



**FOUNDATION UNITING NEEDS AND DOLLARS (FUND), INC.  
BOARD OF DIRECTORS**

**REGULAR MEETING AGENDA**

**Wednesday, December 7, 2022 – 4:05 pm**

**Lavender Courtyard Community Room  
1616 F Street, Sacramento CA 95814**

**NOTICE TO PUBLIC**

*In compliance with the Americans with Disabilities Act (ADA), SHRA requests that individuals who require special accommodations access and participate in Commission meetings contact the Agency Clerk at 916-440-8544 or [aalexander@shra.org](mailto:aalexander@shra.org) at least 72 hours before the scheduled meeting. Agenda materials are available for review online at [www.shra.org](http://www.shra.org). If you need assistance with locating reports, contact the Agency Clerk.*

**CALL TO ORDER 4:05 PM**

**ROLL CALL**

Chair Gale Morgan  
Vice-Chair Emmanuel Amanfor  
Member Stephanie Duncan  
Member Melvin Griffin  
Member Cecile Nunley  
Member Jasmine Osmany  
Member Andrés Ramos  
Member Martin Ross  
Member Staajabu  
Member Samuel Starks  
Member Darrel Woo

**PUBLIC COMMENTS**

Persons wishing to address the Commission on subjects not on the agenda but within the jurisdiction of the Commission may do so at this time. The Commission cannot discuss or take action on matters not on the agenda for this meeting. To speak on an agenda item, please fill out a comment card and give it the Agency Clerk. Speakers are limited to three minutes per item.

## CONSENT ITEMS

*All matters listed on consent are to be approved with one motion unless a Member or the public requests that separate action be taken on a specific item.*

1. Approval of Minutes from December 1, 2021

Recommendation: Approve minutes by minute action.

Contact: Amber Alexander, Agency Clerk, aalexander@shra.org, (916) 440-8544

## DISCUSSION / BUSINESS ITEMS

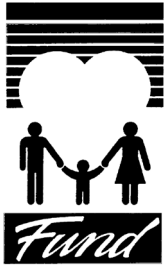
2. 2022 Foundation Uniting Needs and Dollars (FUND), Inc. Annual Report, Release of Request for Proposals, and Authorization to Award Funds

Recommendation: Adopt resolution.

Contact: Cheyenne Caraway, ccaraway@shra.org, (916) 440-1366,

## ADJOURN

*I, Amber Alexander, Agency Clerk, do hereby certify that I have caused a true copy of the above notice to be delivered to each of the members of the Foundation Uniting Needs and Dollars (FUND), Inc., at the time and in the manner prescribed by law and that this notice was posted at 1616 F Street, Sacramento, California on December 1, 2022.*



**DRAFT MEETING MINUTES**  
**Board of Directors**  
**Foundation Uniting Needs and Dollars (FUND), Inc.**  
**Wednesday, December 1, 2021**  
**4:05 p.m.**  
**Meeting was held by Zoom and Broadcast on YouTube**  
**at [https://youtu.be/\\_jFOo6ieTI](https://youtu.be/_jFOo6ieTI)**

ROLL CALL

The Board of Directors of Foundation Uniting Needs and Dollars (FUND) Inc. meeting was called to order at 5:16 p.m. by Chair Morgan.

MEMBERS PRESENT: Amanfor, Boyd, Morgan, Ross, Starks, Schumacher-Hodge, Staajabu

MEMBERS ABSENT: Griffin, Nunley, Osmany, Woo

CITIZENS COMMENTS

1. None

CONSENT

2. Approval of Minutes of December 2, 2020 Meeting – Meeting synopsis of December 2, 2020 was approved unanimously as submitted.

BUSINESS

2. 2021 Foundation Uniting Needs and Dollars (FUND), Inc. Annual Report, Release of Request for Proposals, and Authorization to Award Funds

Stephanie Green presented the item. Commissioner Ross asked that if in the future funds remain unawarded after selection if staff can go back to the selected programs and ask if they would like to submit additional proposals to enhance their approved programs. This would need to be included in the Notice of Funding Availability.

