



# Information Item

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**Date:** April 25, 2023

**To:** Mayor and City Council  
**From:** Danielle Noble, Acting Director of Community Services  
**Subject:** FY2023-27 Human Services Grants Program RFP

## Introduction

The City of Santa Monica's Human Services Grants Program (HSGP) is administered through the Community Services Department's (CSD) Housing and Human Services Division (HHSD) and funds an array of social service safety-net programs for vulnerable and underserved individuals and families in Santa Monica. The HSGP is a key component of the City's overall efforts to support the Santa Monica community and provide services that keep vulnerable residents healthy, stable, and housed.

On August 24, 2022, City Council approved the FY 2023-27 Human Services Grants Program (HSGP) Funding Guidelines and directed staff to release a Request for Proposals (RFP) for the FY 2023-27 HSGP funding cycle (Attachment A). On September 28, 2022, the City released the FY 2023-27 HSGP RFP to solicit applications from eligible service providers (Attachment B). The City received a total of 31 program proposals by the January 18, 2023 deadline (Attachment C). Grant requests totaled approximately \$11.6 million, exceeding the \$7.9 million in general funds budgeted for the HSGP in FY 2022-23.

The HSGP program proposals that will be recommended for funding are responsive to a broad range of community needs, include existing and new services, and advance

City Council priorities. In addition to City general funds, staff have identified supplemental funding sources that can be leveraged, to increase the available pool of HSGP funds to \$10,145,594 annually for the upcoming grant cycle. Once approved, funding would be available beginning July 1, 2023 through June 30, 2024 and may be renewed for an additional three years contingent upon available funding, effective program performance, ability to meet existing and emerging priority community needs, and Council budget approval.

Funding recommendations for the FY 2023-27 Human Services Grants Program in the amount of \$10,145,594 for FY 2023-24, as detailed in Attachment D, will be agendaized for the May 9, 2023 Council meeting. The staff report will include details on the milestones since the RFP release; this Information Item provides an abbreviated version of the full content to be presented on May 9.

### **Background**

The FY 2023-27 HSGP portfolio marks the end of an eight-year span for the current HSGP grant cycle which began in FY 2015-16. City Council extended the current funding cycle by four years to align HSGP with citywide efforts. The first extension in 2019 allowed time for HHSD to engage the community in structuring HSGP performance measures with the Council adopted Framework for a Sustainable City of Wellbeing. The second Council-directed extension, in 2021, was in response to impacts of the COVID-19 pandemic, which allowed HHSD and contracted agencies to focus on pivoting programs to serve emergent community needs.

The City is on track to begin the next HSGP funding cycle in July 2023 in alignment with the City's biennial budget process. As directed by Council, this HSGP funding cycle advances previously adopted guiding principles that shape the scope and focus of the Human Services Grants Program. HSGP guiding principles are:

- (1) multi-year funding with grant commitments in 4-year cycles;
- (2) defining Santa Monica Program Participants (SMPP) as the focus for City funds;

- (3) depth of services versus breadth of services to focus levels of support on highly vulnerable individuals;
- (4) serving multiple populations to preserve the diversity of Santa Monica residents;
- (5) leveraging non-City resources to fund the portfolio and expecting agencies to secure external support for Santa Monica-serving programs; and
- (6) enhancing transparency, accountability and collaboration across the HSGP system.

Grounded in these principles, the FY 2023-27 HSGP funding cycle is responsive to community and Council feedback on population needs and service priorities, and areas for process improvements in the administration of the HSGP portfolio. As mentioned, the HSGP portfolio aligns with Council direction to focus on priorities that address the critical issues and resource needs impacting the Santa Monica community.

### **Discussion**

This section includes an overview of milestones accomplished since the Council's August 24, 2022 direction to release the HSGP RFP, and presents the FY2023-27 HSGP funding recommendations for Council approval. The discussion is organized in the following sections:

1. HSGP RFP Release, Results and Creation of Proposal Review Panel
2. HSGP Proposal Review Panel Evaluation & Results
3. Funding Recommendations for FY 2023-27 HSGP Portfolio
4. HSGP Community Impact & Performance Management

#### Section 1 >> HSGP RFP Release, Results and Creation of Proposal Review Panel

The HSGP RFP was released on Wednesday, September 28, 2022 on the City's OpenGov Procurement Portal alerting over 5,400 registered vendors about the open solicitation for social service program proposals. Local and regional promotion about the RFP continued through January 2023.

