



ROGUE VALLEY DISTRICT COUNCIL SOCIETY OF ST. VINCENT DE PAUL

P.O. BOX 1663 • 2424 N. PACIFIC HWY. • MEDFORD, OREGON 97501
PHONE: (541) 772-3828 • FAX: (541) 772-6886 • www.stvincentdepaulmedford.info

Feb. 16, 2016

Ms. Linda Reid, Housing Program Specialist
City of Ashland, Department of Community Development
20 East Main Street
Ashland, OR 97520

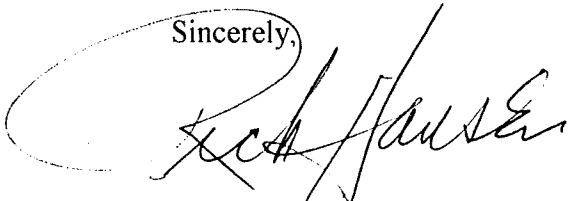
Dear Ms. Reid:

Subject: City of Ashland 2016 CDBG Application/ Social Service

Thank you for the opportunity to apply for a **renewal** of a Social Service Community Development Block Grant through the City of Ashland. Attached is our application for \$25,500 to help low-income families achieve affordable housing and move toward economic self-sufficiency. Homelessness is currently a major topic in Ashland and **our program has proven to be a successful tool in reducing the problem.** Specifically, this grant will help us **defray the costs of rent relief for people facing eviction notices.** It will be used by our St. Vincent de Paul Ashland Home Visitation Team which serves southern Jackson County, primarily Ashland and Talent. **The long-term goal of this program is to do all that we can to avoid families from becoming homeless.**

In addition to our ten-page application, I have attached three letters of recommendation (United Way of Jackson County, First Baptist Church of Ashland and Our Lady of the Mountain Church) and a copy of St. Vincent's Board of Directors. If I can be of further assistance, please call me at 541-770-6062.

Sincerely,



Rich Hansen
Government Liaison

Enclosures



CITY OF ASHLAND
2016 Program Year Community Development Block Grant (CDBG)
Application

These completed Sheets shall be included as the first pages on all submittals.

I. APPLICANT INFORMATION

**Applicant Organization Name: Ashland Home Visit Conference,
Rogue Valley District Council, St. Vincent de Paul**

Executive Director's Name(s): Mrs. Socorro Holloway

Board Member Names (attach separate sheet)

Applicant Mailing Address: P. O. Box 1663, Medford, OR 97501

Applicant Street Address: 2424 N. Pacific Highway, Medford, OR 97501

Mission Statement:

The Rogue Valley District Council of St. Vincent de Paul is dedicated to providing compassionate support and care to the poor and needy in Jackson County, regardless of race, religion, creed, sex, sexual preference or ethnic origin. Although the Society's name is recognized around the world, each Council is locally organized, funded and staffed.

St. Vincent's was founded over 180 years ago by a group of Catholic laymen in Paris and we are often thought of as a Catholic organization. While we originated from this Catholic tradition, we are not part of the Catholic Church. We have received funding and in-kind support from several denominations and have volunteers from many faiths. No effort is made to preach, convert or proselytize.

Our Council was established in 1982 and provides a 48-bed emergency family shelter, hot lunches six days a week, free groceries, showers and laundry services and social services (counseling, rent, utility and prescription drug payments, help to obtain legal IDs, clothing, home furnishings, camping

equipment, etc.) We have a thrift store and ware house, provide school supplies, emergency dental care, health screening and other services. We have no paid employees and rely on 300+ volunteers to provide all our services, saving potentially \$500,000 annually. We can assure the City of Ashland that none of its CDBG funds will be used to pay employee salaries or benefits. All of your funds will be used to help slow the growth of homelessness in Ashland or to assist homeless families to achieve housing and self-sufficiency.

St. Vincent's Rogue Valley Council has eight Conferences or operating divisions. This proposal specifically describes the activities of the Ashland/Talent Home Visit Conference.

