



INVESTING IN COMMUNITIES

**NOTICE OF REGULAR MEETING MEETING**  
**Sacramento Housing and Redevelopment**  
**Commission**

**Wednesday, February 3, 2016 – 6:00 pm**  
**801 12<sup>th</sup> Street**  
**2<sup>nd</sup> Floor Commission Room**  
**Sacramento CA**

**ROLL CALL**

**APPROVAL OF AGENDA**

**CITIZENS COMMENTS**

While the Commission welcomes and encourages participation in the Commission meetings, please limit your comments to three minutes, so that everyone may be heard. If you wish to speak under Citizens Comments or on a posted agenda item, please fill out a speaker card and present it to the Agency Clerk. SHRA provides opportunities for the public to address the Commission at this time in order to listen to opinions regarding non-agendized matters within the subject matter jurisdiction of SHRA. Consistent with the Brown Act, the public comment periods on the agenda are not intended to be "question and answer" periods or conversations with Commission members. Members of the public with questions are encouraged to contact staff before or after the meeting. Commission attendees are requested to silence any electronic devices that they have in their possession during the meeting.

**1. APPROVAL OF MINUTES - January 6, 2016 meeting**

**BUSINESS ITEMS**

**2. Authorization and acceptance of Jobs Plus Pilot Program Grant**

**PRESENTATION**

**3. Presentation for outgoing Chair Mel Griffin**

**EXECUTIVE DIRECTOR REPORT**

**COMMISSION CHAIR REPORT**

**ITEMS AND QUESTIONS OF COMMISSION MEMBERS**

**ADJOURNMENT**

**REPORTS:** Copies of documents relating to agenda items are available for review in the Agency Clerk's office located at 801 12<sup>th</sup> Street, Sacramento CA 95814. Agendas and reports are also posted online at [www.shra.org](http://www.shra.org). Materials related to an item on this agenda submitted after distribution of the agenda packet are available for public inspection in the Agency Clerk's office during normal business hours and will also be available at the meeting.

**AMERICANS WITH DISABILITIES ACT:** Meeting facilities are accessible to persons with disabilities. If you require special assistance to participate in the meeting, notify the Agency Clerk at (916) 440-1363 at least 48 hours prior to the meeting.

## **MINUTES**

### **Sacramento Housing and Redevelopment Commission (SHRC) Meeting**

**January 6, 2016**

Meeting noticed on December 18, 2015

#### **ROLL CALL**

The Sacramento Housing and Redevelopment Commission meeting was called to order at 6:08 p.m. by Chair Griffin. A quorum of members was present.

**MEMBERS PRESENT:** Alcalay, Griffin, Johnson, Macedo, Morgan, Painter, Raab, Rios, Staajabu

**MEMBERS ABSENT:** Creswell

**STAFF PRESENT:** La Shelle Dozier, David Levin, Vickie Smith, Tyrone R. Williams, , MaryLiz Paulson, Sarah Thomas, Christine Weichert,

**APPROVAL OF AGENDA** – agenda approved as submitted

#### **CITIZENS COMMENTS**

none

1. **APPROVAL OF MINUTES** – December 2, 2015 meeting minutes were approved as submitted.

#### **BUSINESS ITEMS**

2. **Building Hope Memorandum Of Understanding (MOU) Amendment And Allocation Of Funds To The Shelter Plus Care Program**

Sarah Thomas presented the item.

On a motion by Commissioner Morgan, seconded by Commissioner Raab the Commission recommended approval of the staff recommendation for the items listed above. The votes were as follows

**AYES:** Alcalay, Griffin, Johnson, Macedo, Morgan, Painter, Raab, Rios, Staajabu

**NOES:** none

ABSTAIN: none

ABSENT: Creswell

3. Approval of Contract and Leases to Facilitate the Provision of Housing to Homeless and Disabled Persons

Mary Liz Paulson presented the item.

On a motion by Commissioner Morgan, seconded by Commissioner Raab the Commission recommended approval of the staff recommendation for the items listed above. The votes were as follows

AYES: Alcalay, Griffin, Johnson, Macedo, Morgan, Painter, Raab, Rios, Staajabu

NOES: none

ABSTAIN: none

ABSENT: Creswell

ELECTION OF SACRAMENTO HOUSING AND REDEVELOPMENT COMMISSION  
OFFICERS FOR 2016  
CONSENT

Commissioner Alcalay nominated Commissioner Creswell to serve as Chair and Commissioner Raab to serve as Vice-Chair for 2016. Commissioner Morgan seconded the motion which was approved unanimously.