On a motion by Member Ross, seconded by Member Staajabu, the Board of Directors recommended approval of the staff recommendation for the item listed above. The votes were as follows:

AYES: Amanfor, Boyd, Morgan, Ross, Starks, Schumacher-Hodge, Staajabu

NOES: None

ABSENT: Griffin, Nunley, Osmany, Woo

As there was no further business to be conducted, Chair Morgan adjourned the meeting at 5:46 p.m.

---

AGNECY CLERK



December 7, 2022

FUND, Inc., Board of Directors  
Sacramento, California

Honorable Members in Session:

**SUBJECT** 2022 Foundation Uniting Needs and Dollars (FUND), Inc. Annual Report, Release of Request for Proposals, and Authorization to Award Funds

**RECOMMENDATION**

Staff recommends 1) holding the annual meeting of the FUND, Inc. Board of Directors, 2) adoption of the attached resolution which approves projects for 2023 funding, 3) authorizing the release of a Request for Proposals in 2024.

**CONTACT PERSONS**

Cheyenne Caraway, Assistant Director, Property Management, ccaraway@shra.org, (916) 440-1366, Sacramento Housing and Redevelopment Agency  
Sarah O'Daniel, Deputy Executive Director, sodaniel@shra.org, (916) 440-1397, Sacramento Housing and Redevelopment Agency

**BACKGROUND**

FUND, Inc., a 501(c)(3) non-profit organization, was created in 1983 to support the activities, projects, and programs of the Housing Authority and the Sacramento Housing and Redevelopment Agency (SHRA), including the Housing Choice Voucher (HCV) Program, the Conventional Housing Program, and other affordable housing activities managed and funded by SHRA. FUND, Inc. provides a mechanism to solicit charitable contributions from individuals, corporations, private foundations, and other philanthropic organizations to fund activities and projects that benefit residents of SHRA housing and other clients of Agency-sponsored programs.

When FUND, Inc. was established, the Sacramento Housing and Redevelopment Commission (SHRC) was designated as its Board of Directors. FUND, Inc. is supported by SHRA employee payroll deductions and other outside donations.

## FOUNDATION UNITING NEEDS AND DOLLARS (FUND), INC.

2022 FUND, Inc. Annual Report

December 7, 2022

Page 2

Throughout the year, FUND, Inc. is promoted to SHRA staff through semi-annual informational emails, during events, and during staff meetings. Next year, in addition to the opportunities mentioned above, a FUND, Inc. table will be promoted at the annual SHRA Health Fair, at additional all-hands staff meetings, and at the end-of-year Holiday Party.

As funds accumulate throughout the year, staff typically issues one FUND, Inc. Notice of Funding Availability (NOFA) annually. In October of 2022, a NOFA was issued to solicit funding proposals from staff for eligible programs and projects. A total of \$13,900 was identified in the NOFA as available for distribution from new contributions.

A total of four proposals were received. An employee committee, consisting of FUND, Inc. contributors, reviewed the proposals submitted in response to the October NOFA. The committee is making the funding recommendations outlined below to the FUND, Inc. Board.

### **New Proposals**

### **Award Amount**

#### **Family Self Sufficiency (FSS) Housing Choice Voucher (HCV) Program: \$1,000**

Funds would help support the FSS HCV program by providing funds for essential tools and activities targeted at improving the FSS program participants' stability in employment, furthering their education, acquiring knowledge of money management, banking, credit, homeownership, and other aspects that will help develop the skills and abilities needed to promote economic self-sufficiency. A portion of the funds would be allocated to facilitate motivational events to support current FSS participants in their drive toward employment stability and self-sufficiency. Funding at this time would also support FSS participants' costs for Agency hosted workshops, and seminar registration fees.

#### **FSS Public Housing – Self-Sufficiency Workshops: \$1,800**

The FSS program does not have a budget beyond staff costs. The capacity of the program and quality of service to residents is linked to the ability to provide workshops throughout the year. Funds will be used to promote participation of public housing residents in ten workshops.

#### **Alder Grove Public Housing Community Enrichment Program: \$2,500**

The Community Enrichment Program will foster community wellness and awareness in keeping the properties looking their best while maintaining safety for all residents.

## FOUNDATION UNITING NEEDS AND DOLLARS (FUND), INC.

2022 FUND, Inc. Annual Report

December 7, 2022

Page 3

Resident involvement will supplement caretaker activities while instilling a sense of pride for residents and give them the tools to utilize this skill for possible employment, and potentially encourage them to take advantage of other resident training programs. Funding will be used to provide equipment and supplies to volunteers from the communities for walking the properties and picking up trash items that are near dumpsters or parking lots.