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The City received 31 program proposals from 24 agencies by the January 18, 2023 RFP application deadline. Grant requests totaled approximately \$11.6 million. Proposals also included a commitment to provide \$19.9 million in matching funds, totaling to \$31.5 million in proposed funding to serve SMPP. Of the 24 applying agencies, seven are new applicants to the City's HSGP funding process. The combination of proposals for new and existing programs serves the full range of Santa Monica's HSGP priority populations, including people with disabilities, people experiencing homelessness, seniors, youth and families, and other underserved populations.

To create the HSGP Proposal Review Panel, City staff partnered with the We Are Santa Monica Fund (WASMF) Advisory Board to conduct an open solicitation for qualified individuals to participate in the review of HSGP Proposals. Staff marketed the opportunity while promoting the HSGP RFP and encouraged community stakeholders to submit a Statement of Interest to the We Are Santa Monica Fund to join the HSGP Review Panel. The We Are Santa Monica Fund selected 42 people to serve as volunteers on the panel. Panelists included subject matter experts, community stakeholders, City staff, people with lived experience, and more.

### Section 2 >> HSGP Proposal Review Panel Evaluation Results

The HSGP Review Panel evaluated the contents of each proposal (program plan, program budget, and supporting documentation) in accordance with the Council-approved HSGP RFP standardized evaluation criteria and scoring guidance (Attachment B). Review Panel members were also provided the program and fiscal monitoring reports of currently funded agencies, as well as the Moss Adams Report issued in 2023 on HSGP Grantee Monitoring to factor into their analysis of program proposals and agency capacity. The Audited Financials submitted with each proposal were reviewed and scored by a staff member in the City's Finance Department.

Each proposal was assessed across nine evaluation criteria related to program and fiscal categories, worth a total of 150 possible points. Each proposal's five reviewer scores were then averaged to produce one overall score, which served by proxy as a determination of the program proposal's level of qualification for HSGP funding. When

ranked from high to low, the final program scores reported to staff by the City's independent facilitator show a large gap between 76% and 67.33%, which created a natural funding boundary separating the most qualified applicants. All proposals that scored above 75% were considered for funding. By establishing the cutoff at 75%, two agencies that are new to the HSGP portfolio are included in staff's funding recommendation. See Attachment C for the Review Panel ranking of FY2023-27 HSGP program proposals.

### Section 3 >> Funding Recommendations for FY 2023-27 HSGP Portfolio

The City's proposed FY 2023-24 HSGP budget includes \$7.920 million in resources from the General Fund. Staff has also identified onetime and recurring supplemental funds that can be leveraged into \$2.225 million in additional annual funding throughout the four-year funding cycle. By combining these funds, Council has the opportunity to allocate a total of \$10.146 million annually to fund the HSGP portfolio for FY 2023-27.

Supplemental funds include:

- Community Development Block Grant (CDBG) funds for Public Services,
- Early Childhood Contributions from Development Agreements,
- Opioid Settlement Funds, State and Federal appropriations for Behavioral Health strategies; and
- Local Measure CS funds for homeless initiatives.

Additionally, agencies will bring a minimum of 30% in matching funds, dedicated to SMPP, further increasing the value of the portfolio.

HSGP investments directly align with Council priorities and many programs proposed deploying resources and services to the community that accelerate multiple Council priorities simultaneously. For example, senior services programs help prevent homelessness, expand community and cultural offerings, advance racial equity and promote social diversity. Money management and employment programs advance homeless prevention, cultivate economic recovery at the household level and advance racial justice and social equity goals.