EXECUTIVE DIRECTOR REPORT

The Executive Director reviewed the following:

- 1) The next meeting will be February 3 2016
- 2) New commissioner Dana Simas to start at next meeting
- 3) Commissioner Staajabu was featured in the December issue of the Sacramento Observer Newspaper for her work with the Sacramento Poetry Center
- 4) SHRA was awarded a Jobs Plus Grant of \$2.7 million in late December to assist with helping housing authority residents with job readiness and placement.
- 5) Thanks to Chair Griffin for his service during 2015.

COMMISSION CHAIR REPORT

None

### ITEMS AND QUESTIONS OF COMMISSION MEMBERS

None

### ADJOURNMENT

As there was no further business to be conducted, Chair Griffin adjourned the meeting at 6:45 p.m.

---



January 29, 2016

Sacramento Housing and  
Redevelopment Commission  
Sacramento, CA

Honorable Members in Session:

SUBJECT:

Authorization and Acceptance of the Jobs Plus Pilot Grant

SUMMARY

The attached report is submitted to you for review and recommendation prior to consideration by the City of Sacramento.

RECOMMENDATION

Staff recommends approval of the recommendations outlined in this report.

Respectfully submitted,

  
LASHELLE DOZIER  
Executive Director

Attachment



**REPORT TO HOUSING AUTHORITY**  
**City of Sacramento**  
915 I Street, Sacramento, CA 95814-2671  
[www.CityofSacramento.org](http://www.CityofSacramento.org)

**Staff Report**  
**March 8, 2016**

**Honorable Chair and Members of the Housing Authority Board**

**Title:** Authorization and Acceptance of the Jobs Plus Pilot Grant

**Location/Council District:** Alder Grove (816 Revere Street, Sacramento, CA)  
Marina Vista (240 Seavey Circle, Sacramento, CA)  
Council District 4

**Recommendation:** Adopt a **Housing Authority Resolution** authorizing the Executive Director or her designee to: a) accept and execute the Jobs Plus Pilot grant agreement and all other documents and forms required by the United States Department of Housing and Urban Development (HUD) to support activities for residents at Marina Vista and Alder Grove; b) amend the Housing Authority budget to incorporate, allocate, and expend, pursuant to HUD and Agency procurement regulations and policies, funding in the amount of \$2,700,000 in Job Plus Pilot grant funding for the Marina Vista and Alder Grove public housing communities; and c) enter into agreements with key partners for in-kind services to implement the foregoing in a form approved by Agency Counsel.

**Contact:** MaryLiz Paulson, Assistant Director of Housing, 440-1334  
Karen Wallace, Program Manager, 449-6228

**Presenters:** Karen Wallace

**Department:** Sacramento Housing and Redevelopment Agency

**Description/Analysis**

**Issue:** On July 29, 2015, the United States Housing and Urban Development (HUD) issued a Notice of Funding Availability (NOFA) announcing the availability of funding of approximately \$24 million for the Jobs Plus Pilot program for Public Housing Agencies (PHAs) to develop locally-based approaches to increase earnings and advance employment outcomes for public housing residents.

On December 15, 2015, HUD awarded the Housing Authority of the City of Sacramento \$2.7 million over 4 years to develop locally-based, job-driven approaches to increase earnings and advance employment outcomes through work readiness, employer linkages, job placement, educational advancement,

technology skills, and financial literacy for residents of public housing at Marina Vista and Alder Grove.

The two lead partners of the Jobs Plus Grant are Sacramento Employment and Training Agency (SETA) and Asian Resources Inc. (ARI). Through these partnerships residents will be offered the following employment and training opportunities:

- A full time Workforce Development Professional to provide career services, including coaching assessments, developing career plans, enrollment in pre-apprenticeship programs, math/reading tutorials, GED preparation, background clearances assistance with drivers licenses and petitions to expunge past criminal activity.
- Asset building services, including opening bank accounts, providing ongoing non-cash account services, and providing financial education so that residents are able to handle the financial changes that come with having an earned income.

**Policy Considerations:**

The Jobs Plus Grant is consistent with SHRA's goals to provide economic opportunities to the residents of public housing.

**Environmental Considerations:**

**California Environmental Quality Act (CEQA):** The acceptance of a grant does not constitute a project under CEQA pursuant to Guidelines Section 15378(b).

