

Yuba County Community Services Commission

2024/2025

Community Needs Assessment and Community Action Plan

**California Department of Community Services
and Development**

Community Services Block Grant



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Introduction

The Department of Community Services and Development (CSD) has developed the 2024/2025 Community Needs Assessment (CNA) and Community Action Plan (CAP) template for the Community Services Block Grant (CSBG) Service Providers network. Each agency must submit a completed CAP, including a CNA to CSD on or before **June 30, 2023**. Changes from the previous template are detailed below in the “What’s New for 2024/2025?” section. Provide all narrative responses in 12-point Arial font with 1.15 spacing. When the CNA and CAP are complete, they should not exceed 65 pages, excluding the appendices.

Purpose

Public Law 105-285 (the CSBG Act) and the California Government Code require that CSD secure a CAP, including a CNA from each agency. Section 676(b)(11) of the CSBG Act directs that receipt of a CAP is a condition to receive funding. Section 12747(a) of the California Government Code requires the CAP to assess poverty-related needs, available resources, feasible goals, and strategies that yield program priorities consistent with standards of effectiveness established for the program. Although CSD may prescribe statewide priorities or strategies that shall be considered and addressed at the local level, each agency is authorized to set its own program priorities in conformance to its determination of local needs. The CAP supported by the CNA is a two-year plan that shows how agencies will deliver CSBG services. CSBG funds are by their nature designed to be flexible. They shall be used to support activities that increase the capacity of low-income families and individuals to become self-sufficient.

Federal CSBG Programmatic Assurances and Certification

The Federal CSBG Programmatic Assurances are found in section 676(b) of the CSBG Act. These assurances are an integral part of the information included in the CSBG State Plan. A list of the assurances that are applicable to CSBG agencies has been provided in the Federal Programmatic Assurances section of this template. CSBG agencies should review these assurances and certify that they are complying.

State Assurances and Certification

As required by the CSBG Act, states are required to submit a State Plan as a condition to receive funding. Information provided in agencies’ CAPs will be included in the CSBG State Plan. Alongside Organizational Standards, the state will be reporting on [State Accountability Measures](#) in order to ensure accountability and program performance improvement. A list of the applicable State Assurances and the agency certification for them are found in the State Assurances section of this template.

Compliance with CSBG Organizational Standards

As described in the Office of Community Services (OCS) [Information Memorandum \(IM\) #138](#) dated January 26, 2015, CSBG agencies will comply with implementation of the Organizational Standards. CSD has identified the Organizational Standards that are met through the completion of the CAP and the CNA. A list of Organizational Standards that will be met upon completion of the CAP can be found in the Organizational Standards section of this template. Agencies are encouraged to utilize this list as a resource when reporting on the Organizational Standards annually.

What's New for 2024/2025?

Community Action Plan Workgroup (CAPWG). In summer 2022, CSD organized a workgroup to inform the development of the 2024/2025 CNA and CAP. Workgroup members were selected from the CSBG Service Provider network and the ROMA Coalition. The feedback CSD received from the workgroup has informed not only the 2024/2025 template but also the accompanying CAP training scheduled for mid-December 2022.

Public Hearings – Additional Guidance. The public hearing requirement has been modified. Two years ago, we were in an active pandemic due to the COVID-19 virus. The public health guidelines throughout the state advised communities against large gatherings. CSD advised agencies to follow public health protocols and hold public meeting virtually if an in-person meeting was not an option. For the public hearing on the 2024/2025 draft CAP, CSD requests that agencies conduct in-person, virtual, or hybrid public hearings. While transmission rates of COVID-19 remain high in many communities, agencies are requested to follow their local public health guidelines when deciding in which format to conduct the public hearing. For more information, please see the Public Hearing section of this template.

CNA Helpful Resources. The Helpful Resources section in Part I: Community Needs Assessment contains additional data sets and resources. On recommendation of the CAPWG, CSD has added data sets from the Massachusetts Institute of Technology, the University of Wisconsin, and a point-in-time data set from the U.S. Department of Housing and Urban Development. We have also added links to the Local Agencies Portal where you can find examples of completed Community Needs Assessments and project timelines from the CSBG Service Providers network.

Part II: Community Action Plan. The number of questions in the Tripartite Board of Directors, Service Delivery System, Linkages and Funding Coordination, and Monitoring sections has changed. Questions were removed because it was determined that agencies meet these reporting requirements through other CSBG work products such as monitoring and Organizational Standards. In the Service Delivery System and Linkages and Funding Coordination sections, new questions were added. These questions will be covered during the template training webinar.

Sunset of COVID-19 Flexibilities. In the 2022/2023 template, CSD allowed agencies to indicate on selected questions whether there were changes to the response provided in the 2020-2021 CAP or whether agencies would like CSD to accept the 2020-2021 response without adaptations. This option was an effort to reduce administrative burden on agencies during the COVID-19 pandemic. While

CSD has retained some of the flexibilities developed in the previous template, the option for agencies to reference responses in their prior CAP has been discontinued.

Response and Community Awareness. This section replaces the “Additional Information” section in the previous template. For 2024/2025 CSD has included questions pertaining to Diversity, Equity, and Inclusion (DEI). The questions about disaster preparedness have been retained from the previous template. While none of this information is directly mandated by statute, CSD is requesting the information to gauge where the CSBG Service Provider network is as a whole on these topics. Responses to the questions in this section are mandatory.

ROMA Certification Requirement. Under section 676(b)(12) of the CSBG Act, CSD and all CSBG agencies are required to assure that we will participate in a Results Oriented Management and Accountability System “not later than fiscal year 2001.” CSD and the CSBG Service Providers have fulfilled this requirement through various approaches. With respect to the ROMA certification of the network CAPs (Organizational Standard 4.3), CSD has allowed agencies to submit their CAP without the signature of a ROMA trainer or implementer if the agency did not have a ROMA trainer or implementer on staff. CSD staff who had the requisite training would certify those CAPs on behalf of the agencies. This process will still be in place for the 2024/2025 template. However, for the 2026/2027 template, CSD will require that CSBG Service Providers provide their own ROMA certification either by staff who have the required ROMA training or in partnership with another agency or organization. CSBG Service Providers should begin formulating a plan to fulfill this requirement.

Checklist

- ☒ Cover Page and Certification
- ☒ Public Hearing(s)

Part I: Community Needs Assessment

- ☒ Narrative
- ☒ Results

Part II: Community Action Plan

- ☒ Vision Statement
- ☒ Mission Statement
- ☒ Tripartite Board of Directors
- ☒ Service Delivery System
- ☒ Linkages and Funding Coordination
- ☒ Monitoring
- ☒ Data Analysis, Evaluation, and ROMA Application
- ☒ Response and Community Awareness
- ☒ Federal CSBG Programmatic Assurances and Certification
- ☒ State Assurances and Certification
- ☒ Organizational Standards
- ☒ Appendices

COMMUNITY SERVICES BLOCK GRANT (CSBG)
2024/2025 Community Needs Assessment and Community Action Plan
Cover Page and Certification

Agency Name	Yuba County Community Services Commission (YCCSC)
Name of CAP Contact	Brynda Stranix
Title	Executive Director
Phone	530-751-8555
Email	bstranix@ysedc.org

CNA Completed MM/DD/YYYY:
(Organizational Standard 3.1)

5/31/2023

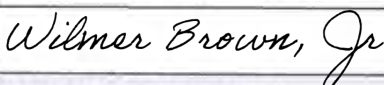
Board and Agency Certification

The undersigned hereby certifies that this agency complies with the Federal CSBG Programmatic, and State Assurances as outlined in the CSBG Act and California Government Code, respectively for services provided under the Federal Fiscal Year 2024/2025 Community Action Plan. The undersigned further certifies the information in this Community Needs Assessment and the Community Action Plan is correct and has been authorized by the governing body of this organization. (Organizational Standard 3.5)

Rich Webb		6/22/23
Board Chair (printed name)	Board Chair (signature)	Date
Brynda Stranix		6/26/2023
Executive Director (printed name)	Executive Director (signature)	Date

Certification of ROMA Trainer/Implementer (If applicable)

The undersigned hereby certifies that this agency's Community Action Plan and strategic plan documents the continuous use of the Results Oriented Management and Accountability (ROMA) system (assessment, planning, implementation, achievement of results, and evaluation).

Wilmer Brown, Jr.		8/22/2023
NCRT/NCRI (printed name)	NCRT/NCRI (signature)	Date

CSD Use Only

Dates CAP (Parts I & II)		Accepted By
Received	Accepted	
June 22, 2023	August 22, 2023	Shiella M. Rivera

Public Hearing(s)

California Government Code Section 12747(b)-(d)

State Statute Requirements

As required by California Government Code Section 12747(b)-(d), agencies are required to conduct a public hearing for the purpose of reviewing the draft CAP. All testimony presented by low-income individuals and families during the public hearing shall be identified in the final CAP. Agencies shall indicate whether or not the concerns expressed by low-income individuals and families have been addressed. If an agency determines that any of the concerns have not been addressed in the CAP, the agency shall include in its response document, information about the concerns and comment as to their validity.

Guidelines

Notice of Public Hearing

1. Notice of the public hearing and comment period must be published at least 15 calendar days prior to the public hearing.
2. The notice may be published on the agency's website, social media channels, and/or in newspaper(s) of local distribution.
3. The notice must include information about the draft CAP; where members of the community may review, or how they may receive a copy of, the draft CAP; the dates of the comment period; where written comments may be sent; date, time, and location of the public hearing; and the agency contact information.
4. The comment period should be open for at least 15 calendar days prior to the public hearing. Agencies may opt to extend the comment period for a selected number of days after the hearing.
5. The draft CAP must be made available for public review and inspection at least 30 days prior to the public hearing. The draft CAP can be posted on the agency's website, social media channels, and distributed electronically or in paper format.
6. Attach a copy of the Notice(s) of Public Hearing as **Appendix A** to the final CAP.

Public Hearing

1. Agencies must conduct at least one public hearing on the draft CAP.
2. Public hearing(s) will be held in the designated CSBG service area(s).
3. Low-income testimony presented at the hearing or received during the comment period must be memorialized verbatim in the Low-Income Testimony and Agency's Response document and appended to the final CAP as **Appendix B**.
4. The Low-Income Testimony and Agency's Response document should include the name of low-income individual, his/her verbatim testimony, an indication of whether or not the need was addressed in the draft CAP, and the agency's response to the testimony if the concern was not addressed in the draft CAP.

Additional Guidance

COVID-19 poses unique challenges to fulfilling the public hearing requirement. CSD asks that agencies continue to adhere to state and local public health guidance to slow the spread of the virus and ensure public safety. The health and safety of agency staff and the communities you serve is paramount. Therefore, for the purposes of fulfilling the public hearing requirement on the draft CAP, agencies may conduct the public hearing in-person, remotely, or using a hybrid model (in-person and remotely) based on the public health protocols in place in their communities.

Public Hearing Report

Date(s) of Public Hearing(s)	June 15, 2023
Location(s) of Public Hearing(s)	915 Eighth Street, Marysville, CA 95901, Wheatland Room. Held in person only.
Dates of the Comment Period(s)	June 1-15, 2023
Where was the Notice of Public Hearing published? (agency website, newspaper, social media channels)	Appeal Democrat newspaper, YCCSC website, YCCSC Facebook page, YSEDC Non-profit Newsletter
Date the Notice(s) of Public Hearing(s) was published	June 1, 2023
Number of Attendees at the Public Hearing(s) (Approximately)	Six

Part I: Community Needs Assessment

CSBG Act Section 676(b)(11)

California Government Code Section 12747(a)

Helpful Resources

In 2011, NASCSP published a [Community Action to Comprehensive Community Needs Assessment Tool](#) that supports planning and implementing a comprehensive CNA. The tool lays out design choices, planning steps, implementation practices, analysis, and presentation options.

