Madera County Behavioral Health Services

Cc: Madera City Council
Housing Authority City of Madera Board of Commissioners
Linda M. Shaw, HACM Executive Director
POMONA RANCH PROJECT

Wednesday, January 09, 2019
8:30AM – 9:30AM
Camarena Health Board Room
730 N. I Street, Suite 202
Madera, CA 93637

Agenda

I. Welcome/Introductions –
   a. Mayor Medellin
   b. Linda Shaw, Executive Director of HACM

II. Implementation –
   a. Tenant Update

   b. Referrals

   c. Intake Committee
      i. Next meeting: ________________

   d. Events
      i. Past: Christmas present drop-off

      ii. Upcoming:

III. Additional Challenges and Opportunities
   a. Move-Out Date: March 31, 2019
POMONA RANCH PROJECT

Wednesday, January 30, 2019
8:30AM – 9:30AM
Camarena Health Board Room
730 N. I Street, Suite 202
Madera, CA 93637

Agenda

I. Welcome/Introductions –
   a. Mayor Medellin
   b. Linda Shaw, Executive Director of HACM

II. Implementation –
    a. Tenant Update

    b. Events: Town Hall Meetings

III. Additional Challenges and Opportunities
     a. Move-Out Date: March 31, 2019
POMONA RANCH PROJECT

Wednesday, February 13, 2019
8:30AM – 9:30AM
Camarena Health Board Room
730 N. I Street, Suite 202
Madera, CA 93637

Agenda

I. Welcome/Introductions –
   a. Mayor Medellin
   b. Linda Shaw, Executive Director of HACM

II. Implementation –
   a. Tenant Update

   b. Town Hall Meeting

III. Additional Challenges and Opportunities
   a. Move-Out Date: March 31, 2019
POMONA RANCH PROJECT

Thursday, February 28, 2019
8:30AM – 9:30AM
Camarena Health Board Room
730 N. I Street, Suite 202
Madera, CA 93637

Agenda

I. Welcome/Introductions –
   a. Mayor Medellin
   b. Linda Shaw, Executive Director of HACM

II. Implementation –
   a. Tenant Update

   b. Events: Upcoming Town Hall Meeting 3/9/19

III. Additional Challenges and Opportunities
   a. Move-Out Date: March 31, 2019