EXHIBIT NO. 1

11
9-14-04

City of Alexandria, Virginia

MEMORANDUM

DATE: AUGUST 31, 2004

TO: THE HONORABLE MAYOR AND MEMBERS OF CITY COUNCIL

FROM: PHILIP SUNDERLAND, CITY MANAGER

SUBJECT: REPORT ON THE COMMUNITY PARTNERSHIP FUND FOR HUMAN SERVICES RECOMMENDED PRIORITIES FOR THE FY 2006 COMPETITIVE GRANT CYCLE

ISSUE: Receipt of the Report on the Community Partnership Fund for Human Services recommended priorities for the FY 2006 competitive grant cycle, which will be set for public hearing on September 21, 2004.

RECOMMENDATION: That City Council docket for public hearing on Tuesday, September 21, 2004, the FY 2006 priorities for the Community Partnership Fund, including the community input on priorities received this summer (Attachments 2 - 6), and the Community Partnership Fund Ad Hoc Advisory Committee proposed changes to application and process for FY 2006 (page 7 and 8). Final action on the FY 2006 priorities will be at Council's Tuesday, September 28, 2004, legislative meeting.

Staff do not recommend any revisions to the priorities prior to the September 21 public hearing. However, public comments on the priorities and suggested changes are included for City Council's information and consideration.

BACKGROUND: Each year in the context of the City's budget, City Council approves a set-aside of local monies that are to be used for competitive grant awards to non-profit organizations that provide services to Alexandrians who are adults age 22 and over, persons with disabilities, families and the senior population, and programs that serve anyone in need regardless of age.[1]

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[1] City Council also approves an annual set-aside to fund competitive grants for programs providing early childhood education and/or comprehensive services to at-risk children prenatally through five. This competitive grant pool is called the Children's Fund and is administered by the Department of Human Services in conjunction with the Early Childhood Commission. City Council also approves an annual set-aside to mobilize organizations and institutions to take action around a shared understanding of positive asset development in the youth of Alexandria. This competitive grant pool is called the Youth Fund, serves Alexandria youth from ages 6 to 21, and is administered by the Department of Human Services in conjunction with the Alexandria Youth Policy Commission.

This set-aside of funding is referred to as the Community Partnership Fund for Human Services, and this competitive grant process has been in place since the FY 1999 budget cycle. In the fall of each year, City Council sets the priority service areas that it wishes to emphasize in the upcoming funding cycle.

Grant awards for FY 2005 were announced during the first week of June, and the docket report including the summary of the FY 2005 grant awards was distributed to the non-profit community.

This report on FY 2006 priorities includes input from the non-profit community on priority service areas that was received by staff during the summer months.

DISCUSSION: The priorities approved by City Council for the FY 2005 Community Partnership Fund for Human Services grant cycle, which were established on September 23, 2003, are presented again as the priorities for FY 2006, and include the following:

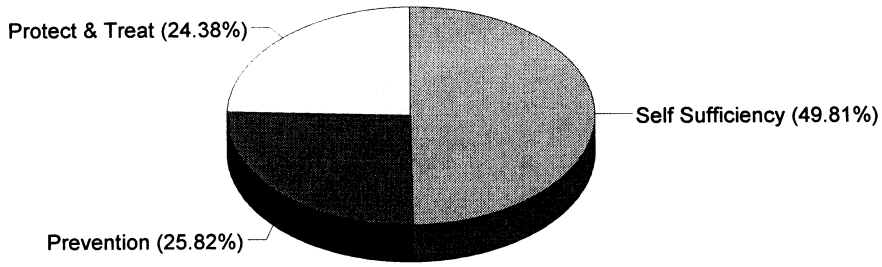
SELF SUFFICIENCY: • Programs to promote self-sufficiency and independence (including but not limited to, helping individuals access and maintain employment, housing and home ownership opportunities); • Programs to aid families and individuals in crisis; • Programs directed at assisting immigrant populations to receive proper documentation and determination of citizen status or naturalization status, as well as help them become active citizens and be positive influential members of the community; • Programs to promote independent living, equality of opportunity and economic self-sufficiency for persons with disabilities;

PREVENTION: • Community support programs that promote family and individual stability; • Community/neighborhood programs to prevent crime, violence, social isolation and neighborhood deterioration; and

PROTECTION AND TREATMENT: • Programs to prevent/reduce the impact of abuse and neglect; • Programs to provide affordable treatment for health, mental health and alcohol and drug problems; • Activities to reduce threats to the public health.

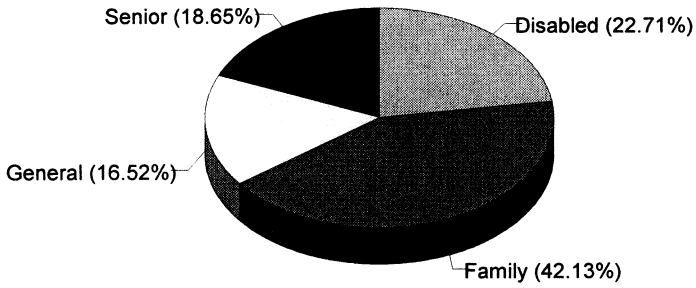
The FY 2005 budget amount for the Community Partnership Fund totaled $862,775. The following graph shows the distribution of the grant awards among the priority areas that were in place for FY 2005.