The National Community Action Partnership has an [Assessment Tool](#) designed specifically for the community needs assessment process. Here you can select from a variety of county-specific data sets.

Examples of Community Needs Assessments and project timelines from agencies within the California CSBG Providers network can be found on the [Local Agencies Portal](#) under the CSBG – Resources tab. If you do not have an account or have not received CSD login credentials, please email CSD at ExternalAccess@csd.ca.gov.

To provide a comprehensive “picture” of the community needs in your service area(s), agencies will collect and analyze both quantitative and qualitative data. Links to several national and state quantitative data sets are given below. Local and agency data also provide information about the needs of the community.

Sample Data Sets			
U.S. Census Bureau Poverty Data	U.S. Bureau of Labor Statistics Economic Data	U.S. Department of Housing and Urban Development Housing Data & Report	
HUD Exchange PIT and HIC Data Since 2007	National Low-Income Housing Coalition Housing Needs by State	National Center for Education Statistics IPEDS	
Massachusetts Institute of Technology Living Wage Calculator		University of Wisconsin Robert Wood Johnson Foundation County Health Rankings	
California Department of Education School Data via DataQuest	California Employment Development Department UI Data by County	California Department of Public Health Various Data Sets	
California Department of Finance Demographics	California Attorney General Open Justice	California Governor's Office Covid-19 Data	California Health and Human Services Data Portal
CSD Census Tableau Data by County			Population Reference Bureau KidsData

Community Needs Assessment Narrative

CSBG Act Sections 676(b)(3)(C), 676(b)(9)

Organizational Standards 1.1, 1.2, 1.3, 2.2, 3.2, 3.3, 3.4

1. Describe how your agency collected and included current data specific to poverty and its prevalence related to gender, age, and race/ethnicity for your service area. (Organizational Standard 3.2)

Data has been collected and analyzed from YCCSC's subcontractors, low-income client and agency surveys and through reviewing data sets made available by local and nationwide governmental agencies, other non-profits and others. Both qualitative and quantitative data has been included. Collecting demographic data related to poverty gives us an understanding of who is living in our service area, of their needs, and of the condition and causes of poverty in the community that we are serving. The data gives us the ability to make informed decisions in choosing the agencies and programs YCCSC will allocate CSBG funds to.

2. Describe the geographic location(s) that your agency is funded to serve with CSBG. If applicable, include a description of the various pockets, high-need areas, or neighborhoods of poverty that are being served by your agency.

Yuba County (estimated population of 84,310, July 2022) is an agriculture rich area located in the north/central part of the state of California, just 45 minutes north of the capital city of Sacramento. The largest city within the county, Marysville, is the county seat and one of California's most historic cities; its history as a community dates back to California's Gold Rush era. It is approximately 644 square miles and is generally bounded by the Feather River on the west and the Bear River on the South. Yuba County is composed of three general physiographic regions: the valley, foothills and mountains. The valley is dominated by agriculture and includes Beale Air Force Base, Marysville, Wheatland and urbanized unincorporated areas. The foothills and mountain areas include land that has been traditionally used for grazing, timber production and mining, however recently work has increased in the field of forest health and biomass fuel reduction.

The region containing both Yuba and Sutter counties is referred to as the Yuba City Metropolitan Statistical Area (MSA), a geographical region with close economic ties throughout the area.

3. Indicate from which sources your agency collected and analyzed quantitative data for the CNA. (Check all that apply.) (Organizational Standard 3.3)

Federal Government/National Data Sets

- ☒ Census Bureau
- ☐ Bureau of Labor Statistics
- ☐ Department of Housing & Urban Development
- ☐ Department of Health & Human Services
- ☐ National Low-Income Housing Coalition
- ☐ National Center for Education Statistics
- ☒ Other online data resources
- ☐ Other

Local Data Sets

- ☐ Local crime statistics
- ☐ High school graduation rate
- ☐ School district school readiness
- ☐ Local employers
- ☐ Local labor market
- ☐ Childcare providers
- ☐ Public benefits usage
- ☒ County Public Health Department
- ☒ Other

California State Data Sets

- ☒ Employment Development Department
- ☐ Department of Education
- ☐ Department of Public Health
- ☐ Attorney General
- ☐ Department of Finance
- ☐ State Covid-19 Data
- ☐ Other

Surveys

- ☒ Clients
- ☐ Partners and other service providers
- ☐ General public
- ☐ Staff
- ☐ Board members
- ☐ Private sector
- ☐ Public sector
- ☐ Educational institutions

Agency Data Sets

- ☐ Client demographics
- ☐ Service data
- ☐ CSBG Annual Report
- ☐ Client satisfaction data
- ☐ Other

4. If you selected "Other" in any of the data sets in Question 3, list the additional sources.

2023 Center for Applied Research & Engagement Systems (CARES) Health Indicators Report for Yuba County

5. Indicate the approaches your agency took to gather qualitative data for the CNA. (Check all that apply.) (Organizational Standard 3.3)

Surveys

- ☒ Clients
- ☒ Partners and other service providers
- ☒ General public
- ☒ Staff
- ☒ Board members
- ☒ Private sector
- ☒ Public sector
- ☐ Educational institutions

Interviews

- ☐ Local leaders
- ☐ Elected officials
- ☐ Partner organizations' leadership
- ☐ Board members
- ☐ New and potential partners
- ☐ Clients

Focus Groups

- ☐ Local leaders
- ☐ Elected officials
- ☒ Partner organizations' leadership
- ☒ Board members
- ☐ New and potential partners
- ☐ Clients
- ☒ Staff

☒ **Community Forums**

- ☐ **Asset Mapping**
- ☐ **Other**

6. If you selected "Other" in Question 5, please list the additional approaches your agency took to gather qualitative data.

N/A

7. Describe your agency's analysis of the quantitative and qualitative data collected from low-income individuals and families. (Organizational Standards 1.1, 1.2, 3.3)

YCCSC utilized a multi-faceted approach for data collection in the needs assessment process.

The quantitative data obtained provided consistent reliable statistics from sources like the census, point in time counts, economic development department, that could be used to compare year over year changes (positive or negative) in areas such as unemployment, poverty, homelessness, etc.

The qualitative data obtained provided more of a story of need, more than the numbers alone can provide. These details came from surveys, talking with service providers who serve the low-income, community forums, other agency needs assessment survey results, newspaper articles, client success stories, etc.

YCCSC analyzed all of its qualitative and quantitative data to better understand the causes and conditions of poverty in Yuba County and to identify the needs that were most common across all avenues and need to be addressed.

8. Summarize the data gathered from each sector of the community listed below and detail how your agency used the information to assess needs and resources in your agency's service area(s). Your agency must demonstrate that each sector was included in the needs assessment; A response for each sector is required. (CSBG Act Sections 676(b)(3)(C), 676(b)(9), Organizational Standard 2.2)

A. Community-based organizations

***Bi-County Homeless Services Program (BCH) Strategic Plan 2019-2024.** The BCH stakeholders represented members from County of Yuba, City of Marysville, City of Wheatland, County of Sutter, City of Live Oak and City of Yuba City.

Three priority areas for pursuing solutions to homelessness were identified as:

- 1) Homeless prevention efforts/activities
- 2) Temporary and permanent housing options
- 3) Outreach and enforcement

Sutter Yuba Homeless Consortium Sutter & Yuba Local Homeless Action Plan 2022-2026 (Appendix C)

Current System Gaps and Factors Contributing to Homelessness

- Affordable Housing (especially extremely low-income)
- Health Services (especially mental health issues and substance use)
- Community Engagement
- Homelessness Prevention

- Accessing Services (removing barriers- transportation, mental illness, substance use)

***Sutter Yuba Homeless Consortium Coordinated Entry client intake responses 2022-2023**

Top 4 reasons for becoming homeless:

- Breakup, divorce or separation
- Lost Job/Unemployed
- Unable to pay rent/mortgage
- Substance use issues

***Yuba County Community Services Commission surveyed service agency staff/community members (140) in March/April 2023, results indicated: (Appendix D: YCCSC 2023 CAP Agency survey results):**

Top 5 challenges in the Yuba-Sutter community:

- 1) Homelessness
- 2) Lack of affordable housing
- 3) Lack of access to mental health services
- 4) Alcohol, substance or drug abuse
- 5) Unemployment/Low Paying Jobs

Top 5 services/programs most needed in the community for low-income/unhoused:

- 1) Homelessness prevention services (rent, utility payments, rental/eviction counseling)
- 2) Mental/Behavioral Health Programs and Counseling
- 3) Job or Skills Training
- 4) Alcohol/Substance Abuse Recovery/Prevention Services
- 5) Emergency shelter

***Yuba County Community Services Commission surveyed low-income and homeless clients (914) in March/April 2023, results indicated: (Appendix E: YCCSC 2023 CAP Client survey results)**

Top 5 assistance/services that would help improve their financial or living situation:

- 1) Job/better paying job
- 2) Homelessness prevention services
- 3) Access to food
- 4) Affordable housing
- 5) Transportation/funding for vehicle

*** Yuba County Community Services Commission surveyed 2022 service providers**

Top services clients most often need that they are unable to obtain in the community (gaps)

- 1) affordable housing
- 2) transportation services

B. Faith-based organizations

***Yuba-Sutter Salvation Army, a part of the universal Christian Church, current Strategic Plan indicates the top four issues in the community are:**

- 1) Community lacks sufficient shelter space for the growing homeless population and does not offer homeless prevention services.

- 2) Community lacks sufficient services for youth outreach, intervention and activities.
- 3) Community needs more vocational training opportunities for adults exiting homelessness, prison system, and/or addiction.
- 4) Community does not offer senior centers (activities and nutrition) in both counties served.

***Catholic Ladies Relief Society #2, a local faith-based nonprofit that operates a food locker, indicates the following top issues from clients:**

- lack of employment opportunities
- jobs available are low-income jobs
- senior citizens are living on very low monthly social security checks

C. Private sector (local utility companies, charitable organizations, local food banks)

***Adventist Health/Rideout Hospital 2022 Yuba-Sutter community health needs assessment** identified the following top 5 significant community health needs in prioritized order:

1. Access to Mental/Behavioral and Substance Use Services
2. Access to Basic Needs Such as Housing, Jobs, and Food
3. Active Living and Healthy Eating
4. Access to Specialty and Extended Care
5. Access to Quality Primary Care Health Services

*** Most Yuba-Sutter residents can't afford homes.** May 2022, according the California Association of Realtors, the overwhelming majority of residents in both Yuba and Sutter counties cannot afford median-priced homes in the region. August 2022, Habitat for Humanity reported affordable housing in the Yuba-Sutter area is a top concern, they have over 1,000 people on the waiting list for affordable and/or subsidized housing. (This Fills a growing need, Appeal Democrat August 2022)

D. Public sector (social services departments, state agencies)

***Yuba County Community Health Assessment 2022 (Appendix F)** document indicates the following four common major health issues/concerns identified via community forums, interviews and surveys:

- Lack of Access to healthcare both due to affordability and lack of available providers
- Increase in behavioral health and substance use disorders
- Concerns regarding homelessness
- Lack of housing affordability and availability

***Yuba County Health and Human Services, Community Needs Planning Committee 2020** survey results indicates the greatest barriers to healthcare are:

- 1) lack of transportation
- 2) lack of coverage to provide services

***Yuba County 2021-2029 Housing Element** identified several factors that contribute to fair housing issues in Yuba County:

- Displacement of Camp Fire victims,
- Limited supply of affordable rental housing,
- Limited public infrastructure in rural communities, including sidewalks and bike lanes,

- Housing conditions and the cost of repairs where needed, and
- Availability of public transit and services for all residents.