**Sustainability Considerations:** There are no sustainability considerations applicable to the acceptance of a grant.

**Other:** This activity has been determined to be exempt under the National Environmental Policy Act (NEPA) per 24 CFR 58.34(a)(3) and (a)(4) and Categorically excluded per 24 CFR 58.35(b)(3).

**Commission Action:** *Sacramento Housing and Redevelopment Commission:* At its meeting of February 3, 2016, the Sacramento Housing and Redevelopment Commission considered the staff recommendation for this item. The votes were as follows:

AYES:

NOES:

ABSTAIN:

ABSENT:

**Rationale for Recommendation:** The focus of this Jobs Plus Pilot program is to increase employment among the residents of the Marina Vista and Alder Grove communities. These communities recently completed a Choice Neighborhoods Planning grant. Jobs Plus represents a new opportunity to expand the impact of the Choice Neighborhoods Workforce Strategy and further develop resource partnerships to promote a culture of work at Marina Vista (391 units) and the neighboring Alder Grove (360 units), where over 50% of the non-disabled residents between the ages of 18 and 64 have no earned income.

**Financial Considerations:** This report recommends amending the 2016 Housing Authority budget to accept and expend the Jobs Plus Pilot grant in the amount of \$2,700,000 over four years. This grant is matched by \$3,436,404 in-kind services from a total of 12 organizations (see attached).

On January 21, 2016, HUD relayed that the grant needs to be signed, accepted and returned to their office no later than February 2, 2016. As a result of expediting the contract based on HUD's requirements, both the HUD Form 1044 and the Grant Agreement were signed and forwarded to HUD on January 29, 2016.

**LBE/M/WBE/Section 3 and First Source Considerations:** Minority and Women's Business Enterprise requirements will be applied to all activities to the extent required by federal funding to maintain that federal funding. Section 3 requirements will be applied to the extent as may be applicable. The City's LBE Program and the First Source Program are not applicable to this report.

Respectfully Submitted by:

  
LA SHELLE DOZIER  
Executive Director

**Table of Contents**

Report	pg. 1
<b>Attachments</b>	
1 List of partners and in-kind matches	pg. 4
2 Resolution	pg. 7



## Attachment 1

Budget Match and Leverage					
Partner Entity	Type of Match (in-kind, cash, volunteer)	Description of Match	Associated Tasks Included in Match	Calculation of Match	Total Match Value
Sacramento Employment and Training Agency (WIB)	In-kind	.75 FTE – Workforce Development Professional	Career Services, including coaching, assessments, developing career plan, enrollment in pre- apprenticeship program, math/reading tutorials, GED preparation, background clearances, assistance with drivers licenses, petitions	$(75\%) \times (70,000 \text{ FTE}) \times 4 \text{ years}$	\$145,337.00
	In-kind	20 On-Job-Training slots per year in SETA OJT Programs	Development of training elements based on the needs of the trainees with Employers, administration of wage subsidies and assurances of job placement and retention.	$\$5,400 \times 20 \text{ trainees} \times 4 \text{ years}$	\$432,000.00
Sacramento County Department of Human Assistance	In-kind	40 Hours Per Week On- Site Professional Staff Time: Human Services Specialist	Assists customers in job exploration, vocational training, and overcoming employment barriers. Work in conjunction with multi-disciplinary teams in identifying and presenting solutions and alternatives to customer's problems. Monitors customer's progress in educational and training programs. Assesses client needs and makes referrals to other social service support staff and/or community services agencies Determines eligibility and approves benefits and ancillary payments for various public assistance programs.	40 hours/week of staff time at \$44.90/hour for 208 weeks	\$373,568.00
	In-kind	20 slots in educational and training programs	20 Reserved spaces in educational programs, including GED preparation and vocational training programs.	$(20 \text{ Slots}) \times (\$8,000 \text{ per slot}) \times 4 \text{ years}$	\$640,000.00
Asian Resources Inc.	In-kind	10 Hours of Per Week on-Site Professional Staff Time	Asset building services, including opening accounts, providing ongoing non-cash account services, and providing financial education	10 hours/week of staff time at \$15/hr for 200 weeks	\$30,000.00
	In-kind	Tax Preparation	Preparing Tax Returns, EITC education	$(10 \text{ hr.}) \times (3 \text{ staff}) \times (30 \text{ total hours peryear}) \times (4 \text{ years})$	\$1,230.00
	In-kind	Job Preparation & GED Preparation	Assessments, math/reading tutorials, GED preparation, background clearances, assistance with drivers licenses, petitions to expunge records and job preparation workshops and classes.	$(10 \text{ participants}) \times (\$3,000/\text{participant}) \times 4 \text{ years}$	\$120,000.00