FY 2005 Community Partnership Fund
Approved Funding by Priority



The Community Partnership Fund monies are used to serve various populations, and the graph below shows the distribution by type of client served in FY 2005. The category labeled "General" reflects grants that serve all population groups, and includes the grant to the Northern Virginia Dental Clinic and the Crisis Link suicide/crisis hotline.

FY 2005 Community Partnership Fund
Approved Funding by Client Served



Process to Gain Community Input to the FY 2006 Priorities: Staff disseminated the June 9, 2004, docket item (Attachment 1) on the FY 2005 Community Partnership Fund grant awards to the 56 nonprofit organizations that originally had requested a grant proposal package. Staff requested that these organizations, along with various other groups and City staff, review the current priorities and provide input into establishing the priority service areas for the upcoming grant cycle. [2]

Staff received responses from the following organizations: (A) Food for Others; (B) the Economic Opportunities Commission; (C) Northern Virginia Resource Center for the Deaf and Hard of Hearing Persons; (D) ALexandria InVolved Ecumenically (ALIVE!); and (E) Alexandria Neighborhood Health Services, Inc. (Attachments 2 - 6).

Response from Community Organizations on Priorities: The following is a summary of the comments received from the five community organizations, accompanied by staff comment where applicable.

A) Food for Others (Attachment 2): Food for Others serves Northern Virginia as a free food distribution organization. While Food for Others had no comment on the existing priorities, they did state, "Starting in 2004, we noticed more clients coming to Food for Others from the City of Alexandria. In the last four months of FY 2004, March through June, 368 households (with 1,257 family members in those households) came to the Food for Others' warehouse for emergency food and/or USDA commodities. This number represents 8% of the total number of Food for Others' clients served at the warehouse in those months."

"City of Alexandria departments, organizations and churches referring clients to us in the past four months include: Alexandria Mental Health, Alexandria Community Service Board, Alexandria Department of Human Services, Alexandria Department of Family Services, Alexandria Headstart, Bethel House, Christ Church and others."

"Food for Others also supplies free food to community based organizations that either provide food to their clients through food pantries or prepare food for client consumption. Of the 51 active groups coming to Food for Others, five of these groups are located in the City of Alexandria, a number representing 10% of the groups we serve. These numbers indicate a continuing strong need for emergency food assistance in the City of Alexandria."

Staff Comment: No change to the stated priorities recommended.

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2 The Alexandria Council of Non-Profits, the Alexandria United Way, the Affordable Housing Advisory Committee, the Commission on Aging, the Commission for Women, the Commission for Employment, the Commission for Persons with Disabilities, the Community Services Board, the Economic Opportunities Commission, the Social Services Advisory Board, the Task Force on HIV/AIDS, Debra Collins, Director, Department of Human Services; Dr. Michael Gilmore, Director, MH/MR/SA; Mildrilyn Davis, Director, Office of Housing; and Kirk Kincanon, Director, Department of Recreation, Parks and Cultural Activities.

B) The Economic Opportunities Commission, (Attachment 3): The Economic Opportunities Commission stated their concern with the definition of "self-sufficiency." The Economic Opportunities Commission states, "while helping people move to self-sufficiency is a worthy goal, the lack of specific definition makes it almost impossible to measure the City's progress in assisting low-income Alexandrians move toward self-sufficiency."

The Economic Opportunities Commission also stated, "In our 2001 report with the Alexandria United Way, *Living from Paycheck to Paycheck: A look a Alexandria's Working Poor*, we discussed a measure developed by Wider Opportunities for Women called the Self-Sufficiency Index to assess the gap between poverty levels and self-sufficiency."

The Economic Opportunities Commission propose that "there should be dialogue in the City on establishing a self-sufficiency measure."

Staff Comment: City staff will be contacting the Economic Opportunities Commission to initiate a dialogue to establish a definition of self-sufficiency for the City of Alexandria.

C) Northern Virginia Resource Center for the Deaf and Hard of Hearing Persons, NVRC, (Attachment 4): NVRC empowers deaf and hard of hearing individuals and their families through education, advocacy and community involvement. While NVRC had no comment on the existing priorities, they did have comments under the following priorities:

> 1.) Self Sufficiency, "we would like to see more funds available to reach out to the immigrant populations in Alexandria; our materials have been requested in languages such as Spanish and Korean but are only available in English at this time. Members of the community who are deaf or hard of hearing and who do not speak English or speak it as a second language, need coping resources and an introduction to the technologies available to assist them to become active citizens and be 'positive, influential members of the community.' It is also crucial that those with whom they might associate also learn about communication skills and resources."
>
> 2.) Prevention, "we would like to see more funding made available for programs to vastly increase public education, through media advertising, posters, flyers, fact sheets, and partnerships with government agencies and community organizations."
>
> 3.) Protection and Treatment, "we will be requesting additional funding for enabling us to network directly with Alexandria to ensure that its deaf and hard of hearing citizens will have a plan in place should a major emergency arise, and that the deaf and hard of hearing members of the Alexandria community will be instrumental in the establishment of procedures."