Total Employees: Zero

Total Volunteers: 300+ overall/25 in Ashland

II. CONTACT PERSON (designate a contact person who is familiar with the project)

Name: Rich Hansen

Title: Government/Foundation Liaison

Phone Number: 541-770-6062

Fax Number: 541-245-2771

E-mail Address: richhansen39@charter.net

III. PROJECT INFORMATION SUMMARY

Project Name or Title: Decreasing Homelessness in Ashland in 2016

Expected Completion Date: Project is ongoing. Fiscal year is 10/1/16 – 9/30/17

Requested CDBG Funds: \$ 25,500

Organizational Match: \$ 80,000

Funds from Other Sources: \$ 59,500

Total Project Cost: \$ 165,000

IV. Project Description

St. Vincent's Ashland/Talent Home Visit Conference has been helping the needy in our area for over 35 years. We call on families at time of financial crisis to address their immediate problems. In many cases, our **primary objective** is to **help avoid the growth of homelessness** by helping clients in danger of losing their homes or apartments. We also help with utility bills, prescription drug costs, food, clothing, transportation, food and other personal needs. CDBG funds are used to expand our rental assistance for Ashland residents only and help them **gain self-sufficiency**. HUD guidelines give us the flexibility to offer up to three months of assistance with rent and/or deposits.

Our team of 25 volunteers responds to calls for help on St. Vincent's Ashland phone line (541-708-5650). The families we see are referred to us by area churches, other non-profits and government agencies. We operate in teams of two, going to clients' homes, campsites or other locations and listening to their stories of financial crisis, observing their living conditions, counseling them on how we and other groups can help them, encouraging them on ways to find permanent jobs and helping them transition from welfare to work. The CDBG funds are only spent on Ashland residents. Overall, about 60% of our clients live in Ashland. For CDBG qualification, we ask for proof of income: jobs, child support, public assistance, unemployment, workers compensation, medical coverage, food stamps, Social Security, disability, etc. One hundred percent of our CDBG clients are at the federal extremely-low, low- and in very few cases moderate-income poverty levels.

We do not offer clients direct cash assistance, but intervene with landlords, utilities, pharmacies, etc. to discuss payments. In some cases we may fill their car with gas or give them bus tokens, but we never provide direct cash. We collaborate with the Options for the Homeless Residents of Ashland (OHRA) and their efforts to encourage community outreach programs to provide meals, shelter, food and emergency assistance to our area's growing needy population. When clients' bills are larger than our budget guidelines allow, we contact ACCESS, United Way and a number of Ashland religious denominations, including First Baptist, United Congregational Church, Unitarian Universalist Church, First Presbyterian, Trinity Episcopal and Our Lady of the Mountain. We have also been collaborating with ACCESS through their Ashland Community Resource Center.

V. Good Results

In our fiscal year ending Sept. 30, 2015, St. Vincent's Ashland/Talent Home Visit Conference spent \$132,399 helping the needy. During that period we made nearly 800 home visits and assisted over 1,400 people – about 850 adults and 550 children.

We spent a total of \$72,098 for rental assistance helping 285 families or about 900 people. Of this, \$18,000 represented the Ashland CDBG grant. We assisted 15 households or 32 people with rent and rental deposits. Of these, 24 were adults and 8 children. Half were homeless when they came to us. Our average assistance to the CDBG group was \$1,400 per household. Few needy families have sufficient savings to make the currently very large rental deposit. The full rent becomes the client's responsibility at the second month. In addition to the CDBG funds, we spent about \$3,000 of our own funds to help these families pay rental application fees, utility deposits, outstanding rent or utility bills, get valid IDs and sometimes gasoline for people living in their cars.

VI. Financial Considerations

Our proposed 2016-17 budget is \$165,000, about the same as this year. Half of this, \$79,500, will come directly from St. Vincent's Rogue Valley Council. The \$25,500 we are requesting in CDBG funds will represent about 15 percent of our total budget, so you will receive close to a 6:1 leverage for your funds.

