

CRS

Community Resident Services, Inc.

**City of Sanger
Gang/Drug Prevention/ Intervention Services Grant Program**

**Community Resident Services Inc. Grant Submission
2017**

1. APPLICATION COVER SHEET

March 29, 2017

Amount of Grant Request: \$30,800

Name of Project: Unity Estates Community Services Program

Lead Organization: Community Resident Services, Inc.

Grant funds would be used to augment the programs in already place, allow current staff to conduct more outreach, and widen the services available and the amount of people served.

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2. APPLICATION CHECK LIST

Tab A

- (x) Application Cover Sheet**
- (x) Application Check List**
- (x) Contact Information**
- (x) Partner Contact Information**
- (x) Conflict of Interest**
- (x) Organizational Capacity**

Tab B

- (x) Program Summary**
- (x) Program Details**
- (x) Program Eligibility**
- (x) Program Participation Cost/Fees**
- (x) Performance Measures**

Tab C

- (x) Program Budget**

Optional Tab E – For Original Copy Only

- (x) Audited Copy of Lead Organization’s Financial Report**
- (x) Lead Organization’s Annual Budget**
- (x) Job Descriptions (for positions funded through Measure S only)**
- (NA) Staff Resumes (for positions funded through Measure S only)**
- (x) Approval of Facility Use (if applicable)**
- (x) General Liability Insurance Certificate**
- (x) Non-Profit Status Documentation**
- (x) Articles of Incorporation**
- (x) Organization By-laws**

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3. Contact Information

Lead Organization: Community Resident Services

**2554 Millicreek Dr Ste 101
Sacramento CA 95833
916.900.1307 phone
916.993.5269 fax**

Tax Status: 501(c) 3

Tax ID: 26-1092467

www.communityresidentservices.com

Executive Director:

**Erin Myers
916.900.1307
erin@communityresidentservices.com**

Central Valley Services Director:

**Ali Valencia
559.308.8370
ali@communityresidentservices.com**

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4. PARTNER LIST AND CONTACT INFORMATION

Organization: Big Brothers Big Sisters **4 year Partnership**
Address: 905 N Fulton Street Fresno Ca 93728
Phone: 559-268-2447
Contact: Diane Phakonekham
Title: Executive Director
Email: dphak@bigs.org

Organization: Hope Sanger **5 year Partnership**
Address: 1533 7th street #106 Sanger Ca 93657
Phone: 559-875-hope (4673)
Contact: Julie Mendoza
Title: President
Email: hopesanger@hotmail.com

CITY OF SANGER
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CONFLICT OF INTEREST

Name of Project, Program, Activity or Event: Unity Estate Community Service Program

Lead or Partnering Applicant Organization: Community Resident Services

Please describe below any relationships, transactions, positions you hold (volunteer or otherwise), or circumstances that you believe could contribute to a conflict of interest between the City of Sanger, Sanger City Council, or Citizens Oversight Committee and your personal interests, financial or otherwise that may exist with the/your request for grant funding.

I (we) have no conflict of interest to report

I (we) have the following conflict of interest to report

1. _____
2. _____
3. _____

Date: 3/29/17

Signed: [Signature]

Printed Name: Diane Phakonekham

Please note that listing conflict of interest or potential conflict of interest does not necessarily preclude you or the organization from applying for or receiving grant funding.



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6. ORGANIZATIONAL CAPACITY

Our Mission

CRS empowers existing communities to help them develop a healthy environment through listening to the needs our residents and fostering the strengths of all. We provide compassionate services and programs within residential communities.

CRS was founded in 2007 for the purpose of involvement in the development and reservation of affordable housing throughout California. Specifically we hold the managing general partner position in each affordable housing complex and fulfil the state regulator's requirements for free social services provided to residents of the affordable housing complex with which we become involved.

CRS's core competency is bringing quality services to the residents that are appropriate to the specific populations of each property. The services include, but are not be limited to, after-school programs, computer learning, after-school and school-break recreational and cultural programs, English-as-a-Second-Language, resume writing courses, job search courses, personal health maintenance courses, and summer lunch programs.

CRS identifies specific programs that meet the residents' needs and desires. Then through a combination of coordinating with local program providers and arranging for local onsite service coordinators, CRS delivers the quality services to the residents that are appropriate to the specific populations of each property.