E. Educational institutions (local school districts, colleges)

***Marysville Joint Unified School District integrates mental health supports into schools.** In 2022, MJUSD surveyed students and parents to identify specific social-emotional needs of the community. Results indicated common mental health issues such as anxiety, depression and trauma were some of the biggest issues felt by students. January 2023, MJUSD furthered its goal of fostering better health and wellness options for its students, by opening the district's first mental wellness center at Lindhurst High School in Olivehurst. May 2023, MJUSD received grant funding to continue its focus on the mental and physical well-being of students and is working to offer mental health care support options to more schools in the district. (**Appendix G:** Lindhurst HS fosters mental wellness, Appeal Democrat, January 2023)

***Yuba County First 5 2021-2026 Strategic Plan** indicated the top five "high priority" service needs for children 0-5 and their families were:

- 1) Access to affordable high-quality childcare/preschool
- 2) Child therapy for young children who have emotional/behavioral issues
- 3) Healthy, affordable food for families of young children
- 4) Health/developmental screenings (hearing, vision, learning)
- 5) Services for young children with special needs

***E Center Community Assessment January 2022** indicates the top two areas that had the highest percentage of Head Start families in vulnerable or in-crisis situations:

- 1) Employment
- 2) Food

***Yuba-Sutter Child Care Planning Council 2022-2027 Needs Assessment** identified the following early care and education needs:

- 1) Increase subsidized child care capacity for all age groups, particularly full-time child care for infant and toddlers, and school-age children.
- 2) More specialized child care capacity for children with special needs, as well as cultural and language diversity.
- 3) Development of alternative and comprehensive childcare models
- 4) Continued workforce development including all members of the early care and education community, with more providers participating in the local Quality Rating and Improvement System initiative.

9. "Causes of poverty" are the negative factors that create or foster barriers to self-sufficiency and/or reduce access to resources in communities in which low-income individuals live. After review and analysis of the data, describe the causes of poverty in your agency's service area(s). (Organizational Standard 3.4)

This region of abundant natural resources grapples with several socioeconomic challenges. For decades, Yuba and Sutter Counties have exceeded the state average when it comes to Poverty and Unemployment and have fallen substantially below when it comes to household income.

Location	Unemployment	Poverty Rate	Median Household Income	Percent of Adults with No High School Diploma	Percent Receiving SNAP benefits
Yuba County	6.4%	15.6%	\$62,666	18.8%	18.3%
Sutter County	8.1%	15.5%	\$67,003	20.4%	12.5%
State-California	4.3%	12.3%	\$84,097	15.8%	11%

(US Census Bureau Quick Facts 2022, Center for Applied Research & Engagement Systems (CARES) 2023 Health Indicators Report for Yuba and Sutter County, Employment Development Department-April 2023)

People feel financially secure when they can take care of their basic needs and handle unexpected costs that come up. When people struggle with financial security, they have less hope, age faster, and die prematurely. Communities that don't have a healthy economy can find it difficult to attract people to live or work there. This can make it difficult to have enough resources for good schools, parks, roads, and all the other conditions that create well-being. This can lead to a cycle of hopelessness and intergenerational poverty.

High Unemployment - In April 2023 Employment Development Department reported Yuba County's unemployment rate was 6.4 percent, well above the national average of 3.4 percent and the state of 4.3 percent, ranking Yuba County 46th out of 58 counties in the State. Unemployment has negative effects on physical and mental health. It is linked to unhealthy behaviors, such as smoking, alcohol use, physical inactivity, and unhealthy diet. Unemployed people often do not have a steady income or health insurance. People who are unemployed are less likely to have access to health services. They are also likely to delay care because of financial concerns.

High Poverty Levels - Poverty is a key driver to health status and creates barriers to access including health services, healthy food and other necessities that contribute to poor health status. According to the Center for Applied Research & Engagement Systems (CARES) 2023 Health Indicators Report for Yuba County:

*Yuba County children living below poverty is 17.91 percent, compared to the State at 16.16

*In California, 12.25 percent of the entire population lived below the poverty level while 15.16 percent of Yuba County's population lived below the poverty level. Of the 15.16 percent, 54% were female and 46% were male. In addition, of the 15.5 percent in poverty, the highest percentages by race were 19.46 percent Asian, 19.33 percent Native American/ Alaska Native, 13.35 percent White.

*Yuba County's population receiving Supplemental Nutrition Assistance Program (SNAP benefits) is 18.3 percent, compared to the State at 11 percent. In addition, of Yuba County's students, 62.8 percent are eligible

for Free or Reduced Lunch, while California is at 57.8%. These are indicators of the population having multiple health access, health status and social support needs.

*In California median household income is \$84,097 while Yuba County is \$62,666. By ethnicity Hispanic/Latino median income is \$58,897, while Non-Hispanic/Latino median income is \$63,634 in Yuba County. Low median incomes is another economic status indicator of the region.

*Yuba County's average family size is 2.94. (US Census Bureau 2022 Quick Facts) According to the 2023 Massachusetts Institute of Technology Living Wage Calculator for Yuba County, a family with 2 adults (2 working) and 1 child would need to make \$83,449 per year to be able to pay for basic living expenses. The Median Household income for Yuba County is \$62,666. The adult would need to make \$20.06 per hour for it to be a living wage, minimum wage is \$15.50 and the approximate hourly wage for a person living in poverty is about \$5.54 per hour. (The person living in poverty hourly wage was determined by looking at 2022 Federal poverty guidelines for 3 persons in the household at 100% of the poverty level (23,030 annual income). With 2 adults working full-time (4160 annual hours) it equals about \$5.54 per hour)

*Department of Aging states there are 14,788 persons over 60 in Yuba County, of whom 2,140, or 14 percent, have incomes at or below the poverty level. The American Community Survey estimates 20 percent of Yuba County seniors either receive Supplemental Security Income (SSI) Cal Fresh or another form of public assistance.

Educational Achievement - Low educational attainment is linked to negative health outcomes and severe limitations in economic opportunity. Children from low-income families and those with disabilities tend to struggle in school, which means they are less likely to graduate or go to college.

*18.8 percent of persons over 25 do not have a High School Diploma (compared to State at 15.8). Of these, the highest percentages by race are 34.8 percent Native American/Alaska Native, 20.39 percent Asian, 17.23 percent White. (Center for Applied Research & Engagement Systems (CARES) 2023 Health Indicators Report for Yuba County)

*Only 17.75 percent of persons over 25 have a Bachelor's Degree and 6 percent have Graduate or Professional degrees (23.2 percent stopped their formal education at high school) as compared to the State at 35.2 percent and 13.4 percent respectively. These are indicators that adults in the community maybe in need of workforce training or programs in science, technology, engineering and mathematics to be developed to provide more economic opportunities. (Center for Applied Research & Engagement Systems (CARES) 2023 Health Indicators Report for Yuba County)

*In the Yuba County foothill area, high school age youth must travel by school bus over 1 and ½ hours each way (some locations over 50 miles one way) to attend high school in Marysville. There are NO high schools available in the foothills. This long travel time has a huge influence on the dropout rate. Additionally for youth that choose a homeschool option, the lack of internet availability and affordability is a substantial issue.

Housing - Yuba-Sutter is sorely lacking in affordable housing options for all income levels and with the high cost of inflation, many are facing difficulty in maintaining the housing they do have. Housing insecurity is proven to cause high stress which impacts a person's health and well-being.

*May 2022, according the California Association of Realtors, the overwhelming majority of residents in both Yuba and Sutter counties cannot afford median-priced homes in the region In Yuba County, the median home price for the first quarter of 2022 was \$430,000. The minimum qualifying income to afford a house at that price is \$85,200. According to the 2022 Census Quick Facts, the median household income in Yuba County is \$62,666.

*The Yuba County 2022 Affordable Housing Needs Report indicates renters in Yuba County need to earn \$18.96 per hour-1.3 times the state minimum wage to afford a house. Asking rents in Yuba County increased by 7.4% from 2020 to 2021.

*According to Habitat for Humanity Yuba-Sutter 2023 application, the expiration of the Eviction Moratorium in February 2022 has caused an influx of calls seeking rental assistance. During the COVID pandemic there were many funding sources to help with utilities and rents as well as surplus payments and unemployment increases. However, now the programs are gone and the rising cost of living has created a dire need for assistance for people to maintain their home, especially for many disabled and elderly residents that are on fixed incomes.

*According to Yuba-Sutter Legal Center for Seniors 2023 application, Housing is a major issue in Yuba County. About 20% of Yuba County residents over 65 rent. (American Community Survey). Nationwide, there are 9 seniors waiting for each occupied unit of public housing (National Coalition for the Homeless)

*The destruction from the 2018 Camp Fire in Paradise and subsequent displacement of approximately 50,000 Camp fire victims put a lot of strain on Yuba and Sutter Counties affordable housing shortage, temporary shelters and other resources and the 2020 COVID-19 pandemic compounded that. Due to the shortage, high demand has led to significant increases in rental prices and despite several affordable housing projects being recently finished or in the works, it is nowhere close to what is needed to meet the area's demand.

*The Camp Fire and subsequent fires across California over the last few years have also created other problems as well, especially for Yuba County foothills residents. Insurance providers are cutting back where they will offer fire protection around the state or deciding to not renew current holders' policies in fire prone areas, like Yuba County foothills, causing many to search for other options such as the state's FAIR plan. However, the various options usually come with a higher cost – sometimes more than double what a resident had been paying. These spikes in insurance costs have made it even more difficult for residents to maintain the housing they do have.

Health – The health of a place results from past and present policies and practices. Poor health in a

community often indicates a lack of access to healthy food, good schools, affordable housing and living wage jobs.

*The Federal Health Resources and Services Administration (HRSA) has determined that Yuba County is a Health Provider Shortage area with shortages of primary, dental and mental healthcare providers. (2022 Yuba County Community Health Assessment) A lack of access to primary care physicians, dentists and mental health providers presents barriers to good health. According to the Robert J. Wood Foundation 2023 Yuba County Health Rankings Report, the ratio of residents per primary care physician is 5,340:1 (state: 1,230:1), the ratio of residents per dentist is 3,210:1 (state: 1,100:1), the ratio of residents per mental health provider is 410:1 (state: 240:1).

*Yuba County has a long history of poor health rankings and is plagued with bad health behaviors and outcomes that top the State in many categories. Currently Yuba County is ranked 51 out of 58 counties in California, among the least healthy counties.

Physical inactivity 31.7 percent, State 17.7 percent

Heart Disease 27 percent, State 24.7 percent

Adult Obesity 29.4 percent, State 24.3 percent

Limited Access to Healthy Foods 12 percent, State 3.3 percent

Drug Induced Death 23.8 percent, State 14.3 percent

Frequent Mental Health Distress 15 percent, State 11.3 percent

Poor Mental Health Days 4.7, State 3.7

Tobacco Usage over age18 15.2 percent, State 11.2

Lung Disease Mortality 63.1 percent, State 30.5 percent

Teen Birth Rate 28.9 percent, State 17.4 percent

Life expectancy age 75.7, below the State average at 81.7 years

Premature Death (years of potential life lost) 9,200, State 5,700

(Center for Applied Research & Engagement Systems (CARES) 2023 Health Indicators Report for Sutter County, Adventist Health/Rideout Hospital 2022 Yuba-Sutter community health needs assessment, Robert J. Wood Foundation 2023 Yuba County Health Rankings Report)

*Suicide is an indicator of poor mental health. Yuba County is ranked at number nine for the highest rates of suicide across the state, according to the California Department of Public Health. California is at 10.5 percent per 100,000 people, Yuba County sits at 20.5 percent.

Homelessness

The population of people experiencing homelessness in Yuba and Sutter counties began to increase dramatically between 2008 and 2015, and today both counties are experiencing a severe problem with the homeless, homeless encampments and the attendant problems with this issue.

*The Sutter-Yuba Point in Time homeless count conducted in January 2019 indicated the number of homeless adults has steadily increased from 2015 to 2019. Of the 706 total homeless, most persons were 25 and older, were White (59%), Black (7.1%) or Native American (4.9%) and are male (53.7%). In addition,

24 percent have a physically disabling condition, 14 percent have a serious mental illness, 13 percent have a chronic medical condition and 12 percent have a substance abuse disorder. For Yuba County, the top four reasons, by rank, reported for becoming homeless was lost job or unemployed, eviction or foreclosure, family or household conflict, unable to pay rent or mortgage.

