HUMAN SERVICES GRANTS PROGRAM (HSGP)

FY 2021-22 PROGRAM STATUS REPORT

St. Joseph Center

Agency: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Youth Resource Team

Program: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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###### FY 2021-22 SUBMISSION CALENDAR

**Instructions:**

* This document should be used by HSGP grantees to report on mid-year and year-end outcomes and accomplishments.
* All reports submitted to the City are considered public record. Please note that staff will use the information provided in the mid-year and year-end reports to provide Council and the public with summary reports of agency performance highlighting key outcomes, successes, findings and concerns.
* Some programs or agencies may be subject to additional or different reporting requirements per the program’s Exhibit A, Special Funding Conditions, of your executed Grant Agreement with the City.
* It is important, when preparing this report, to be familiar with the program’s Exhibit B, Program Plan, of your executed Grant Agreement with the City.
* Please insert responses in the spaces provided for Sections I-VII for both the Mid-Year and Year-End Program Status Reports.
* A separate Program Status Report must be prepared for each Program Plan specified in your contract.
* To submit your completed report to the City, upload the file to your agency’s SharePoint folder. A link to your agency’s SharePoint folder as well as instructions on how to use the site will be emailed to your staff separately.

###### SECTION I: PROGRAM ACCOMPLISHMENTS, CHALLENGES, AND CHANGES

Provide a brief summary of your program accomplishments, challenges, and changes that occurred during the reporting period. Please also provide information or observations related to population or service trends.

Accomplishments:

* Onboarded one new youth from the YRT waitlist; graduated four youth and closed seven.
* Safely assisted YRT families that contracted Covid with household needs while they were in isolation.
* Partnered with SMPD Diversion Program and VAP Teen Center (after VAP reopened) for summer programming where youth went on a camping retreat, conducted surfing and paddle boarding classes, held private movie screenings, went to amusement parks and other excursions and activities while continuing with peer support groups in a safe and engaging manner despite the pandemic. Youth expressed an appreciation for the programming and providing a sense of normalcy during uncertain times.
* The program successfully assisted an unhoused family find long term permanent housing.
* Collaborated with the City of Santa Monica’s Housing Division in assisting families maintain their vouchers by supporting them with their renewal obligations and paperwork.
* Collaborated with SM Housing Authorities to ensure successful inspections when housing families.
* Supported participants in securing employment.
* Provided crisis intervention services to SMMUSD students in partnership with SMMUSD schools.
* Provided input and guidance during regular Olympic Partner Meetings and Student Support Team meetings.
* Successfully maintained consistent attendance of service providers to virtual YRT meetings and increased the amount of partners in the collaborative to help support the six different outcome areas of YRT. Attendance remained consistent under the County’s Stay at Home orders due to COVID-19. YRT continues meeting online using Zoom.
* Provided thanksgiving meals and holiday gifts to 25 youth and their families in partnership with Jimmy Kimmel.
* Partnered with JVS WIOA Program and SMPD Diversion Program to develop a work site for youth to be trained, provide experience and the opportunity for young adults to exercise their power to build community and change systems through facilitation and dialogue with police officers.
* Partnered with JVS Santa Monica Program, CREST and the VAP Teen Center to establish both programs as employer work sites for youth interested in working with younger kids.
* Set realistic goals with youth to meet during pandemic and prepared youth for our annual YRT graduation.
* Continued to provide financial assistance to undocumented youth who are currently at SMC to allow them to continue to pursue their higher education goals.
* Supported families by connecting with them to legal aid in order to obtain their right to work documents.
* Continued providing high school and college aged youth with academic planning support.
* With COVID restrictions changing, YRT was still able to take youth on a few field trips.
* SMMUSD schools opened for in person classes allowing YRT staff to provide services in person at each school site.
* Our advocacy during expulsion hearings prevented three youth from being expelled from SMMUSD as we were able to negotiate a transfer to Olympic High School on contract. Our staff is supporting each youth maintain their contractual obligations to stay in the district.
* Connected teen parents to the Early Childhood Wellbeing Project for infant and adolescent care.
* Created programming during Spring Break to maintain youth involved in positive outings.
* Assisted three families navigate the Juvenile Justice System and advocated for youth to be released on house arrest instead of staying at Sylmar Juvenile Hall. Ensured youth met all their probation requirements and after two months of house arrest, they were released.
* Assisted youth get prom outfits and tickets and grad night.
* Six youth graduated high school and five of them will be attending college.
* Connected with CLARE to do summer workshop series educating youth on substance abuse.
* Created summer programing to provide positive outings for youth.
* Created a summer program with SMPD Diversion where youth attended an 8-week Entrepreneurship Course to learn how to create their own business. Each youth created a design and made their own shirts, hoodies and hats to sell and earn money.

