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**SUBMITTAL TO THE BOARD OF SUPERVISORS  
COUNTY OF RIVERSIDE, STATE OF CALIFORNIA**

**FROM:** Community Action Partnership of Riverside County

**SUBMITTAL DATE:**  
5/22/09

**SUBJECT:** Resolution 2009-189 – Local Plan for the Community Services Block Grant, American Recovery and Reinvestment Act of 2009

**RECOMMENDED MOTION:** That the Board of Supervisors:

Adopt the attached Resolution 2009-189 approving Community Action Partnership of Riverside County's (CAP Riverside) Local Plan for the Community Services Block Grant, American Recovery and Reinvestment Act of 2009.

Purchasing: *[Signature]*  
Mark Seiler, Assistant Director

FORM APPROVED COUNTY COUNSEL  
BY: *[Signature]* 5/22/09  
LARISA R-MCKENNA DATE

*[Signature]*  
Maria Y. Juarez, CCAP Deputy Director for  
Lois J. Carson, CCAP, Executive Director

(CONTINUED 3 Pages)

<b>FINANCIAL DATA</b>	Current F.Y. Total Cost:	\$ 0	In Current Year Budget:	No
	Current F.Y. Net County Cost:	\$ 0	Budget Adjustment:	No
	Annual Net County Cost:	\$ 0	For Fiscal Year:	FY 09/10

<b>SOURCE OF FUNDS:</b> 100% Federal	<b>Positions To Be Deleted Per A-30</b>	<input type="checkbox"/>
	<b>Requires 4/5 Vote</b>	<input type="checkbox"/>

**C.E.O. RECOMMENDATION:** APPROVE  
BY: *[Signature]*  
Debra Cournoyer

County Executive Office Signature

Dep't Recomm.:  Consent  Policy   
Per Exec. Ofc.:  Consent  Policy

Prev. Agn. Ref.: District: All Agenda Number: **3.20**

**FROM:** Community Action Partnership  
of Riverside County

**DATE:** 5/22/09

**SUBJECT:** Resolution 2009-189  
Local Plan for the Community  
Services Block Grant, American Reinvestment  
and Recover Act of 2009

**PAGE:** 2 of 3

**BACKGROUND:**

On February 17, 2009, President Obama signed into law the American Recovery and Reinvestment Act of 2009 (ARRA). The ARRA provides CAP Riverside with approximately \$4 million in additional funds to the Community Services Block Grant (CSBG) program for Federal Fiscal Year 2009. The purpose of the ARRA is to create sustainable economic resources in communities by:

1. Providing a wide range of innovative employment-related services and activities tailored to the specific needs of their community;
2. Using funds in a manner that meets the short-term and long-term economic and employment needs of individuals, families, and communities; and
3. Making meaningful and measurable progress toward the reform goals of the ARRA with special attention to creating and sustaining economic growth and employment opportunities.

Because recipients of the ARRA funding are under strict deadlines to meet contractual and programmatic requirements, CAP Riverside developed its Local Plan to administer funds expeditiously by expanding existing programs and partnering with organizations where CAP Riverside has had formal and/or informal partnerships. Focus of the partnership is on job creation and expansion of services to low-income residents countywide with emphasis on food, housing, health services and employment, key goals of the Recovery Act.

**FINANCIAL IMPACT:** No County General Funds will be required. Upon execution of the agreement, CAP Riverside will submit a budget adjustment in the Executive Office Quarterly Financial Summary Report for FY 2009-2010

**CONCUR/EXECUTE:** Purchasing

LJC:MYJ:KA:jb

FORM APPROVED COUNTY COUNSEL  
BY: *Larisa R. McKenna*  
LARISSA R. MCKENNA DATE

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**RESOLUTION 2009-189**  
**Local Plan**  
**for the**  
**Community Services Block Grant,**  
**American Recovery and Reinvestment Act of 2009**

**BE IT RESOLVED** by the Board of Supervisors of the County of Riverside, State of California, in regular session assembled on June 2, 2009, that the Board of Supervisors approves the County of Riverside's Local Plan [hereinafter "Local Plan"] for the Community Services Block Grant, American Recovery and Reinvestment Act of 2009 (hereinafter "CSBG-ARRA") and authorizes:

1. The Chair of the Board to sign all subsequent grants and agreements in conformance with the Local Plan, the CSBG-ARRA, and related Guidelines between the County of Riverside and the State of California, Department of Community Services and Development, not to exceed \$4,000,000;
  
2. The Riverside Purchasing Agent to sign ministerial amendments not to exceed the authorized program amount of \$4,000,000; and
  
3. The Executive Director of CAP Riverside to sign all assurances, exhibits, and reports made under the agreement for the CSBG-ARRA, and administer the program.

## CSBG Recovery Act Local Plan

*Please refer to your instructions prior to completing the Community Services Block Grant (CSBG) Recovery Act Local Plan.*

### Submit To:

Department of Community Services and Development  
Attention: Community Services Division  
P.O. Box 1947  
Sacramento, CA 95812-1947

### Section I - Agency Information

Agency Community Action Partnership of Riverside County

Address 2038 Iowa Avenue, Suite B-102

City Riverside

### Agency Contact Person Regarding CSBG Recovery Act Local Plan

Contact Person Maria Y. Juarez

Title Deputy Director

Phone 951-955-4900

Fax 951-955-6494

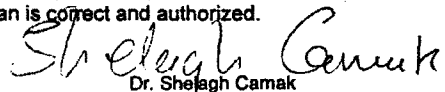
E-mail Address mjuarez@capriverside.org

### Section II - Certification

1 As a part of the efforts to ensure transparency and accountability, the Recovery Act requires Federal agencies and grantees to track and report separately on expenditures from funds made available through the stimulus bill. Please check to acknowledge that your agency is aware of this requirement and has the capacity to track CSBG Recovery Act program activities and expenditures separately from all other CSBG or other funding, including activities and expenditures carried out by delegate agencies and other service providers supported by subcontracts under Recovery Act funding.



The undersigned hereby certify that this agency complies with the requirements of this CSBG Recovery Act Local Plan and the information in this plan is correct and authorized.

  
Dr. Shelagh Camak

Board Chair

May 8, 2009

Date

  
Lois J. Carson, CCAP

Executive Director

May 8, 2009

Date

## CSBG Recovery Act Local Plan

<b>Section III - DUNS Number</b>	
<i>Provide your agency's Data Universal Numbering System (DUNS) number. If your agency has not registered, do so and provide the number below.</i>	
<b>DUNS Number</b>	105920057
<b>Section IV - CCR Number</b>	
<i>Provide your agency's Central Contractor Registration (CCR) number. If your agency has not registered, do so and provide the number below.</i>	
<b>CCR Number</b>	Cage Code No. 3TDL9
<b>Section V - Verification of Public Inspection</b>	
<i>Provide verification of public inspection of your agency's CSBG Recovery Act Local Plan. Documentation of public inspection must also be provided, (i.e. copy of web page, e-mail blasts, etc.)</i>	
<b>A) Describe how your agency made this Local Plan available for public inspection.</b>	
CAP Riverside will make its CSBG Local Plan available for public inspection by posting it on the CAP Riverside website ( <a href="http://www.capriverside.org">www.capriverside.org</a> ) and notify partners, customers and stakeholders by email of its availability. The Public will be invited on the website to submit comments.	
Verification of website posting is attached.	
<b>Section VI - General Plans</b>	
<i>For each question in this section, provide a comprehensive narrative of what plans you have made to date.</i>	
<b>A) Provide a description of Recovery Act projects for purposes of creating and sustaining economic growth and employment opportunities. Include a description of targeted individuals and families; services and activities; and how the services and activities are tailored to the specific needs of the community.</b>	
Projects cover the Recovery Act's priorities of food, housing, health services, and employment to serve youth, seniors, disabled, immigrants, working poor and low-income individuals and families, and other vulnerable populations. Sustainability for all Recovery-related efforts are contingent upon the improvement of the economy over the next 15 to 24 months. CAP Riverside will provide consultation, training, technical assistance and potential lead agency partnership on future grants to all its Recovery funded programs and subcontractors to sustain created and/or retained jobs beyond the Recovery Act's 15-month contract.	
<b>IN-HOUSE PROJECTS:</b>	
<b><u>Pre-Apprenticeship Program Expansion</u></b>	
High school juniors or seniors are matched with small businesses for on-the-job training and mentoring. CAP will fund 60 positions for 520 hours each at minimum wage and will provide a \$100 match savings upon their opening a savings account and saving \$100. The employer will also match \$100. CAP will fund 1 Coordinator position to provide coordination, monitoring and oversight of the project.	
In-house Project Target: Low-income Youth Community Need: Employment training / employment Jobs to be created: 61 Jobs to be retained: 0 Funding Level: \$316,171	
<b><u>Project B.L.I.S.S. (Building Links to Impact Self-Sufficiency)</u></b>	
Expansion of Project B.L.I.S.S. – a strategy that helps move low-income families out of poverty. CAP Riverside will provide funding for 50 participants to complete the "Getting Ahead" course designed to prepare the families for a Circle by using the hidden rules of class to build financial, emotional, social and other resources. CAP will fund 1 Community Services Assistant position to assist in providing staff support for the project.	
In-House Project Target: Low-income working families Community Need: Food, housing, health services & employment Jobs to be created: 6 Jobs to be retained: 0 Funding Level: \$58,092	

