

BOARD OF COUNTY COMMISSIONERS FOR
ADAMS COUNTY, STATE OF COLORADO

RESOLUTION APPROVING ADAMS COUNTY COMMUNITY SERVICES BLOCK
GRANT – COMMUNITY ACTION PLAN FOR 2024-2026

Resolution 2023-

WHEREAS, the Federal government has established the Community Services Block Grant Program (“CSBG”) to provide a range of services and activities designed to have an impact on the causes of poverty in local communities; and,

WHEREAS, the U.S Department of Health and Human Services allocates CSBG funds to the State of Colorado, Department of Local Affairs (“DOLA”) through an annual formula allocation; and,

WHEREAS, Adams County has received CSBG funds annually since 1974; and,

WHEREAS, Adams County is required to submit to DOLA by September 29, 2023, a Community Action Plan covering the period 2024 through 2026; and,

WHEREAS, Adams County is eligible to receive an estimated \$515,380 for the 2024 program year from DOLA; and,

WHEREAS, the Adams County CSBG Advisory Council has provided direction for the proposed 2024-2026 CSBG Community Action Plan and has made funding recommendations to the Board of County Commissioners.

NOW THEREFORE, BE IT RESOLVED by the Board of County Commissioners, County of Adams, and State of Colorado, approve the Adams County CSBG - Community Action Plan for 2024-2026.

BE IT FURTHER RESOLVED, that the Chair is authorized to execute the CSBG – Community Action Plan for 2024-2026 on behalf of Adams County.

BE IT FURTHER RESOLVED, that the Board of County Commissioners designates the Director of the Community & Economic Development and the Housing Policy & Community Investments Manager to execute necessary non-contractual documents to carry out the ongoing activities of the CSBG Program.



COMMUNITY SERVICES BLOCK GRANT (CSBG) PROGRAM

2024-2026 APPLICATION AND PLAN

A. APPLICANT/CONTACT INFORMATION

1. **Organization:** Adams County
2. **Chief Elected Official:**
Steve O’Dorisio, Chair
4430 South Adams County Parkway, 5th Floor
Brighton, CO 80601
720-523-6100
sodorisio@adcogov.org
3. **Responsible Administrator (will receive all mailings) for the Application:**
 - a. **Name:** Melissa Scheere
 - b. **Role:** Housing Policy and Community Investments Manager
 - c. **Mailing Address:** 4430 South Adams County Parkway, Suite W6204 Brighton, CO 80601
 - d. **Phone Number:** 720-523-6210
 - e. **Email Address:** mscheere@adcogov.org

B. ORGANIZATION INFORMATION:

1. **Federal Tax ID#:** 84-6000732
2. **Unique Entity ID (UEI) #:** FV56SRLGHGJ6
3. **Service Area (Counties served by the CSBG Program):** Adams County
4. **State House District(s) served by the CSBG Program:** 24, 29, 31, 32, 33, 34, 35, 48, 56
5. **State Senate District(s) served by the CSBG Program:** 13, 19, 21, 24, 25, 29
6. **Federal House District(s) served by the CSBG Program:** 1, 2, 3, 4, 5, 6, 7, 8
7. **Amount of CSBG Projected FFY24 Allocation:** \$515,380



8. **CSBG-related Mission Statement:** To empower Adams County individuals, families, and diverse communities to achieve stability and self-sufficiency by linking and accessing local resources.

9. **Project Description (Provide three to five sentences summarizing your CSBG program. This will be the summary statement for your Exhibit B – Scope of Work in the contract):** Adams County will address needs, causes, and conditions of poverty through sub-grantees. The high-priority needs identified by the CSBG Advisory Council through the Community Needs Assessment center on supporting programs and services to enable individuals and families in Adams County to live healthy and self-sufficient lives. These include providing services around basic needs, resources, and support for all people facing financial difficulties that can bring stability and/or self-sufficiency.

C. TRIPARTITE BOARD/ADVISORY COMMITTEE MEMBERSHIP ROSTER

1. **Eligible Entity Type:** Single County Government
2. **Total Seats per Agency Bylaws:** 5 to 9 seats
3. **Total Current Vacant Seats:** 0
4. **Total Number of Seats Reserved for low-income sector:** up to 3 seats
5. **Total Number of Seats Reserved for elected officials' sector:** up to 3 seats
6. **Total number of Seats Reserved for private sector:** up to 3 seats

D. BUDGET SUMMARY

Please upload your budget, based on the CSBG projected FFY24 amount.