Staff Comment: No change to the stated priorities recommended.

D) Alexandria InVolved Ecumenically, ALIVE!, (Attachment 5): ALIVE commented on the following priorities:

1.) Self Sufficiency, "we believe that this priority should include recognition of the importance of services necessary to ensure that those individuals and families who are only marginally self-sufficient can sustain their self sufficiency in times of crisis. This would include the provision of emergency services such as financial assistance for rent, utilities, prescription drugs, work-related equipment, and car repair as well as the provision of emergency food."

"Therefore, we believe that this priority should also include recognition that access to affordable prescription drugs necessary to ensure an individual's ability to enter the workforce or continue reliability to report to work is absolutely essential to ensuring self sufficiency."

2.) Prevention, "when working poor families in Alexandria must spend inordinate amounts of their limited incomes on health care, housing, and/or child care, they have less money to spend on food. In addition, in order to be eligible for Food Stamps they must forfeit the opportunity to save thus being unable to acquire the assets they need to become more self-sufficient by purchasing a car for transportation or eventually housing."

"Given these circumstances, we believe that the prevention of hunger and food insecurity should be included as a priority. The priority should reflect the complementary nature of private non-profits hunger and food insecurity prevention programs in complementing the City's present responses– Food Stamps, Free and Reduced School Breakfast and Lunch Programs and WICS. We would recommend that these grant funds specifically target those population groups that have been shown to lack either the eligibility or the ability to access the traditional federally funded City programs – working poor, immigrants, and the elderly."

3.) Protection and Treatment, "we believe that there should also be recognition of the programs whose services focus on assessment of the appropriateness of family reunification and provide support to families during the reunification process through such activities such as casework supervision, life skills training, and other activities that provide positive reinforcement to ensure effective parenting."

Staff Comment: No change to the stated priorities recommended.

E) Alexandria Neighborhood Health Services, Inc., (Attachment 6): Alexandria Neighborhood Health Services, Inc., stated that the following on the "prevention" priority: "we feel that in addition to community support programs as described in the current priorities, a stronger emphasis should be placed on education/training activities that provide and strengthen understanding and skills among participants. These may include activities as life skills training, as well as educational activities that promote understanding and effective utilization of community resources, etc."

Staff Comment: No change to the stated priorities recommended.

Community Partnership Fund Ad Hoc Advisory Committee Proposed Changes to the FY 2006 Grant Application and Process: On March 25, 2004, the City Manger's Office and the Office of Management and Budget met with the Council of Non-profits to discuss the Community Partnership Fund FY 2005 budget deliberations. During this meeting, the Council of Non-profits raised questions of the grant application and process. As a result of this meeting, the Office of Management and Budget proposed that an Ad Hoc Advisory Committee be created to discuss changes to the Community Partnership Fund application and process for FY 2006.

The Ad Hoc Advisory Committee met on June 17, 2004, and proposed the following changes to the FY 2006 Community Partnership Fund grant application and process.

A) Changes to the Grant Application Process:

1.) Create and implement a "letter of intent" or "letter of inquiry." The letter would include a brief description of the program and the amount requested. A November deadline would allow City Manager's Office and the Office of Management and Budget to project the amount that would be requested from the Community Partnership Fund for the FY 2006 proposed budget.

2.) Change the Community Partnership Fund grant application deadline for FY 2006 and future years to January, instead of the December deadline.

3.) Submit the 501C-3 letter only once. The Office of Management and Budget could keep a master copy and not require the letter to be submitted every year unless there is a loss of non-profit status or significant changes to the organization.

4.) Require a year-end report from non-profits who receive funding.

5.) Provide alternative ways for the grant application to be submitted via electronic options such as an on-line application or an e-mail submission. This process may require the Office of Management Budget to send a confirmation receipt. The non-profits would still have to provide the required eight (8) copies of the proposal to the Office of Management Budget. A procedure would have to be created and implemented regarding application attachments.

6.) Provide the option of a renewal application for previously funded non-profits. Previously funded non-profits would not be required to submit the following documents unless there were changes to the program or organization: background information, organizational charts, board member list of names and program job descriptions.

7.) Award grants on a two (2) year funding cycle.

Staff Comment: City staff will adopt recommendations #1 through #4 (above) as changes to the grant application process. The Office of Management and Budget and the Department of Human Service staff are currently working together to address recommendations #5 through #7.

B) Changes to the Grant Application:

1.) Add language to the grant application that encourages partnerships between non-profits. If non-profits merged efforts, they could share a portion of a position that would benefit both programs or share office space. Set aside monies for organizations that demonstrate partnerships.

2.) Provide the Community Partnership Fund Revenue and Expenditure budget form in a Microsoft Excel spreadsheet format.

3.) Improve grant application readability and format.

Staff Comment: City staff will adopt recommendations #2 and #3 (above) as changes to the grant application. The Office of Management and Budget and the Department of Human Service staff are currently working together to address recommendation #1.

C) Other Recommended Changes:

1.) Suggestion was made that the Office of Management and Budget not hold April awards (checks) pending non-profit six (6) month report.