Budget Match and Leverage					
Partner Entity	Type of Match (in-kind, cash, volunteer)	Description of Match	Associated Tasks Included in Match	Calculation of Match	Total Match Value
ACE Enterprises, Inc.	In-kind	After School Mentoring/Tutoring and Youth Empowerment	Providing early intervention youth life skills training, leadership development, career exploration and tutoring	$(\$25.00 \text{ per hr}) \times (3 \text{ Staff}) \times (94 \text{ hrs. per}) \times (4 \text{ yrs}) = \$28,200$ $(\$45.00 \text{ per hr.}) \times (1 \text{ CEO}) \times (94 \text{ total hrs per yr}) \times (4 \text{ yrs}) = \$16,920.00$	\$45,120.00
Sacramento Regional Conservation Corps (SRCC)	In-kind	20 Corps Member Slots Per Year	Education and support costs for 20 corps member participants per year	$(20 \text{ Slots}) \times (\$9820 \text{ per slot}) \times 4 \text{ years}$	\$785,600.00
GRID Alternatives North Valley	In-kind	Salaries and fringe, all solar project-related expenses and indirect costs	Course instruction and hands-on solar jobs training for an annual total of 60 participants and 3330 training hours, participant evaluation and program coordination with Pilot Program staff	Based on costs to provide training, solar equipment and installation-related expenses (at \$15,230 per installation projects x 18 projects)	\$274,147.00
Goodwill Industries of Sacramento Valley & Northern Nevada, Inc.	In-kind	Job readiness training for individuals receiving services.	Coaching competencies include: building a portfolio, workplace soft skills, interviewing skills, and job retention strategies.	30 total hours of job readiness training at \$1,670 per course, for 70 individuals over four years	\$116,900.00
	In-kind	Financial capability coaching for individuals receiving services	Financial wellness services including money management, using financial services, credit management, saving and investing, and insurance and protections.	30 total hours of financial capability coaching at \$1,000 per course, for 70 individuals over four years.	\$70,000.00
	In-kind	Financial capability training for financial coaches	Train staff at local community organizations in financial coaching and institutionalize their financial coaching training program and services delivery	30 total hours of financial coach training at \$1,000 per coach for 20 coaches over four years	\$20,000.00
Center for Employment Training Sacramento	In-kind	Professional Staff Time	Career Guidance and Job Placement Assistance	$(39.00/\text{hr.}) \times (1 \text{ FTE}) \times (120 \text{ hrs.})$	\$4,680.00
	In-kind	Supportive Services	Emergency resources including cost/match for industry recognized certifications	$\$350.00 \times 20 \text{ trainees}$	\$7,000.00
	In-kind	20 Slots in Technical Training Programs	20 Reserved spaces in program, assessments, math/reading tutorials, GED preparation, background clearances, and Skill Training in demand occupations	$(20 \text{ slots}) \times (\$6,916 \text{ per slot}) \times 4 \text{ years}$	\$138,320