*The Sutter-Yuba Point in Time homeless count conducted in January 2021 indicated the number of homeless adults increased again from 2019 to 2021. Of the 1,074 total homeless, most persons were 25 and older, however 278 were under the age of 18. The racial/gender distribution of the homeless was White (61%), Mixed Race (24%), Black (9%), American Indian/Alaskan Native (5%) and equally male and female. In addition, 8 percent had a serious mental illness, 2 percent had a substance abuse disorder and 22 percent were victims of domestic violence. (**Appendix H: 2021 Sutter-Yuba Point in Time Count**)

Childcare

Childcare wait lists are common for families who qualify for assistance. In Yuba County, there is a need for more than 6,700 additional childcare slots, well beyond the existing capacity. There is a substantial unmet need of subsidized childcare services- 79.3% unmet need for infant care and 73.4% unmet need for school-age children. The lack of adequate childcare reduces the size of the available workforce and presents challenges for the local economy. (Childcare Planning Council of Yuba and Sutter Counties Child Care Needs Assessment Summary 2022-2027)

Nutrition

Poverty and food insecurity are closely related. Food insecurity places a substantial burden on society through health care and social costs. People experiencing food insecurity often consume a nutrient-poor diet, which may contribute to the development of obesity, heart disease, hypertension, diabetes, and other chronic diseases.

*According to the Robert J. Wood Foundation 2022 Yuba County Health Rankings Report, Yuba County has 13 percent who are food insecure, as compared to the State at 10 percent and 11 percent have limited access to healthy food, compared to the State at 3 percent.

*According to the United States Department of Agriculture (USDA) in 2019, 43% of Yuba County's Census Tracts were living in food deserts and 40% of its census tracts were living with low food access (2022 Yuba County Community Health Assessment)

10. "Conditions of poverty" are the negative environmental, safety, health and/or economic conditions that may reduce investment or growth in communities where low-income individuals live. After review and analysis of the data, describe the conditions of poverty in your agency's service area(s). (Organizational Standard 3.4)

Natural Resources - Both Yuba and Sutter counties have been adversely affected by flooding, drought and fire as weather conditions swing from one extreme to the other. The impact on the community can be immense, especially on the disabled and low-income who have a lack of transportation, funding, resources, etc. to leave a community in danger.

Economic Climate

Yuba-Sutter 2020-2025 Comprehensive Economic Development Strategy (CEDS) reflects the vision for regional prosperity and economic development. The plan is meant to be a guide for the entire community including businesses, residents, students, workers and elected leaders.

CEDS survey results indicate the following struggles the Yuba-Sutter area has that limit/reduce investment/growth in the community and potential solutions to encourage investment/growth.

Regions top 4 competitive weaknesses:

- 1) career/job opportunities
- 2) unskilled labor force
- 3) business climate
- 4) transportation infrastructure

Three specific things leaders can do to make the region a better place for residents:

- 1) improve roads and connectivity
- 2) create more affordable housing
- 3) develop more quality of life amenities

There must be a concerted regional effort to improve the transportation, wastewater, broadband and affordable housing and housing infrastructure. Improving education and linkage to the needs of local business is critical for quality of life, business growth and success. Additionally, providing support for strong workforce development, access to capital and resources to small and growing businesses is essential to develop a robust and diverse regional commerce.

11. Describe your agency's approach or system for collecting, analyzing, and reporting customer satisfaction data to the governing board. (Organizational Standard 1.3)

YCCSC subcontracts with agencies to provide services directly to the low-income population. As part of their contract, Subcontractors agree to submit to YCCSC a copy of their client satisfaction survey tool(s) when the contract is signed and a summation of their client satisfaction survey results near the end of the contract year with proof that the results were presented to their governing board. All survey results are combined and presented to the YCCSC board for review and discussion at a subsequent board meeting which is documented in the meeting minutes. If survey results indicate a subcontractor is not performing adequately then the board will decide the course of action. Depending on the severity of the non-performance, course of action taken may include making recommendations for improvement, providing training and technical assistance for the agency specific to the issue/deficiency, reducing or eliminating funding to the agency if the issue/deficiency is not corrected.

Community Needs Assessment Results

CSBG Act Section 676(b)(11)

California Government Code Section 12747(a)

State Plan 14.1a

Table 1: Needs Table

Complete the table below. Insert row(s) if additional space is needed.

Needs Identified	Level	Agency Mission (Y/N)	Currently Addressing (Y/N)	Agency Priority (Y/N)
Homelessness prevention and reduction	Family	Yes	Yes	Yes
Affordable housing	Community	Yes	No	No
Access to Health Services (including mental, behavioral, physical, locational and alcohol/substance abuse)	Family and Community	Yes	No	Yes
Higher paying jobs/ individual skills training	Family and Community	Yes	No	No
Food Security	Family	Yes	Yes	Yes
Transportation assistance	Family and Community	Yes	No	No
Limited affordable childcare providers	Family and Community	Yes	No	No

Needs Identified: List the needs identified in your most recent CNA.

Level: List the need level, i.e., community or family. Community Level: Does the issue impact the community, not just clients or potential clients of the agency? For example, a community level employment need is: There is a lack of good paying jobs in our community. Family Level: Does the need concern individuals/families who have identified things in their own life that are lacking? An example of a family level employment need would be: Individuals do not have good paying jobs.

Essential to Agency Mission: Indicate if the identified need aligns with your agency's mission.

Currently Addressing: Indicate if your agency is already addressing the identified need.

Agency Priority: Indicate if the identified need will be addressed either directly or indirectly.

Table 2: Priority Ranking Table

List all needs identified as an agency priority in Table 1. Insert row(s) if additional space is needed.

Agency Priorities	Description of programs, services, activities	Indicator(s) or Service(s) Category	Why is the need a priority?
1) Access to Health Services (including mental, behavioral, physical, locational and alcohol/substance abuse)	<p>-Provide outpatient behavioral health counseling and programs for the low and moderately severe mentally ill</p> <p>-Provide semi-permanent shelter that offers a comprehensive array of services to include mental health counseling and substance abuse programs and counseling</p> <p>-Increase number of primary care, dental and mental health care providers in the valley and foothill areas</p>	<p>SRV 5a-j, 5p, 5s-w, 5y, 5aa, 5bb-ee, FNPI 5b, 5c</p> <p>CNPI 5a-b</p>	The Federal Health Resources and Services Administration (HRSA) has determined that Yuba County is a Health Provider Shortage area with shortages of primary, dental and mental healthcare providers. Yuba County is plagued with bad health behaviors and outcomes that top the State in many categories. Its ratio of residents to physicians, mental health providers and dentists are well above the State. Currently Yuba County is ranked 51 out of 58 counties in California, among the least healthy counties.
2) Homelessness (prevention and reduction)	<p>-Provide emergency funds for utilities and rent</p> <p>-Provide emergency shelter for domestic violence victims and counseling and education services</p> <p>-Provide supportive services and counseling to reinforce self-sufficiency skills</p> <p>-Provide counseling on legal rights as tenants and homeowners</p>	<p>SRV 3c, 3e, 4c, 4d, 4f-p, 5x, 5z</p> <p>7a, 7m</p> <p>FNPI 3h,4a-b,4e-f, 5f</p>	The Bi-County Homeless Services Program (BCH) Strategic Plan indicates the top priority area for solutions to homelessness is prevention efforts/activities. YCCSC surveyed 914 low-income and homeless clients and results indicated the second most needed assistance/service that would help improve their financial or living situation was homelessness prevention services. There has been a steady increase in the number of

			homeless in the community since 2008.
3) Food Security	-Provide nutritious and essential food to low-income, underserved and vulnerable populations in Yuba County -Increase distribution days/times available to include after typical work hours for working families	SRV 5 ii, jj FNPI 5a	The high cost of living in Yuba County has attributed to food insecurity in the region. According to the United States Department of Agriculture (USDA), 43% of Yuba County's Census Tracts live in food desserts and 40% of its census tracts live with low food access.

Agency Priorities: Rank your agency's planned programs, services and activities to address the needs identified in Table 1 as agency priorities.

Description of programs, services, activities: Briefly describe the program, services or activities that your agency will provide to address the need. Identify the number of clients to be served or the number of units offered, including timeframes for each.

Indicator/Service Category: List the indicator(s) (CNPI, FNPI) or service(s) (SRV) that will be reported in CSBG Annual Report.

Why is this need a priority: Provide a brief explanation about why this need has been identified as a priority. Connect the need with the data. (CSBG Act Section 676(b)(3)(A))

Part II: Community Action Plan

CSBG Act Section 676(b)(11)

California Government Code Sections 12745(e), 12747(a)

California Code of Regulations, Title 22, Division 11, Chapter 1, Sections 100651 and 100655

Vision and Mission Statement

1. Provide your agency's Vision Statement.

To combat poverty by empowering local agencies that represent the needs of low-income residents

2. Provide your agency's Mission Statement.

To identify the needs of the low-income population, assess the effectiveness of the agencies that strive to meet said needs, and to deploy resources to achieve our shared goal of reducing poverty.

Tripartite Board of Directors

CSBG Act Sections 676B(a) and (b); 676(b)(10)

California Code of Regulations, Title 22, Division 11, Chapter 1, Section 100605

1. Describe your agency's procedures under which a low-income individual, community organization, religious organization, or representative of low-income individuals that considers its organization or low-income individuals to be inadequately represented on your agency's board to petition for adequate representation. (CSBG Act Section 676(b)(10))

In accordance with the CSBG Act, 1/3 of Yuba County Community Services Commission's (YCCSC) tripartite board is made up of individuals who are either themselves low-income, or act as the voice of the low-income members of the community by virtue of their representing agencies, organizations, or institutions whose concern or business, partly or wholly, are involved with the affairs of low-income people.

Per YCCSC bylaws, Low Income Sector directors shall be approved in accordance with California Administrative Code Section 100605.

California Administrative Code Section 100605 indicates:

Low-Income Representatives:

- (1) "Democratic selection process" for the purposes of this article, shall be defined as a methodology reflecting the choice(s) of the people.
- (2) Although representatives of the poor need not themselves be poor, they must nonetheless be selected in a manner which ensures they truly represent the poor.
- (3) Area Representatives of Low-Income Persons. Should a community action program be concerned primarily with compact geographic areas in which poverty is concentrated, such as neighborhoods or "target areas" of the community, the representatives of the low-income shall be selected by the residents of those neighborhoods or areas. All residents of any such neighborhood or area may participate in the selection process, but special emphasis and attention must be given to ensuring that those residents who are poor participate fully in the selection process.
- (4) Non-area Representatives of Low-Income Persons. In some communities or parts of communities it may not be feasible for some or all of the representatives of the poor to be selected on a neighborhood or target area basis. In such cases, representatives of the low-income population shall be selected only by the low-income population, whom the community action program is intended to serve and who reside outside of areas where poverty is concentrated.