While staffing varies based upon the specific needs and programs at each property, CRS generally hires Program Coordinators to assist at each property. The primary function of the Program Coordinator is to effectively assist resident family members that have requested support in enhancing the quality of their daily lives and in more fully and successfully participating in the educational and economic mainstream. The Program Coordinator provides tenants with information about and supportive access to local services and resources that can assist the residents to achieve their life opportunities objectives.

CRS already has administrative staffing in place running programs that include gang prevention. As an organization we believe this to be our responsibility and our goal. We are also required by the regulatory agreements of our financing structure to provide social services of our own design. This results in a financing stream that, although small, is unending.

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CRS Complexes	Households		
Pacific Rim Apartments 6620 Sunnyslope Drive	32	Casa de Angelo Apts 3151 Notre Dame Dr	100
College View Apartments 2357 N. Beale Rd.	88	Broadway Senior Center 5200 Broadway Ave.	120
Unity Estates Apartments 1410 J St.	88	Villa Sierra 729 Nord Ave.	164
Tracy Village Apartments 435 E. 6th St.	72	Cherry Glen Apartments 762 West Lincoln Ave Woodland, CA 95665	44
Willow Tree Apartments 4300 Norwood Ave.	108	Tamarisk Villas 24642 & 23 School Rd. Ripley, CA	50
Rosswood Manor Apartments 9400 Kiefer Blvd.	97	Bell Mirage Estates 16629 N. Greasewood Surprise, AZ 85374	60
Yuba Gardens Apartments 1804 Hammonton Rd.	120	Arbor Square Apts. 800 North G Street	125
Kings Garden Apartments 1236 Fernot Way	100	Bryte Gardens Apts 815 Bryte Avenue	108
Siena Pointe Apartments 22842 Vermont Street	109	Delta View Apartments 3915 Delta Fair Blvd.	205
Tracy Garden Village 662 East Street	88	Countrywood Village Apts. 5500 & 5700 Mack Rd.	292
		Park Manor Apartments 24200 Silva Avenue	81
		Rancho Cordova Apt. 10685 Coloma Rd.	95
		Cherry Glen Apartments 762 W Lincoln Ave, Woodland, CA 95695	40
		Total Units Served 2,386.00	

Above is the list of properties at which we provide free social services to residents. In total over 2,300 households are served, an estimated 5,000 people per year. Services are provided year-round, free of charge.

CRS employs between 12-15 people at any given time. CRS employees are given tremendous opportunities to grow in their careers and skills. They are given flexibility, authority and autonomy to a degree, in order to best meet the needs of their residents. They rise and flourish with this design. Most often employee's life experiences are not far from the residents they are helping. Therefore their firsthand knowledge and credibility is easily established. CRS employees log an increasing number of service hours each year, as our programs expand. In 2012 total service hours were 4,602 and in 2015 the year ended with 6,547 hours of service provided.

CRS enjoys a very flat organization management structure. There are 11-14 program coordinators, which all report directly to the Executive Director. The Board of Directors is active and passionate for the residents receiving service and the dedicated employees providing the services. This structure is directly beneficial to the employees and consequently the service programs because feedback and support are communicated directly and swiftly. Budget and human resources aside, decisions and actions can be made easily with the organization structure.

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7. PROGRAM SUMMARY

Through research and hands on experience, it is proven that engaging youth in positive ways is the most challenging part of gang prevention. This is especially so in a climate of increasing gang activity, as is potentially the case in Sanger. However CRS has been engaging youth at an increasing rate within Unity Estates for the past 4 years. We are in position to communicate and connect with the youth that need it most. Local rapport and partnerships have been established. ***The proposed program is currently in action, in its infancy. Grant funds would be used to augment the programs in place, allow current staff to conduct more outreach, and widen the services available and the amount of people served. The result of this would hopefully be conducting the same services at other locations such as Sanger Crossings nearby or other similar locations.***

CRS's philosophy on gang prevention takes a four prong approach:

- 1) **Education** – Placing value on and providing support for education is very important for youth. CRS programs provide time, encouragement and motivation for homework and tutoring. Rewards programs for good grades and homework completion are very successful.
- 2) **Build Stronger Families** – CRS offers services to the entire household, and encourages the family to participate together. Adults can set the example of community service, self-improvement and education. From movie nights to off-site trips, parental involvement is key. The average age at which a gang is joined is 12-14, with the decision to join made as early as 11 years old. The earlier CRS can make a positive impact on youth, the better.
- 3) **Build Strong Communities** in which youth thrive – Gang proliferation takes place when youth do not find positive alternatives and are easy to fall prey to gang solicitation. Positive environments and communities provide the yearned for sense of belonging, as well as accountability and reestablish social norms. CRS programs are the root of building such communities through programs that are provided within the physical community where youth live.
- 4) **Partnerships** – The reality is that gang prevention is the responsibility of many, not just one group. Successful gang prevention will take the collaboration of the criminal justice system, city/county, schools, faith community and neighborhood. CRS has already established relationships, partnerships and program experience with each of these organizations



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CRS Core Program can be broken down into the following needs:

Food

- Providing after school snacks, and food for when school is not in session. During the summer CRS participates in the state's summer lunch program through partner's sponsorships. Thanks to a grant from the Wonderful Company we have an amazing snack providing, and healthy eating learning program in place.

Program Supplies

- For educational projects (year-round), and school supplies (back-to-school time) such as pencils, glue, markers, rules, scissors, color pencils, construction paper.

Example of Outings

- Monterey bay aquarium
- \$3.00 movies
- Fresno Zoo
- Hobbs Grove Pumpkin Patch
- Natural History Museum of Los Angeles County

Program incentives

- Gift cards and small toys
- Plaque for end of the year awards
- Pizza party

High school 4 month internship program benefits

- Stipend for helping out during regular program
- Community services
- Leadership

Holiday party /events

- Easter
- Halloween
- Christmas season
- Summer Events such as BBQs, Family Luau, Outdoor movies etc

8. PROGRAM DETAILS

At Unity Estates the participants and youth feel a sense of belonging. The CRS programs are not only a place that they can receive help and do their homework, but it is a place to escape whatever they are experiencing. It's a place of love, support and encouragement. It is the place where they receive the proper attention and guidance from positive role models, so that they can develop the best foundation to make good decisions for themselves.

General company-wide curriculum for CRS utilizes a monthly theme. Each month, staff can tailor lessons and activities that will best suit their residents by choosing from a library of resources. Each month has a theme ranging from nutrition to violence prevention, and gratitude to community.

Curriculums that we use for Gang Prevention are the following:

The Phoenix Curriculum

Middle and High school edition 25 hours: The Phoenix Curriculum is designed for grades 4 through high school. In the grades 4-5 the curriculum focuses on prevention. The middle and high school curriculum emphasize prevention and intervention. The curriculum includes detail lessons plans, support materials and the curriculum links to state core competency standards. These materials are designed to be used flexibly to achieve school, district and community goals.

What do you think Phoenix Curriculum?

Elementary school and Sixth Grade Edition: This manual is a supplementary resource to the Phoenix Gang Intervention and prevention curriculum. The material is written to promote change using a Cognitive restructuring (cognitive –behavioral therapy or "CBT") approach. It provides students with the opportunity to examine their thinking on a range of issue dealing with gang activity, criminal behavior and other delinquencies. It is a tool for guiding the students toward more constructive, positive and pro –social thinking.

A key component to CRS delivering successful programs and gang prevention is the partnerships we have established with the Sanger area. These partnerships provide an invaluable resource, including guest speakers, local authorities, special events, specialized programs and skills.

- Girls Scout of Central California: 2 years Partnership. They provide leadership, life skills, and empowerment for young girls. They recruit and hold meetings within Unity Estates.
- Big Brothers Big Sisters: 3year Partnership. Provided support on many outings and activities. Most recently, created the high school mentoring program, setting up high school mentors with youth at Unity Estates.

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- **Project Purple: 5 years Partnership.** Project Purple is a non-profit organization dedicated to redirecting the activities of at-risk youths, contributing to the reduction of violence in Sanger. They partner to provide fun events such as block parties and fun runs. They also provide volunteer support and share resources.
- **Sanger Parks and Recreation: 5 years Partnership.** Helps to support rec activities and hosting events when possible.
- **Kings View Behavioral Health** is a leader in serving the underserved in behavioral health. They focus on the rural communities. Currently they provide a free, onsite 2 hour weekly program called Blue Sky Empowerment, teaching self-esteem, goal setting, life skills and mental health.
- **Hope Sanger: 5 year Partnership.** HOPE Sanger is a multi-denominational non-profit community outreach program established to provide food and other necessities to the homeless and poor of Sanger. Initially, the organization focused on preparing and delivering meals every Saturday to the homeless and others in need. Over the years they have helped provide food, volunteers and holiday gifts for children.