Budget Match and Leverage					
Partner Entity	Type of Match (in-kind, cash, volunteer)	Description of Match	Associated Tasks Included in Match	Calculation of Match	Total Match Value
Francis House Center	In-kind	1 California ID per week	Voucher plus payment to DMV to cover reduced cost of identification card	$(\$28.00/\text{ID}) \times (52 \text{ total per year}) \times 4 \text{ years}$	\$5,824.00
	In-kind	1 eyeglass voucher per quarter	Voucher covers cost of eyeglasses, up to \$200.00 value, prescription must be less than one year old	$(\$200.00/\text{voucher}) \times (4 \text{ vouchers/yr}) \times 4 \text{ years}$	\$3,200.00
	Volunteer	Resource Coaching of 1 client per month	One-on-one meetings (avg. 30 minutes length) with client to determine resources and benefits that will help client move beyond homelessness. May include assistance with cost of driver's license.	$(\$21.00/\text{hr}) \times (1/2 \text{ hour per meeting}) \times (12 \text{ meetings/yr}) \times 4 \text{ years}$	\$504.00
	Volunteer	Job Development assistance for 3 clients per month	One-on-one assistance with resume development, employment search and application, job retention advice, and interview preparation. Avg. 1 hour per client	$(\$21.00/\text{hr}) \times (36 \text{ clients/yr}) \times 4 \text{ years}$	\$3,024.00
	In-kind	Crisis Line	24 hour Support & information Line – Answer up to 100 calls annually from victims of domestic violence and sexual assault	$100 \text{ calls} \times \$15/\text{call} \times 4 \text{ years} = \$6,000$	\$6,000
WEAVE Inc.	In-kind	Walk-in Services	Provide walk-in triage services for up to 30 victims of domestic violence and sexual assault annually	$30 \text{ victims} \times \$30/\text{triage} \times 4 \text{ years} = \$3,600$	\$3,600.00
	In-kind	Sexual Assault Response Team	Provide 24 hour sexual assault response team services to up to 5 victims of domestic violence and sexual assault annually	$5 \text{ responses} \times \$250.00/\text{response} \times 4 \text{ years} = \$5,000$	\$5,000.00
	Legal Assistance Information	Legal Information and Assistance	Provide access to legal information and assistance for up to 20 victims of domestic violence annually	$20 \text{ victims} \times 1 \text{ hour assistance} \times \$100/\text{hour} \times 4 \text{ years} = \$8,000$	\$8,000.00
	In-kind	Rental Value of Action Center on-site location	Office space for operation of Jobs Plus Pilot Programs	$(\$1,200 \text{ per mo.}) \times (48 \text{ mos.}) = \$57,600.00$	\$57,600.00
Housing Authority of the City of Sacramento	In-kind	10 Slots in Job Training Classes	10 reserved spaces in one of the following programs, A+ Certification, IC3 Office Technology or Custodial Maintenance.	$10 \text{ Slots} \times \$3,400 \text{ average per slot} \times 4 \text{ years}$	\$136,000.00
Valley Vision	In-kind	30 hours of professional consulting time	Support through School to Home Digital Literacy Project Community Transformation project for parents residing in Marina Vista and Alder Grove, to assist with technology skills development and online job search capabilities.	$30 \text{ hours of staff time at } \$125/\text{hour}$	\$3,750.00
Total Match/Leverage Budget					\$3,436,404.00

## **RESOLUTION NO. 2016 -**

**Adopted by the Housing Authority of the City of Sacramento**

on date of

### **AUTHORIZATION TO ACCEPT AND EXECUTE THE JOBS PLUS PILOT PROGRAM GRANT AWARD WITH THE UNITED STATES DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT FOR THE ALDER GROVE AND MARINA VISTA COMMUNITIES**

#### **BACKGROUND**

- A. On July 29, 2015, The United States Department of Housing and Urban Development (HUD) issued a Notice of Funding Availability (NOFA) announcing the availability of approximately \$24 million in funding for the Jobs Plus Pilot program for Public Housing Agencies to develop locally-based approaches to increase earnings and advance employment outcomes for public housing residents.
- B. The NOFA will fund initiatives to improve employment and earnings outcomes for public housing residents through such services and supports as work readiness, employer linkages, job placement, and financial literacy.
- C. On December 15, 2015, HUD awarded the Housing Authority of the City of Sacramento (HACS) \$2.7 million to develop locally-based, employment-driven approaches to increase earnings and advance employment outcomes through work readiness, employer linkages, job placement, educational advancement technology skills, and financial literacy for residents of HACS public housing developments at Marina Vista and Alder Grove.
- D. The authorization and acceptance of the grant does not constitute a project under California Environmental Quality Act pursuant to Guidelines Section 15378(b). As an administrative activity, this activity has been determined to be exempt under the National Environmental Policy Act per 24 CFR 58.34(a)(3) and (a)(4) and Categorically excluded per 24 CFR 58.35(b)(3).

#### **BASED ON THE FACTS SET FORTH IN THE BACKGROUND, THE HOUSING AUTHORITY OF THE CITY OF SACRAMENTO RESOLVES AS FOLLOWS:**

- Section 1. All evidence presented having been duly considered, the background facts, as stated above, including the environmental facts, are found to be true and correct.

Section 2. The Executive Director, or her designee, is authorized to accept and execute the Jobs Plus Pilot grant agreement and all other documents and forms required by HUD to support activities for residents at Marina Vista and Alder Grove.

Section 3. The Executive Director, or her designee, is authorized to amend the Housing Authority budget to incorporate, allocate, and expend, pursuant to HUD and Agency procurement regulations and policies, funding in the amount of \$2,700,000 in Jobs Plus Pilot grant funding for the Marina Vista and Alder Grove public housing communities.

Section 4. The Executive Director, or her designee, is authorized to enter into agreements with the Key Partners for services to implement the foregoing in a form approved by Agency Counsel.