YCCSC does not have a specific procedure for a low-income individual or representative of low-income individuals to petition the board if they feel there is inadequate representation on the YCCSC board, however their grievance/appeal policy, as indicated in their bylaws, is below:

GRIEVANCE OR APPEAL PROCEDURES

In the event that a contractor is unhappy with an administrative or policy decision made by the Executive Director, YCCSC, or any staff connected with YCCSC, that contractor may appeal such decision through the following process:

1. Contractor will have 5 business days to submit a written appeal to the Executive Director, clearly stating reasons for their appeal and a recommendation for desired solution.
2. The Executive Director will have 10 business days in which to resolve the situation and render a decision.
3. If the contractor is not satisfied with the Executive Director's decision; they may, within 15 business days, file a written appeal to the Chairman of the Commission with a copy to the Executive Director. The written appeal shall set forth the issue(s) being appealed and the basis for the appeal.
4. The Chairman of the Commission will assign the appeal to an appropriate YCCSC sub-committee which will have 15 business days to render a decision.
5. In the event that the contractor is unhappy with the sub-committee's decision in the matter, they may file a written appeal within 5 business days to the Chairman of the Commission requesting action by the full Commission. The appeal shall set forth the issue(s) being appealed and the basis for the appeal. The full Commission must render a decision within 30 days of receiving the appeal.
6. In the event that the contractor is not satisfied with the decision made by the full Commission, they may appeal the decision to the Yuba County Board of Supervisors and if not satisfied with the Board of Supervisors they may appeal to the California Department of Community Services and Development, 2389 Gateway Oaks Drive, Suite 100, Sacramento, CA 95833. Telephone: (916) 576-7109.

Service Delivery System

CSBG Act Section 676(b)(3)(A)

State Plan 14.3

1. Describe your agency's service delivery system. Include a description of your client intake process or system and specify whether services are delivered via direct services or subcontractors, or a combination of both. (CSBG Act Section 676(b)(3)(A), State Plan 14.3)

YCCSC does not collect data from individuals and families served, it provides services to low-income residents of Yuba County via sub-contractors and they each have their own process for client intake. The following agencies may be sub-contractors of YCCSC for 2024 and 2025:

Bridges to Housing— During intake interviews, Bridges to Housing collects vital information and verification from their clients. Each client must provide date of birth, social security cards, ID if over 18, income verification (2-3 months paystubs), rental verification and complete a demographic information form. income and period. Once all the documentation is accumulated, the Program Intake Associate reviews for eligibility for grant support and program guidelines. When satisfactory, an interview is scheduled, conducted by volunteers and board members to determine housing needs and challenges and suggest options for the client. Bridges provides rental security deposits as well as assists with first month's rent, utilities and storage and refers clients to other community services.

Habitat for Humanity (rent/utilities assistance) – Applicants requesting assistance are given a list of required documents; drivers license, rental/lease agreement, notice to pay/3 day pay or quit, current utility bill (if requesting assistance for payment of utilities), and proof of income in the form of last years taxes, SSI/SDI letter or 90 days of most recent pay stubs. If applicant qualifies for funding, they sign an agreement to receive funding. The agreement states that the funding is not a loan and authorizes Habitat for mail a payment to the listed payee (utilities company or landlord) and agreeing to the total payment to be made.

Habitat for Humanity (housing navigation) – At intake, client income eligibility verification via proof of income, SSI, SDI, tax return etc, is obtained. Then work with client to determine needs, current behaviors, past behaviors and timelines for care to determine the best fitting housing option. After a housing placement is made, an individualized needs and services plan is written within the first 30 days and updated every six months or so to assure positive landlord/tenant relations, adequate budgeting and the maintenance of a successful placement.

NorCal Services for Deaf and Hard of Hearing – At intake, forms are completed by the client for contact information, demographics, service agreement and release of information. NorCal staff verifies if client meets residency and income requirements via paystubs, SS award letters, utility bills, bank statements, etc. NorCal determines the client needs and provides either direct services or links to other resources in areas of communication, information and referral, advocacy, peer counseling, employment assistance, independent living skills, community education, etc. No other agency in area is qualified to provide services to this population.

Sutter Yuba Homeless Consortium- Manages the coordinated entry system. As an individual or family experiencing homelessness enters the Coordinated Entry System, a case manager collects all demographic and economic information and completes a vulnerability assessment to identify

specific needs and barriers to housing. Upon completion of the assessment and ranking, the individual will be assigned to a case manager to help address any barriers and create a housing plan. Other supportive services offered onsite or through video conferencing include but are not limited to: shower and laundry access, medical care, counseling, record expungement, live scan, substance abuse treatment, anger management classes, and employment training/mentorship.

Yuba-Sutter Legal Center - At the intake, staff obtains required demographic information (age, gender, living situation, education, etc.) Income eligibility is verified by bank statements showing receipt of SSI and/or other income; SSI and/or Social Security award letters; or pay stubs for those clients who are employed. A recent utility bill, such as PG&E, is used to verify clients live in Yuba County. The center determines client needs and then provides direct legal services by advising them, negotiating with opposing parties, preparing legal documents, filling out forms such as Medi-Cal applications, making court appearances and more. Cases could last a year or more.

2. Describe how the poverty data related to gender, age, and race/ethnicity referenced in Part I, Question 1 informs your service delivery and strategies in your service area?

Subcontractors chosen by YCCSC typically aim to address the needs of a large swath of individuals, however some programs that are funded are specific to certain demographics. County demographics indicate 77.1 percent are White, 7.8 percent are Asian, 30.5 percent are Hispanic, 11.8 percent under 65 have a disability, (compared to the State 6.8%) and 27.5 percent are under age 18 (compared to State at 22.4), based on July 2022 data from the US Census Bureau. Keeping this in mind, YCCSC makes efforts to ensure that the programs supported by CSBG funds address the particular needs of those with disabilities (NorCal Services for Deaf and Hard of Hearing) as well as making sure the largest demographic populations not only have access to services, but also are able to provide input about their needs by distributing the 2024-25 Needs Assessment surveys in English, Spanish and Punjabi.

Linkages and Funding Coordination

CSBG Act Sections 676(b)(1)(B) and (C); (3)(B), (C) and (D); 676(b)(4), (5), (6), and (9)

California Government Code Sections 12747, 12760

Organizational Standards 2.1, 2.4

State Plan 9.3a, 9.3b, 9.4b, 9.6, 9.7, 14.1b, 14.1c, 14.3d, 14.4

1. Describe how your agency coordinates funding with other providers in your service area. If there is a formalized coalition of social service providers in your service area, list the coalition(s) by name and methods used to coordinate services/funding. (CSBG Act Sections 676(b)(1)(C), 676(b)(3)(C); Organizational Standard 2.1; State Plan 14.1c, 9.6, 9.7)

YCCSC's Executive Director is active with the following community/regional groups in an effort to collaborate on services and coordinate funding opportunities to best serve low-income residents: Executive Director for Sutter County Community Action Agency, Board member-Sutter Yuba Homeless Consortium (Continuum of Care), Active with Yuba County Health and Human Services Community Needs Planning Committee, Active with Yuba County Hazard Mitigation Planning Team, member of Marysville Kiwanis Club that works to serve low-income youth, Active with Marysville Joint Unified School District Superintendent Advisory Committee and Active with Yuba County Community Health Improvement Plan/Safe neighborhoods/Built Environments Committee.

YCCSC works with Yuba-Sutter Economic Development Corporation to continually seek new funding opportunities and joint ventures with other community agencies, businesses, projects and foundations to leverage CSBG funds to provide funding for its sub-contractors as well as administrative support. In addition, YCCSC provides technical assistance and directs sub-contractor agencies to additional grant funding resources they can apply for directly.

Below are local agencies that YCCSC anticipates it may subcontract with using CSBG funds for 2024-25 that work to coordinate funds and services for Yuba County.

Bridges to Housing – is a member of the Sutter Yuba Homeless Consortium

Habitat for Humanity - is a member of the Sutter Yuba Homeless Consortium

Sutter Yuba Homeless Consortium- is a formalized coalition of service providers. It manages the operation of the Coordinated Entry System for Yuba and Sutter County. They coordinate with and sub-contract their allocated funds (including CSBG) to multiple agencies including Adventist Health and Rideout, Casa de Esperanza, Hands of Hope, Regional Emergency Shelter Team and Salvation Army Depot to provide services for the Coordinated Entry location.

2. Provide information on any memorandums of understanding and/or service agreements your agency has with other entities regarding coordination of services/funding. (CSBG Act Section 676(b)(9), Organizational Standard 2.1; State Plan 14.1c, 9.6, 9.7)

YCCSC enters into a contract/service agreement to provide services to the low-income and/or capacity building for the agencies that serve the low-income with each sub-contractor it funds. The following potential 2024-25 sub-contractors have official MOU's in place for the coordination of services/funding:

Bridges to Housing- has MOUs with Sutter Yuba Homeless Consortium and Hands of Hope and informal

partnerships for referrals with Coordinated Entry, Welfare Department, Veterans Affairs, Freed, Adventist Street Nurses, Better Way, 14 Forward, Salvation Army, Sutter County, Yuba County, Habitat for Humanity, Regional Housing Authority and Hands of Hope, Life Building Center.

Habitat for Humanity- has MOU's with Hands of Hope, Sutter Yuba Homeless Management Information System/Bell Data Systems, Life for Relief and Development and Sutter County Public Health and partnerships for referrals from Bridges to Housing.

Sutter Yuba Homeless Consortium – has MOU's with Adventist/Rideout, Casa de Esperanza, Hands of Hope, Regional Emergency Shelter Team (REST), Salvation Army, Sutter County Health and Human Services for services at the Coordinated Entry Sites and established partnerships with Bridges to Housing Victim Witness, California Rural Legal Assistance, Harmony Health, Yuba and Sutter County Public Health, Sutter County Library, Sutter Yuba Behavioral Health, Sutter County One Stop, Peach Tree Clinic, Recology, Marysville Veterinary Hospital and more.

Yuba-Sutter Economic Development Corporation – has MOU's with County of Yuba, Alliance for Hispanic Advancement, Yuba County Office of Education/One Stop

Yuba-Sutter Food Bank – has MOU's with Contra Costa Food Bank and Sutter Health Medical Foundation

Yuba-Sutter Legal Center- has MOU's with Area 4 Agency on Aging, the local long term care ombudsman and is in the process of renewing memorandums of understanding with several bi-county public and private agencies. Has informal partnerships for referrals with all Yuba County government agencies that assist seniors, Hands of Hope and several other agencies that assist low-income persons.

3. Describe how your agency ensures delivery of services to low-income individuals while avoiding duplication of services in the service area(s). (CSBG Act Section 676(b)(5), State Plan 9.3a, California Government Code 12760)

To help ensure that funds are not used to duplicate services, YCCSC's Executive Director is active with the following community/regional groups:

- Board member-Sutter Yuba Homeless Consortium (Continuum of Care),
- Board member-Sutter Community Affordable Housing Board (current President)
- Active with Yuba County Health and Human Services Community Needs Planning Committee
- Active with Yuba County Hazard Mitigation Planning Team
- Active with Marysville Joint Unified School District Superintendent Advisory Committee
- Active with Yuba County Community Health Improvement Plan/Safe neighborhoods/Built Environments Committee
- Member of Marysville Kiwanis Club that works to serve low-income youth
- Executive Director-Sutter County Community Action Agency
- Member –Sutter County Homeless Task Force

YCCSC's Request for Proposals for annual CSBG fund allocation requires the agencies indicate the types of programs and entities their agency coordinates services with and how they ensure that funds are not used to duplicate services. It also requires that agencies indicate if and how their agency partners with the Coordinated Entry programs, which affords them additional points in the scoring criteria if they do.

4. Describe how your agency will leverage other funding sources and increase programmatic and/or organizational capacity. (California Government Code Section 12747)

YCCSC is limited in the ability to seek additional funding for itself other than CSBG funds. As a commission of the Board of Supervisors, YCCSC has no authority to secure outside funding. Should Yuba County be interested in applying for grants, etc. it would be supportive of the action and happy to manage it on their behalf.

However, YCCSC has and will continue to work with Yuba-Sutter Economic Development Corporation, a nonprofit 501c3, to pursue grants to support its Nonprofit Capacity Building Program that includes a bi monthly Non-Profit Newsletter that provides capacity building articles, grant opportunities and other CSBG related communication, a free grant search subscription that is available for all non-profits serving Yuba-Sutter, Grant Basics and Program Evaluation workshops and one on one technical assistance for nonprofits, all to allow them the opportunity to increase their capacity and access additional funds to manage their programs.