The total amount of funding requested for programs that scored above 75% is \$11.045 million, which exceeds the amount of funds available for the Human Services Grants Program by \$900,000. While the Review Panel scores serve as the foundation, staff have considered community needs and City Council Priorities to produce the FY 2023-27 HSGP funding recommendations detailed in Attachment D. Staff is providing insight into how these funding recommendations were produced through the following incremental steps:

*The first step in the staff funding recommendation is to consider funding all proposals that scored above 75%; the following three proposals, however, scored above 75% but are not recommended for funding.*

- Providence Saint John's (PSJ) Child & Family Development Center – 'Preschool Wellness Consultation' (\$428,323): The Providence Saint John's Child & Family Development Center (CFDC) is a current and longtime recipient of HSGP funds. During negotiations of the 2022 Amendment to the Development Agreement between the City of Santa Monica and PSJ, one mutually agreed upon condition was that PSJ would maintain the CFDC's HSGP-funded Child Youth Development Project (CYDP) without further use of City funds, thereby freeing up resource capacity within the City's portfolio to fund additional services while ensuring that CFDC programs continued to benefit Santa Monica youth and families. Funding the proposed CFDC program in place of CYDP would eliminate this benefit. Additionally, awarding HSGP funding to PSJ would cause the Youth and Families category to closely approach and potentially exceed the 40% cap on funds allocated to a specific population (notably, approximately 25% of proposed HSGP funding is already allocated to early childhood programs within the Youth & Families category). In consideration of the above, while the proposed Preschool Wellness Consultation Program provides valuable services to the community, staff does not recommend allocating HSGP funds to the program.
- Cancer Support Community Los Angeles (CSCLA) – 'Santa Monica Women' and 'Older Adults and Seniors' (\$182,000 total): While CSCLA's programs provide valuable supports and other health and wellness services that positively impact

the lives of people affected by cancer, program eligibility based on this qualifying health condition limits the potential impact in the community. Further, while the services seek to benefit a vulnerable population, the program design does not fully align with HSGP guiding principles to focus HSGP dollars towards serving low-income households. In an environment where funding must be allocated to meet many competing priorities, staff recommends allocating HSGP resources to populations with the highest need.

*The second step in the staff funding recommendation is to (a) set a baseline level of investment in all programs recommended for funding at a sufficient level that allows programs to operate as intended, and (b) reserve some funds for additional allocations to programs that address known service gaps and priority needs among the community's most vulnerable members. After extensive deliberation, staff determined that it is possible to accomplish both objectives by setting a baseline allocation of 85% of the requested grant amount across all programs recommended for funding. This adequately funds all programs, with outcomes to be adjusted appropriate to reflect the level of funding.*

*The third step in the staff funding recommendation is to allocate the remaining funds to select programs that address known service and resource needs among the community's most vulnerable members and address needs that emerged during COVID-19. All programs recommended for funding above 85% of their requested grant amount are grantees within the current HSGP portfolio. The Review Panel rated these program proposals an average score of 87%. Additionally, staff considered eight years of insights on the impact and performance of these programs gleaned from program monitoring work during the current funding cycle. Staff recommends increasing the allocations to the following programs to further advance Council priorities:*

- *Meals on Wheels West Delivering More than a Meal: Fund at 100% grant ask. This program addresses food insecurity and social isolation in low-income, homebound households whose vulnerabilities have been underscored during the COVID-19 pandemic. These households are also facing reductions to CalFresh benefits and rising food costs. This program also supports housing*

retention among Santa Monica's most vulnerable residents which aligns with the Council priority of addressing homelessness.

- St. Joseph Center Youth Resource Team (YRT): Fund at 100% grant ask. YRT serves as the system hub for collective impact to support highly vulnerable youth ages 11-24 years old. YRT is a currently funded program and proposes to serve some of the most at-risk older youth in the HSGP portfolio. YRT consistently operates with a waitlist of youth referred to the program, which indicates that there is a critical and growing need for this unique service in the community. Additional funding supports the program's capacity to enroll more youth in services which aligns with Council priorities on safety, connectedness, equity and preventing homelessness.
- The People Concern 24/7 Samoshel Interim Housing Program: Fund at 100% of grant ask to advance the City's priority to Address Homelessness. This proposal will expand Samoshel's hours of operations towards a 24/7 model which City Council and multiple City departments have identified as an unmet need and priority. The HSGP funding allocation to support the implementation of this model, when combined with \$800,000 in local Measure CS funds, will provide an interim housing resource option for first responders to offer people experiencing homelessness on a 24/7 basis.
- The People Concern Housing Retention Program: Fund at 100% grant ask. Prior experience of homelessness is a key predictor for returning to homelessness. Additional funding to this program bolsters the City's homeless system capacity for housing retention and protects the City's other investments in intensive programs that help people end their episode of homelessness.
- Westside Food Bank Emergency Food Distribution: Fund at 100% grant ask. The Westside Food Bank is a critical backbone of the local food pantry system. Its capacity to distribute food enables local programs to address food insecurity in vulnerable households throughout the City. The cost of wholesale food has increased significantly and granting additional funding supports the Food Bank's role as the primary supplier to meet local demand for basic food support. This program also supports housing retention among Santa Monica's most vulnerable residents which aligns with the Council priority of addressing homelessness.