## CSBG Recovery Act Local Plan

### Year-Round Tax Assistance Program

CAP Riverside will fund 2 Administrative Assistant positions and provide program support to provide certificated tax preparation training and year round tax preparation in Eastern County (Blythe, Indio, Coachella, Palm Desert, Mecca, Thermal, etc.) and Mid County (Hemet, San Jacinto, Anza, etc.). The positions will be located in the Cities of Indio and Hemet.

#### In-House Project

Target: Low-income individuals and families

Community Need: Food, housing, health services & employment

Jobs to be created: 2

Jobs to be retained: 0

Funding Level: \$125,726

### Senior Community Education and Outreach Project

In partnership with the Riverside County Office On Aging, CAP Riverside will fund 2 Community Outreach Specialist positions to be located within CAP to conduct targeted outreach and education services to seniors throughout Riverside County. The positions will promote CAP services and provide information and referrals to other programs including: food stamps, transportation, housing, in-home supportive services, etc. and provide assistance with application processes.

#### In-House Project

Target: Low-income Seniors

Community Need: Food, housing, health services & employment

Jobs to be created: 2

Jobs to be retained: 0

Funding level: \$75,684

### Southeast Asian People's Farm Project

The project empowers self-sufficiency of low-income Southeast Asian refugee/immigrant families via farming of local community gardens in high poverty locations in Mid and West County, and improves participating families' health through daily exercise and increased access to nutritional, culturally appropriate produce. CAP Riverside will fund 1 Community Services Assistant position to coordinate project activities and provide information and referrals to the families. Emphasis will be placed on providing education on the various services available to them and on the application process.

#### In-House

Target: Low-income refugee/immigrant individuals/families

Community Need: Food, health services, employment

Jobs to be created: 1

Jobs to be retained: 0

Funding Level: \$45,071

### Peer Mediation Project

CAP Riverside will fund 1 Administrative Assistant position to conduct School-based Peer Mediation at various school sites throughout Riverside County. The program offers schools an alternative to traditional disciplinary practices and helps schools become safer places through peer mediation. Students will be trained to mediate disputes on campus. The project promotes healthy and safe schools.

#### In-House Project

Target: Youth on school campuses

Community Need: Health (safe and healthy schools)

Jobs to be created: 1

Jobs to be retained: 0

Funding Level: \$61,863

### Community Action Academy

CAP Riverside will provide faculty members county-wide to teach capacity building training courses for local organizations and community members on grant development, budget development, marketing, etc.

#### In-House Project

Target: Public/private organizations & individuals

Community Need: Food, housing, health services & employment

Jobs to be created: 16

Jobs to be retained: 0

Funding Level: \$22,500

## CSBG Recovery Act Local Plan

### SUBCONTRACTED PROJECTS:

#### Project L.E.A.D. (Linking Education, Advocacy and Development) Program Expansion

An after school program that will recruit, train and deploy mentors/tutors into 5 middle schools in Riverside Unified School District, 1 middle school in the City of Perris and 2 middle schools in Desert Sands Unified School District. All schools are Title 1 – high percentage of low-income students. CAP will partner with following organizations to implement Project L.E.A.D. in these areas:

#### Subcontract Project

Target: Title 1 Low-income Youth

Community Need: Food, housing, health services & employment

YMCA of Riverside City and County

Jobs to be created: 60

Jobs to be retained: 0

Funding Level: \$367,821

Boys and Girls Club of Coachella Valley

Jobs to be created: 20

Jobs to be retained: 0

Funding level: \$143,780

#### Small Business Development Program

CAP Riverside will partner with Community Investment Corporation (CIC), the only Community Development Financial Institute (CDFI) in Riverside County created by CAP Riverside, to provide micro-loans to developing businesses and low-income family loans. CAP to provide funding to support/maintain/expand the program, including funding of 1 Manager position and 1 Support Staff position to provide training, technical assistance, and coaching to small businesses.

#### Subcontract Project

Target: Small Businesses (10 or less employees)

Community Need: Employment

Jobs to be created: 2

Jobs to be retained: 0

Funding Level: \$135,040

#### Small Business Development Program

CAP Riverside will partner with the Coachella Valley Women's Business Center to provide training, technical assistance and coaching to small businesses in East County to help develop their capacity to stabilize, sustain and grow their businesses. CAP will provide funding to support 3 Community Specialist positions to implement this project.

#### Subcontract Project

Target: Small Businesses (10 or less employees)

Community Need: Employment training/Employment

Jobs to be created: 3

Jobs to be retained: 0

Funding Level: \$206,166

#### Lead Hazard Control Program

CAP Riverside will partner with the Department of Public Health to implement Lead Hazard Control activities including lead inspections, window/door replacement in approximately 20 homes built prior to 1955. Eligible households must have at least 1 child under the age of six, have at least one bedroom and must meet HUD's income guidelines. CAP will also provide funding to conduct approximately 6 one-day Lead Based Paint Maintenance Training classes (25 participants) for maintenance supervisors and staff working on properties built before 1978 that may contain lead-based paint. The course meets the lead safety training requirement for HUD's Lead Safe Housing Rule (24 CFR Part 35).

#### Subcontract Project

Target: Low-income Families with at least 1 child under age of six

Community Need: Housing and health services

Jobs to be created: 3

Jobs to be retained: 0

Funding Level: \$228,800

## CSBG Recovery Act Local Plan

### Senior Information and Referral Project

In partnership with the Riverside County Office On Aging, CAP Riverside will fund 4 Community Outreach Specialist positions to be located in Office on Aging sites (Riverside Main office, Hemet and Palm Desert offices) to provide information and referrals for senior/disabled individuals throughout Riverside County. Information will be provided on CAP Riverside programs, food stamps eligibility and application process, long term care assessments/options, assistance with various program application processes (CARE, utility assistance, weatherization, etc.), etc. Home visits will be conducted for home-bound seniors/disabled.

#### Subcontract Project

Target: Low-income Seniors  
Community Needs: Food, housing, health services & employment  
Jobs to be created: 4  
Jobs to be retained: 0  
Funding Level: \$177,505

### Structural Racism Project

CAP Riverside will partner with Fair Housing Council of Riverside County, Inc. to conduct and compile results of a county-wide survey and conduct community meetings to address the impact and resolution of structural racism in Riverside County. CAP will fund 3 Community Outreach Specialist positions to implement this project in East, Mid and West County and to provide information and referrals for CAP programs and other services.

#### Subcontract Project

Target: Low-income individuals and families  
Community need: Food, housing, health services & employment  
Jobs to be created: 3  
Jobs to be retained: 0  
Funding Level: \$132,378

### Conflict Resolution: Mediation in the Workplace

CAP Riverside will partner with Cal State University at Palm Desert to conduct 10 Conflict Resolution/Mediation in the Workplace Training to employers and employees throughout the county. CAP will provide funding to cover the trainer's fee for conducting the training. The project promotes healthy workplaces.

#### Subcontract Project

Target: Employers and employees  
Community Need: Safe and health workplace  
Jobs to be created: 1  
Jobs to be retained: 0  
Funding Level: \$15,500

### Habitat for Humanity

#### Habitat for Humanity Inland Valley

CAP Riverside will partner with Habitat for Humanity to build or rehab simple, affordable houses to sell to local low-income families at no profit with no interest loans. CAP will support Habitat efforts to accomplish this by funding 1 Director of Fund Development position and 1 Construction Manager position.