Sample Week of Program: Month's Theme: SERVICE

Week 4 – Examples of Leaders

Day 1 Be a Superhero (art activity), Healthy Snack and lesson (twice monthly), homework

Day 2 Heroes Part 1 – research and pick three heroes, homework, jump rope tournament

Day 3 Heroes Part 2 – paint one of your heroes and write their qualities on wall poster, homework, scrabble tournament

Day 4 Heroes Part 3 – who is a hero in your life that you know? Prepare to interview your hero, homework, craft

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9. PROGRAM ELIGIBILITY

General Program Services are available to all family members and residents of Unity Estates. Guests are welcome as space allows. After school program is open to ages 5-18. Any children under 5 must be accompanied by an adult at all times. Special events, outdoor activities and parties are open to all members of the community.

10. PROGRAM PARTICIPATION COSTS

CRS provides all services completely free of charge to all participants.

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11. PERFORMANCE MEASURES

The overarching at Unity Estates, is that with Measure S funds programs and services will increase in quality and quantity. Regardless, CRS and Ali Valencia will continue their hard work and programs will continue. Measure S funds will augment what is already in motion and add fuel to the passionate fires already burning.

128 residents under age 18 live at Unity Estates. CRS serves guests and community members as often as possible and as space allows. With Measure S funds it is expected that 25-35% more people will receive regular daily program services, and 20-30% increases will occur at holiday, special events and outings. Long term results of the outreach planned as a result of the Measure S funds could hopefully lead to all new locations for CRS programs, hence increasing participants by almost double.

Current program participation is as follows:

- Daily 3 day/wk program: 12-20 participants depending on season. During summer, as many as 50 youth per day receive breakfast and lunch through the program. With Measure S funds, program will be increased to 5 days/week.
- Outings range from 15-50 youth participating.
- Holidays and Special events 100-350 people participating

Measurement and tracking systems are already in place, as sign-in sheets are a regular requirement. CRS internal reporting requires a tally of participants, and details of activities, outcomes, goals and forecasts. This can be shared easily with the City.

Should Measure S funds be awarded a financial tracking system is ready for use. Any additional reporting would be readily accepted and prepared for the City as necessary.

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12. PROGRAM BUDGET

Proposed Use of Funds

Proposed Funds

Program Supplies	\$150 per month	\$ 1,800
Outings	\$1,500 quarterly	\$ 6,000
Rewards	\$150 per month	\$ 1,800
Internship	\$4,000 annually	\$ 4,000
Holidays	\$300 quarterly	\$ 1,200
Technology	6-8 laptops & DVD player	\$ 5,000
Program Coordinator	15 hrs per week	\$ 11,000
	Annual Total	\$ 30,800

Proposed Budget

Revenue			% of Revenue
Measure 5 Grant		\$ 30,800	59%
CRS Subsidy		\$ 10,740	21%
Partnership Income		\$ 10,560	20%
		\$ 52,100	
Expenses			% of Grant
Food			0%
Program Supplies	\$150 per month	\$ 1,800	6%
Outings	\$1,500 quarterly	\$ 6,000	19%
Rewards	\$150 per month	\$ 1,800	6%
Internship	\$4,000 annually	\$ 4,000	15%
Holidays	\$300 quarterly	\$ 1,200	4%
Technology	6-8 Laptops & DVD player	\$ 5,000	15%
Insurance and Taxes		\$ 2,500	0%
Program Coordinator	15 hrs per week	\$ 11,000	35%
Services Director	50% Unity expense	\$ 16,800	0%
	Annual Total	\$ 52,100	100%

Current Budget

Revenue		
CRS Subsidy		\$ 10,740
Partnership Income		\$ 10,560
		\$ 21,300
Expenses		
Food	Covered by grant	
Program Supplies	\$100 per month	\$ 1,200
Outings	\$200 quarterly	\$ 800
Rewards	\$200 annually	\$ 200
Internship		
Holidays	\$600 annually	\$ 600
Technology		
Insurance and Taxes		\$ 1,500
Program Coordinator		
Services Director		\$ 17,000
	Annual Total	\$ 21,300

Revenue

- CRS subsidy revenue source is the overall company savings, miscellaneous income sources and general fund.
- Partnership income is that which is guaranteed from the property's financing structure to fund the minimum service requirements of the state.