Challenges:

* Noticed a rise in intensity of service during the pandemic in terms of supports needed and crisis intervention scenarios with the entire case load which has limited our team's ability to open new cases during the pandemic.
* Confusion around public safety protocols for SMMUSD students has been challenging for youth, parents and staff.
* Youth that test positive from Covid have no remote learning options during their quarantine period and often fall behind academically.
* Not being able to meet with all youth individually at their home in a private settings effects rapport.
* Decreased program capacity due to budget cuts.
* COVID-19 has presented challenges in engaging youth that had already been difficult to engage due to health & safety protocols.
* Noticed a trend of high rates of suspensions and expulsions for youth across SMMUSD during the 2021-2022 academic school year. Collaborated with school admin and community partners to understand and try and address the issue.
* Struggling 9th graders at Santa Monica High School are not being allowed to transfer to Olympic High School upon their request and our advocacy.
* Three youth were involved in an incident that led to incarceration where they were detained in Sylmar Juvenile Hall. Two youth are facing very serious charges. We are monitoring the situation closely.
* Youth are engaging in a lot more risky behavior. One youth was hospitalized for an overdose.
* Youth are being hospitalized a lot more for mental health issues.
* Not enough Mental Health providers. A lot of turnovers in staff within partnering agencies and there are extremely long waitlists for agencies all around.
* Youth are struggling to engage in afterschool programming and are having a hard time finding the motivation to leave their homes.

Changes during reporting period:

* Adapted services according to Covid surge and changing public health protocols.

Notable trends:

* + 88% YRT youth are between the ages of 18-24 which is on the older side of YRT eligibility of 15-24.
	+ 56% of total cohort are females (for the first time since YRT has been a program of St Joseph Center)
	+ Youth in high school and college are struggling with distant learning school settings and struggling to attend classes regularly.
	+ Entire households getting COVID-19 due to not having room to comply with social distancing requirements.
	+ Mental health providers reporting that youth symptoms of depression and anxiety have increased under COVID-19 and engagement in services has decreased.
	+ Youth that struggle at SAMOHI and get referred to Olympic High School have shown an improvement all around with the changing of environment.

**SECTION II: ASSESSMENT, EVALUATION AND PARTICIPANT INVOLVEMENT**

Briefly describe or list any program assessment or evaluation efforts during the reporting period and summarize the results achieved. Specifically highlight any program participant involvement in these efforts.

Please highlight any new efforts to collaborate with other service providers and/or leverage services. Please include the agency name(s) and service(s) provided.

**Active-** Youth is engaged regularly and consistently in the program and has contact with CM/MHS at least once a week. Youth has signed consent forms, completed an intake assessment and is working actively with CM/MHS towards goals.

Total Active Youth- 38

**Floating-** Youth is contact with CM/MHS less than once per month and/or is incarcerated. Youth has signed concert forms, completed an intake assessment and may or may/not be working towards goal.

Total Floating Youth- 0

**Outreach-** Outreach being made by Mental Health Specialist to complete intake assessment and sign consent forms. Youth not formally signed on and goals have not been established.

Total Outreach Youth- 1

**Waitlist-** Youth was referred but has not been assigned to Mental Health Specialist for intake assessment. While on waitlist appropriate referrals are made for youth. When a referral is received, we do an initial review and check for urgency and needs. While youth get placed on the waitlist, if and when there are appropriate needs that can be met by network partners, we will connect them as needed.

Total Waitlist Youth- 0

**Graduated/Closed-** Youth has achieved their goals and met YRT outcomes for success and/or youth aged out of YRT program and referred to age-appropriate services and supports.

Total Graduated/Closed Youth- 4

**New Referrals-** Number of referrals received by network partners during the reporting period.

Total New Referrals Youth- 6

YRT continued regular outreach and collaboration with SMMUSD particularly at SAMOHI and Olympic High School which has resulted in an increase of communication with advisors and administration collaborating on best ways to support youth during distant learning. YRT continues to follow the intake process completing YRT forms and the eight-page intake assessment to evaluate needs and set goals. YRT continues to use tracking tool created by the HSD data team.