#### Subcontract Project

Target: low-income individuals and families  
Community Need: Safe and affordable housing  
Jobs to be created: 2  
Jobs to be retained: 0  
Funding Level: \$90,000

### Habitat for Humanity

#### Habitat for Humanity Riverside

CAP Riverside will partner with Habitat for Humanity to build or rehab simple, affordable houses to sell to local low-income families at no profit with no interest loans. CAP will support Habitat efforts to accomplish this by funding 1 Director of Fund Development position and 1 Construction Manager position.

#### Subcontract Project

Target: low-income individuals and families  
Community Need: Safe and affordable housing  
Jobs to be created: 2  
Jobs to be retained: 0  
Funding Level: \$90,000

## CSBG Recovery Act Local Plan

### **ARRA Education, Outreach and Marketing Project**

CAP will partner with California-Nevada Community Action Partnership (State Association) to implement statewide marketing and outreach strategies for the Recovery Act.

Subcontract Project

Target: Low-income individuals & families & general public

Community Need: Food, housing, health services & employment

Jobs to be created: 1

Jobs to be retained: 0

Funding Level: \$25,000

### **Riverside County Culinary Academy Project**

CAP Riverside will partner with Riverside Community College District to train culinary students for fruitful employment. CAP will fund 1 Culinary Chef Instructor position to assist students in the instructional aspects of the program and 1 Office Assistant/Job Developer position to provide clerical support to the academy and students and to assist in working with local and regional restaurants for the placement of culinary graduates into permanent jobs. CAP will also purchase a Combi Oven – a high tech, state of the art instructional piece of equipment, which would increase student productivity, knowledge and employment opportunities and 10 computers for use by students in conducting research and instruction via the web to assist them in class projects.

Subcontract Project

Target: Community College Students

Community Need: Food & employment

Jobs to be created: 2

Jobs to be retained: 0

Funding level: \$243,461

### **Volunteers Organized to Assist in Disaster (VOAD) – Outreach/Awareness Project**

CAP Riverside will partner with the United Way of the Inland Valley to conduct disaster preparedness awareness (fires, extreme heat, earthquakes, etc.) and training to low-income individuals throughout the county. CAP will fund 1 Administrative Assistant position to implement this project. Emphasis will be placed on increasing participation of volunteers in VOAD county-wide.

Subcontract Project

Target: Low-income individuals/families

Community Need: Safe and healthy communities

Jobs to be created: 1

Jobs to be retained: 0

Funding level: \$72,014

### **Money Works Financial Literacy Project**

CAP Riverside will partner with United Way to conduct financial literacy outreach and training for employers and employees in Western Riverside County. CAP will fund 1 Administrative Assistant position and provide program support to implement this project.

Subcontract Project

Target: Employers & employees

Community Need: Food, housing, health services & employment

Jobs to be created: 1

Jobs to be retained: 0

Funding level: \$45,467

## CSBG Recovery Act Local Plan

### Healthy Families Project

CAP Riverside will partner with Community Settlement Association (CSA) to reduce health disparities (diabetes, hypertension, obesity) and improve family stability to low-income families living in the Eastside of Riverside (high poverty pocket in Riverside County) that receive emergency food from CSA. CAP will fund 1 Family Visitor position, 1 Nutrition Educator position and provide program support to conduct case management services, nutrition education, and physical fitness for 200 families.

#### Subcontract Project

Target: Low-income families residing in Eastside Riverside

Community Need: Food, health services

Jobs to be created: 2

Jobs to be retained: 0

Funding level: \$125,000

### Residential Accessibility Modifications Program (RAMP)

CAP Riverside will partner with Community Access Center to make safety modifications (wheelchair ramps, hand rails, door widening, smoke alarms for the deaf, etc.) to the homes of elderly and people with disabilities. CAP will support this effort by funding 1 Coordinator position to coordinate project activities, provide funding for material and labor for installation of the modifications and to provide general program support.

#### Subcontract Project

Target: Low-income seniors/people with disabilities

Community Need: Housing, health services

Jobs created: 1

Jobs to be retained: 0

Funding level: \$184,391

### ADMINISTRATIVE FUNDS

CAP Riverside will utilize the following administrative funds to support projects stated above:

#### Staff

Fund 3 Community Program Specialist I and 1 Senior Accounting Assistant positions to provide added support in administration and monitoring of the various projects. Cost: \$231,879

Fund 1 Driver/Stock Clerk position to assist with driving of the CAP Mobile Unit to remote areas of the County, assist with maintenance of the unit, and assist with distribution of supplies to various satellite offices and partner locations. Cost: \$37,320

#### Vehicles

Purchase 2 vehicles for use in implementation of all projects. Cost: \$60,000

#### Misc. Expenses:

Vehicle maintenance \$5,177

Printing costs \$8,000

Server replacement \$35,000

Phones (added) \$10,000

Computers/maintenance (added) \$20,000

Total Administration Costs: \$407,376

## CSBG Recovery Act Local Plan

**B) Provide a description of the service delivery system for Recovery Act projects for purposes of providing a wide range of innovative services and activities. Include a description of the geographical area served.**

CAP Riverside will utilize partnerships to provide a variety of self-sufficiency services (particularly in the areas of food, housing, health services, and employment) to low-income residents and capacity building services to public and private agencies throughout Riverside County. CAP Riverside will provide direct services for several projects. Additional projects will be subcontracted to partners to provide direct services.

All projects will be included in all outreach and referral activities for both CAP Riverside, subcontractors, and general community partners. Outreach includes information and referrals, CAP Mobile Unit, home visits, training, technical assistance, mentoring, and coaching. Internal and external service delivery will be monitored, tracked, and evaluated by CAP Riverside.

CAP Riverside refers clients from various programs for job opportunities, which include job training skills. Employment opportunities will be posted in the Energy Department lobby for clients to apply for. CAP will provide employment opportunities to clients through the Riverside County Temporary Assistance Program as temporary staff. CAP will promote to all subcontractors the hiring of low-income individuals.

The service territory for all CAP Riverside direct, subcontracted, and partnered projects is the entire County of Riverside.

**C) Describe how your agency will use Recovery Act funds to meet the short-term and long-term economic and employment needs of individuals, families and communities.**

CAP Riverside's Recovery local plan creates 4 new short-term jobs with the possibility of 177.25 jobs being sustained long-term (total 182.25 new full-time jobs created.) The plan provides for financial literacy mentoring and coaching of individual families. Communities are supported as plans are implemented to sustain and grow small businesses in poverty pockets. Recovery funds will be used to promote self-sufficiency, asset-development, wealth-building, and capacity building services for low-income individuals, families and youth.

Recovery funds will be used to increase outreach, community services referrals and marketing to expand the community's awareness of available services. Targeted outreach will be made for safety-net services such as utility bill payment assistance, weatherization, housing and food referrals to ameliorate an individual or family's immediate crisis.

**D) Provide a description of how linkages will be developed to fill identified gaps in services, through the provision of information, referrals, case management and follow up consultations.**

CAP Riverside has an extensive 200+ county-wide working partner network. Partners have been recruited across all of CAP's programs, with CAP establishing formal and informal agreements with most of them. One strategy partners use to identify service gaps is a network broadcast (via email) to other partners when they notice an increase in demand for specific services. CAP is at the forefront of organizing partners to identify and address these service gaps and new poverty-related concerns, issues and low-income community needs as they arise. Negotiations are made through the partner network to identify and implement information sharing, referral, case management and other intervention / preventive strategies. New partners are recruited, as needed, as a part of these strategies.

**E) Provide a description of how Recovery funds will be coordinated with other public and private resources, to avoid duplication and/or supplanting.**

CAP Riverside has developed solid public and private sector partnerships to prevent duplication of services. Community services referrals are used by this network of partners to provide low-income individuals and families optimal support. When possible, CAP Riverside will subcontract Recovery funds to increase the service capacity of partners who can provide employment opportunities, asset/wealth building opportunities, and self-sufficiency development opportunities. Services are unique to the subcontracted partners or are offered regionally due to the vast size of the county and gaps in transportation services.

**F) Provide a description of how the funds will be used to support innovative community and neighborhood based initiatives related to the purposes of the Recovery Act, which promotes food, housing, health services and employment-related services and activities.**

CAP Riverside is proposing 20 different programs to support with Recovery funds. Programs at minimum support one or more of the priority services and activities of food, housing, health services, and employment.