Expenses

- Food: Currently not a line item in our budget, we currently provide snacks on occasion as budget and donations allow. We propose to provide daily after school snacks and meals during school breaks/holidays, when youth would otherwise be missing food as they rely on school provided meals. The summer lunch program will continue under both scenarios.

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- **Program Supplies:** Include the basic art necessities, homework supplies, and recreation and game supplies. We also rely on donations for these things. With additional Measure S funds we would be able to provide take-home supplies when youth go back to school in the fall.
- **Outings:** One of most popular and well attended parts of program, the frequency and quantity of youth participants will be able to increase with Measure S funds. These include museum trips, sporting events, plays etc.
- **Rewards:** As a tangible motivation tool, rewards are given for grade improvements, homework completion, and community service and program participation. Participants really seem to enjoy and look forward to the rewards programs in place. We would like to increase those in both quality and quantity.
- **Internship:** This is not a piece of the program that is currently in place, though it is part of our long term plan. This would entail one high school student intern per quarter. Their job would be to help out with the program, while during research and learning life and career skills. They would receive a stipend and school credit where possible.
- **Holidays and Special Events:** Another cornerstone of program success, the large holiday and special events that are part of CRS program at Unity Estates are crucial for community building, heighten awareness and promote a positive environment. They also become a showcase for partners to present their services and highlight the work being done in the community. These include Spring/Easter, Halloween, Winter/Christmas, Summer BBQ, Family Outdoor Movie nights, and a Family Luau. With Measure S funds more people in the community would be able to attend and the overall quality can increase.
- **Technology:** With Measure S funds we would like to purchase and maintain laptops for use during program. We have a limited number of desktop computers in very poor condition. The addition of 6-8 laptops would more than double the amount of homework, research, job searching, teaching and enjoyment can take place. Laptops also take up less space and allow student to configure into groups for projects.
- **Program Coordinator:** By adding a very part time junior employee to work with Ali Valencia, the Central Valley Services Director, this will allow for more attention and time to given to individuals. It will also allow for more outreach to be done, finding more partners, increasing the education base, and ultimately more program participants.
- **Insurance, taxes and the Social Services Director's salary** will not use Measure S funds. Half of the Service Director's salary is applicable to Unity Estates, as the position also covers another location. Taxes will increase as a result of the new program coordinator position, but will be absorbed by CRS's main budget.

Ms. Myers,

Thank you for your application to the City's Gang prevention program. We are currently evaluating applications and request the following information:

1. Indicate how the program will document that participants are unduplicated (first-time) and repeat youth.

Daily sign in sheet are provided to track the participation of the children attending the program. This includes their age and unit number of the child attending. Children from the surrounding neighborhood will have no unit number next to their name. Based on sign in sheet and program permission slips, we will be able to monitor the children that are currently attending and the new members.

- a. What are the estimated number of participants, if funded at the requested amount?

I estimate the increase of participation by 20-40 more children if the program has a coordinator in place on Tuesdays and Wednesday on the days that I am not in Sanger.

- b. Last year's submission identified 88 participants – why is this the same amount as that submitted in this year's program?

Due to limited space of the facility, we can only accommodate so many children. So while that will not change, we want to make our program available more often. During our outdoor events we have served about 200 children. The Sanger scene has done a wonderful Job documented the participation of these events that has taken place at Unity Estates.

2. What amounts of the budget go to support the formal Phoenix Prevention programs?

We are no longer using the Phoenix Prevention Program. We do not carve out a portion of the budget for the program support, as it is included in the human resources calculation and we already have the curriculum purchased.

The Curriculum being used are the Following;

The Society for Prevention of Violence with the Center for Applied Research in Education

Violence prevention skills lessons & Activities for k- secondary students. The curriculum is based on real –life situations to help build students 'characters, prepare them to recognize situations that could become violent, and teach them the skills they need to deal with such conflicts in a non –violent and peaceful manner.