Last year, on average, when using our own funds, St. Vincent's spent about \$300 per family on rent relief. However, using CDBG funds and applying the HUD formula, we were able to spend about \$1,400 per family. This clearly shows the power of the CDBG program for bringing families out of homelessness and helping them become more self-sufficient.

It was the City of Ashland's CDBG program that first allowed us to provide a much larger program to help the Ashland homeless get into housing, downsize to less expensive rentals or prevent homelessness altogether. The Ashland rental market has a one percent vacancy rate and therefore rental rates and deposits are very high. Without the CDBG funds our group would not be able to continue assisting families in this manner. Our churches, temples and non-profits are as generous as possible in collaborating with us on rental assistance. However, the amount each of these entities contributes is too small for us to continue without the CDBG program. The HUD program is the key to our success.

We have been serving the poor in Ashland for over 35 years and we hope to continue for as long as our help is needed. We attempt to assist as many people as possible. Our limitations are manpower and money. We currently have 25 volunteers in our local group. Two work solely on the CDBG program. We continue to work with other similar organizations in the Ashland community to leverage both our numbers and our financial resources. Our outreach program is ongoing, with no real beginning or end.

VII. National and Local Priorities

All of our clients are at or below HUD's extremely-low, low- and in a few cases, moderate-income poverty levels. Our CDBG program's goal is to slow or stop the growth of homelessness in Ashland. Therefore, we meet two to the National Objectives – "Primarily benefit low and moderate income persons" and "3. Meet a particularly urgent community need." Similarly, we meet the High Priority Spending Priorities of the City of Ashland Consolidated Plan – "Support services for homelessness outreach, prevention and transition – Rent/Security deposit assistance to prevent or alleviate homelessness and Outreach/direct services to homeless populations." Further, HUD/CDBG Statute 24 CFR 570.21 (e) lists Public Service Rent Subsidies" as an eligible activity.

Our CDBG team often remains in contact with a family over an extended period in order to help them transition to self-sufficiency. In 2016-17, the requested \$25,500 in Ashland CDBG funds would help us reach an additional 18 families. This will probably require over 100 home visits.

From the Jackson County Point-in-Time Homeless Survey we interpret that there are well over 1,000 people in our County without homes. In fact, it might be as high as 2,500. A third of these are children. The survey lists "lack of money to pay rent" as a primary cause of homelessness. Dealing with this growing homeless population has become a key issue in Ashland. St. Vincent's rental assistance program is designed to specifically alleviate this problem.

We have a 35-year track record of working with the needy here and hope to continue for many years. The City of Ashland has enabled St. Vincent's to significantly increase its outreach and we hope this partnership can continue. We provide over half the project costs from internal funds and use an all-volunteer staff to provide our services. We believe St. Vincent's presents the City of Ashland with an outstanding way to leverage funds to aid the needy.

CITY OF ASHLAND
2016 Program Year
CDBG APPLICATION CHECKLIST

In order to determine compliance with all applicable HUD regulations and to help to ensure that projects will be eligible for CDBG funding, the City of Ashland will need to address all HUD requirements. The purpose of this checklist is to point out areas where potential problems could arise. Obviously, this is a comprehensive list, which must evaluate a wide array of different kinds of proposals. Therefore, not every item will be applicable to every project. **Please fill it out entirely indicating all items which are not applicable and include it as part of your proposal application.**