5. Describe your agency's contingency plan for potential funding reductions. (California Government Code Section 12747)

Should CSBG funding be reduced significantly, the YCCSC Board of Directors and staff will implement the following strategies:

- 1) Review alternative funding sources and increase efficiency and cost effectiveness;
- 2) Continue to implement agency resource development activities that focus on increasing the following for its sub-contractors: grants from foundations, corporate support, community giving, and general public support from fundraising events;
- 3) Priority will be given to maintaining support to core programs and key administrative personnel to support activities;

In addition, the following potential 2024-25 sub-contractors have a contingency plan for reduced federal funding:

Bridges to Housing—will aggressively increase community awareness of the services offered to increase private donations; maintain and strengthen relationships with all present donors; establish an active Board fundraising committee and advisory board; research private organizations and foundations that offer grants to programs that serve the low-income population; implement a donation letter campaign and stage fundraising activities and events.

Habitat for Humanity- will pursue other grant sources but will focus on community awareness of the programs offered to increase funding opportunities. In addition, they have identified services that could be reduced to help offset the funding loss.

NorCal Services for Deaf and Hard of Hearing- If funding is reduced or discontinued, NorCal will take necessary actions that may include reducing staff time, office hours and services. Yuba County residents may need to wait longer for staff availability before getting services. If service is not available at the Tri-County office, residents can opt to get services from another NorCal Office in Sacramento, Redding, and Stockton or from a local community agency through the provision of sign language

interpreter or another accommodation.

Sutter Yuba Homeless Consortium- will continue to seek other local, state, and federal funding for the continued operation of the Homeless Services Program.

Yuba-Sutter Legal Center- will continue to provide legal services to low-income seniors in Yuba County using its other funding from United Way, EAF, LSTF and Area 4 allocations. In addition, the Legal Center is working to expand its services to provide small claims advice which will bring an additional funding stream and is trying to increase its fund raising to make up any potential deficiencies.

6. Describe how your agency documents the number of volunteers and hours mobilized to support your activities. (Organizational Standard 2.4)

YCCSC board members are all volunteer and document and sign a volunteer tracking sheet at every board meeting to include all time spent on activities they have participated in relating to YCCSC (site visits, CAP meetings, board packet review, etc.). Their total volunteer hours along with volunteer hours reported from sub-grantee agencies are calculated and included in the Annual Report. YCCSC reviews and documents volunteer hours spent by board members on a bi-monthly basis.

Our subcontractors use a mix of employees and volunteers and are responsible for tracking and reporting those hours each year during the Annual Report process. Subcontractors report that they track volunteers and hours through multiple methods, including sign-in/sign out sheets, on individual sheets to be tallied at month end and online tracking systems overseen by the Volunteer Coordinator and other program supervisors.

7. Describe how your agency will address the needs of youth in low-income communities through youth development programs and promote increased community coordination and collaboration in meeting the needs of youth. (CSBG Act Section 676(b)(1)(B), State Plan 14.1b)

Potential 2024-25 sub-contractor that YCCSC may fund to provide services to meet the needs of Yuba County youth, although youth services or employment services did not rise to one of the top 5 priorities.

Children's Hope Foster Family Agency – Children's Hope Transitional Housing Placement Program helps foster youth transition out of foster care and into adulthood with continued support and services. This includes assistance with independent living skills like career development, education, vocational training and financial planning and financial assistance with food, rent, education related costs and low-cost modes of transportation. These supports help the young adults work toward their educational, financial stability and self-reliance goals and out of poverty.

E Center- E Center's internship program focuses on employment opportunities for low-income college students. Along with offering compensation, they will help motivate students to look at exploring different career options. Within their agency, they can offer Early Childcare positions as well as internships in Marketing, Business Development, Finance, Human Resources, Technology, Direct Services, Executive Leadership and Data Management. The internship offers 20-hour positions for four months for students to gain hands-on experience, develop sustainable job skills and hopefully be placed in permanent job positions.

YCCSC promotes specific youth activities/services by sharing posts regarding youth activities/services on its Facebook page, providing a listing of agencies/programs that provide childcare and youth services on its website page and periodically having a youth program highlight article in its bi-monthly newsletter.

8. Describe how your agency will promote increased community coordination and collaboration in meeting the needs of youth, and support development and expansion of innovative community-based youth development programs such as the establishment of violence-free zones, youth mediation, youth mentoring, life skills training, job creation, entrepreneurship programs, after after-school childcare. (CSBG Act Section 676(b)(1)(B), State Plan 14.1b)

Although specific youth services did not rise to the top as a priority for 2024-25, possible ways that YCCSC can promote increased community coordination and collaboration to meet the needs of youth is by:

- allocating funds to Marysville Joint Unified School District to help expand their student mental health support programs that have fully licensed on-site therapists for students seeking support at the schools
- recruiting board members that are active in youth organizations so YCCSC can have a better understanding of how they could possibly partner
- support E Center's youth internship program
- support Children's Hope Transitional Housing Placement Program

YCCSC promotes specific youth activities/services by sharing posts regarding youth activities/services on its Facebook page, providing a listing of agencies/programs that provide childcare and youth services on its website page and periodically having a youth program highlight article in its bi-monthly newsletter.

9. Describe the coordination of employment and training activities as defined in Section 3 of the Workforce and Innovation and Opportunity Act [29 U.S.C. 3102]. (CSBG Act Section 676(b)(5); State Plan 9.4b)

Potential 2024-25 sub-contractors that YCCSC may fund include:

E Center- E Center's internship program focuses on employment opportunities for low-income college students. Along with offering compensation, they will help motivate students to look at exploring different career options. Within their agency, they can offer Early Childcare positions as well as internships in Marketing, Business Development, Finance, Human Resources, Technology, Direct Services, Executive Leadership and Data Management. The internship offers 20-hour positions for four months for students to gain hands-on experience, develop sustainable job skills and hopefully be placed in permanent job positions.

Salvation Army Depot-- The Depot provides homeless individuals and families in crisis a facility to live in for six months to a year as a step to move into permanent housing. During this time, the clients participate in programs focused on attaining employment. They receive vocational training in food service and janitorial service and educational development, learn job searching and computer training and are provided transportation to employment.

Yuba County One Stop – Yuba County One Stop is a multi-faceted organization that assists individuals with employment opportunities, education and training. They provide career exploration, job search assistance, skills assessments, job search assistance, resume development, interview skills and coaching, on-the-job & vocational training and Adult Education. After a successful job placement, follow-up services are available to maximize a clients continued success in the workplace.

10. Describe how your agency will provide emergency supplies and services, nutritious foods, and related services, as may be necessary, to counteract conditions of starvation and malnutrition among low-income individuals. (CSBG Act Section 676(b)(4), State Plan 14.4)

YCCSC serves as a referral service for low-income persons that call in looking for assistance with a variety of needs, including emergency supplies, services and food. YCCSC's website has a "Find Help" tab that lists community wide resources in over 10 categories.

Potential sub-contractors that could be funded for 2024-25 include:

Adventist Health – operates a Food Security Program that provides medically tailored healthy meals to homeless and low-income individuals upon discharge from the hospital. A Registered Dietician works with each food insecure patient to crate a plan of care.

Casa de Esperanza- Casa provides emergency safe shelter and food for adult and child victims of family and personal violence as well as counseling and education services which can last up to two years.

Catholic Ladies Relief Society #2 – CLRS has a food closet that is open twice a month for the food insecure.

Yuba-Sutter Food Bank– The Food Bank provides nutritious food and other supplies to the low-income population on designated days in an effort to alleviate hunger and assist with day-to-day living. They also provide a Homebound Food Delivery Program to 65+ of age, low-income and most vulnerable in the community.

Sutter Yuba Homeless Consortium – operates the Coordinated Entry sites in Yuba and Sutter Counties, both of which allow individuals to easily access emergency housing, food security services, bathrooms, showers, laundry and other supportive services.

11. Describe how your agency coordinates with other antipoverty programs in your area, including the emergency energy crisis intervention programs under Title XXVI, relating to low-income home energy assistance (LIHEAP) that are conducted in the community. (CSBG Act Section 676(b)(6))

YCCSC serves as a referral service for low-income persons that call in looking for assistance with a variety of needs, including LIHEAP, emergency rental and utility assistance programs. YCCSC's website, www.yubacares.org, has a "Find Help" tab that lists community wide resources in over 10 categories.

Potential sub-contractors that could be funded for 2024-25 include:

Habitat for Humanity- rent/mortgage relief and utility assistance to low-income clients.

Salvation Army-Salvation Army has a safety net program for the low-income population in emergency situations that provides utility assistance.

St. Vincent de Paul- St. Vincent de Paul assists those in need with food, clothing, rent and utility bills, furniture, household goods, etc.

12. Describe how your agency coordinates services with your local LIHEAP service provider?

Community Resource Project is the LIHEAP service provider to Yuba and Sutter Counties. YCCSC serves as a referral service for low-income persons that call in looking for assistance with a variety of needs, including LIHEAP. YCCSC's website has a "Find Help" tab that includes the contact information for Community Resource Project under Utilities Assistance.

13. Describe how your agency will use funds to support innovative community and neighborhood-based initiatives, which may include fatherhood and other initiatives, with the goal of strengthening families and encouraging effective parenting. (CSBG Act Section 676(b)(3)(D), State Plan 14.3d)

YCCSC sub-grantees are often family-based programs that encourage parental responsibility and reunification if there is separation of parents and children. No programs specifically only focus on men, however a few focus on the health of the family. Potential sub-grantees to be funded for 2024-25 include:

Casa de Esperanza- Casa provides emergency safe shelter and food for adult and child victims of family and personal violence but most important for achieving self-sufficiency is their counseling and education services which can last up to two years. Their programs include learning financial independence, budgeting, working with credit counselors, self-defense, finding employment, returning to school, etc.

Salvation Army Depot—Once admitted into the program, the Depot provides homeless individuals and families in crisis a facility to live in for six months to a year as a step to move into permanent housing. During this time, the clients participate in a broad range of health related courses such as substance abuse cessation, anger management, nutrition and exercise. In addition they are assessed on vocational and educational needs as well as personal budgeting and parenting education. A plan for each individual or family is devised that includes a mix of counseling, education, vocational training, job searching, savings program, independent living skills, computer training and support groups to move the client to self-sufficiency. Once clients "graduate" from the program they continue to be assisted through the Depot's Family Self-Sufficiency Follow Up program

14. Describe how your agency will develop linkages to fill identified gaps in the services, through the provision of information, referrals, case management, and follow-up consultations. (CSBG Act Section 676(b)(3)(B), State Plan 9.3b)

YCCSC serves as a referral service for low-income persons looking for assistance with a variety of needs, so it is fairly easy to determine where the community is lacking regarding certain services and resources.

YCCSC regularly polls its sub-contractors to determine what clients most often need that they are unable to obtain in the community (the gaps).

To develop linkages to help fill identified gaps in services for the low-income, YCCSC's Executive Director is active with the following community/regional groups: Executive Director-Sutter County Community Action Agency, Board member-Sutter Yuba Homeless Consortium (Continuum of Care), Board member-Sutter Community Affordable Housing Board (current President), Member –Sutter County Homeless

Task Force.

YCCSC's website has a "Find Help" tab that lists community wide resources in over 10 categories-a resource that YCCSC consistently updates as new resources come available, so the information is easily made available to the low-income.

Monitoring

CSBG Act Section 678D(a)(1)(A) and (B)

1. Describe how your agency's monitoring activities are related to establishing and maintaining the integrity of the CSBG program. Include your process for maintaining high standards of program and fiscal performance.

YCCSC reviews bi-monthly reimbursement requests from sub-contractors and assures legitimate expenses, performs annual desk and site reviews to assure low-income clients are being served, assure necessary insurance is in place, appropriate financials are complete, agency is not debarred, board resolutions are signed and in file for use of CSBG funds, client satisfaction surveys are in place and utilized, MOU's are in place, a signed Lobbying Certification, Drug-Free Certification, Confidentiality Policy and Child Support policy and Procedure are in place.

