

CITY OF SAN MARCOS
2019 CDBG PUBLIC SERVICES APPLICATION



Due Date: June 18, 2021

I. **APPLICANT CONTACT INFORMATION**

Applicant Organization: Hays County Women's Center, Inc. d.b.a. Hays-Caldwell Women's Center

Contact Name: Michelle Ducote Telephone: 512-396-3404 ext. 246

Mailing Address: PO Box 234, San Marcos, TX 78667

Physical Address, if different from mailing address: 1101 Davis Lane, San Marcos, TX 78666

Contact E-Mail Address: mducote@hcwc.org Web Address: www.hcwc.org

Who is authorized to execute program documents? Melissa Rodriguez, Executive Director

II. **APPLICATION SUMMARY INFORMATION**

Project Name: Family Violence Shelter Program

Amount of CDBG Funds Requested: \$45,000

Project Location: 1101 Davis Lane, San Marcos, TX 78666

Will all CDBG funds for this project be expended by July 15, ~~2021~~ ²⁰²¹ Yes No

If "No", what percent is expected to be completed by that date? _____

III.

PROJECT DESCRIPTION

PROGRAM SUMMARY

Briefly summarize the program for which CDBG funding has been requested.

Our Family Violence Shelter Program provides direct services for women, men and children who are fleeing family violence at home making them homeless. Services include shelter, personal and legal advocacy, individual counseling, support groups and counseling and activities for children. Last year this program provided face-to-face services to 209 victims, and 40% of those were San Marcos residents. We estimate that the expenses for 30 days of shelter are \$1,925 per victim. The funds from the City of San Marcos CDBG will allow us to provide safe shelter and face-to-face services to 13 family violence victims needing shelter from San Marcos.

USE OF FUNDS

How will the funds be used?

- A. CDBG funds (\$25,000) will be used to pay a portion of the salary for 8 staff members providing direct services to victims of family violence residing in our family violence shelter.
- B. CDBG funds (\$20,000) will be used to pay first and half of second month's rent for approximately 10 families moving into their own home/apartment in San Marcos after leaving HCWC's family violence shelter. No other City funds are requested for this service.

ACCOMPLISHMENTS

Once the project is completed, how can its success be measured?

- A. The McCoy Family Shelter, which was completed in 2009, provides a safe, emergency housing solution. The shelter has the capacity to house up to ten families at a time for 30 to 90 day stays. Just as shelter clients' individual goals may vary widely, so do indicators of program success. One of the most obvious signs of success are related to victims of family violence and their children no longer being in immediate danger in an abusive household. In addition to quantitative program measures such as the number of clients who complete a service plan, number/percent of clients who, as a result of their service plan, participate in supportive services, and the number of clients who leave the shelter and move to safe, secure, permanent housing, HCWC will also measure other indicators of success such as a client's perceived decreased risk from violence, increased knowledge of resources available, and their overall satisfaction with the services received.
- B. HCWC received funding from Health and Human Services Commission (HHSC) in FY20/21 to provide economic stability funds for family violence clients. With this funding, HCWC was able to pay up to 6 months of rent for clients most in need. HCWC collected outcomes from clients participating in the Economic Stability program and the results indicated the rental assistance was life-changing for many of them. 99% of participants reported the rental assistance helped them and their children feel safer. Comments such as "this program helped me get custody of my daughter and I accomplished my goal of becoming a nurse's aid," and "this helped us move into a safer environment, helped me further my education and money management," and "with a safe home, I was able to learn skills that allowed me to find better employment," make it clear that funds to assist with rent are a critical need, and can be transformative for victims of family violence. We anticipate similar results for clients with the requested CDBG funding.

TYPE OF PUBLIC SERVICE (choose all that apply)

- | | |
|--|---|
| <input type="checkbox"/> 05A Senior Services | <input type="checkbox"/> 05B Handicapped Services |
| <input type="checkbox"/> 05C Legal Services | <input type="checkbox"/> 05D Youth Services |
| <input type="checkbox"/> 05E Transportation Services | <input type="checkbox"/> 05F Substance Abuse Services |
| <input checked="" type="checkbox"/> 05G Battered and Abused Spouses Services | <input type="checkbox"/> 05H Employment Training |
| <input type="checkbox"/> 05I Crime Awareness | <input type="checkbox"/> 05J Fair Housing Activities |
| <input type="checkbox"/> 05K Tenant/Landlord Counseling | <input type="checkbox"/> 05L Child Care Services |
| <input type="checkbox"/> 05M Health Services | <input type="checkbox"/> 05N Abused and Neglected Children Services |
| <input type="checkbox"/> 05O Mental Health Services | <input type="checkbox"/> 05P Screening for Lead Paint/Lead Hazards |
| <input type="checkbox"/> 05Q Subsistence Payments | <input type="checkbox"/> 05R Homeownership Assistance (Not Direct) |
| <input type="checkbox"/> Other: _____ | |