A. Applicant's Background	Yes	No	N/A
1. Is the applicant a legal non-profit organization or unit of government?	X		
2. Do the proposed clients or users of the project meet HUD Income Guidelines (see page 10 for guidelines)?	X		
3. Does applicant have the capability to maintain written income documentation?	X		
4. Has the applicant made a legal or financial commitment to a proposed project?	X		
5. Is the applicant primarily a religious organization?		X	
6. Has the applicant administered a CDBG project previously?	X		
7. Is your agency willing and able to provide all required reports and accountability to the City as required by HUD?	X		
B. Project Location and Land Use Issues	Yes	No	N/A
1. Has a location for the project been selected?			X
2. Is the proposed project within the Ashland City limits?	X		
3. Does the proposed project meet local zoning and land use laws?			X
4. Are any land use permits such as a Site Review, partition, annexation or Conditional Use Permit required?			X
5. Have these approvals been obtained?			X
6. Does the project comply with current building code requirements?			X
7. Does the project meet handicapped accessibility requirements?			X

C. Environmental Issues	Yes	No	N/A
1. Is the project located in the 100-year floodplain?			X
2. Is a wetland located on the project site?			X
3. Has any environmental contamination been identified on the project site?			X
4. Has asbestos been identified on the project site?			X
5. If project involves an exiting structure, was it built 1978 or earlier? If year built is known, please specify.			X
6. Is the proposed project located on a major arterial or near the railroad?			X
7. Is the proposed project located adjacent to an above ground flammable storage tank?			X
8. Does the proposed project involve a structure that is 50 years or older?			X
9. Will the applicant complete a Phase I environmental review upon receiving a CDBG award?			X
D. Labor Requirements	Yes	No	N/A
1. Does the project involve construction over \$2,000 in cost?			X
2. Will the project trigger Davis-Bacon wage requirements?			X
3. Will the project trigger BOLI wage requirements?			X
4. Does the project involve over \$18,703 in City awarded grants or contracts?			X
E. Displacement and Relocation	Yes	No	N/A
1. Will tenants be displaced by the project?			X
2. Will a business be displaced by the project?			X
3. Will housing units be demolished or converted?			X
F. Property Data	Yes	No	N/A
1. Does the applicant own the property by fee simple title?			X
2. Are taxes on the property current?			X
3. Is insurance current?			X
4. What is the current debt against the property?			X
5. What is the current use of the property?			X
6. Has an appraisal on the property been conducted? If yes, what is the assessed value of the property?			X

Form A-2
To be completed for Social Service Proposals

Social Services Proposals

Activity	Start Date	Completion Date
Provide rental assistance	Ongoing	Ongoing
Apply to US Bank for funding	First Quarter, 2016	Third Quarter, 2016
Recruit new volunteers	Ongoing	Ongoing
Provide utility, Rx, food, transportation and other assistance	Ongoing	Ongoing

Social service providers should list key benchmarks in the table above for their proposed projects (IE hire of personnel, application for further funding, initiation of direct client services, etc)

Form B-2
To be completed for Social Service Proposals

Social Service Proposals

	Total Cost	CDBG Request	Other Source(s)
Direct Client Services	162,000	25,500	136,500
Wages (of personal providing direct client services)	0	0	0
Materials/Supplies	2,000		2,000
Marketing/Outreach	0	0	0
Program Administration Includes overhead and general staffing necessary to administer the program (accounting, management, grant administration) but that does not provide direct benefits to the client.	1,000	CDBG Funds are not available for program administration	1,000
Total Project Cost	165,000	25,500	139,500

Form C

SOURCE(S) OF FUNDS FOR OPERATING EXPENSES WORKSHEET

Completeness of this worksheet establishes the capacity of the organization to sustain the operations of the program(s).

Sources	Secured	Conditional (awarded with conditions)	Tentative	Commitment Date
Federal Grants			25,500	2Q, 2016
State Grants			0	
Local Grants	20,000			
Non Governmental Grants			5,000	3Q, 2016
Donations/Gifts			35,000	3Q, 2016
Applicant Contribution	79,500			
Program Income				
Loans				
Other (specify)				
Other (specify)				
TOTAL	99,500		65,500	

Please provide a description the timeline of loan and grant application dates as related to the proposed project. Specifically, for any tentative funding sources please provide application dates, award dates and funding availability dates.