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- WISE & Healthy Aging Care Management / Adult Day Health Programs: Fund at 95% of grant ask. Demand for services to support the Santa Monica senior population continues to grow as the population increases in size and diversity of needs. Older adults are also the fastest growing age group falling into homelessness making targeted case management critical to help Santa Monica seniors connect with benefits and resources that that strengthen their ability to retain housing. Adult day services are also a critical program in the continuum of care for older adults with increasing rates of dementia and cognitive decline. This program connects to Council priorities to prevent homelessness, expand community and cultural offerings, and promote social diversity.
- WISE & Healthy Aging Club WISE and WISE Diner: Fund at 93% of grant ask. Demand for services to support the Santa Monica senior population continues to grow as the population increases in size and diversity of needs. Club WISE supports the socialization and community connections among older adults who have experienced increased isolation since the onset of the COVID-19 pandemic. Additional funding for WISE Diner offsets increasing meal costs and combats food insecurity faced by low-income senior households. This program connects to Council priorities to prevent homelessness, expand community and cultural offerings, and promote social diversity.

The RFP asked applicants to indicate the primary population they intend to serve on each program proposal in line with Council direction to cap funding at 40% for each priority population. Assigning each program in the current HSGP portfolio to one population served is challenging because most programs serve a range of populations and individuals with intersectional identities (e.g., a senior with a disability who is also experiencing homelessness). Notably, while funding for programs primarily serving people with disabilities is low, this population is also well-supported through other programming with broader priority populations.

The staff funding recommendation allocates dollars across SMPP as follows:

- 2% People with Disabilities
- 26% People Experiencing Homelessness
- 18% Seniors
- 17% Underserved Population Not Otherwise Specified
- 37% Youth & Families

#### Section 4 >> HSGP Community Impact & Performance Management

Outcomes are a key tool in assessing the impact that programs have on the community. Given the essential role that outcomes play in the grants program, the City adopted the new HSGP Program Evaluation Framework based on community input collected through an extensive engagement process. The HSGP Program Evaluation Framework focuses the HSGP portfolio on three priority areas of impact:

- (1) Lifelong Learning,
- (2) Stability, and
- (3) Health & Wellness.

The framework provides uniformity across agencies and programs to clearly measure and report progress towards program goals, while also allowing flexibility for HSGP programs to be nimble and innovative in the way they address the community's most pressing needs. This grant cycle is the first time the HSGP outcomes framework will be implemented.

The proposed HSGP program outcomes align with and advance Council priorities (adopted March 11, 2023):

- (1) Addressing Homelessness,
- (2) Clean & Safe Santa Monica,
- (3) Cultivate Economic Recovery & Expand Community & Cultural Offerings,
- (4) Racial Justice, Equity & Social Diversity, and
- (5) Sustainable & Connected Community.

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Additionally, demand for behavioral health services is a concern and need that has been expressed by members of the community and Council. Multiple programs recommended for funding either address behavioral health needs directly or enhance protective factors that support behavioral health and wellbeing.

In addition to measuring the HSGP community impact, performance management is a priority for HHSD, in alignment with community and Council emphasis on agency and program accountability. Performance management will include continuing to report to the public at regular milestones during the four-year funding cycle and incorporating changes in grantee management to enhance the HSGP system. The approach will also include progressive performance accountability for programs that do not deliver services as planned.