## CSBG Recovery Act Local Plan

**G) Provide a description of the community-needs assessment (which may be coordinated with community-needs assessments conducted for other programs).**

CAP Riverside uses both primary data from direct contact with targeted populations and secondary data from third-parties, most often community partners (e.g. U.S. Census, city and county resources, United Way, HeadStart, the Riverside County Office of Education, and the County General Plan.). Though CAP Riverside conducts a community assessment every two years, other partners conduct surveys annually or every three-years. Each year there is always new data available regarding the needs of low-income people in Riverside County. CAP Riverside also hosts county-wide community events, such as the Poverty Summit, to seek public input on the status of poverty in Riverside County and the needs of the poor.

CAP Riverside is currently conducting a county-wide key informant survey using a web-based instrument called SurveyMonkey. This survey will be used to determine the impact of the 2008/2009 economic crisis on key informants-service providers (i.e., have they lost funding and thus had to reduce services, have they experienced an increase in service demands, have the demographics of their customers changed). Community focus groups are being held with low-income individuals and families to determine the impact the economic crisis has had on them. Demographics are being collected to determine changes in the customer base.

Primary and secondary will be aggregated and analyzed to further refine programs supported by Recovery funds and general Community Services Block Grant (CSBG) funds.

**H ) Provide a description of the service delivery system for benefit enrollment coordination activities for purposes of identifying and enrolling eligible individuals and families in Federal, State, and local benefit programs. Include a description of the geographical area served and a listing of sub-grantees provided the services and service areas.**

Referrals for benefit enrollment are made county-wide to the closest service provider location to the customer. Referrals are made via office visits, home visits, workshops, energy clinics, mail, telephone and the Internet. When applicable, customers are provided program applications and are given directions to the closest location. CAP Riverside staff assist customers with completion of applications when necessary; bilingual staff are available at CAP Riverside and at the majority of the sub-grantees to assist English-limited customers with completing applications.

Sub-grantees who are included in making referrals for Federal, State, and local benefit programs are:

1. YMCA of Riverside City and County (Mid and West County)
2. Boys & Girls Club of Coachella Valley (East County)
3. Community Investment Corporation (county-wide)
4. Coachella Valley Women's Business Center (East County)
5. Riverside County Department of Public Health (East County)
6. Riverside County Office On Aging (county-wide)
7. Fair Housing Council of Riverside County (county-wide)
8. California State University - Palm Desert (county-wide)
9. Habitat for Humanity Inland Valleys (Mid County)
10. Habitat for Humanity Riverside (West County)
11. California-Nevada Community Action Partnership State Association (county-wide)
12. Riverside Community College / Riverside County Culinary Academy (county-wide)
13. United Way of the Inland Valley (county-wide)
14. Community Settlement Association (City of Riverside)
15. Community Access Center (county-wide)

## CSBG Recovery Act Local Plan

<p><b>J) Describe your education and outreach projects to advertise and market the Recovery Act services and outcomes.</b></p> <p>CAP Riverside's education/outreach projects include:</p> <p>CAP Riverside Mobile Unit (targeting remote and rural areas); monthly Public Service Announcements; news articles / press releases; posted on CAP Riverside websites with links to partners' websites; 211 County Information Telephone Line; quarterly CAP Riverside newsletter; posters, brochures and flyers distributed to partners, energy clinics, community resource centers, walk-ins, telephone, other county departments (e.g., welfare, Foodstamps, public health, senior services, etc.)</p> <p>Satellite Offices: Hemet, Blythe, Indio, Palm Desert, and Mecca</p> <p>Community and Faith-based Organizations: distribute outreach information through presentations, energy clinics, cool centers, etc.</p> <p>Success Stories: write and distribute client testimonials/success stories to local print media (e.g., Business Press, Precinct Reporter, Hispanic News, etc.); CAP Riverside quarterly newsletter; and the National CAP newsletter</p> <p>Resource / Community Fairs: staff resource / information tables to share information with the public</p> <p>Cool Centers: distribute literature (brochures and flyers), display posters, provide presentations</p> <p>California-Nevada Community Action Partnership (Cal-Neva) State Association: CAP Riverside will participate in Cal-Neva's statewide media campaign.</p>
<p><b>Section VII - Energy Coordination</b></p>
<p><i>For each question in this section, provide a comprehensive narrative of what plans you have made to date.</i></p>
<p><b>A) Describe how your agency has/will establish a mutual referral service agreement with your local energy provider to ensure that clients receive services that support their progress towards achieving self-sufficiency.</b></p> <p>In addition to administration of CSD state programs, CAP Riverside also has formal agreements with two local energy providers -- City of Riverside Utilities and Imperial Irrigation District, to administer their utility assistance programs. CAP has also developed informal agreements with other local energy providers (City of Banning, City of Anza, SoCal Gas, Southern California Edison and various propane and wood companies) to receive and provide information, referrals and pledges on behalf of customers in need of assistance. Information / referrals include utility assistance, CARE eligibility / application process, other discount programs, education, home weatherization / repairs, etc.</p>
<p><b>B) Describe the activities your agency will conduct to actively coordinate with the local energy program in employment training and job placement of clients.</b></p> <p>CAP Riverside focuses on employment opportunities that include some element of job / skill development. CAP refers clients from its in-house programs for job opportunities: Individual Development Accounts (IDA); Earned Income Tax Credit (EITC); Energy Programs (Utility Assistance and Weatherization); Project L.E.A.D. (Linking Education, Advocacy and Development); Project B.L.I.S.S. (Building Links to Impact Self-Sufficiency); and Access to Assets.</p> <p>CAP Riverside posts employment opportunities in its Energy Department Lobby; hires past and current clients through Riverside County Temporary Assistance Program as temporary staff; and encourages subcontractors to hire clients (e.g. Riverside County Office On Aging will hire outreach staff; Green TEAMWorks Project hires foster youth to work with weatherization subcontractors; and the YMCA will hire low-income mentor/tutors).</p>

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<b>Section VIII - Workforce Development Projects and Activities</b>	
<i>In this section, provide information on projects or activities that will be funded in part or totally by Recovery Act funds that will be administered by your agency. For each project or activity, include the following: title, cost, an estimate of the number of jobs created or retained, and a description of the project or activity.</i>	
<b>A.1) Project/Activity #1</b>	
<b>Title</b>	Pre-Apprenticeship Program Expansion
<b>Cost</b>	\$316,171
<b>Est. # of Jobs</b>	* Created # 61 <span style="float: right;"><input type="checkbox"/> Retained #</span>
<b>Description</b>	<p>High school juniors or seniors are matched with small businesses for on-the-job training and mentoring. CAP will fund 60 positions for 520 hours each at minimum wage and will provide a \$100 match savings upon their opening a savings account and saving \$100. The employer will also match \$100. CAP will fund 1 coordinator position to provide coordination, monitoring and oversight of the project. (supports employment).</p> <p>Outcomes: 1) 48 of 60 (80%) youth will increase their income by retaining a job for 3 months or longer by the end of the contract term; 2) 1 of 1 (100%) participant will increase their income by retaining a job for 12 months or longer by the end of the contract term.</p> <p>Output: 48 of 60 (80%) youth will complete 520 hours of work.</p>
<b>A.2) Project/Activity #2</b>	
<b>Title</b>	Project B.L.I.S.S. (Building Links to Impact Self-Sufficiency) Program
<b>Cost</b>	\$58,092
<b>Est. # of Jobs</b>	* Created # 06 <span style="float: right;"><input type="checkbox"/> Retained #</span>
<b>Description</b>	<p>Expansion of Project B.L.I.S.S. – a strategy that helps move low-income families out of poverty. CAP Riverside will provide funding for 50 participants to complete the "Getting Ahead" course designed to prepare the families for a Circle by using the hidden rules of class to build financial, emotional, social and other resources. CAP will also fund a Community Services Assistant to assist in providing staff support for the project. (supports food, housing, health services, and employment).</p> <p>Outcomes: 1) 3 of 5 (60%) participants will increase their income by by the end of the contract term after completing a "Getting Ahead" course; 2) 1 of 1 (100%) participant will increase their income by retaining a job for 12 months of longer by the end fo the contract term.</p> <p>Output: 4 "Getting Ahead" courses (12-week course) will be conducted.</p>
<b>A.3) Project/Activity #3</b>	
<b>Title</b>	Year-Round Tax Assistance Program
<b>Cost</b>	\$125,726
<b>Est. # of Jobs</b>	* Created # 02 <span style="float: right;"><input type="checkbox"/> Retained #</span>
<b>Description</b>	<p>CAP Riverside will fund 2 Administrative Assistant positions and provide program support to provide certificated tax preparation training and year round tax preparation in Eastern County (Blythe, Indio, Coachella, Palm Desert, Mecca, Thermal, etc.) and Mid County (Hemet, San Jacinto, Anza, etc.). The positions will be located in the Cities of Indio and Hemet. (supports food, housing, health services and employment).</p> <p>Outcome: 1 of 2 (50%) participants will increase their income by retaining a job for 12 months or longer by the end of the contract term.</p> <p>Output: 1,200 residents will receive one or more program services.</p>
<b>A.4) Project/Activity #4</b>	
<b>Title</b>	Senior Community Education and Outreach Project
<b>Cost</b>	\$75,684
<b>Est. # of Jobs</b>	* Created # 02 <span style="float: right;"><input type="checkbox"/> Retained #</span>
<b>Description</b>	<p>CAP Riverside will fund 2 Community Outreach Specialist positions to be located within CAP to conduct targeted outreach and education services to seniors throughout Riverside County. The positions will promote CAP services and provide information and referrals to other programs including: food stamps, transportation, housing, in-home supportive services, etc. and provide assistance with application processes. (supports food, housing, health services, and employment).</p> <p>Outcome: 1 of 2 (50%) participants will increase their income by retaining a job for 12 months or longer by the end of the contract term.</p> <p>Output: 10,000 seniors will receive outreach materials on available community services.</p>