Form D
DISCLOSURE OF INTERESTS

To assist the City of Ashland in determining whether there may be a potential conflict of interest related to the expenditure of Community Development Block Grant funds we request the following information be provided by applicants:

ORGANIZATION NAME: Ashland/Talent Home Visit Conference, Rogue Valley Council, St. Vincent de Paul

Organization is: 1. Corporation ()
 2. Non-Profit 501C3 (X)
 3. Partnership ()
 4. Sole Owner ()
 5. Association ()
 6. Other () _____

DISCLOSURE QUESTIONS

If additional space is necessary, please attach a separate sheet.

1. State the names of each "employee" of the City of Ashland having a financial or personal interest in the above mentioned "organization" or project proposed.

Name, Job Title and City Department

_____None_____

2. State the name(s) of any current or prior elected or appointed "official", of the City of Ashland having a potential "financial interest" in the organization or project.

Name/Title

_____None_____

3. Provide the names of each "board member" of the Organization seeking CDBG funding Name Board, Commission, or Committee (may be attached as a separate Sheet)

1 _____ See attached _____

2 _____

3 _____

4 _____

5 _____

6 _____

7 _____

8 _____

9 _____

10 _____

11 _____

12 _____

additional _____

First Baptist Church of Ashland

Co-Pastors Don Baldrice and Dwayne Robinson

January 15, 2016

Housing Program Specialist
City of Ashland
Department of Community Development
Ashland, OR 97520

Gentlemen:

This is a letter of support and endorsement for St. Vincent de Paul's CDBG application for funding for services for the homeless and for homelessness prevention. St. Vincent de Paul workers do a wonderful job of helping people in our community that have hit hard times and need a boost to help them out.

We work with St. Vincent de Paul when they have a person in need to help provide funds toward meeting their goal. We have a heart for those that are hurting and so do the people that invest their time in St. Vincent de Paul. They do a great job of checking out those that apply to be sure the funds will be used wisely.

Your investment in St. Vincent de Paul is a worthy one that you can be proud of their work for those in need in our community.

Sincerely,

A handwritten signature in cursive script that reads "Don Baldrice".

Pastor Don Baldrice

January 4, 2016

City of Ashland
200 E Ashland
Ashland, OR 97520

To Whom it May Concern:

It is an honor and a privilege to write a letter of support for the St. Vincent de Paul application for CDBG funding from the City of Ashland. St. Vincent de Paul is a remarkable organization of all volunteers deeply committed to delivering services to people who experience homelessness and near homelessness. United Way of Jackson County partners with organizations in Ashland to deliver emergency cash assistance for housing, utilities, car repairs and more. Our most significant partner is St. Vincent de Paul. They provide remarkable case management that truly changes lives.

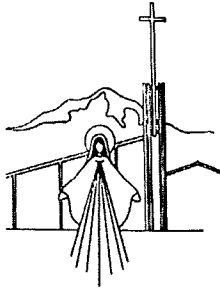
St. Vincent de Paul is the strongest, most effective and efficient organization delivering emergency social services in Ashland. They help people transition to housing, stay housed and get re-housed rapidly and they do this work by offering a hand up. They provide this service without judgment to the people they serve and they do it on faith.

United Way is a proud partner and couldn't recommend St. Vincent de Paul more. If I can offer any further information, please don't hesitate to call me at 541.773.5339 or email me at deeanne@unitedwayofjacksoncounty.org.

Regards,



Dee Anne Everson
Executive Director



Our Lady of the Mountain Catholic Church

987 Hillview Drive
Ashland, OR 97520-3521
(541) 482-1146 Fax: (541) 488-5174 Email:
olmop@mind.net

January 14, 2016

Ms. Linda Reid
Housing Program Specialist
City of Ashland
Department of Community Development
20 E. Main St.
Ashland, OR 97520

Dear Ms. Reid:

This letter is to acknowledge that Our Lady of the Mountain Catholic Church continues its support of the St. Vincent de Paul Ashland/Talent Home Visitation Program in its outreach to the poor and needy in our area. We would strongly encourage the City of Ashland to continue lending them financial support in whatever way possible. If you need further endorsement from me or any additional information, please do not hesitate to contact our office at 541 482-1146 ext. 0

Respectfully,

A handwritten signature in black ink, appearing to read "Ricardo Cervantes". The signature is fluid and cursive, with a long horizontal line extending to the right.