### Next Steps

Dependent on Council approval on May 9, 2023, staff will negotiate contracts with programs recommended for FY 2023-27 HSGP funding. Final HSGP funding awards will be included in the FY 2023-25 budget and considered during budget adoption in June 2023. The FY 2023-27 HSGP funding cycle will start July 1, 2023.

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- Attachment A: [August 24, 2022 Staff Report](#) (Web Link):
- Attachment B: [OpenGov Procurement Platform HSGP RFP](#) (Web Link)
- Attachment C: Review Panel Ranking of FY2023-27 HSGP Program Proposals
- Attachment D: FY2023-27 HSGP Funding Recommendation

**Attachment C**

Review Panel Ranking of FY 2023-27 HSGP Program Proposals  
 (\*) Agency or program not currently funded by HSGP

Agency	Program	Review Panel Points Awarded	Review Panel % Score	Grant Ask
Westside Food Bank	Emergency Food Distribution	138.6	92.40%	\$175,000
Growing Place	Marine Park	138.6	92.40%	\$250,000
Hospitality Training Academy	SM Jobs Initiative	138	92.00%	\$129,302
Connections for Children	SM Early Education	137.6	91.73%	\$1,755,345
Santa Monica College	Pico Partnership	136.8	91.20%	\$267,025
Chrysalis	SM Employment Center	136	90.67%	\$332,686
Venice Family Clinic	Comprehensive Care	135.6	90.40%	\$300,000
Family Service of Santa Monica	Integrated Mental Health	135.6	90.40%	\$789,967
Legal Aid Foundation of Los Angeles	Community Legal Services	135	90.00%	\$819,850
Meals on Wheels West	Delivering More than a Meal	134.6	89.73%	\$61,850
The People Concern	24/7 Samoshel Interim Housing	132.2	88.13%	\$1,282,488
WISE & Healthy Aging	Care Management / Adult Day Programs	131.6	87.73%	\$589,025
The People Concern	*Housing Retention	131.4	87.60%	\$200,000
*Cancer Support Community Los Angeles	*Older Adults & Seniors	130.2	86.80%	\$92,000
St. Joseph Center	*Older Adults Health and Wellness	129.8	86.53%	\$990,659
Providence Saint John's	*Preschool Wellness	128.2	85.47%	\$428,323
JVS SoCal	SM Youth Employment	125.6	83.73%	\$200,224
St. Joseph Center	Youth Resource Team	123.8	82.53%	\$768,631
Disability Community Resource Center	Independent Living	123.6	82.40%	\$241,512
WISE & Healthy Aging	Club WISE and WISE Diner	122	81.33%	\$571,595
*Cancer Support Community Los Angeles	*Santa Monica Women	121.8	81.20%	\$90,000
CLARE MATRIX	*Help Empower Linkage Program	117.6	78.40%	\$400,282
*Social & Emotional Wellness Initiative	*Youth Mental Health & Wellness	115.6	77.07%	\$172,991
*Haven Neighborhood Services	*Beyond the Bank	114	76.00%	\$136,000
<b>Programs scored below 75% by HSGP Review Panel</b>				
*ShareWell dba Cayton Children's Museum	*Sensory Outreach Days	101	67.33%	\$27,469
*The Aurelia Foundation dba Creative Steps	*Creative Steps	97.4	64.93%	\$128,155
*Vic James Center	*Career Development & Coaching	89.2	59.47%	\$55,400
*Vic James Center	*Youth Healing Arts	82	54.67%	\$69,400
*Vic James Center	*Fitness and Youth Mentorship Services	74.8	49.87%	\$128,100
*Growing Side by Side	*Peer & Community Engagement Program	65.2	43.47%	\$30,000
*Vic James Center	*Addiction Clinical LMFT Services	52.2	34.80%	\$70,600
			<b>TOTAL</b>	<b>\$11,553,879</b>