2.) Non-profits would like to have the City's statistical data more readily available, possibly through a link in the City's website.

Staff Comment: The Office of Management and Budget and the Department of Human Service staff are currently working together to address recommendation #1. The Office of Management and Budget will be working with the Information Technology Services Department to implement recommendation #2.

FISCAL IMPACT: The FY 2005 Approved Budget for the Community Partnership Fund totaled $862,775. Non-profit organizations submitted program proposals totaling $1,784,209 during last year's competitive grant award cycle.

Funding amounts for the FY 2006 Community Partnership Fund will be included as part of the Proposed FY 2006 Budget, which will be presented to City Council in March, 2005.

ATTACHMENTS:

Attachment 1 - Community Partnership Fund for Human Services Report on FY 2005 Grant Awards, docket item #26 dated June 9, 2004, without attachments.

Attachment 2 - Food for Others response for community input into the FY 2006 priorities - Letter e-mailed August 13, 2004.

Attachment 3 - Economic Opportunities Commission response for community input into the FY 2006 priorities - Fax Letter dated August16, 2004.

Attachment 4 - Northern Virginia Resource Center (NVRC) response for the community input into the FY 2006 priorities - Letter dated August 5, 2004.

Attachment 5 - Alexandria InVolved Ecumentially (ALIVE!) response for the community input into the FY 2006 priorities - Fax Letter dated August 12, 2004.

Attachment 6 - Alexandria Neighborhood Health Services, Inc. response for the community input into the FY 2006 priorities - e-mail dated August 18, 2004

STAFF:

Mark Jinks, Assistant City Manager for Fiscal and Financial Affairs
Bruce Johnson, Director, Office of Management and Budget
Debra Collins, Director, Department of Human Services
Carol Moore, Acting Deputy Director, Office of Management and Budget
Idania Padrón, Budget/Management Analyst, Office of Management and Budget

Attachment 1

EXHIBIT NO. 1

26
6-9-04

City of Alexandria, Virginia

MEMORANDUM

DATE: JUNE 1, 2004

TO: THE HONORABLE MAYOR AND MEMBERS OF CITY COUNCIL

FROM: PHILIP SUNDERLAND, CITY MANAGER PS

SUBJECT: COMMUNITY PARTNERSHIP FUND FOR HUMAN SERVICES FY 2005 GRANT AWARDS

ISSUE: Community Partnership Fund (CPF) for Human Services FY 2005 Grant Awards.

RECOMMENDATIONS: That City Council receive this report and thank the members of the citizen review panel for their assistance in the FY 2005 grant award process.

BACKGROUND: On September 23, 2003, City Council approved the following priorities for the FY 2005 Community Partnership Fund for Human Services competitive grant funding:

Self Sufficiency - Programs to promote self-sufficiency and independence (including, but not limited to, helping individuals access and maintain employment, housing and home ownership opportunities); Programs to aid families and individuals in crisis; Programs directed at assisting immigrant populations to receive proper documentation and determination of citizen status or naturalization status, as well as help them become active citizens and be positive influential members of the community; Programs to promote independent living, equality of opportunity and economic self-sufficiency for persons with disabilities;

Prevention - Community support programs that promote family and individual stability; Community/neighborhood programs to prevent crime, violence, social isolation and neighborhood deterioration; and

Protection and Treatment - Programs to prevent/reduce the impact of abuse and neglect; Programs to provide affordable treatment for health, mental health and alcohol and drug problems; and Activities to reduce threats to the public health.

A summary chronology of the FY 2005 grant process is provided as Attachment 1. As noted in the chronology, all grant applicants are notified of the funding decisions at the beginning of June. The proposed FY 2006 grant process schedule is provided as Attachment 2.

On December 18, 2003, the deadline for proposal submissions, the Office of Management and Budget received 34 proposals requesting $1,784,209 in funding from the Community Partnership Fund.

DISCUSSION: The goal of the competitive grant process is to have an objective, analytical review of the non-profit organizations' program proposals. Grant awards were determined by a highly qualified panel of four Alexandrians who are very knowledgeable in understanding our local human services needs. The citizen review panel for the FY 2005 grant awards was comprised of Mr. Lynwood Campbell, former member of the Alexandria School Board and Chair of the review panel; Mr. Darryl Francois, a parent representative on the City Council's Youth Policy Commission; Ms. Stefanie W. Reponen, Executive Director of the Goodwin House Foundation; and new panel member, Andrew Anderson, who is employed with the federal Department of Homeland Security. It should be noted that Mr. Anderson was unable to attend the Community Partnership Fund grant selection meeting due to a conflict with his employment.

The FY 2005 review panel, with staff support from several departments that administer human services programs and the Office of Management and Budget, evaluated all of the proposals based on the criteria included in the Request For Grant Proposal. These criteria included general requirements, such as consistency with the Council-established Community Partnership Fund for Human Services priorities; non-duplication of existing City services; clearly identified assessment of need; clear and attainable program goals with reasonable and achievable strategies and objectives; demonstrated financial ability to deliver the proposed program or service; a reasonable budget request; and documentable outcome measures and program performance measures.