YRT continues to use Exym – the electronic records keeping system for documentation of youth progress and the eight-page assessment tool that covers various areas of functioning including housing, employment, education, metal health, substance use, medical needs, family and relationships and legal needs. YRT facilitates virtual bi-monthly collaborative meetings, which have been strongly attended in the first half of the fiscal cycle.

Youth participation in the program has changed to virtual due to current pandemic and safer at home guidelines.

YRT/SMPD Group – YRT has partnered with the City of Santa Monica’s Youth Diversion Program to train, provide experience, and opportunity for young adults to exercise their power to build community and change systems through facilitation and dialogue with police officers. This program meets weekly where YRT youth and MSST and Diversion Youth have dialogues, discussion, and virtual activities with SMPD officers. The objective is to build understanding between youth and officers in the midst of the political climate surrounding various protests and uprises. We’ve partnered with JVS WIOA to provide the older YRT youth with stipends as planners and facilitators with younger youth.

###### SECTION III: BOARD INVOLVEMENT

Please indicate:

* Number of Board meetings conducted during the reporting period
* Average Board member attendance
* Board development activities conducted during the reporting period
* Significant policy directions or actions taken by the Board during the reporting period
* Number of board members who reside and/or work in Santa Monica
* Board vacancies and plans to fill those vacancies, if applicable

During the fiscal year 2021-2022, there were 4 regularly scheduled meeting of the Board of Directors. Average board member attendance is 65%. The board had its annual retreat in October 2021. The purpose of the retreat is connecting the Board members and for the board members to be thought partners on key issues facing SJC. During the retreat, members discussed the following. Fundraising efforts, racial equity progress, board leadership, and homelessness transforming system. Significant policy directions or actions taken by the Board this year are approval of department of mental health established published changes, approval of the purchase of 20-unit motel for $3,000,000, approval of bylaw changes to increase board capacity to 25 members, approval of authorized agency signers for checks and invoices, approval of the Department of Mental Health Established Published Changes, and approval of the FY 2022-2023 budget proposal. Two out of the eighteen Board members reside or work in Santa Monica.

###### SECTION IV: STAFFING PATTERN

Have there been any staffing changes during the reporting period (i.e., staff vacancies, staff recruitment, changes in FTE)? Please describe. If staff vacancies exist, please provide an anticipated hiring date and explain how caseloads and work have been distributed to ensure service levels are maintained.

Please indicate how volunteers or paid or unpaid interns were used during the reporting period. Provide the total number of volunteers or interns and hours provided. If interns were used, please indicate their program level (e.g. undergraduate, masters).

SJC YRT was awarded CCF –Stone Family fund grant to hire a full-time case manager. We have spent the first half of the reporting period recruiting for the position. This staff will provide case management and lead many of the school and community-based peer support groups for YRT. New case manager started and has been a great fit to the program. The fact that he grew up in Santa Monica’s Pico Neighborhood and graduated from SMMUSD schools has allowed for a seamless onboarding process and strong rapport for some of our most vulnerable youth.

**SECTION V: SPECIAL FUNDING CONDITIONS**

Provide a status report on how the agency is meeting its funding conditions listed in Exhibit A of your Grant Agreement, clearly addressing each individual funding condition in bullet point format.

1. Agency will participate in the City’s efforts to develop an outcomes measurement system to better track human services program demographics and outcomes. Participation may include, but is not limited to, meeting with the City staff, consultants, and providing information regarding current data systems, technology infrastructure, policies and procedures, needs, opportunities, and concerns; incorporating the city into existing consent for release of information forms; signing and adhering to the City’s data management Agency Agreement’ and contributing data to a centralized data management system. Aggregated or de-identified information may be requested for the purposes of analyzing data being collected.
	1. SJC continues to comply with the City’s efforts to develop an outcomes measurement system to better track program demographics and outcomes. SJC’s data and outcomes team has worked with our administrative assistant and program team to manage data and clean up any discrepancies that are being tracked in our databases. SJC will continue to work collaboratively with City staff and consultants by attending meetings, trainings, informational sessions as well as provide feedback and actively participate in activities that support the implementation of policies or strategies that further support these efforts. SJC will continue to remain in compliance with incorporating existing forms and adhering to the City’s data management agency agreement, etc.