ATTACHMENT D

FY 2023-27 HUMAN SERVICES GRANTS PROGRAM - FUNDING RECOMMENDATIONS

Agency	Program	Grant Ask	FY 2023-24 Award Recommendation	Funding Source	FY 2023-24 Funding	FY 2024-25 Funding
Chrysalis	SM Employment Center	\$ 332,686	\$ 282,783	General Fund	\$ 282,783	\$ 282,287
CLARE MATRIX	Help Empower Linkage Program	\$ 400,282	\$ 340,240	General Fund	\$ -	\$ 5,419
				Opioid Settlement	\$ 150,440	\$ 150,440
				CDBG	\$ 189,800	\$ 189,800
Connections for Children	SM Early Education	\$ 1,755,345	\$ 1,492,043	General Fund	\$ 1,156,793	\$ 1,180,557
				Early Childhood Contribution	\$ 335,250	\$ 335,250
Disability Community Resource Center	Independent Living	\$ 241,512	\$ 205,285	General Fund	\$ 205,285	\$ 208,555
Family Service of Santa Monica	Integrated Mental Health	\$ 789,967	\$ 671,472	General Fund	\$ 671,472	\$ 682,166
Growing Place	Marine Park	\$ 250,000	\$ 212,500	General Fund	\$ 212,500	\$ 215,884
Haven Neighborhood Services	Beyond the Bank	\$ 136,000	\$ 115,600	General Fund	\$ 115,600	\$ 117,441
Hospitality Training Academy	SM Jobs Initiative	\$ 129,302	\$ 109,907	General Fund	\$ 109,907	\$ 111,657
JVS SoCal	SM Youth Employment	\$ 200,224	\$ 170,190	General Fund	\$ 170,190	\$ 172,901
Legal Aid Foundation of Los Angeles	Community Legal Services	\$ 819,850	\$ 696,873	General Fund	\$ 696,873	\$ 707,972
Meals on Wheels West	Delivering More than a Meal	\$ 61,850	\$ 61,850	General Fund	\$ 61,850	\$ 62,835
Santa Monica College	Pico Partnership	\$ 267,025	\$ 226,971	General Fund	\$ 226,971	\$ 230,586
Social & Emotional Wellness Initiative	Youth Mental Health & Wellness	\$ 172,991	\$ 147,042	General Fund	\$ 147,042	\$ 149,384
St. Joseph Center	Older Adults Health and Wellness	\$ 990,659	\$ 842,060	General Fund	\$ 842,060	\$ 855,471
St. Joseph Center	Youth Resource Team	\$ 768,631	\$ 768,631	General Fund	\$ 768,631	\$ 780,873
The People Concern	24/7 Samoshel Interim Housing	\$ 1,282,488	\$ 2,082,488	General Fund	\$ 157,488	\$ 29,983
				SAMHSA (Federal Appropriation)	\$ 1,125,000	\$ 375,000
				DHCS (State Appropriation)		\$ 907,488
				Measure CS (Operations)	\$ 600,000	\$ 600,000
				Measure CS (Capital)	\$ 200,000	
The People Concern	Housing Retention	\$ 200,000	\$ 200,000	General Fund	\$ 200,000	\$ 203,185
Venice Family Clinic	Comprehensive Care	\$ 300,000	\$ 255,000	General Fund	\$ 255,000	\$ 259,061
Westside Food Bank	Emergency Food Distribution	\$ 175,000	\$ 175,000	General Fund	\$ 175,000	\$ 177,787
WISE & Healthy Aging	Care Management / Adult Day Programs	\$ 589,025	\$ 560,671	General Fund	\$ 560,671	\$ 569,601
WISE & Healthy Aging	Club WISE and WISE Diner	\$ 571,595	\$ 528,987	General Fund	\$ 528,987	\$ 537,412
		\$ 10,434,432	\$ 10,145,594		\$ 10,145,594	\$ 10,103,996

FUNDING SUMMARY BY SOURCE

General Fund	\$ 7,545,104	\$ 7,546,018
Opioid Settlement	\$ 150,440	\$ 150,440
CDBG	\$ 189,800	\$ 189,800
SAMHSA (Federal Appropriation)	\$ 1,125,000	\$ 375,000
DHCS (State Appropriation)	\$ -	\$ 907,488
Measure CS (Operations)	\$ 600,000	\$ 600,000
Measure CS (Capital)	\$ 200,000	\$ -
Early Childhood Contribution	\$ 335,250	\$ 335,250
	\$ 10,145,594	\$ 10,103,996