The Community Partnership Fund had 31 organizations who submitted 34 program proposals. The funding requested in the amount of $1,784,209 was $921,434 more than the $862,775 available. Therefore, decisions on the amount of funding for each proposal were based on the panel's consensus ratings of the proposals. Of the 34 program proposals received, 22 were funded and 12 were not funded.

The 22 program proposals funded are summarized in Table 1 on the following pages and will be awarded funding from October 1, 2004 through September 30, 2005. The 12 programs not selected for funding are listed in Table 2.

Adopted on September 14, 2002 was the recommendation that at least $50,000 of the total budget for the Community Partnership Fund be set aside to provide funding opportunities for not-previously funded "new" programs. The FY 2005 grant awards include $56,000 in funding for the following "new" previously not funded programs through the Community Partnership Fund: Center for Employment Training, in the amount of $20,000; Center for Multicultural Human Services, in the amount of $24,000; and Legal Aid Justice Center, in the amount of $12,000.

Organizations may request a debriefing meeting with Office of Management and Budget staff if they wish to receive feedback on the FY 2005 grant proposals; however, there is not an appeal process for these competitive grants, which is consistent with how most State and federal grant applications are handled.

Over the summer, the Office of Management and Budget (OMB) and the Department of Human Services staff will meet with non-profit agencies to discuss the following changes: 1) moving the Community Partnership Fund grant submission deadline from a December deadline to a January deadline; 2) creating a "Letter of Intent" that would be submitted by the non-profit agencies to OMB in November and would describe generally the needs to be addressed by the grant proposals the agencies anticipate submitting, as well as the level of funding they anticipate seeking, and that would be used by staff in developing the Community Partnership Fund budget for FY 2006; 3) the possibility of funding the grants for a two year term; and 4) determining ways to improve the application materials and streamline the application process.

When staff returns to Council with recommended priorities in the fall, any proposed changes relating to the above for the Community Partnership Fund will be addressed.

TABLE 1

FY 2005 GRANT AWARDS FROM THE COMMUNITY PARTNERSHIP FUND FOR HUMAN SERVICES

ORGANIZATION	PROGRAM	FY 2004 APPROVED	FY 2005 REQUEST	FY 2005 APPROVED
Alexandria Christmas in April	Rebuilding Together	$12,000	$45,000	$6,000
Alexandria Neighborhood Health Services, Inc. (ANHSI)	Neighborhood-based Family Support and Mental Health Services in Arlandria	$42,000	$57,650	$47,000
Alexandria Volunteer Bureau (AVB)	Volunteer Clearinghouse & Resource Center	$54,000	$60,000	$54,000
Arlington/Alexandria Coalition for the Homeless	Adopt-A-Family	$32,000	$44,000	$32,000
Carpenter's Shelter	Residential /Hypothermia Shelter, David's Place, Transitional Housing and Aftercare Program	$64,000	$100,000	$64,000
Center for Employment Training (CET)	Provide Alexandria Residents Training 'N' Employment Reaching Self Sufficiency	$0	$100,000	$20,000
Center for Multicultural Human Services	Alexandria Multicultural Mental Health and Social Services (AMMHSS)	$0	$85,000	$24,000
Computer C.O.R.E.	Community Out Reach and Education	$20,000	$50,000	$20,000
Crisis Link	Crisis and Suicide Prevention Hotline	$20,000	$54,000	$25,000
ENDependence Center	Independent Living Services for Alexandrians with Disabilities	$36,000	$41,234	$36,000
Friends of Guest House, Inc.	Guest House Residential Program	$0	$31,800	$31,800

TABLE 1, Continued

ORGANIZATION	PROGRAM	FY 2004 APPROVED	FY 2005 REQUEST	FY 2005 APPROVED
Hispanic Committee of Virginia	Integrated Services for Hispanic Families	$35,000	$35,000	$35,000
Legal Aid Justice Center	VA Justice Center for Farm /Immigrant Workers	$0	$36,000	$12,000
Legal Services of Northern Virginia	Civil Legal Services for Low-Income, Elderly, and Disabled Residents of Alexandria	$170,690	$239,633	$163,975
Literacy Council of Northern Virginia	Adult Literacy and English as a Second Language Program	$30,000	$30,000	$25,000
Metropolitan Washington Ear	Reading and Information Services for the Blind and Visually Impaired	$10,000	$12,000	$4,000
Northern Virginia Dental Clinic	Northern Virginia Dental Clinic	$42,000	$42,000	$42,000
Northern Virginia Resource Center for Deaf & Hard of Hearing Persons	HEAR Alexandria (Education/Outreach, Info., Advocacy and Peer Support Services)	$16,000	$34,318	$18,000
Retired and Senior Volunteer Program	Retired and Senior Volunteer Program	$48,000	$48,000	$48,000
Senior Services of Alexandria	Guardianship of Last Resort	$25,000	$0	$0
Senior Services of Alexandria	Home Care and Employment Services	$45,000	$50,000	$45,000
Senior Services of Alexandria	Meals on Wheels Program	$20,000	$20,000	$20,000
Whitman-Walker Clinic of No. VA	Case Management & Legal Services for persons with HIV/AIDS	$100,000	$100,000	$90,000
	TOTALS	**$821,690**	**$1,315,635**	**$862,775**