1. Detailed steps taken to safely reopen facilities and provide services in response to needs emerging from the COVID-19 pandemic, including modifications to service delivery and program facilities to ensure compliance with current public health guidance.
	1. As a result of COVID-19, SJC has taken the following measures to ensure the safety and well-being of clients and staff:
		1. Case management is provided via the phone and meeting platforms. Staff are able to work remotely in order to reduce transmission.
		2. When case management is needed to address crises, staff have been provided with PPE, and are following DPH safety guidelines
		3. Basic needs such as food is being provided to clients through vendor delivery, e-gift cards and using a no contact method of food pantry drop off.
		4. Mental health needs are being met with tele-health or in person by assessed need via DMH outside agencies.
		5. Transportation is being provided via Lyft and Uber to clients who might typically take public transportation to meet basic needs and get to critical appointments

1. Agency will assist eligible participants in submitting applications to applicable relief and housing sustainability programs, including local, state, and federal rental assistance programs, including but not limited to: Housing Choice Voucher (HCV) and Below Market Housing (BMH) Waitlists, Preserving Our Diversity (POD), Continuum of Care (CoC), and HOME voucher programs.
	1. SJC continues to comply with assisting eligible participants in submitting applications to applicable relief and housing sustainability programs. SJC staff members will assist voucher holders with re-certifications and collecting any needed essential documents requested to ensure clients are up to date and in compliance with the Housing Authority and tenant base sites. In addition, staff continue to educate, inform and direct clients to resources that can support housing sustainability, including support with rental arrears, waitlists for permanent supportive housing through the Housing Authority, and other low-income housing opportunities and/or waitlists in the community.

**YOUTH & FAMILIES AGENCIES**

1. Agency to actively participate in appropriate Santa Monica Cradle to Career (smC2C) collective impact meetings and initiatives, which may include but are not limited to: smC2C work groups, Child and Youth Resource Teams (CYRT), Early Childhood Task Force, and Education Collaborative.
	1. Agency executive leadership has actively participated in bi-monthly SMC2C work group meetings and initiatives to align our agency programs with SMC2C initiatives.
2. Work with the City and the youth and families network of care to provide coordinated support to individuals and families that might require agency expertise in the aftermath of a serious community crisis. A community crisis may include a traumatic event or emergency condition that creates distress, hardship fear or grief and has a special significance to the community.
3. St. Joseph Center continues to comply with this requirement. SJC has shown coordination of support for individuals in a crisis as evidenced by the recent pandemic that has affected all of our youth and family participants. We continued to provide and adapt services to the needs of the clients to ensure they were getting things like food, paying rent, and providing crisis response mental health support. SJC supports families and youth where they are in a crisis and adapt services to continue to be accessible by providing telehealth and social distant meetings

**SECTION VI: SERVICE NEEDS AND REFERRALS**

The following tables track data on program participant needs and the inter-agency relationships utilized to address them. Please provide this information as completely and accurately as possible for participants entering your program.

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| **ASSESSMENT OF ADDITIONAL SERVICE NEEDS****(Santa Monica Participants)** | **FY 2021-22****Number Responding “Yes”****at Mid-year** | **FY 2021-22****Number Responding “Yes”****at Year-end** |
| 1. “Do you or anyone in your household have unmet employment needs?”
 | 5 | 7 |
| 1. ”Have you missed or been late on a home rental or mortgage payment within the last 12 months?”
 | 0 | 1 |
| 1. “Do you or anyone in your household have an unmet childcare/afterschool need?”
 | 0 | 1 |

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| **INCOMING PARTICIPANT REFERRALS** **(Santa Monica Participants)** | **FY 2021-22****Number****at Mid-year** | **FY 2021-22****Number****at Year-end** |
| Participants referred by another agency | 8 | 6 |
|  **Please list the top 3 referring agencies** |  |  |
| * 1. **Santa Monica Malibu Unified School District**
 | 7 | 3 |
| * 1. **Santa Monica Police Department**
 | 1 | 2 |
| **3) Community Member** |  | 1 |

**SECTION VII: PROGRAM SERVICES AND OUTCOMES**

Provide a status report on the program activity levels and outcomes for Santa Monica program participants as indicated in Section VII of your Program Plan. Examples have been provided for your reference; please insert rows as needed to align with your Program Plan. For outcome achievement not documented in a report, please provide narrative explanation and/or documentation of how outcome data is captured.

