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SACRAMENTO HOUSING AND REDEVELOPMENT AGENCY

APPROVED
SACRAMENTO HOUSING AUTHORITY
CITY OF SACRAMENTO
December 8, 1981

CITY MANAGER'S OFFICE
RECEIVED
DEC 9 1981

Housing Authority of the
City of Sacramento
Sacramento, California

DEC 15 1981

HONORABLE MEMBERS IN SESSION

SUBJECT: Grant Application for Area 4 Agency on Aging for the River City Information Center to provide outreach and advocacy services to the Black elderly of Sacramento County.

SUMMARY:

Attached is a resolution approving the submission of a grant application to Area 4 Agency on Aging from the River City Information Center to provide outreach and advocacy services to the Black elderly of Sacramento County.

BACKGROUND:

The Area 4 Agency has issued a Request for Proposal to serve the Black elderly in Sacramento County. In 1980 the Area 4 Agency on Aging in conjunction with the University of California at Davis conducted a needs assessment on the elderly. It was found that the Black elderly is the largest single minority group, and they are consistently less aware of community services and resources. Further, it was learned that non-whites are generally in a lower economic status and thus have greater service needs. In an effort to meet these needs, the request for proposal is to address the goal of increasing the level of participation of Black elderly in available programs and services.

The River City Information Center, which is co-sponsored by the Sacramento Housing and Redevelopment Agency and the Public Library, is currently funded through the Area 4 Agency on Aging to provide information and referral

12-15-81
All Districts

SACRAMENTO HOUSING AND REDEVELOPMENT AGENCY

Housing Authority of the
City of Sacramento
December 8, 1981
Page Two

services to the elderly of Sacramento County. Our primary goals are:

1. To provide information that will assist older persons to increase their knowledge and awareness of the services and programs available to them; and,
2. to expedite the prompt and appropriate delivery of service by linking people in need with appropriate service.

The proposed program is designed to educate the Black elderly population to the services available to them in their own communities. The Robertson Community Center in Del Paso Heights and the Oak Park Community Center in Oak Park have agreed to have our staff utilize their facilities as a home base while delivering services in their community. This arrangement will provide for immediate access to the Black elderly and the community at large.

Further, it is our intent to develop sub-files from the master information and referral files which will be utilized by an outreach worker in identifying particular services in particular target areas. A summary of the proposal is attached for your review. (Attachment I)

FINANCIAL DATA:

The amount of funding for a 12-month contract is \$20,884. However, the entire amount is made available for the six-month period of January 1, 1982, through June 30, 1982, to meet the necessary start-up expenses for the program. A summary of the start-up budget is attached for your review. (Attachment II)

Continuation funding for Fiscal Year 1982-83 will be for a 12-month period for the same level of funding, (\$20,884). Please refer to Attachment III which is the proposed project budget for Fiscal Year 1982-83.

SACRAMENTO HOUSING AND REDEVELOPMENT AGENCY

Housing Authority of the
City of Sacramento
December 8, 1981,
Page Three

VOTE AND RECOMMENDATION OF COMMISSION:

At its regular meeting on December 7 , 1981, the Sacramento Housing and Redevelopment Commission recommended adoption of the attached resolution by the following vote:

- AYES: Knepprath, Luevano, A. Miller, Teramoto,
Walton
- NOES: None
- ABSENT: Coleman, Fisher, E. Miller
- VACANCY: One

RECOMMENDATION:

The staff recommends approval of the attached resolution.

Respectfully submitted,

William H. Edgar

WILLIAM H. EDGAR
Interim Executive Director

TRANSMITTED TO COUNCIL:

Walter J. Slize

Walter J. Slize, City Manager

RESOLUTION NO. 81-107

ADOPTED BY THE HOUSING AUTHORITY OF THE CITY OF SACRAMENTO
ON DATE OF

December 15, 1981

AMENDMENT TO 1981-82 AGREEMENT TO PROVIDE
COMMUNITY DEVELOPMENT SERVICES WITH THE
COUNTY OF SACRAMENTO

BE IT RESOLVED BY THE HOUSING AUTHORITY OF THE CITY
OF SACRAMENTO:

Section 1. The Interim Executive Director is authorized to execute an Amendment to the 1981-82 Agreement to provide Community Services with the County of Sacramento, decreasing the \$1,615,000 allocation for rehabilitation programs by \$90,000 to a revised total of \$1,525,000.

Section 2. The Authority's budget is hereby amended accordingly.