### **Veteran's Affairs Supportive Housing (VASH) Security Deposit Assistance: \$2500**

The FUND, Inc. grant would be used to provide security deposits to a few homeless veterans to stabilize them in housing. This is critical to assist them break through their barriers and achieve many of their goals including housing stability, unification of families, improving the medical, mental, and social health of their families, paying off debt and achieving self-sufficiency.

**Total Proposed New Awards**

**\$7,800**

Staff also requests Board approval to issue an RFP in late 2023 to solicit proposals to be awarded in 2024.

### **FINANCIAL CONSIDERATIONS**

As of October 12, 2022, FUND, Inc. had an undesignated fund balance of \$13,918.40, and an additional unexpended balance of \$2,500 from the 2022 awarded proposals

It was confirmed that all unexpended 2022 allocations will be spent by December 31, 2022, leaving a balance of \$13,918.40.

### **POLICY CONSIDERATIONS**

The proposed actions are consistent with the FUND, Inc. bylaws. No policy changes are recommended.

### **ENVIRONMENTAL REVIEW**

This report does not constitute a project under the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines at 14 California Code of Regulations (CCR) section 15378(b)(2), or a federal undertaking under the National Environmental Policy Act (NEPA). No environmental review is required at this time.

**FOUNDATION UNITING NEEDS AND DOLLARS (FUND), INC.**

2022 FUND, Inc. Annual Report

December 7, 2022

Page 4

**M/WBE CONSIDERATIONS**

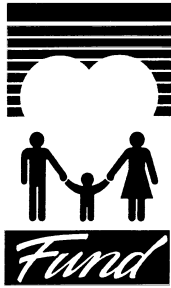
Minority and Women's Business Enterprise requirements, Section 3 requirements and LBE do not apply to this report.

Respectfully submitted,

  
LA SHELLE DOZIER  
Executive Director

**Attachments:**

1. Exhibit A: FUND, Inc. Resolution 2022-1



**FOUNDATION UNITING NEEDS AND DOLLARS (FUND), INC.**

**FUND, INC. RESOLUTION 2022-1**

ON DATE OF

**DECEMBER 7, 2022**

**GRANT OF 2022 UNDESIGNATED AND UNEXPENDED FUNDS**

**BE IT RESOLVED** BY THE BOARD OF DIRECTORS OF FUND, INC.:

Section 1. Undesignated funds in the amount of \$7,800 are allocated and appropriated to activities complimentary to Sacramento Housing and Redevelopment Agency’s mission as follows:

<b>PROGRAM/PROJECT/ACTIVITY</b>	<b>ALLOCATION</b>
Family Self Sufficiency (FSS) HCV –Activities, Ceremonial/Outreach Events Transportation	\$1,000
FSS Public Housing – Self –Sufficiency Workshops	\$1,800
Alder Grove PH Community Enrichment Program	\$2,500
VASH – Security Deposit Assistance	\$2,500
<b>TOTAL</b>	<b>\$7,800</b>

Section 2. A total of \$7,800 shall be deducted from the \$13,918.40 Undesignated Fund balance leaving a total fund balance of \$6,118.40 before the remaining 2022 employee contributions and other donations, and the expenditure of any remaining 2022-awarded funds.

Section 3. A Request for Proposals (RFP) may be issued in 2023 to award 2024 funds, to such programs, projects, and/or activities to be recommended by the Employee Committee to the FUND, Inc. Board of Directors (Board).

Section 4. This action does not constitute a project under the California Environmental Quality Act (CEQA) per 14 California Code of Regulations (CCR) §15378(b)(2), or a federal undertaking under the National Environmental Policy Act (NEPA). As such, no environmental review is required at this time.



**PASSED AND ADOPTED BY THE FOLLOWING VOTE:**

AYES: MEMBERS: \_\_\_\_\_

NOES: MEMBERS: \_\_\_\_\_

ABSENT: MEMBERS: \_\_\_\_\_

ABSTAIN: MEMBERS: \_\_\_\_\_

\_\_\_\_\_  
CHAIR

ATTEST:

\_\_\_\_\_  
CLERK