PROGRAM INFORMATION

1. Program eligibility (please select one):
 - a. This is a new program.
 - b. This is an existing program that: (select one of the following)
 - Has previously received CDBG funding and the amount requested for this year is the same or less than previous funding; or
 - will expand to serve more beneficiaries or to provide more services if the CDBG funding as requested is approved. *Please attach an analysis that details how the program or service will be expanded, how many new beneficiaries will be served by the expansion, and how this number was determined.*
2. Programs receiving funding from the City at this time (during the current program year):
 - a. How much CDBG funding was awarded? HCWC did not request or receive CDBG funding for FY20 or FY21.
 - b. Is this program receiving any other City of San Marcos sources? Yes
 - c. If yes, how much was received and from what source? For 2021, HCWC received \$23,000 in Human Services
3. Is there a fee to clients to participate in the program? Yes No
If yes, please provide fee structure.
4. Describe the days and hours of operation of the program: HCWC's Family Violence Shelter is staffed and operated 24 hours a day / 365 days a year, including holidays.

NEED AND JUSTIFICATION

Describe the need for this program.

An increasing number of victims of domestic violence from San Marcos are in need of safe shelter, counseling, and advocacy services due to the abuse they have experienced. The proposed project will provide these critical services to victims of domestic violence in San Marcos to help facilitate restoration and healing from the violence. The Hays-Caldwell Women's Center is the only agency that addresses family violence issues and provides specialized services to victims of abuse in San Marcos.

IMPACT

Describe in detail the impact this program will have on the identified need and on San Marcos residents.

A. For victims of family violence in need of safe shelter, our Shelter Program services are critical and include the following:

- Trained HELPLine advocates provide crisis intervention, furnish resources and referrals, discuss safety plans and offer emotional support 24 hours daily. Last year, we handled 3,996 calls.
- Victims may stay at our shelter for 30 to 90 days while receiving HCWC services. During the first visit, we work with clients to create personal goals and individual service plans based on needs and requested assistance.
- Shelter clients receive food, clothing, personal supplies and transportation for emergencies and to local schools. When a client leaves, we try to provide household furnishings.
- Advocates provide shelter clients with referrals to appropriate HCWC services, and we offer resources for housing, employment, financial assistance, counseling and child care. Advocates offer assistance with TANF, food stamps, Medicaid and the Children's Health Insurance Program.
- Our legal advocates assist victims dealing with divorce, child custody, and child support issues and help them apply for protection orders and Crime Victims Compensation.
- HCWC counselors help victims heal and share techniques to help them break free of the cycle of violence.
- Support groups allow clients to share experiences, identify abuse patterns and break free from their abusers.
- We assess each child's individual, social and therapeutic needs and offer age appropriate counseling and structured group activities. Last year, 118 children in HCWC's shelter received these services, and 48 were children from San Marcos.
- Upon exit from the shelter, we revisit goals to assess client progress before leaving the program.

B. For approximately 10 San Marcos families who are in the process of transitioning from HCWC's family violence shelter into their own house/apartment, the first month and half of the second month's rent will be paid with CDBG funds. This funding will help provide the financial support necessary for those 10 heads of household to execute a plan for creating a safe, permanent home for themselves and their children and live independently in the San Marcos community.

EXPERIENCE OR REFERENCES

Describe your experience in implementing a similar program, or if this is a first time venture, provide an explanation of why you believe you will be successful in implementation. You may attach up to three letters of reference.

HCWC has provided comprehensive services, including shelter, to victims of family violence, dating violence, sexual assault, and child abuse for 43 years. HCWC also has a long track record (10+ years) of receiving and successfully implementing CDBG funding for our shelter program.

IV.

PROGRAM BENEFICIARIES

Applicant must be able to document that at least 51% of the beneficiaries have an annual income that is at or below 80% of the Area Median Income and are San Marcos residents.