Rev. Mr. Ricardo Cervantes
Pastoral Associate
Our Lady of the Mountain Catholic Church
Ashland, OR 97520
541 482-1146 ext. 13

Society of St. Vincent de Paul Rogue Valley District Council Directors

Position	Name	Address	Phone	Email/Occupation	Year Joined Board
President	Socorro Holloway	1898 Filmore Dr, Medford 97504	h 541-776-6413	socorro2@charter.net ret. banker	2009
Administrative Assistant	Kathy Begley	252 Bellerive Dr., Eagle Point 97524	h541-826-5722 c541-951-6012	begley2001@aol.com ret. banker, small business owner	2012
Past President	Dennis Mihocko	47 Pebble Creek Dr, Eagle Point 97524	c 541- 531-3832	dennissvdp@gmail.com ret. fire captain	2007
VP-Operations	Al Zon	903 Gilman Rd, Medford 97504	h 541-770-9461	zon97504@gmail.com ret. educator	1997
VP- Community Outreach	Tedde Ridley	567 Brandon St, Central Point 97502	h 541-664-5800 c 541-324-4334	tedderidley@gmail.com ret. educator	2008
VP – Grants	Rich Hansen	1061 Kristen Dr, Medford 97504	h 541-770-6062 c 541-261-6855	richhansen39@charter.net ret. corporate exec	2013
Treasurer	Jim Van Orsow	880 Bybee Dr, Jacksonville 97530	h 541-899-9909 c 541-261-8432	Jvanorsow9@gmail.com ret. business exec	2008
Secretary	Nancy Hunt	1898 Bristol Dr, Medford 97504	h 541-857-4987	nanoh1@yahoo.com ret. librarian	2004
*Store Manager	Karen McNeilly	55 Kellogg Gold Hill 97525	h541-855-2008	patrickmcneilly@charter.net ret . marketing exec	1995

*Not a voting member

Conference	Officers	Phone	E-mail/Occupation	Joined Board
Social Services Sacred Heart	Joe Schudawa, President 3430 Silverbirch Ct, Medford 97504	h 541-772-8506	schudawa@charter.net ret. USAir Force	2013
Thrift Store Bl. Anna Maria	Ralph Browning, President 740 Catherine St, Medford 97501	c 541-261-0866	browningralph@gmail.com ret. traffic engineering tech	2015
Kitchen St. Teresa	Curt Swift, President 516 N Berkeley Way Medford 97504	c 541-864-9232	cswift444@gmail.com ret. plant manager	2015
Office St. Anna	Christina Wernecke-Rider, President 2385 Table Rock Rd, SPC 87 Medford 97501	h 541-499-6451 c 541-282-3444	christina-wernecke@hotmail.com student	2014
Ashland Social Services Our Lady of the Mountain	Beth Hill, President 235 Terrace St, Ashland 97520	h 541-488-9391 c 541-531-0245	bethhill@jeffnet.org ret. teacher	2013
Food Pantry Shepherd of the Valley	Vacant			
Shelter St. Anthony	Kathy Morgan, President 316 Mae St, Medford 97504	h 541-773-5954	rkxmorgan@yahoo.com ret. journalist	2011
	Al Zon, Board rep	h 541-770-9461	zon97504@gmail.com ret. educator	1997
Home Visit/Med Assist St. Augustine	Chris Forsythe, President 3908 Bridgeport Dr, Medford 97504	h 541 732-0668 c 541 282-4575	stellaotis@aol.com	
	Kathy Sanger, Board rep	h 541-665-9905 c 541-941-6266	knrsanger@gmail.com ret. kitchen worker	2015