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| --- | --- | --- | --- | --- | --- | --- | --- |
|  | **Service Category/ Program Goal** | **Activity Type** | **Activity Description** | **Annual Target\***  | **Documentation****Method** | **Mid-Year** **Status Report** | **Year-End** **Status Report** |
| 1 | Wrap Around Services | Output | Successfully engaged in Assertive Case Management Services | 40 SMPP(95%) | Case File | 25  | 38 |
| Outcome | Developed a care plan with case manager. | 40 SMPP100% | Case File | 25/25 (100%) | 38/40(95%) |
| 2 | Improved Legal Status | Output | Participant identifies legal challenges as unmet need in care plan | As needed | Case File | 9 SMPP | 14 SMPP |
| Outcome | Participant connected to legal support service | (80%) | Documentation of Benefits Enrollment | Immigration Support: 3DCFS: 1Court appearance: 4Probation: 19/9 (100%) | Immigration Support: 3DCFS: 3Court appearance: 7Probation: 114/14 (100%) |
| 3 | Improved Behavioral Health | Output | Participant identifies behavioral health support as unmet need in care plan | As needed | Case File | 21 SMPP | 35 SMPP |
| Outcome | Participant engaged in consistent mental health or substance use treatment | (80%) | Self-Report on Follow-Up | Mental health: 18/21 (85%)Substance Counseling: 0 | Mental health: 27/35 (77%)Substance Counseling: 4 |
|  | **Service Category/ Program Goal** | **Activity Type** | **Activity Description** | **Annual Target\***  | **Documentation****Method** | **Mid-Year** **Status Report** | **Year-End** **Status Report** |
| 4 | Improve Academic Performance | Output | Participant receives academic counseling and support as part of their care-plan. | As needed | Case File | 15 | 21 |
| Outcome | Participant increases GPA, participants enroll in higher education, number of participants with successful retention in high education, and graduated high school during the summer/ fall of academic year. | 80% | Report Card | The first semester serves as the baseline; data to be reported at year-end. | Improved attendance: 16/21 (76%)Improved GPA: 18/21 (85%) |
| 5 | Increase Economic Stability | Output | Participant identifies unmet economic stability need in case plan | As needed | Case File | 18 SMPP | 29 SMPP |
| Outcome | Participant attained one or more of the following: new or improved employment, gov enrollment benefits | (80%) | Documentation of Benefits Enrollment | New or improved employment: 13/18 (72%)Gov enrollment benefits: 0 | New or improved employment: 22/29 (78%)Gov enrollment benefits: 0 |
| 6 | Maintain Housing Stability | Output | Participant identifies housing as unmet need in case plan  | As needed | Case File | 12 SMPP | 22 SMPP |
| Outcome |  Participant attains one or more of the following: housing voucher support, permanent housing, temporary housing, provided rental assistance to stay housed. |  (40%) | Self-Report on Follow-Up | Obtaining or maintaining housing voucher: 8permanent housing: 1 temporary housing: 0 provided rental assistance to stay housed: 0Obtaining/maintaining affordable housing: 312/12 (100%) | Obtaining or maintaining housing voucher: 6permanent housing: 1 temporary housing: 1 provided rental assistance to stay housed: 1Obtaining/maintaining affordable housing: 1322/22 (100%) |

###### VARIANCE REPORT:

###### Mid-year: Please identify spec

###### ific outputs or outcomes not on track for being met by year-end. Provide an explanation of the barriers the program is experiencing and the steps the staff is taking to mitigate the situation.

* Currently only service 25/ 40SMPP because of intensity of services required & hindrances due to Covid.
* Academic- Cannot report on improvements until the end of the academic school year.
* Employment- Five individuals of the 18 have employment as an unmet need are being supported throughout the process however they have not secured employment yet.
* Two referrals that were sent from SMPD and another from SMMUSD. One was sent out of state for residential services and the other- there is a conflict of interest because the stepfather works for SJC. We did support in connecting this youth to wrap around the LA County HELP group.

###### Year-end: Please provide an explanation for each output or outcome for which achievement is above or below 10% of the projected target.

* YRT either met or exceeded all output goals. When evaluating a youth’s needs, we develop a care plan unique to that individual and their family. Each care plan is unique to that family, some will require support within multiple outcome areas and some with as little as two. No outcome area with the exception of “Wrap Around Services” will have all participants identifying with it as a need. Therefore the numbers are unique to each outcome area.

**SECTION VIII: PROPERTY MANAGEMENT**

If this program has entered into a lease agreement with the City of Santa Monica, please provide a status report of facility improvements and routine maintenance performed during the reporting period.

**By submitting this report to the Housing and Human Services Division, I certify that this report is true, complete and accurate to the best of my knowledge and that all disbursements have been made in compliance with the conditions of the Grantee Agreement and for the purposes indicated.**