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<b>A.5) Project/Activity #5</b>	
<b>Title</b>	Southeast Asian People's Farm Project
<b>Cost</b>	\$45,071
<b>Est. # of Jobs</b>	* Created # 01 <input type="checkbox"/> Retained #
<b>Description</b>	<p>The project empowers self-sufficiency of low-income Southeast Asian refugee/immigrant families via farming of local community gardens in high poverty locations in Mid and West County, and improves participating families' health through daily exercise and increased access to nutritional, culturally appropriate produce. CAP Riverside will fund 1 Community Services Assistant position to coordinate project activities and provide information and referrals to the families. Emphasis will be placed on providing education on the various services available to them and on the application process. (supports food, health services and employment).</p> <p>Outcome: 1 of 1 (100%) participant will increase their income by retaining a job for 12 months or longer by the end of the contract term.</p> <p>Output: 200 residents will purchase project-grown food.</p>
<b>A.6) Project/Activity #6</b>	
<b>Title</b>	Peer Mediation Project
<b>Cost</b>	\$61,863.00
<b>Est. # of Jobs</b>	* Created # 01 <input type="checkbox"/> Retained #
<b>Description</b>	<p>CAP Riverside will fund 1 Administrative Assistant position to conduct School-based Peer Mediation at various school sites throughout Riverside County. The program offers schools an alternative to traditional disciplinary practices and helps schools become safer places through peer mediation. Students will be trained to mediate disputes on campus. The project promotes healthy and safe schools.</p> <p>Outcome: 1 of 1 (100%) participant will increase their income by retaining a job for 12 months or longer by the end of the contract term.</p> <p>Output: 30 peer mediation training workshops will be conducted.</p>
<b>A.7 Project/Activity #7</b>	
<b>Title</b>	Community Action Academy
<b>Cost</b>	\$22,500.00
<b>Est. # of Jobs</b>	* Created # 0.25 <input type="checkbox"/> Retained #
<b>Description</b>	<p>CAP Riverside will provide faculty members county-wide to teach capacity building training courses for local organizations and community members on grant development, budget development, marketing, etc. (supports food, housing, health services, and employment).</p> <p>Outcome: 560 of 700 (80%) workshop attendees will increase their capacity building knowledge by the end of the contract term.</p> <p>Output: 48 workshops will be conducted.</p>
<p><i>In this section, provide information on projects or activities that will be funded in part or totally by Recovery Act funds that will be carried out by a delegate agency or other service provider pursuant to a subcontract with Recovery Act funds. For each project or activity include the following: title, subcontractor name, cost, an estimate of the number of jobs created or retained, and a description of the project or activity.</i></p>	
<b>B.1) Subcontractor Project/Activity #1</b>	
<b>Title</b>	Project L.E.A.D. (Linking Education, Advocacy and Development) Program Expansion
<b>Subcontractor</b>	Boys & Girls Club of Coachella Valley
<b>Cost</b>	\$143,780
<b>Est. # of Jobs</b>	*Created # 20 <input type="checkbox"/> Retained #
<b>Description</b>	<p>After school program that will recruit, train and deploy mentor/tutors into 2 middle schools in the Desert Sands Unified School District (DSUSD). All schools are Title I - high percentage of low-income students. (supports food, housing, health services, and employment).</p> <p>Outcome: 12 of 20 (60%) mentor/tutors will increase their income by retaining a job for 9 months or longer by the end of the contract term.</p> <p>Output: 12 mentor/tutors will be eligible for an education award.</p>
<b>B.2) Subcontractor Project/Activity #2</b>	
<b>Title</b>	Project L.E.A.D. (Linking Education, Advocacy and Development) Program Expansion
<b>Subcontractor</b>	YMCA of Riverside City and County
<b>Cost</b>	\$367,821
<b>Est. # of Jobs</b>	* Created # 60 <input type="checkbox"/> Retained #
<b>Description</b>	<p>After school program that will recruit, train and deploy mentor/tutors into 5 middle schools in Riverside Unified School District (RUSD). All schools are Title I - high percentage of low-income students. (supports food, housing, health services, and employment).</p> <p>Outcome: 48 of 60 (80%) mentor/tutors will increase their income by retaining a job for 9 months or longer by the end of the contract term.</p> <p>Outputs: 48 mentor/tutors will be eligible for an education award.</p>

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<b>B.3) Subcontractor Project/Activity #3</b>	
<b>Title</b>	Small Business Development Program
<b>Subcontractor</b>	Community Investment Corporation (CIC)
<b>Cost</b>	\$135,040
<b>Est. # of Jobs</b>	* Created # 02 <input type="checkbox"/> Retained #
<b>Description</b>	<p>The only Community Development Financial Institute (CDFI) in Riverside County created by CAP Riverside to provide micro-loans to developing businesses and low-income family loans. CAP to provide funding to support/maintain/expand the program, including funding of a manager position and a support staff member to provide training, technical assistance, and coaching to small businesses. (supports employment).</p> <p>Outcome: 1 of 2 (50%) participants will increase their income by retaining a job for 12 months or longer by the end of the contract term.</p> <p>Output: 30 small businesses will receive coaching and mentoring.</p>
<b>B.4) Subcontractor Project/Activity #4</b>	
<b>Title</b>	Small Business Development Program
<b>Subcontractor</b>	Coachella Valley Women's Business Center (CVWBC)
<b>Cost</b>	\$206,166
<b>Est. # of Jobs</b>	* Created # 03 <input type="checkbox"/> Retained #
<b>Description</b>	<p>CAP Riverside will partner with the Coachella Valley Women's Business Center to provide training, technical assistance and coaching to small businesses in East County to help develop their capacity to stabilize, sustain and grow their businesses. CAP will provide funding to support 3 Community Specialist to implement this project. (supports employment).</p> <p>Outcome: 2 of 3 (67%) participants will increase their income by retaining a job for 12 months or longer by the end of the contract term.</p> <p>Outputs: 200 small businesses will receive basic small business technical assistance; 36 small businesses will receive coaching</p>
<b>B.5) Subcontractor Project/Activity #5</b>	
<b>Title</b>	Lead Hazard Control Program
<b>Subcontractor</b>	Riverside County Department of Public Health
<b>Cost</b>	\$228,800
<b>Est. # of Jobs</b>	* Created # 03 <input type="checkbox"/> Retained #
<b>Description</b>	<p>CAP Riverside will partner with the Department of Public Health to implement Lead Hazard Control activities including lead inspections, window/door replacement in approximately 20 homes built prior to 1955. Eligible households must have at least 1 child under the age of six, have at least one bedroom and must meet HUD's income guidelines. CAP will also provide funding to conduct approximately 6 one-day Lead Based Paint Maintenance Training classes (25 participants) for maintenance supervisors and staff working on properties built before 1978 that may contain lead-based paint. The course meets the lead safety training requirement for HUD's Lead Safe Housing Rule (24 CFR Part 35). (supports housing and health services).</p> <p>Outcome: 2 of 3 (67%) participants will increase their income by retaining a job for 12 months or longer by the end of the contract term.</p> <p>Outputs: 1) 20 homes will receive lead abatement services; 2) 6 Lead-Based Paint Maintenance Training classes will be conducted; 3) 120 participants will attend a Lead-Based Paint Maintenance Training Class</p>
<b>B.6) Subcontractor Project/Activity #6</b>	
<b>Title</b>	Senior Information and Referral Project
<b>Subcontractor</b>	Riverside County Office On Aging (OOA)
<b>Cost</b>	\$177,505.00
<b>Est. # of Jobs</b>	* Created # 04 <input type="checkbox"/> Retained #
<b>Description</b>	<p>CAP Riverside will fund 4 Community Outreach Specialist positions to be located in Office on Aging sites (Riverside Main office, Hemet and Palm Desert offices) to provide information and referrals for senior/disabled individuals throughout Riverside County. Information will be provided on CAP Riverside programs, food stamps eligibility and application process, long term care assessments/options, assistance with various program application processes (CARE, utility assistance, weatherization, etc.), etc. Home visits will be conducted for home-bound seniors/disabled. (supports food, housing, health services and employment).</p> <p>Outcome: 3 of 4 (75%) participants will increase their income by retaining a job for 12 months or longer by the end of the contract term.</p> <p>Output: 20,000 seniors will receive outreach materials on available community services.</p>