CHAIRMAN

ATTEST:

SECRETARY

APPROVED
SACRAMENTO HOUSING AUTHORITY
CITY OF SACRAMENTO

DEC 15 1984

RIVER CITY INFORMATION CENTER
(Outreach/Advocacy Services to Black Elderly)

PROPOSAL SUMMARY

I. PURPOSE

The purpose of this project is to provide outreach and advocacy services to the Black elderly of the Sacramento community. The three key components of the program are:

1. Outreach-Informative: to provide information and encouragement to groups on use of existing services and benefits. These activities will be provided on a person-to-group basis, and it is our intent to utilize a public speaking forum;
2. Outreach-Individual: to provide information and encouragement to individuals on the use of existing services and benefits. These activities will be conducted through home visits and door-to-door contact;
3. Advocacy: to support the particular concerns of an individual to insure that a person receives the services and benefits to which they are entitled.

II. PROGRAM

The program is designed to educate the Black elderly population to the services available to them in their own communities. We have contacted the Robertson Community Center in Del Paso Heights and the Oak Park Community Center, who have expressed a willingness to have our staff utilize their facilities as a home base while delivering services in their community. This arrangement will provide for immediate access to the Black elderly and the community at large. Further, this will give credibility to the program as the community centers are a focal point for community and service activities.

Further, it is our intent to develop sub-files from the master information and referral files which will be utilized by an outreach worker in identifying particular services in particular target areas. In this way we can best utilize and maximize the impact of those services designed to meet the needs of the target population.

RIVER CITY INFORMATION CENTER

(Outreach/Advocacy Services to Black Elderly)

BUDGET SUMMARY

(January 1, 1982 - June 30, 1982)

EMPLOYEE SERVICES -- PAID PERSONNEL

Information and Referral Outreach Worker	
40 hours/week X 22 weeks X 7.15/hour.....	\$6,292
Payroll Taxes.....	431
Employee Benefits.....	<u>1,951</u>
TOTAL	\$8,674

Resource Librarian	
20 hours/week X 22 weeks X 9.23/hour	\$4,061
Payroll Taxes.....	<u>278</u>
TOTAL	\$4,339

Information and Referral Director	
10 hours/week X 22 weeks X 7.74/hour.....	\$1,703
Payroll Taxes.....	<u>116</u>
TOTAL	\$1,819

Typist Clerk	
15 hours/week X 22 weeks X 5.67/hour.....	\$1,871
Payroll Taxes.....	<u>128</u>
TOTAL	\$1,999

<u>TOTAL</u>	\$16,831
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IN-KIND PERSONNEL

Chief of Community Services	
4 hours/week X 22 weeks X 12.68/hour	\$1,115

Community Services Coordinator	
5 hours/week X 22 weeks X 9.80/hour	\$1,078

Volunteers	
9 hours/week X 22 X 3.35/hour	<u>\$ 663</u>

<u>TOTAL</u>	\$ 2,856
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TRAVEL AND TRAINING

Information and Referral Outreach Worker Local Travel	\$ 780
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Volunteer Travel	<u>\$ 150</u>
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<u>TOTAL</u>	\$ 930
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EQUIPMENT

2 Desks \$ 600

SPACE COSTS

\$ 350

SUPPLIES

Office Supplies \$ 150

PRINTING/ADVERTISING

\$ 475

LEGAL/INDIRECT COSTS

\$ 1,898

TOTAL PROJECT COSTS

\$24,090

FUNDING BREAKDOWN

Older Americans Act Title IIIB \$20,884

In-Kind Matching Funds 3.206

PROJECT TOTAL

\$24,090

RIVER CITY INFORMATION CENTER
(Outreach/Advocacy Services to Black Elderly)

PROPOSED PROJECT BUDGET
Fiscal Year 1982-83

EMPLOYEE SERVICES

I & R Outreach Worker (2 employed 20 hrs per week)	
(40 hrs/week x 52 weeks x \$7.15/hour)	\$14,872
Typist Clerk	
(5 hours/week x 52 weeks x \$5.67/hour)	1,474

PAYROLL TAXES

FICA (6.65 x 16346)	\$ 1,087
SUI (.002 x 16346)	33

MILEAGE

(12 months x 600 miles x .26)	\$ 1,872
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<u>SUPPLIES</u>	\$ 200
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<u>PRINTING/ADVERTISING</u>	\$ 250
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<u>INDIRECT COSTS</u>	<u>\$ 1,096</u>
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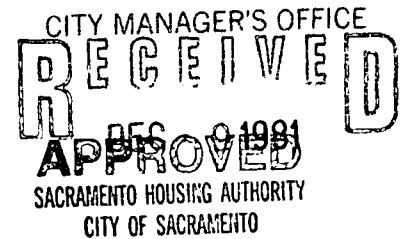
TOTAL	\$20,884
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SACRAMENTO HOUSING AND REDEVELOPMENT AGENCY