A. PRESUMED BENEFIT: See definition above of "Presumed Benefit".

1. Will all of the program's beneficiaries in a Presumed Benefit Category? Yes or No

If "yes", list the categories: Battered Spouses, Abused Children, and Homeless Persons

2. How many persons in each presumed category are proposed to be assisted if funding is received?

Abused Children	Elderly Persons	Battered Spouses	Homeless Persons	Severely Disabled Adults	Illiterate Adults	Persons living with AIDS
120		100	220 total			

3. If this program was carried out the previous full program year (10/1 – 9/30), how many persons were served in each presumed category:

Abused Children	Elderly Persons	Battered Spouses	Homeless Persons	Severely Disabled Adults	Illiterate Adults	Persons living with AIDS
118		91	209 total			

B. BENEFICIARIES WHO ARE NOT CONSIDERED "PRESUMED"

1. How many persons are proposed to be assisted if funding is received? _____

If this program was carried out the previous program year (10/1 – 9/30), how many persons were served?

2. What percentage of persons proposed to be assisted are expected to be low/mod? _____

3. What percentage of persons proposed to be assisted are expected to be San Marcos residents? _____

4. How do you propose to document the income of the beneficiaries? (check all that apply)

Evidence that the child is approved for free or reduced lunch

Evidence that the family lives in housing sponsored by the Housing Authority

Evidence that the family is WIC approved

Income documentation using one of the 3 HUD approved methods

Self-certification, with income verification required of 20% of certifications

Other, describe: _____

VI.

LINE ITEM BUDGET

Please use the following format to present your proposed line item budget. Secured funds are funds on-hand, pledged, or awarded. Following the Line Item Budget, please complete the Supplemental Budget Form – Use of Other Resources. Funds and costs, as outlined on the Sources and Uses of Funds form, may **not** be spent or incurred prior to a contract award date (usually October 1st) from the CDBG Program. Supporting documentation may be attached as an Appendix.

Expense Category	Total Program Budget	CDBG Portion	Other Funding Source	Other Funds Amount
Personnel Services		25,000		
Salaries	483,550	20,500	HHSC, VOCA, St. David's Foundation, Local / unrestricted	463,050
Fringe Benefits	92,370	4,500	HHSC, VOCA, St. David's Foundation, Local / unrestricted	87,870
Supplies				
Office Supplies	2,200	0	HHSC, VOCA, Unrestricted funds	2,200
Program Supplies	6,000	0	HHSC, VOCA, Unrestricted funds	6,000
Client Materials	8,500 (food)	0	HHSC, Local / unrestricted funds	8,500
Operating				
Training	4,400	0	HHSC, VOCA, St. David's Foundation, Local / unrestricted	4,400
Insurance	17,926	0	HHSC, VOCA, St. David's Foundation, Local / unrestricted	17,926
Utilities/Rent/Mortgage	20,400	0	HHSC, VOCA, St. David's Foundation, Local / unrestricted	20,400
Other (please specify)				
Technology Support	18,777	0	HHSC, VOCA, St. David's Foundation, Local / unrestricted	18,777
Vehicle Expense / Travel	7,250	0	Unrestricted funds	7,250
B. Rental Assistance for Clients		20,000		
Total	661,373	45,000		636,373

Please provide an explanation for any unusual budget expenditures listed in the line item budget above.

VII.

PROJECTED IMPLEMENTATION SCHEDULE WITH PERFORMANCE GOALS

Projected Start Date:
10 / 1 / 2021

Projected Completion Date:
9 / 30 / 2022

Activity Description	Start Month/Year	End Month/Year	Performance Measurement Goal
<i>Example: Hiring New Staff Member</i>	<i>October 2021</i>	<i>December 2021</i>	<i>Employment process complete</i>
A. Provide shelter to victims of family violence and their children who face a homeless situation by leaving their abuser.	Ongoing	Ongoing	HCWC's goal for 2021/2022 is to provide 30-90 days of shelter and other direct services to at least 85 adults, youth, and children who are San Marcos residents.
B. Provide first and half of second month's rent to 10 shelter families from San Marcos moving into their own apartment upon leaving HCWC's shelter.	October 2021	September 2022	HCWC's goal is to provide rental assistance for approximately 10 families transitioning from HCWC's family violence shelter into their own apartment/house (10 heads of household and their children, approximately 40 people total).