FY 2005 PROPOSALS NOT FUNDED:

TABLE 2
PROPOSALS NOT FUNDED

ORGANIZATION	PROGRAM	FY 2005 AMOUNT REQUESTED
Alexandria Red Cross	Alexandria Red Cross Community Service Program	$29,000
ECDC Enterprise Development Group	Enhancing Self-sufficiency Among Low-income Residents	$47,065
ECDC Enterprise Development Group	Building Bridges to Self-sufficiency for African Newcomers	$50,000

TABLE 2, Continued

ORGANIZATION	PROGRAM	FY 2005 AMOUNT REQUESTED
ESL and Immigrant Ministries	ESL and Immigrant Ministries Alexandria Program Expansion	$18,725
Food and Friends	Nutritional Needs of People Living with Life Challenging Illnesses	$40,000
Just Neighbors Ministry, Inc.	Legal Services	$88,864
Northern Virginia Family Services	Target Case Management Services for Health Care Access	$25,920
Paul Heimer/Center on Budget and Policy Priorities	Refunds for Free in Metro DC	$5,000
Recording Services for Visually Impaired	Recording Services for the Visually Impaired (RSVI)	$6,000
Tenants' & Workers' Support Committee	Arlandria Healthy Community Project	$48,000
Tenants' & Workers' Support Committee	Alexandria Parent LEAD Program	$50,000
The Women's Center	Family Strengthening Program	$60,000
	TOTAL	**$468,574**

FISCAL IMPACT: On May 3, 2004, as part of the overall budget adoption, City Council approved the proposed Community Partnership Fund budget amount for a total budget appropriation of $862,775 for the FY 2005 Community Partnership Fund for Human Services. Grant funding is for the period October 1, 2004 through September 30, 2005.

ATTACHMENTS:
Attachment 1. Chronology of the FY 2005 Grant Process
Attachment 2. Proposed Calendar for FY 2006 Grant Process
Attachment 3. FY 2005 Request for Grant Proposals for the Community Partnership Fund for Human Services

STAFF:
Bruce Johnson, Director, Office of Management and Budget
Carol Anne Moore, Acting Deputy Director, Office of Management and Budget
Idania Padrón, Budget/Management Analyst, Office of Management and Budget

Food for Others
2938 Prosperity Ave.
Fairfax, VA 22031
703-207-9173

Thank you for the opportunity to offer comments to the City of Alexandria Office of Management and Budget regarding human service priorities for the coming year. We would like to tell you about the need for services offered by Food for Others to aid Alexandria families and individuals in crisis.

Food for Others is the largest direct free food distribution organization serving Northern Virginia. Since our incorporation as a nonprofit in 1995, City of Alexandria residents have received free food from Food for Others services, either directly at our warehouse in Merrifield or through the food programs of Alexandria based organizations that obtain free food from Food for Others.

Starting in 2004 we noticed more clients coming to Food for Others from the City of Alexandria. City vehicles are seen more frequently in front of the warehouse. In March 2004 we began tracking the numbers of City of Alexandria clients using our services and would like to make the Alexandria Office of Management and Budget aware of the need for the free food services supplied to City residents by Food for Others.

In the last four months of FY 2004, March through June, 368 households (with 1257 family members in those households) came to the Food for Others' warehouse for emergency food and/or USDA commodities. This number represents 8% of the total number of Food for Others' clients served at the warehouse in those months.

Families and individuals experiencing a food emergency are referred to Food for Others for a week's supply of food including fresh food such as bread, produce, milk and eggs. We purchase the milk and eggs due to a lack of donated products. City of Alexandria departments, organizations and churches referring clients to us in the past four months include; Alexandria Mental Health, Alexandria Community Services Board, Alexandria Department of Human Services, Alexandria Department of Family Services, Alexandria Headstart, Bethel House, Christ Church and others.

Food for Others also supplies free food to community based organizations that either provide food to their clients through food pantries or prepare food for client consumption. Of the 51 active groups coming to Food for Others, five of these groups are located in the City of Alexandria, a number representing 10% of the groups we serve. These organizations served 404 families with 1748 individuals in FY 2004.

These numbers indicate a continuing strong need for emergency food assistance in the City of Alexandria. Food for Others is pleased to serve the citizens of Northern Virginia including those from the City of Alexandria.

Thank you for this opportunity.

Roxanne Rice
Executive Director
Food for Others

City of Alexandria, Virginia

Economic Opportunities Commission

August 16, 2004

Idania Padron
Office of Management and Budget
301 King Street, Room 3500
Alexandria, VA 22314

Dear Ms. Padron:

The Economic Opportunities Commission is in general agreement with the Fiscal Year 2005 general priorities for the Community Partnership Fund for Human Services. Many of these priorities address the needs of the low-income Alexandrians.