From Peer pressure to peer support for grades 9-10

Works well in reaching its goal of preventing kids from ever starting to use Alcohol and other drugs. The benefit of this program go far beyond prevention, however They're also evident in improved academic work. Teachers experience improved student's self-management skills and greater active participation in the learning process. Students are better prepared for small groups integration and cooperative learning. As students learn to take greater responsibility for their behavior, principals experience fewer disciplinary problems. In short the program benefits the entire community.

Enough 's Enough by the Arise foundation

Real life stories that stick like Velcro providing young individuals with the tools they need to survive, succeed, and become super-productive members of society.

Educating and motivating them by equipping them with practical information they can use every single day of their lives.

Helping them achieve their highest potential by enriching their own lives and those they interact with

a. How does the technology request support the prevention program?

Having efficient technology is an important piece of community and encouraging youth to attend our programs. It adds to the consistency and respectability of the program. Technology in the program better provides the tools of education and the windows to their next step (ie job and career searching). The technology will be used in the afterschool program for educational purposes and research in gang prevention, drugs and the effects of Alcohol.

b. How does the Program Coordinator support the prevention program?

Administrative costs are not to exceed 15% of the grant:

The Program coordinator will be assisting me to teach the gang prevention curriculum. The coordinator will also oversee the high school tutoring program which is NOT the high school Big program. This program run on Tuesdays and Wednesday.

- a. Does CRS currently have a filled Program Coordinator? Will the position be filled whether or not Measure S Grant funding is provided?

CRS has a Director in place in the Unity Estates after school program. Funding for this location is not available to hire a coordinator at this time, though it is the ultimate goal to fill position.

3. What, if any, is the program overlap with the Biggs Program submitted separately by the Big Brothers/Big Sisters program.

The Biggs program have mentoring on Thursdays, One day out of the week. The Unity Estates after school program runs on Mondays, Tuesdays, Wednesdays and Fridays.

- a. Will any of the Interns be Bigs?

The Biggs will not be doing internship. None of the Unity High school students have joined the High school Biggs Program. The Unity High school students Volunteer their time in the Unity High school tutoring program. Maritza Garcia oversees her peers. Internship will be available to the high school students involved in the tutoring program.

Please respond by Wednesday, April 26th. Feel free to contact me directly if you have any questions.

Tim Chapa

From: Tim Chapa
Sent: Monday, April 24, 2017 10:57 AM
To: 'erin@communityresidentservices.com'
Cc: 'ali@communityresidentservices.com'
Subject: RE: Measure S Grant

Ms. Meyers,

I had someone come into the office as I was putting this e-mail together, and sent it incomplete. Please see the complete e-mail, below.

Tim Chapa, City Manager
City of Sanger
1700 7th Street
Sanger, CA 93657
(559) 876-6300 ext. 1500
TChapa@ci.sanger.ca.us



From: Tim Chapa
Sent: Monday, April 24, 2017 10:36 AM
To: 'erin@communityresidentservices.com' <erin@communityresidentservices.com>
Cc: 'ali@communityresidentservices.com' <ali@communityresidentservices.com>
Subject: Measure S Grant

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2. What amounts of the budget go to support the formal Phoenix Prevention programs?
 - a. How does the technology request support the prevention program?
 - b. How does the Program Coordinator support the prevention program?
3. Administrative costs are not to exceed 15% of the grant:
 - a. Does CRS currently have a filled Program Coordinator? Will the position be filled whether or not Measure S Grant funding is provided?
4. What, if any, is the program overlap with the Bigs Program submitted separately by the Big Brothers/Big Sisters program?
 - a. Will any of the Interns be Bigs?

Tim Chapa

From: Tim Chapa
Sent: Monday, April 24, 2017 10:36 AM
To: 'erin@communityresidentservices.com'
Cc: 'ali@communityresidentservices.com'
Subject: Measure S Grant

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 - b.

Please respond by Wednesday, April 26th. Feel free to contact me directly if you have any questions.

Tim Chapa, City Manager
City of Sanger
1700 7th Street
Sanger, CA 93657
(559) 876-6300 ext. 1500
TChapa@ci.sanger.ca.us