December 7, 1981



Housing Authority of the
City of Sacramento
Sacramento, California

Honorable Members in Session:

DFC 15 1984

SUBJECT: Report Back on Funding Status and Service Levels
of the Sacramento Elderly Nutrition Program

SUMMARY

The attached resolution authorizes the Executive Director to execute a contract with the Area 4 Agency on Aging for a one-time-only grant under Title III-B of the Older Americans Act for maintenance of shopping assistance services in the Elderly Nutrition Program, and approves the reallocation of a County General Fund grant to support, in part, the Program's transportation services.

BACKGROUND

On October 13, 1981, you requested that staff report back to you prior to effecting any service cutbacks in the Elderly Nutrition Program due to lack of funds. At the time, service reductions in the shopping assistance and transportation program components were proposed effective December 1, 1981, if pending applications for additional federal funds did not receive approval.

On November 10, 1981, a \$10,000 one-time-only grant under Title III-B of the Older Americans Act was approved by the Area 4 Agency on Aging/Community Services Planning Council for the shopping assistance program component, allowing maintenance of service levels in that component through June 30, 1982. The request for a similar grant to maintain transportation services, however, was not approved due to the limited amount of one-time-only funds available for the Area 4 region and priority funding of other services.

12-15-81
All Districts

SACRAMENTO HOUSING AND REDEVELOPMENT AGENCY

Housing Authority of the
City of Sacramento
December 7, 1981
Page 2

On November 9, 1981, the Area 4 Agency on Aging announced that additional Title III-C2 funds for home-delivered meal services have become available, for which the Sacramento Elderly Nutrition Program will be eligible, along with other providers of this service. In addition, the Program's donation receipts have recently increased in that program component above budget projections, increasing expected revenues from that source by approximately \$6-7,000. With these additional revenues, the home-delivered meals program component does not require support with County General Funds granted for the Program to the extent originally budgeted.

We are therefore seeking approval to reallocate the County General Fund grant, totaling \$28,807, so that transportation services can be maintained without jeopardizing the home-delivered meals component.

FINANCIAL DATA

A budget summary is attached, reflecting the additional Title III funds for the shopping assistance program and the reallocation of the County General Fund grant (Attachment B).

The additional Title III grant for the shopping assistance program increases total federal support of that program to \$26,846.

The County General Fund grant in the amount of \$28,807 is proposed to support the following program components in the amounts indicated:

Shopping Assistance for the Homebound	\$12,424
Transportation Services	10,941
Home-delivered Meals Services	5,442

The budget for home-delivered meals reflects the increased donation revenues, a reduction in the County General Fund grant support, and a reduction of projected costs to the minimum. Should additional Title III-C2 funds not become available and/or actual costs rise beyond projections, requiring service reductions later this year, staff will report back to you at such time and prior to effecting any such service cutbacks.

SACRAMENTO HOUSING AND REDEVELOPMENT AGENCY

Housing Authority of the
City of Sacramento
December 7, 1981
Page 3

Budgeted and funded positions for the Elderly Nutrition Program's
FY 81-82 are detailed on Attachment A.

VOTE AND RECOMMENDATION OF COMMISSION

At its regular meeting on December 7, 1981, the Sacramento Housing
and Redevelopment Commission recommended adoption of the attached
resolution by the following vote:

AYES: Kneprath, Luevano, A. Miller, Teramoto, Walton

NOES: None

ABSENT: Coleman, Fisher, B. Miller

VACANCY: One

RECOMMENDATION

The staff recommends approval of the attached resolution.

Respectfully submitted,

William H. Edgar

WILLIAM H. EDGAR
Interim Executive Director

TRANSMITTAL TO COUNCIL:

Walter J. Slupe
WALTER J. SLUPE
City Manager

Contact Person: Monika Curry

RESOLUTION NO. 81-108

ADOPTED BY THE HOUSING AUTHORITY OF THE CITY OF SACRAMENTO

ON DATE OF

December 15, 1981

AUTHORIZING THE EXECUTION OF A CONTRACT WITH THE AREA 4 AGENCY ON AGING FOR A ONE-TIME-ONLY GRANT AND REALLOCATION OF THE COUNTY GENERAL FUND GRANT FOR THE ELDERLY NUTRITION PROGRAM

BE IT RESOLVED BY THE HOUSING AUTHORITY OF THE CITY OF SACRAMENTO:

Section 1. The Interim Executive Director is authorized to execute a contract with the Area 4 Agency on Aging for a \$10,000 one-time-only grant under Title III-B of the Older Americans Act.