However, we are concerned that there is no specific definition of self-sufficiency, although several priorities propose funding programs to address this issue. While helping people move to self-sufficiency is a worthy goal, the lack of a specific definition makes it almost impossible to measure the City's progress in assisting low-income Alexandrians move toward self-sufficiency. In our 2001 report with the Alexandria United Way, *Living from Paycheck to Paycheck: A Look at Alexandria's Working Poor*, we discussed a measure developed by Wider Opportunities for Women called the Self-Sufficiency Index to assess the gap between poverty levels and self-sufficiency.

We think there should be a dialogue in the City on establishing a self-sufficiency measure. We also think that this dialogue should start during the discussion of the Fiscal Year 2005 general priorities for the Community Partnership Fund for Human Services.

We would be pleased to offer any assistance in starting and/or continuing this dialogue to establish a definition of self-sufficiency for the City of Alexandria.

Best Wishes,

Allen C. Lomax

Allen C. Lomax
Chair

Attachment 4

2004 AUG 13 A 10: 16
OMB
ALEXANDRIA VIRGINIA

Northern Virginia Resource Center
for Deaf and Hard of Hearing Persons
NVRC
3951 Pender Drive, Suite 130
Fairfax, Virginia 22030

August 5, 2004

Ms. Idania Padron
Office of Management and Budget
301 King Street
Room 3600
Alexandria, VA 22314

Dear Idania,

We appreciate the opportunity to provide input regarding human service priority areas for the Alexandria Community to be considered for FY 2006 grant funding from the Community Partnership Fund for Human Services.

Overall, we believe that the needs of Alexandria's deaf and hard of hearing residents, which strongly influence the goals for NVRC's *H.E.A.R.-Alexandria* program (Hearing, Education, Advocacy and Resources) can be made to fit within the 3 main priorities as established by the Community Partnership Fund for Human Services for FY 2005: Self Sufficiency, Prevention, Protection and Treatment. However, we have doubts about whether some crucial needs fit neatly in the programs listed under those priorities.

Self Sufficiency

NVRC's mission is to empower deaf and hard of hearing individuals and their families through education, advocacy and community involvement. Our outreach strives to educate the deaf and hard of hearing residents of the Alexandria community in a wide variety of topics relating to hearing loss. These include such topics as how to cope with the psychological impact, how to apply emerging technologies to their individual needs, how to self-advocate and understand their rights in the work place.

We also believe strongly that communication is everyone's responsibility and that hearing loss affects everyone, not just the person who has the loss. Thus, our education and training extends to the hearing members of the community, teaching them the strategies and technologies they need to alleviate the struggles in communicating with their deaf and hard of hearing family members, friends, patients, colleagues. The goal of these ongoing programs is to provide building blocks for independence and self sufficiency.

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We would like to see more funds available to reach out to the immigrant populations in Alexandria; our materials have been requested in languages such as Spanish and Korean but are only available in English at this time.

Members of the community who are deaf or hard of hearing and who do not speak English or speak it as a second language, need coping resources and an introduction to the technologies available to assist them to become active citizens and be 'positive, influential members of the community.' It is also crucial that those with whom they might associate also learn about communication skills and resources.

Prevention

NVRC provides community support at its facility in Fairfax, VA, and at various locations in Alexandria through its Outreach Specialist. Sixteen area organizations use our accessible meeting room to present a wide variety of programs for people who are deaf and hard of hearing; all members of the Alexandria community are welcome to participate.

The Alexandria support programs and meetings of organizations in Fairfax provide an important support network that helps combat the feelings of isolation, frustration and depression experienced by many of those who experience hearing loss.

In Alexandria, our Outreach Specialist visits retirement communities, recreation centers and agencies to provide group peer support, fact sheets of needed information, and technology demonstrations to those who cannot travel to our center.

We would like to see more funding made available for programs to vastly increase public education, through media advertising, posters, flyers, fact sheets, and partnerships with government agencies and community organizations.

Protection and Treatment

Since 9/11, NVRC's Executive Director has been immersed in research and planning for Emergency Preparedness for deaf and hard of hearing persons. **We will be requesting additional funding for enabling us to network directly with Alexandria to ensure that its deaf and hard of hearing citizens will have a plan in place should a major emergency arise, and that the deaf and hard of hearing members of the Alexandria community will be instrumental in the establishment of procedures.**

An emergency is a threat to the whole community, but deaf and hard of hearing residents have unique needs that must be recognized and incorporated into any major strategic plan.

In addition, noise-induced hearing loss also needs to be addressed with funding for a concentrated education program in Alexandria. Many people remain unaware of the dangers of noise exposure and do not take steps to protect their precious hearing.

We look forward to seeing you on September 18 at the public hearing for the FY2006 proposed priorities for the Community Partnership Fund for Human Services. If you need any additional information or have any questions, please let us know.

Warm regards,

Cheryl A. Heppner

Cheryl Heppner
Executive Director

Bonnie O'Leary

Bonnie O'Leary
Outreach, Arlington County & the City of Alexandria

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August 12, 2004

Ms. Idania Padrón
Office of Management and Budget
301 King Street, Room 3600
Alexandria, VA 22314

ALIVE!