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<b>B.7) Subcontractor Project/Activity #7</b>	
<b>Title</b>	Structural Racism Project
<b>Subcontractor</b>	Fair Housing Council of Riverside County, Inc.
<b>Cost</b>	\$132,378.00
<b>Est. # of Jobs</b>	* Created # 03 <input type="checkbox"/> Retained #
<b>Description</b>	<p>CAP Riverside will partner with Fair Housing Council to conduct and compile results of a county-wide survey and conduct community meetings to address the impact and resolution of structural racism in Riverside County. CAP will fund 3 Community Outreach Specialist to implement this project in East, Mid and West County and to provide information and referrals for CAP programs and other services. (supports food, housing, health services, and employment).</p> <p>Outcome: 2 of 3 (67%) participants will increase their income by retaining a job for 12 months or longer by the end of the contract term. Output: 10,000 residents will receive information on structural racism.</p>
<b>B.8) Subcontractor Project/Activity #8</b>	
<b>Title</b>	Conflict Resolution: Mediation in the Workplace
<b>Subcontractor</b>	California State University at Palm Desert (CSUSB)
<b>Cost</b>	\$15,500.00
<b>Est. # of Jobs</b>	* Created # 01 <input type="checkbox"/> Retained #
<b>Description</b>	<p>CAP Riverside will partner with Cal State University at Palm Desert to conduct 10 Conflict Resolution/Mediation in the Workplace Training to employers and employees throughout the county. CAP will provide funding to cover the trainer's fee for conducting the training. The project promotes healthy workplace. (supports safe and healthy workplaces).</p> <p>Outcome: 1 of 1 (100%) participants will increase their income by retaining a job for 12 months or longer by the end of the contract term. Output: 10 Conflict Resolution / Mediation in the Work Place classes will be conducted.</p>
<b>B.9) Subcontractor Project/Activity #9</b>	
<b>Title</b>	Habitat for Humanity Inland Valley
<b>Subcontractor</b>	Habitat for Humanity Inland Valley
<b>Cost</b>	\$90,000.00
<b>Est. # of Jobs</b>	* Created # 02 <input type="checkbox"/> Retained #
<b>Description</b>	<p>CAP Riverside will partner with Habitat for Humanity to build or rehab simple, affordable houses to sell to local low-income families at no profit with no interest loans. CAP will support Habitat efforts to accomplish this by funding a Director of Fund Development and a Construction Manager position. (supports housing).</p> <p>Outcome: 1 of 2 (50%) participants will increase their income by retaining a job for 12 months or longer by the end of the contract term. Output: 2 homes will be built.</p>
<b>B.10) Subcontractor Project/Activity #10</b>	
<b>Title</b>	Habitat for Humanity Riverside
<b>Subcontractor</b>	Habitat for Humanity Riverside
<b>Cost</b>	\$90,000.00
<b>Est. # of Jobs</b>	* Created # 02 <input type="checkbox"/> Retained #
<b>Description</b>	<p>CAP Riverside will partner with Habitat for Humanity to build or rehab simple, affordable houses to sell to local low-income families at no profit with no interest loans. CAP will support Habitat efforts to accomplish this by funding a Director of Fund Development and a Construction Manager position. (supports housing).</p> <p>Outcome: 1 of 2 (50%) participants will increase their income by retaining a job for 12 months or longer by the end of the contract term. Output: 1 home will be built.</p>
<b>B.11) Subcontractor Project/Activity #11</b>	
<b>Title</b>	ARRA Education, Outreach and Marketing Project
<b>Subcontractor</b>	California-Nevada Community Action Partnership (State Association) (Cal-Neva)
<b>Cost</b>	\$25,000.00
<b>Est. # of Jobs</b>	* Created # 01 <input type="checkbox"/> Retained #
<b>Description</b>	<p>CAP will partner with California-Nevada Community Action Partnership (State Association) to implement statewide marketing and outreach strategies for the ARRA. (supports food, housing, health services, and employment).</p> <p>Outcome: 1 of 1 (100%) participants will increase their income by retaining a job for 12 months or longer by the end of the contract term. Output: 100,000 residents will receive information about the stimulus project.</p>

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<b>B.12) Subcontractor Project/Activity #12</b>	
<b>Title</b>	Riverside County Culinary Academy Project
<b>Subcontractor</b>	Riverside Community College District (RCCD)
<b>Cost</b>	\$243,461.00
<b>Est. # of Jobs</b>	* Created # 02 <input type="checkbox"/> Retained #
<b>Description</b>	<p>CAP Riverside will partner with Riverside Community College District to train culinary students for fruitful employment. CAP will fund a Culinary Chef Instructor position to assist students in the instructional aspects of the program and an Office Assistant/Job Developer position to provide clerical support to the academy and students and to assist in working with local and regional restaurants for the placement of culinary graduates into permanent jobs. CAP will also purchase a Combi Oven – a high tech, state of the art instructional piece of equipment, which would increase student productivity, knowledge and employment opportunities and 10 computers for use by students in conducting research and instruction via the web to assist them in class projects. (supports food and employment).</p> <p>Outcome: 1 of 2 (50%) participants will increase their income by retaining a job for 12 months or longer by the end of the contract term. Output: 22 graduate placements will be created.</p>
<b>B.13) Subcontractor Project/Activity #13</b>	
<b>Title</b>	Volunteers Organized to Assist in Disaster (VOAD) Outreach / Awareness Program
<b>Subcontractor</b>	United Way of the Inland Valley
<b>Cost</b>	\$72,014.00
<b>Est. # of Jobs</b>	* Created # 01 <input type="checkbox"/> Retained #
<b>Description</b>	<p>CAP Riverside will partner with the United Way of the Inland Valley to conduct disaster preparedness awareness (fires, extreme heat, earthquakes, etc.) and training to low-income individuals throughout the county. CAP will fund 1 Administrative Assistant position to implement this project. Emphasis will be placed on increasing participation of volunteers in VOAD county-wide. (supports safe and healthy communities).</p> <p>Outcome: 1 of 1 (100%) participants will increase their income by retaining a job for 12 months or longer by the end of the contract term. Output: 10,000 residents will receive disaster preparedness information.</p>
<b>B.14) Subcontractor Project/Activity #14</b>	
<b>Title</b>	"Money Works" Financial Literacy Project
<b>Subcontractor</b>	United Way of the Inland Valley
<b>Cost</b>	\$45,467.00
<b>Est. # of Jobs</b>	* Created # 01 <input type="checkbox"/> Retained #
<b>Description</b>	<p>CAP Riverside will partner with United Way to conduct financial literacy outreach and training for employers and employees in Western Riverside County. CAP will fund 1 Administrative Assistant position and provide program support to implement this project. (supports food, housing, health services and employment).</p> <p>Outcome: 1 of 1 (100%) participants will increase their income by retaining a job for 12 months or longer by the end of the contract term. Output: 1,500 residents will receive financial literacy training.</p>
<b>B.15) Subcontractor Project/Activity #15</b>	
<b>Title</b>	Healthy Families Project
<b>Subcontractor</b>	Community Settlement Association (CSA)
<b>Cost</b>	\$125,000.00
<b>Est. # of Jobs</b>	* Created # 02 <input type="checkbox"/> Retained #
<b>Description</b>	<p>CAP Riverside will partner with Community Settlement Association (CSA) to reduce health disparities (diabetes, hypertension, obesity) and improve family stability to low-income families living in the Eastside of Riverside (high poverty pocket in Riverside County) that receive emergency food from CSA. CAP will fund 1 Family Visitor position, 1 Nutrition Educator position and provide program support to conduct case management services, nutrition education, and physical fitness for 200 families. (supports food, health services, and employment).</p> <p>Outcome: 1 of 2 (50%) participants will increase their income by retaining a job for 12 months or longer. Output: 200 families will receive healthy lifestyle instructions.</p>