In addition, YCCSC's potential 2024-25 sub-contractors report the following:

Bridges to Housing – Bridges to Housing does a one year look back on all clients funded. Calls are made to the landlord or apartment manager to identify if the household still resides there. These results are entered on a spreadsheet and reported monthly to the board.

Casa de Esperanza – Client comments, suggestions and sign-out sheets are logged and reviewed weekly during a case management meeting between the direct service staff and the Director of Client Services. Stats are gathered monthly and quarterly these stats and progress reports are forwarded to funding sources. In addition, ongoing dialogue between Casa and referral agencies helps with early identification of any problems with the program.

Habitat for Humanity - Satisfaction surveys that communicate issues with the overall operation of the program are reviewed and in some cases a recommendation for program changes are suggested to the CEO and Board of Directors for approval.

NorCal Services for Deaf and Hard of Hearing- NorCal staff use an agency-created form on spreadsheet which documents for each day and each consumer served that day, the categories of services provided. To reduce errors, the consumer contacts are substantiated by appointments listed in the calendar outlook/ book, saved emails and record of calls as saved on the videophone. Staff also notes the provision of services and client progress in consumer case files.

Salvation Army Depot-To maintain and improve the quality and efficiency of the program, clients have to fill out surveys every 30 days to communicate their satisfaction in relation to tools and methods used by the program. The forms are collected monthly and analyzed by staff and the program director at a monthly meeting, allowing administration to assess/evaluate and decide if there is a need to adjust or implement methods to improve the quality and efficiency of the programs and services. In addition, success is determined statistically by the number of clients served, individually through the self-sufficiency follow-up program that does home visits and counseling with program graduates and by evaluation of the recidivism records.

Sutter Yuba Homeless Consortium – The Sutter Yuba Homeless Consortium will measure the success of the program by measuring outcomes such as increase in income, permanent housing, and employment.

Yuba-Sutter Legal Center for Seniors - The status of each client is evaluated in accordance with the outcomes matrix. Success is measured when a client's case is closed by determining if the client was able to remain in or move to "stable" status. Clients are asked to complete a one-page survey when their case is closed to determine if they are satisfied with the resolution of their case. The directing attorney reviews the survey comments to determine if changes are needed in how services are provided. Bi-Monthly reports are made to the board of directors. The directing attorney reviews the monthly reports to determine what groups are being served, the most common needs, etc., in order to determine if changes in service priorities are needed.

2. If your agency utilizes subcontractors, please describe your process for monitoring the subcontractors. Include the frequency, type of monitoring, i.e., onsite, desk review, or both, follow-up on corrective action, and issuance of formal monitoring reports.

YCCSC conducts an annual monitoring of its sub-contractors using on-site visit and desk monitoring.

On-Site Visit - Review includes completion of a pre-visit questionnaire and an on-site visit from YCCSC board member(s) and possibly YCCSC program administrator. Site visits give YCCSC the opportunity to see the sub-contractors operation, assure files are secured, in-take is being handled correctly, client files contain all necessary documentation, the low-income clients are being served and find out what challenges sub-contractors are facing so that possible solutions can be determined to help them strengthen their programs.

Desk monitoring - Review areas include documents, performance, client files. Client file testing is done at least every three years for existing sub-contractors and at mid-year for a new sub-contractor. In addition, when sub-contractors submit bi-monthly reports, YCCSC carefully checks that all receipts presented correspond with their budgeted items and all required back-up is included. YCCSC continually tracks expenditures to assure each agency is spending their allocated funds such that all funds will be expended by the contract term and no overspending has occurred. In addition, YCCSC continually monitors insurance policies to assure they are current and in file, collects financials and/or audits annually and collects client satisfaction survey results annually. YCCSC provides technical assistance and forms training whenever needed to each of the sub-contractors to assure their program success as well as provides them with resources for additional funding opportunities to help grow their programs.

Follow-Up - If necessary, follow up monitoring correspondence will be sent to each service provider that:

- Identifies fully each finding and concern
- Specifies corrective actions, if there is a finding
- Makes recommendations for improvement, if there is a concern
- Includes deadlines for: 1. Providing a written response that describes how service provider will resolve any findings; and 2. Correcting each deficiency identified in the letter

The correspondence will be sent within sixty days, or within timeframe established by YCCSC.

Data Analysis, Evaluation, and ROMA Application

CSBG Act Section 676(b)(12)

Organizational Standards 4.2, 4.3

1. Describe your agency's method for evaluating the effectiveness of programs and services. Include information about the types of measurement tools, the data sources and collection procedures, and the frequency of data collection and reporting. (Organizational Standard 4.3)

YCCSC subcontracts with agencies to provide services directly to the low-income population. These agencies are chosen through a competitive Request for Proposal (RFP) process. The proposals are evaluated on a variety of factors, including local Community Action Plan priorities. Contracts are then executed with each agency awarded funding. These contracts contain both Work Plan and Budget sections which reflect the program information in the proposal. The Work Plan sets forth measurable quantified objectives, showing specific contacts and number of clients to be served. The Budget spreads the program costs in line item format. Agencies comply with all CSD contractual and reporting requirements.

Annual and bi-monthly reports are required which include programmatic and fiscal information. The expenditure report must include backup documentation to substantiate any charges made to the program. The reimbursement request is processed after this report is deemed acceptable.

A final close-out report is required of sub-contractors, after close of the programs. The success of each program is again evaluated at this time. Future funding of sub-contractors is affected by their ability to report accurately and timely, as well as on efficient and effective delivery of services. Program sites will be monitored annually by the site review committee and not less than once every three years by staff. The purpose will be to identify any problems, provide assistance, and to take corrective action as necessary. The agency's records are reviewed during this visit to ensure contract compliance. Documentation must be provided to support reports submitted and prove validity of services.

In addition, potential 2024-25 sub-contractors have the following methods in place for evaluation:

Bridges to Housing – A client satisfaction survey is given to every family interviewed at Bridges. The forms are reviewed monthly and a report is given to the Board.

Casa de Esperanza – Weekly clients evaluate their own successes and solicit their case managers assistance during counseling sessions. In addition, client comments, suggestions and sign out sheets are logged and reviewed weekly during a case management meeting between the direct service staff and the Director of Client Services. Statistics are gathered monthly and quarterly these statistics and progress reports are forwarded to funding sources.

Habitat for Humanity - Evaluation includes a customer satisfaction survey for families and individuals that receive assistance with CSBG funding to gain feedback on programs and services rendered.

NorCal Services for Deaf and Hard of Hearing- All staff members report specific computerized statistical data regarding the number of people served and requested services. Staff meets with clients frequently to assess their progress and update their service plan based on the clients' immediate

needs. NorCal staff maintains daily logs of service provided and client contacts in both the client's file and the general statistics form. Annually, client services are evaluated through an annual online survey.

Salvation Army Depot- Each case worker and counselor is required to complete case notes on each client which are reviewed at a weekly meeting. Achievement of objectives and goals are determined, progress in the program is evaluated and changes in the client's case plan is discussed at the weekly meeting to ensure each client is given the program the best meets their needs. At 30, 60 and 120 days in the program a client self-evaluation is completed and then reviewed by staff. Clients also complete a satisfaction survey that evaluates the tools and methods used by the program.

Sutter Yuba Homeless Consortium – Clients will complete satisfaction surveys to evaluate program delivery. Evaluations will include the assessment of client satisfaction surveys and Homeless Management Information System reports. Program evaluation data will be utilized, analyzed and acted on to improve the Homeless Services Program by reviewing data with the SYHC Board and at the Sustainability Committee meetings on a regular basis. After reviewing data at the meetings, a checklist will be created of the items that need to be addressed as needed. The SYHC Board will be responsible for ensuring the program is running efficiently.

Yuba-Sutter Legal Center for Seniors - Clients are asked to complete a one-page survey when their case is closed to determine if they are satisfied with the resolution of their case. The directing attorney reviews the survey comments to determine if changes are needed in how services are provided.

2. Applying the Results Oriented Management and Accountability (ROMA) cycle of assessment, planning, implementation, achievement of results, and evaluation, describe one change your agency made to improve low-income individuals' and families' capacity for self-sufficiency. (CSBG Act Section 676(b)(12), Organizational Standard 4.2)

The following YCCSC sub-contractor made changes to their agency, applying the full ROMA cycle:

Bridges to Housing reported 1/2023

Problem: Increase of housing rental deposits from approximately \$1,000-1,500 to \$2,000-3,000 as well as landlords moving out tenants under the guise of renovating properties so they can then rent units for much higher amounts.

Insight/change based on performance data: Clients not being able to afford even getting into a housing rental and long term housed families/individuals now becoming homeless. To address this immediate need, Bridges to Housing is assisting families at a prevention level to avoid becoming homeless by helping them keep their housing before they are on the street.

Changes made: Bridges to Housing revised their funding policy to reflect the market increases of deposits and they increased the number of months of rent to assist the clients depending on the need. Any client, whether an individual or family, needs to locate suitable housing for themselves, the rent for which can be no more than 60% of their household income to be eligible for the increased amount based on Federal Poverty Guidelines. The program is ongoing and targeted to homeless and low-income residents of Yuba and Sutter Counties. The Increased Financial Assistance Policy was implemented in 2022.

3. Applying the full ROMA cycle, describe one change your agency facilitated to help revitalize the low-income communities in your agency's service area(s). (CSBG Act Section 676(b)(12), Organizational Standard 4.2)

The following YCCSC sub-contractor facilitated a change to help revitalize the area, applying the full ROMA cycle:

Habitat for Humanity, Prosperity Village Permanent Supportive Housing project reported 1/2022

Problem: Limited affordable housing in the area and high crime and multiple police service calls to Travel Inn & Suites in Yuba County.

Insight/change based on performance data: Habitat identified that without a place to go once individuals completed programs in an effort to better their lives, they were falling right back into homelessness again. In addition, in order to sustain housing, especially for highly vulnerable populations, they needed subsidized housing where no more than 30% of their income was spent on rent.

Changes made: Purchase the 61-room Travel Inn & Suites in Yuba County to be turned into permanent rental housing for homeless and at risk of homeless with a focus on elderly, veterans and disabled persons. Implement consistent facility rules, controlled entry environment, on site medical clinic, on site veterans affairs representative and other support services that help stabilize resident's and keep them housed.

Results: Provided permanent supportive housing for 60 individuals and reduced police calls to the area.

Response and Community Awareness

Diversity, Equity, and Inclusion

1. Does your agency have Diversity, Equity, and Inclusion (DEI) programs in place that promote the representation and participation of different groups of individuals, including people of different ages, races and ethnicities, abilities and disabilities, genders, religions, cultures, and sexual orientations?

☒ Yes

☐ No

2. If yes, please describe.

YCCSC distributed the 2024-25 Needs Assessment surveys in English, Spanish and Punjabi which reflects the linguistic and cultural needs of its diverse target population.

Disaster Preparedness

1. Does your agency have a disaster plan in place that includes strategies on how to remain operational and continue providing services to low-income individuals and families during and following a disaster? The term disaster is used in broad terms including, but not limited to, a natural disaster, pandemic, etc.

☒ Yes

☒ No

2. If yes, when was the disaster plan last updated?

YCCSC does not provide services to low-income individuals/families and therefore does not have a disaster plan in place, however several of its potential sub-grantees to be funded for 2024-25 do.

Habitat for Humanity-Disaster plan created/updated July 2021

NorCal Services for Deaf and Hearing – updated July 2021

Yuba-Sutter Legal Center for Seniors - Disaster plan created/updated 2023

3. Briefly describe your agency's main strategies to remain operational during and after a disaster.

Habitat for Humanity- main strategy is to continue providing the same level of service to all of those they serve, with multiple data backup procedures to ensure they don't lose a funding opportunity for a project because they can't access required documents or data. Department data is backed up to USB drives weekly, online storage and all documents upon receiving and receipts, checks and physical documents are scanned to the corresponding departments email as well. Habitat partners with Yuba and Sutter County, acting as a disaster response donation station and distributing much

needed items to evacuation sites. Habitat staff is well versed at shifting from normal operation to disaster to continue services.