Section 2. The Interim Executive Director is authorized to reallocate the County General Fund grant to maintain transportation in the Elderly Nutrition Program.

Section 3. The Interim Executive Director will report back to the Housing Authority in the event any service cutbacks in the Elderly Nutrition Program will become necessary prior to effectuating any such service cutbacks.

Section 4. The Authority's budget is hereby amended accordingly.

CHAIRMAN

ATTEST:

SECRETARY

APPROVED
SACRAMENTO HOUSING AUTHORITY
CITY OF SACRAMENTO

DEC 15 1984

SACRAMENTO ELDERLY NUTRITION PROGRAM

FY 1981-82 STAFFING

	Hours Per Day	Congregate Nutrition	Home-delivered Meals	Transportation	Shopping Assistance
Project Director	8	X	X	X	X
Nutrition Services Coordinator	8	X	X		
Homebound/Transportation Supervisor	8		X	X	X
Site Supervisor	8	X			
Head Cook	8	X	X		
Cook II	8	X	X		
Cook I	8	X	X		
Stock Control Clerk	8	X	X		
Typist Clerk III	8	X	X		
Typist Clerk I	8	X	X	X	
Account Clerk I	8	X	X	X	X
Food Service Driver (Kitchen)	8	X	X		
Food Service Driver (Kitchen)	6	X	X		
Food Service Driver (Kitchen)	6	X	X		
Food Service Driver	8		X	X	
Food Service Driver	6		X	X	
Food Service Driver	6		X	X	
Food Service Driver	6		X	X	
Shopping Aide	6				X
Shopping Aide	6				X
Shopping Aide	6				X
2 Food Service Workers (Kitchen)	4	X	X		
16 Food Service Workers (Sites)	2 to 4	X			
Number of Paid Staff		- 39	(26.2 FTE)		
Senior Employment Program Enrollees		- 6	(3.0 FTE)		
Volunteers		- 153	(76.5 FTE)		

MHC:cmh
9-17-81

(4)

ATTACHMENT -A

SACRAMENTO ELDERLY NUTRITION PROGRAM

SUMMARY BUDGET AS REVISED ON NOVEMBER 20, 1981

(Tentative, subject to Area 4 Agency on Aging Approval)

	TOTAL	CONGRE- GATE MEALS	HOME- DELIVERED MEALS	TRANSPOR- TATION	SHOPPING ASSISTANCE
<u>REVENUES</u>					
Older Americans Act, Title III:					
Base Allocation 2/81	629,111	493,143	73,003	46,119	16,846
Supplements 9/81	71,589	52,032	19,557	Ø	Ø
One-Time-Only 11/81	10,000	Ø	Ø	Ø	10,000
Total Title III	710,700	545,175	92,560	46,119	26,846
U.S. Department of Agriculture (est.)	121,587	102,456	19,131	Ø	Ø
County General Fund	28,807	Ø	5,442	10,941	12,424
Local Tax Fund	14,772	13,476	Ø	1,296	Ø
Project Income (est.)	<u>108,341</u>	<u>79,316</u>	<u>22,082</u>	<u>3,289</u>	<u>3,654</u>
TOTAL REVENUES	<u>984,207</u>	<u>740,423</u>	<u>139,215</u>	<u>61,645</u>	<u>42,924</u>
<u>EXPENDITURES</u>					
Personnel	445,659	312,188	63,611	41,400	28,460
Raw Food	268,972	226,051	42,921	Ø	Ø
Space	69,090	57,706	6,884	2,238	2,262
Supplies	48,468	42,174	5,696	303	295
Vehicles	30,656	16,256	5,200	9,200	Ø
Equipment	9,617	8,363	902	177	175
Other Costs	29,667	20,595	2,469	884	5,719
Overhead (SHRA)	<u>82,078</u>	<u>57,090</u>	<u>11,532</u>	<u>7,443</u>	<u>6,013</u>
TOTAL EXPENDITURES	<u>984,207</u>	<u>740,423</u>	<u>139,215</u>	<u>61,645</u>	<u>42,924</u>

MHC
11-20-81