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<b>B.16) Subcontractor Project/Activity #16</b>		
<b>Title</b>	Residential Accessibility Modifications Program (RAMP)	
<b>Subcontractor</b>	Community Access Center (CAC)	
<b>Cost</b>	\$184,391.00	
<b>Est. # of Jobs</b>	* Created # 01	<input type="checkbox"/> Retained #
<b>Description</b>	<p>CAP Riverside will partner with Community Access to make safety modifications (wheelchair ramps, hand rails, door widening, smoke alarms for the deaf, etc.) to the homes of elderly and people with disabilities. CAP will support this effort by funding a coordinator position to coordinate project activities, provide funding for material and labor for installation of the modifications and to provide general program support.</p> <p>Outcome: 1 of 1 (100%) participants will increase their income by retaining a job for 12 months or longer. Output: 22 homes will be modified.</p>	
<b>B.6) If you specified any project/activity in B.1 – B.5, describe the process you will use to select the above subcontractor(s) to provide services funded in part or totally by the Recovery Act funds.</b>		
<p>The Riverside County Purchasing Department has recommended a "sole source" selection process due to the limited time-frame to execute agreements for Recovery funded projects. CAP Riverside, with the approval of Riverside County Purchasing Department and the Riverside County Board of Supervisors, will execute contracts with current partners who have a historical successful relationships/performance with CAP. Each subcontracted partner has been a former subcontractor of CAP Riverside and/or an informal partner.</p>		
<i>In the section below list all projects or activities that will be funded in part or totally by Recovery Act funds, the applicable National Program Indicator (NPI) and a description of the project or activity.</i>		
<b>C) Under the regular CSBG program, eligible entities use funds to provide services and activities addressing unemployment, education, better use of available income, housing nutrition, emergency services and/ or health to combat the central causes of poverty. Such services continue to be supportable under the CSBG Recovery Act. In recognition of the intent of the Recovery Act, agencies are encouraged to support employment related services and activities that create and sustain economic growth.</b>		
<i>NPI</i>	<i>Project or Activity</i>	<i>Description</i>
1.1 Employment; 1.3 Economic Asset; 2.1 Community Improvement; 4.1 Expanding Opportunities	Pre-Apprenticeship Program	High school juniors or seniors are matched with small businesses for on-the-job training and mentoring. CAP will fund 60 positions for 520 hours each at minimum wage and will provide a \$100 match savings upon their opening a savings account and saving \$100. The employer will also match \$100. CAP will fund 1 Coordinator position to provide coordination, monitoring and oversight of the project. (supports employment).
1.1 Employment; 1.3 Economic Asset; 2.1 Community Improvement; 4.1 Expanding Opportunities	Project B.L.I.S.S. (Building Links to Impact Self-Sufficiency) Program	Expansion of Project B.L.I.S.S. – a strategy that helps move low-income families out of poverty. CAP Riverside will provide funding for 50 participants to complete the "Getting Ahead" course designed to prepare the families for a Circle by using the hidden rules of class to build financial, emotional, social and other resources. CAP will fund 1 Community Services Assistant position to assist in providing staff support for the project. (supports food, housing, health services, and employment).
1.1 Employment; 1.3 Economic Asset; 2.1 Community Improvement; 4.1 Expanding Opportunities	Year-Round Tax Assistance Program	CAP Riverside will fund 2 Administrative Assistant positions and provide program support to provide certificated tax preparation training and year round tax preparation in Eastern County (Blythe, Indio, Coachella, Palm Desert, Mecca, Thermal, etc.) and Mid County (Hemet, San Jacinto, Anza, etc.). The positions will be located in the Cities of Indio and Hemet. (supports food, housing, health services and employment).
1.1 Employment; 4.1 Expanding Opportunities; 6.1 Independent Living	Senior Community Education and Outreach Project	CAP Riverside will fund 2 Community Outreach Specialist positions to be located within CAP to conduct targeted outreach and education services to seniors throughout Riverside County. The positions will promote CAP services and provide information and referrals to other programs including: food stamps, transportation, housing, in-home supportive services, etc. and provide assistance with application processes. (supports food, housing, health services, and employment).
1.1 Employment; 1.3 Economic Asset; 2.1 Community Improvement; 2.2 Community Quality of Life; 4.1 Expanding Opportunities	Southeast Asian People's Farm Project	The project empowers self-sufficiency of low-income Southeast Asian refugee/immigrant families via farming of local community gardens in high poverty locations in Mid and West County, and improves participating families' health through daily exercise and increased access to nutritional, culturally appropriate produce. CAP Riverside will fund 1 Community Services Assistant position to coordinate project activities and provide information and referrals to the families. Emphasis will be placed on providing education on the various services available to them and on the application process. (supports food, health services and employment).

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1.1 Employment; 2.1 Community Improvement; 2.2 Community Quality of Life; 4.1 Expanding Opportunities	Peer Mediation Project	CAP Riverside will fund 1 Administrative Assistant position to conduct School-based Peer Mediation at various school sites throughout Riverside County. The program offers schools an alternative to traditional disciplinary practices and helps schools become safer places through peer mediation. Students will be trained to mediate disputes on campus. The project promotes healthy and safe schools.
1.1 Employment; 1.3 Economic Asset; 2.1 Community Improvement; 2.2 Community Quality of Life; 4.1 Expanding Opportunities	Community Action Academy	CAP Riverside will provide faculty members county-wide to teach capacity building training courses for local organizations and community members on grant development, budget development, marketing, etc. (supports food, housing, health services, and employment).
1.1 Employment; 1.3 Economic Asset; 2.1 Community Improvement; 4.1 Expanding Opportunities	Project L.E.A.D. (Linking Education, Advocacy and Development) Program	After school program that will recruit, train and deploy mentor/tutors into 2 middle schools in the Desert Sands Unified School District (DSUSD) and 5 middle schools in the Riverside Unified School District. All schools are Title I - high percentage of low-income students. (supports food, housing, health services, and employment).
1.1 Employment; 1.3 Economic Asset; 2.1 Community Improvement; 4.1 Expanding Opportunities	Small Business Development Program	Training, technical assistance and coaching for small businesses to help stabilize, sustain and grow their businesses (county-wide)
1.1 Employment; 2.1 Community Improvement; 2.2 Community Quality of Life; 4.1 Expanding Opportunities; 6.1 Independent Living	Lead Hazard Control Program	CAP Riverside will partner with the Department of Public Health to implement Lead Hazard Control activities including lead inspections, window/door replacement in approximately 20 homes built prior to 1955. Eligible households must have at least 1 child under the age of six, have at least one bedroom and must meet HUD's income guidelines. CAP will also provide funding to conduct approximately 6 one-day Lead Based Paint Maintenance Training classes (25 participants) for maintenance supervisors and staff working on properties built before 1978 that may contain lead-based paint. The course meets the lead safety training requirement for HUD's Lead Safe Housing Rule (24 CFR Part 35). (supports housing and health services).
1.1 Employment; 4.1 Expanding Opportunities; 6.1 Independent Living	Senior Information and Referral Project	CAP Riverside will fund 4 Community Outreach Specialist positions to be located in Office on Aging sites (Riverside Main office, Hemet and Palm Desert offices) to provide information and referrals for senior/disabled individuals throughout Riverside County. Information will be provided on CAP Riverside programs, food stamps eligibility and application process, long term care assessments/options, assistance with various program application processes (CARE, utility assistance, weatherization, etc.), etc. Home visits will be conducted for home-bound seniors/disabled. (supports food, housing, health services and employment).
1.1 Employment; 2.2 Community Quality of Life; 4.1 Expanding Opportunities	Structural Racism Project	CAP Riverside will partner with Fair Housing Council to conduct and compile results of a county-wide survey and conduct community meetings to address the impact and resolution of structural racism in Riverside County. CAP will fund 3 Community Outreach Specialist positions to implement this project in East, Mid and West County and to provide information and referrals for CAP programs and other services. (supports food, housing, health services, and employment).
1.1 Employment; 2.2 Community Quality of Life; 4.1 Expanding Opportunities	Conflict Resolution: Mediation in the Workplace	CAP Riverside will partner with Cal State University at Palm Desert to conduct 10 Conflict Resolution/Mediation in the Workplace Training to employers and employees throughout the county. CAP will provide funding to cover the trainer's fee for conducting the training. The project promotes healthy workplaces. (supports safe and healthy workplaces).
1.1 Employment; 1.3 Economic Asset; 2.1. Community Improvement; 2.2 Community Quality of Life; Expanding Opportunities	Habitat for Humanity	CAP Riverside will partner with Habitat for Humanity to build or rehab simple, affordable houses to sell to local low-income families at no profit with no interest loans. CAP will support Habitat efforts to accomplish this by funding 1 Director of Fund Development position and 1 Construction Manager position for each subcontractor. (supports housing).
2.2 Community Quality of Life; 4.1 Expanding Opportunities	ARRA Education, Outreach and Marketing Project	CAP will partner with California-Nevada Community Action Partnership (State Association) to implement statewide marketing and outreach strategies for the Recovery Act. (supports food, housing, health services, and employment).