NorCal Services for Deaf and Hard of Hearing - NorCal has a phone tree, websites, sign up red alerts on the phone and does phone follow up with clients in disaster impacted areas. NorCal's other offices will also assist the community if the local staff is in the disaster area. They will provide sign language interpreters at shelters or on the news. Also, staff stays on top of crisis news when applicable and shares messages and checks in with clients by calling and doing home visitation if needed.

Yuba-Sutter Legal Center for Seniors - Set up alternate work site at home of legal assistant which is out of any likely fire or flood zones. Staff will work with disaster assistance centers to assist affected seniors directly by helping them apply for disaster assistance, negotiate with insurance companies, obtain required documents, etc. and as well as coordinate with other agencies.

Federal CSBG Programmatic Assurances and Certification

CSBG Act 676(b)

Use of CSBG Funds Supporting Local Activities

676(b)(1)(A): The state will assure “that funds made available through grant or allotment will be used – (A) to support activities that are designed to assist low-income families and individuals, including families and individuals receiving assistance under title IV of the Social Security Act, homeless families and individuals, migrant or seasonal farmworkers, and elderly low-income individuals and families, and a description of how such activities will enable the families and individuals--

- i. to remove obstacles and solve problems that block the achievement of self-sufficiency (particularly for families and individuals who are attempting to transition off a State program carried out under part A of title IV of the Social Security Act);
 - ii. to secure and retain meaningful employment;
 - iii. to attain an adequate education with particular attention toward improving literacy skills of the low-income families in the community, which may include family literacy initiatives;
 - iv. to make better use of available income;
 - v. to obtain and maintain adequate housing and a suitable living environment;
 - vi. to obtain emergency assistance through loans, grants, or other means to meet immediate and urgent individual and family needs;
 - vii. to achieve greater participation in the affairs of the communities involved, including the development of public and private grassroots
 - viii. partnerships with local law enforcement agencies, local housing authorities, private foundations, and other public and private partners to
-
- I. document best practices based on successful grassroots intervention in urban areas, to develop methodologies for wide-spread replication; and
 - II. strengthen and improve relationships with local law enforcement agencies, which may include participation in activities such as neighborhood or community policing efforts;

Needs of Youth

676(b)(1)(B) The state will assure “that funds made available through grant or allotment will be used – (B) to address the needs of youth in low-income communities through youth development programs that support the primary role of the family, give priority to the prevention of youth problems and crime, and promote increased community coordination and collaboration in meeting the needs of youth, and support development and expansion of innovative community-based youth development programs that have demonstrated success in preventing or reducing youth crime, such as--

- I. programs for the establishment of violence-free zones that would involve youth development and intervention models (such as models involving youth mediation, youth mentoring, life skills training, job creation, and entrepreneurship programs); and
- II. after-school childcare programs.

Coordination of Other Programs

676(b)(1)(C) The state will assure “that funds made available through grant or allotment will be used – (C) to make more effective use of, and to coordinate with, other programs related to the purposes of this subtitle (including state welfare reform efforts)

Eligible Entity Service Delivery System

676(b)(3)(A) Eligible entities will describe “the service delivery system, for services provided or coordinated with funds made available through grants made under 675C(a), targeted to low-income individuals and families in communities within the state;

Eligible Entity Linkages – Approach to Filling Service Gaps

676(b)(3)(B) Eligible entities will describe “how linkages will be developed to fill identified gaps in the services, through the provision of information, referrals, case management, and follow-up consultations.”

Coordination of Eligible Entity Allocation 90 Percent Funds with Public/Private Resources

676(b)(3)(C) Eligible entities will describe how funds made available through grants made under 675C(a) will be coordinated with other public and private resources.”

Eligible Entity Innovative Community and Neighborhood Initiatives, Including Fatherhood/Parental Responsibility

676(b)(3)(D) Eligible entities will describe “how the local entity will use the funds [made available under 675C(a)] to support innovative community and neighborhood-based initiatives related to the purposes of this subtitle, which may include fatherhood initiatives and other initiatives with the goal of strengthening families and encouraging parenting.”

Eligible Entity Emergency Food and Nutrition Services

676(b)(4) An assurance “that eligible entities in the state will provide, on an emergency basis, for the provision of such supplies and services, nutritious foods, and related services, as may be necessary to counteract conditions of starvation and malnutrition among low-income individuals.”

State and Eligible Entity Coordination/linkages and Workforce Innovation and Opportunity Act Employment and Training Activities

676(b)(5) An assurance “that the State and eligible entities in the State will coordinate, and establish linkages between, governmental and other social services programs to assure the effective delivery of such services, and [describe] how the State and the eligible entities will coordinate the provision of employment and training activities, as defined in section 3 of the Workforce Innovation and Opportunity Act, in the State and in communities with entities providing activities through statewide and local workforce development systems under such Act.”

State Coordination/Linkages and Low-income Home Energy Assistance

676(b)(6) “[A]n assurance that the State will ensure coordination between antipoverty programs in each community in the State, and ensure, where appropriate, that emergency energy crisis intervention programs under title XXVI (relating to low-income home energy assistance) are conducted in such community.”

Community Organizations

676(b)(9) An assurance “that the State and eligible entities in the state will, to the maximum extent possible, coordinate programs with and form partnerships with other organizations serving low-income residents of the communities and members of the groups served by the State, including religious organizations, charitable groups, and community organizations.”

Eligible Entity Tripartite Board Representation

676(b)(10) “[T]he State will require each eligible entity in the State to establish procedures under which a low-income individual, community organization, or religious organization, or representative of low-income individuals that considers its organization, or low-income individuals, to be inadequately represented on the board (or other mechanism) of the eligible entity to petition for adequate representation.”

Eligible Entity Community Action Plans and Community Needs Assessments

676(b)(11) “[A]n assurance that the State will secure from each eligible entity in the State, as a condition to receipt of funding by the entity through a community service block grant made under this subtitle for a program, a community action plan (which shall be submitted to the Secretary, at the request of the Secretary, with the State Plan) that includes a community needs assessment for the community serviced, which may be coordinated with the community needs assessment conducted for other programs.”

State and Eligible Entity Performance Measurement: ROMA or Alternate System

676(b)(12) “[A]n assurance that the State and all eligible entities in the State will, not later than fiscal year 2001, participate in the Results Oriented Management and Accountability System, another performance measure system for which the Secretary facilitated development pursuant to section 678E(b), or an alternative system for measuring performance and results that meets the requirements of that section, and [describe] outcome measures to be used to measure eligible entity performance in promoting self-sufficiency, family stability, and community revitalization.”

Fiscal Controls, Audits, and Withholding

678D(a)(1)(B) An assurance that cost and accounting standards of the Office of Management and Budget (OMB) are maintained.

- ☒ **By checking this box and signing the Cover Page and Certification, the agency’s Executive Director and Board Chair are certifying that the agency meets the assurances set out above.**

State Assurances and Certification

California Government Code Sections 12747(a), 12760, 12768

For CAA, MSFW, NAI, and LPA Agencies

[California Government Code § 12747\(a\)](#): Community action plans shall provide for the contingency of reduced federal funding.

[California Government Code § 12760](#): CSBG agencies funded under this article shall coordinate their plans and activities with other agencies funded under Articles 7 (commencing with Section 12765) and 8 (commencing with Section 12770) that serve any part of their communities, so that funds are not used to duplicate particular services to the same beneficiaries and plans and policies affecting all grantees under this chapter are shaped, to the extent possible, so as to be equitable and beneficial to all community agencies and the populations they serve.

- ☒ **By checking this box and signing the Cover Page and Certification, the agency's Executive Director and Board Chair are certifying that the agency meets the assurances set out above.**

For MSFW Agencies Only

[California Government Code § 12768](#): Migrant and Seasonal Farmworker (MSFW) entities funded by the department shall coordinate their plans and activities with other agencies funded by the department to avoid duplication of services and to maximize services for all eligible beneficiaries.

- ☐ **By checking this box and signing the Cover Page and Certification, the agency's Executive Director and Board Chair are certifying that the agency meets the assurances set out above.**

Organizational Standards

Category One: Consumer Input and Involvement

Standard 1.1 The organization/department demonstrates low-income individuals' participation in its activities.

Standard 1.2 The organization/department analyzes information collected directly from low-income individuals as part of the community assessment.

Standard 1.3 (Private) The organization has a systematic approach for collecting, analyzing, and reporting customer satisfaction data to the governing board.

Standard 1.3 (Public) The department has a systematic approach for collecting, analyzing, and reporting customer satisfaction data to the tripartite board/advisory body, which may be met through broader local government processes.

Category Two: Community Engagement

Standard 2.1 The organization/department has documented or demonstrated partnerships across the community, for specifically identified purposes; partnerships include other anti-poverty organizations in the area.

Standard 2.2 The organization/department utilizes information gathered from key sectors of the community in assessing needs and resources, during the community assessment process or other times. These sectors would include at minimum: community-based organizations, faith-based organizations, private sector, public sector, and educational institutions.

Standard 2.4 The organization/department documents the number of volunteers and hours mobilized in support of its activities.

Category Three: Community Assessment

Standard 3.1 (Private) Organization conducted a community assessment and issued a report within the past 3 years.

Standard 3.1 (Public) The department conducted or was engaged in a community assessment and issued a report within the past 3-year period, if no other report exists.

Standard 3.2 As part of the community assessment, the organization/department collects and includes current data specific to poverty and its prevalence related to gender, age, and race/ethnicity for their service area(s).

Standard 3.3 The organization/department collects and analyzes both qualitative and quantitative data on its geographic service area(s) in the community assessment.

Standard 3.4 The community assessment includes key findings on the causes and conditions of poverty and the needs of the communities assessed.

Standard 3.5 The governing board or tripartite board/advisory body formally accepts the completed community assessment.

Category Four: Organizational Leadership

Standard 4.1 (Private) The governing board has reviewed the organization's mission statement within the past 5 years and assured that:

1. The mission addresses poverty; and
2. The organization's programs and services are in alignment with the mission.

Standard 4.1 (Public) The tripartite board/advisory body has reviewed the department's mission statement within the past 5 years and assured that:

1. The mission addresses poverty; and
2. The CSBG programs and services are in alignment with the mission.

Standard 4.2 The organization's/department's Community Action Plan is outcome-based, anti-poverty focused, and ties directly to the community assessment.

Standard 4.3 The organization's/department's Community Action Plan and strategic plan document the continuous use of the full Results Oriented Management and Accountability (ROMA) cycle or comparable system (assessment, planning, implementation, achievement of results, and evaluation). In addition, the organization documents having used the services of a ROMA-certified trainer (or equivalent) to assist in implementation.

Appendices

Please complete the table below by entering the title of the document and its assigned appendix letter. Agencies must provide a copy of the Notice(s) of Public Hearing and the Low-Income Testimony and the Agency's Response document as appendices A and B, respectively. Other appendices such as the community need assessment, surveys, maps, graphs, executive summaries, analytical summaries are encouraged. All appendices should be labeled as an appendix (e.g., Appendix A: Copy of the Notice of Public Hearing) and submitted with the CAP.

Document Title	Appendix Location
Copy of the Notice(s) of Public Hearing	A
Low-Income Testimony and Agency's Response	B
Sutter and Yuba Local Homeless Action Plan 2022-2026	C
YCCSC 2023 CAP Agency survey results	D
YCCSC 2023 CAP Client survey results	E
2022 Yuba County HHS Community Health Assessment	F
Lindhurst HS fosters mental wellness, Appeal Democrat, January 2023	G
2021 Sutter-Yuba Point in Time Count	H