ALexandrians In Volved Economically

Food
Furniture
Housewares
Last Saturday Food
ALIVE! House Shelter
Child Development Center
Family Emergency Program
Brighter Futures for Families

Agudas Achim Congregation
Alexandria Church of the Nazarene
Alfred Street Baptist Church
Beth El Hebrew Congregation
Beverley Hills Community United Methodist Church
Blessed Sacrament Catholic Community
Christ Episcopal Church
Church of St. Clement
Church of the Resurrection
Community Praise Center
Del Ray United Methodist Church
Ebenezer Baptist Church
Emmanuel Episcopal Church
Fairlington Presbyterian Church
Fairlington United Methodist Church
Fair-Park Baptist Church
First Agape Church
First Baptist Church of Alexandria
First Christian Church
Good Shepherd Lutheran Church
Grace Episcopal Church
Immanuel Church-on-the-Hill
Meade Memorial Episcopal Church
Old Presbyterian Meeting House
Roberts Memorial United Methodist Church
Spiritual Assembly of Baha'is
St. Andrews United Methodist Church
St. James United Methodist Church
St. Joseph's Catholic Church
St. Mary's Catholic Church
St. Paul's Episcopal Church
St. Rita's Catholic Church
Third Baptist Church
Trinity United Methodist Church
Unitarian Universalist Church of Arlington
Victory Temple
Washington Street United Methodist Church
Westminster Presbyterian Church
Zion Baptist Church

A United Way/Combined Federal Campaign Agency # 8352

Dear Ms. Padrón,

ALIVE appreciates the opportunity to provide input on the FY 2006 priority service areas for consideration for grant funding from the Community Partnership Fund for Human Services. Our suggestions are as follows:

SELF SUFFICIENCY

We believe that this priority should include recognition of the importance of services necessary to ensure that those individuals and families who are only marginally self-sufficient can sustain their self sufficiency in times of crisis. This would include the provision of emergency services such as financial assistance for rent, utilities, prescription drugs, work-related equipment, and car repair as well as the provision of emergency food.

In addition, many individuals and families who seek self sufficiency, or have achieved marginal self-sufficiency, are frequently thwarted from their economic goals by expensive prescription drugs. Access to such medication is necessary to maintain their health (anti-cholesterol) or to treat chronic health conditions (asthma, hypertension, diabetes, etc.). This access is necessary not only for the primary breadwinner but also for other family members. Therefore, we believe that this priority should also include recognition that access to affordable prescription drugs necessary to ensure an individual's ability to enter the workforce or continue reliably to report to work is absolutely essential to ensuring self sufficiency.

PREVENTION

At the present time, over 1600 individuals in Alexandria receive Food Stamps. We recognize that this number does not fully represent those individuals in the City who would be considered to face food insecurity (defined as the limited or uncertain availability of nutritionally adequate food, including involuntarily cutting back on meals, food portions or not knowing the source of the next meal) or hunger (recurrent or involuntary lack of access to nutritional food due primarily to low incomes). When working poor families in Alexandria must spend inordinate amounts of their limited incomes on health care, housing, and/or child care, they have less money to spend on food. In addition, in order to be eligible for Food Stamps they must forfeit the opportunity to save thus being unable

to acquire the assets they need to become more self-sufficient by purchasing a car for transportation or eventually housing. Finally, only a very limited number of the substantial numbers of legal immigrants here in Alexandria is eligible for Food Stamps. Most immigrants must turn to the City's private non-profit safety net for food assistance.

Given these circumstances, we believe that prevention of hunger and food insecurity should be included as a priority. The priority should reflect the complementary nature of private non-profit hunger and food insecurity prevention programs in complementing the City's present responses--Food Stamps, Free and Reduced School Breakfast and Lunch Programs and WICS. We would recommend that these grant funds specifically target those population groups that have been shown to lack either the eligibility or the ability to access the traditional federally funded City programs--working poor, immigrants, and the elderly.

PROTECTION AND TREATMENT

In addition to programs to prevent and reduce the impact of abuse and neglect, we believe that there should also be recognition of the programs whose services focus on assessment of the appropriateness of family reunification and provide support to families during the reunification process through such activities as casework supervision, life skills training, and other activities that provide positive reinforcement to ensure effective parenting.

Again, thank you for this opportunity to provide input regarding this important source of funds for the non-profit community as we collaborate to create service strategies that will most effectively meet the needs of our fellow citizens.

Sincerely,

Laura J. Rodgers

LAURA J. ROGERS
President.

<Nhanhsi@aol.com>
08/18/2004 01:30 PM

To: <Idania.Padron@ci.alexandria.va.us>
cc:
Subject: CPF's Priorities

Hi Idania:

Hope you are wel and enjoying the summer!

Our staff and I reviewed the CPF's priorities you sent and we believe they represent appropriate priorities for your program and for community needs.

Our only additional comment is in the Prevention section, should you want to make it more specific.

We feel that in addition to community support programs as described in the current priorities, a stronger emphasis should be placed on education/training activities that provide and strengthen understanding and skills among participants.

These may include such activities as life skills training, as well as educational activities that promote understanding and effective utilization of community resources, etc.

Perhaps you envisioned that these activities fall under Community Support Programs.

Thank you!

Nyrma Hernandez
Alexandria Neighborhood Health Services, Inc.