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<p>1.1 Employment; 1.3 Economic Asset; 2.1 Community Improvement; 2.2 Community Quality of Life; 4.1 Expanding Opportunities</p>	<p>Riverside County Culinary Academy Project</p>	<p>CAP Riverside will partner with Riverside Community College District to train culinary students for fruitful employment. CAP will fund 1 Culinary Chef Instructor position to assist students in the instructional aspects of the program and 1 Office Assistant/Job Developer position to provide clerical support to the academy and students and to assist in working with local and regional restaurants for the placement of culinary graduates into permanent jobs. CAP will also purchase a Combi Oven – a high tech, state of the art instructional piece of equipment, which would increase student productivity, knowledge and employment opportunities and 10 computers for use by students in conducting research and instruction via the web to assist them in class projects. (supports food and employment).</p>
<p>1.1 Employment; 2.2 Community Quality of Life; 4.1 Expanding Opportunities</p>	<p>Volunteers Organized to Assist in Disaster Outreach / Awareness Program</p>	<p>CAP Riverside will partner with the United Way of the Inland Valley to conduct disaster preparedness awareness (fires, extreme heat, earthquakes, etc.) and training to low-income individuals throughout the county. CAP will fund 1 Administrative Assistant position to implement this project. Emphasis will be placed on increasing participation of volunteers in VOAD county-wide. (supports safe and healthy communities).</p>
<p>1.1 Employment; 1.3 Economic Asset; 2.1 Community Improvement; 2.2 Community Quality of Life; 4.1 Expanding Opportunities</p>	<p>"Money Works" Financial Literacy Project</p>	<p>CAP Riverside will partner with United Way to conduct financial literacy outreach and training for employers and employees in Western Riverside County. CAP will fund 1 Administrative Assistant position and provide program support to implement this project. (supports food, housing, health services and employment).</p>
<p>1.1 Employment; 2.2 Community Quality of Life; 4.1 Expanding Opportunities</p>	<p>Healthy Families Project</p>	<p>CAP Riverside will partner with Community Settlement Association (CSA) to reduce health disparities (diabetes, hypertension, obesity) and improve family stability to low-income families living in the Eastside of Riverside (high poverty pocket in Riverside County) that receive emergency food from CSA. CAP will fund 1 Family Visitor position, 1 Nutrition Educator position and provide program support to conduct case management services, nutrition education, and physical fitness for 200 families. (supports food, health services, and employment).</p>
<p>1.1 Employment; 2.2 Community Quality of Life; 4.1 Expanding Opportunities; 6.1 Independent Living</p>	<p>Residential Accessibility Modifications Program (RAMP)</p>	<p>CAP Riverside will partner with Community Access Center to make safety modifications (wheelchair ramps, hand rails, door widening, smoke alarms for the deaf, etc.) to the homes of elderly and people with disabilities. CAP will support this effort by funding 1 Coordinator position to coordinate project activities, provide funding for material and labor for installation of the modifications and to provide general program support.</p>

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<p><b>D) Provide a description of planned infrastructure investments, the purpose, total cost and the rationale for funding the infrastructure investment with funds made available under the Recovery Act. (Capital Improvements are not allowable costs per P.L. 105-285 Sec. 678F)</b></p>		
<p>NONE</p>		
<p><b>E) Will your agency use a portion or all the Recovery Act funds for administrative costs? Check the appropriate box.</b></p>		
<p><input checked="" type="checkbox"/> Yes, our agency will use a PORTION of the Recovery Act funds for administrative costs.</p>		
<p><input type="checkbox"/> Yes, our agency will use ALL of the Recovery Act funds for administrative costs.</p>		
<p><input type="checkbox"/> No, our agency will NOT use any of the Recovery Act funds for administrative costs.</p>		
<p><b>E.1) If you checked one of the "YES" boxes in E, explain how the funds allocated to administrative costs will be tracked to a measurable outcome.</b></p>		
<p>All in-house and subcontracted programs / projects have been assigned measurable outcomes (see Sections VIII.A and B). CAP Riverside has created new accounting strings specific to Recovery funding. CAP Riverside will insure that approved Recovery funded indirect costs, such as administration and general expenses, are charged and distributed equitably to Recovery funded programs / projects and/or Recovery funded functions of the agency. Such distributions will be tracked through the county's OASIS accounting system. All claims for reimbursement of these expenditures will be supported by CAP Riverside's accounting records and be adequately documented.</p>		
<p><b>Section IX - Required Disclosures</b></p>		
<p><i>For each question in this section, disclose any unresolved findings and/or recommendations, or any legal proceedings.</i></p>		
<p><b>A) List all non-CSD funded programs administered by the agency within the past three (3) years that have unresolved findings and/or recommendations or have been terminated as a result of deficiencies.</b></p>		
<p>NONE</p>		
<p><b>B) List all legal proceedings the agency is currently involved in or has been in the past three (3) years. Include a brief description of the proceeding and the outcome. If the proceeding is currently, active provide the status.</b></p>		
<p>NONE</p>		
<p><b>Section X - Barriers</b></p>		
<p><i>For each question in this section, provide information on potential barriers to your agency's success.</i></p>		
<p><b>A) Identify any barriers that your agency feels it may face in meeting the requirements of the Recovery Act (i.e., subcontracting, staffing, workforce development, compliance with reporting, performance).</b></p>		
<p>NONE</p>		

# CAP\_Riverside\_2009\_ARRA\_CSBG\_Local\_Plan


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- Crisis Management
- Financial Security
- Capacity Building

**Featured News**

**IMPORTANT NEWS - (posted 5/8/09)**

**CSBG Stimulus Recovery Local Plan Available for Review**

Community Action Partnership of Riverside County (CAP Riverside) has submitted to the State, for approval, its local plan for CAP Riverside's allocation of Community Services Block Grant (CSBG) Stimulus Recovery Funds. The local plan is attached for public inspection. We invite you to submit your comments and questions to [info@capriverside.org](mailto:info@capriverside.org).

**Access To Assets: 21<sup>st</sup> Century Innovation**

CAP Riverside has launched its fifth year of Volunteer Income Tax Assistance (VITA) by adding a new initiative, the Access To Assets (ATA) Program.

**CAP Riverside Participates in National**

**CSBG Recovery Act Local Plan**

*Please refer to your instructions prior to completing the Community Services Block Grant (CSBG) Recovery Act Local Plan.*

**Submit To:**

Department of Community Services and Development  
 Attention: Community Services Division  
 P.O. Box 1947  
 Sacramento, CA 95812-1947

**Section I - Agency Information**

Agency: Community Action Partnership of Riverside County  
 Address: 2038 Iowa Avenue, Suite B-102  
 City: Riverside  
 Agency Contact Person Regarding CSBG Recovery Act Local Plan

Contact Person: Maria Y. Juarez  
 Title: Deputy Director  
 Phone: 951-455-6000  
 Fax: 951-455-6064  
 E-mail Address: [mjuarez@capriverside.org](mailto:mjuarez@capriverside.org)

**Section II - Certification**

I As a part of the efforts to ensure transparency and accountability, the Recovery Act requires Federal agencies and grantees to track and report separately on expenditures from funds made available through the stimulus bill. Please check to acknowledge that your agency is aware of this requirement and has the capacity to track CSBG Recovery Act program activities and expenditures separately from all other CSBG or other funding, including activities and expenditures carried out by delegate agencies and other service providers supported by subcontracts under Recovery Act funding.