- I certify that CSBG funds will **not** be used for construction related expenses.
- I certify that CSBG funds will **not** be used for any type of political activity.
- I certify that CSBG funds will be used in accordance with Uniform Guidance.



E. PROJECT ELIGIBILITY

The purpose of the CSBG program is to alleviate the causes and conditions of poverty in communities. Please select the Federal Objective(s) and National Goal(s) addressed in this application and plan.

1. Federal Objectives, as listed in IM152. (Select one or more objectives to be addressed in the Community Action Plan submitted.)

- Employment
- Education and Cognitive Development
- Income, Infrastructure, and Asset Building
- Housing
- Health and Social/Behavioral Development (includes Nutrition)
- Civic Engagement and Community Involvement
- Services Supporting Multiple Domains
- Linkages (e.g. partnerships that support multiple domains)
- Agency Capacity Building
- Other (e.g. emergency management/disaster relief)

2. National Goals, as listed in IM152. (Select one or more national goals to be addressed in the Community Action Plan submitted.)

Grantee will be expected to report on the results of all CSBG-funded programs in relation to these goals in the CSBG IS Final Reports.

- Goal 1: Individuals and Families with low incomes are stable and achieve economic security.
- Goal 2: Communities where people with low incomes live are healthy and offer economic opportunity.
- Goal 3: People with low-income are engaged and active in building opportunities in communities.



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Department of Local Affairs

Division of Local Government

F. PROJECT INFORMATION - If applying for Linkages and/or Agency Capacity Building only, indicate "not applicable" for questions 1-4 in this section and proceed to question 5.

- 1. Applicant must be able to demonstrate that customers of CSBG programs or services will be low-income individuals and/or families living at 125% Federal Poverty Level or below. Describe how customer eligibility based on Federal Poverty Level is determined, verified, evaluated, and tracked for the purpose of CSBG program activities.** Adams County staff will begin the process during the sub-grantee process informing the applicants of CSBG requirements. Once the sub-grantees are selected the requirements will be included within the contract agreements with each agency and will provide training and technical assistance on CSBG income eligibility requirements. Throughout the grant cycle, Adams County staff will monitor sub-grantees to ensure compliance. For any direct services provided by Adams County, CSBG staff will also verify income based on the 125% or below Federal Poverty Guidelines.
- 2. If the proposed project requires customers to complete an application or there is a selection process (e.g., emergency assistance, human services program, etc.), describe what procedures will be used to ensure that customers receiving assistance will be selected through an open and equitable process and that greatest community needs are addressed.** Each sub-grantee will be required to follow their policies and procedures on customer selection. Adams County will monitor to make sure it is done to all through an equitable process taking greatest need into account. For direct services, CSBG Program staff will provide services on a first come first serve basis. Once all supplies are filled, a waitlist will be established to maintain a fair process.
- 3. Please describe the notification process and grievance procedures for customers who are declined assistance.** All sub-grantees are required to have and follow an established grievance procedure. For direct services, CSBG Program staff will use Adams County's grievance procedure.
- 4. If sub-grantees determine customer eligibility, please describe monitoring procedures the eligible entity uses to ensure the federal poverty level income verification requirement, selection process and notification/grievance procedures as listed in Question 1-3 are met. If no sub-grantees are used in this program, please indicate "not applicable."** Adams County CSBG staff will schedule monitoring with each sub-grantee, per DOLA requirements. A monitoring tool will be utilized to conduct on-site performance reviews to ensure questions 1-3 are reviewed and followed by the sub-grantees.



5. If applying for Linkages, please describe how services provided will involve community partners, coordinate services, and provide and evaluate community outcomes that address poverty. Please note that “information and referral” type services are not eligible as linkages. Rather, a coordinated and community-driven strategy to improve service delivery at the community level must be described and implemented. N/A

G. COMMUNITY NEEDS ASSESSMENT

1. **Based on the results of the community needs assessment, what are the key causes and conditions of poverty in the service area?** With regards to the key causes of poverty in Adams County, the top five responses were: people being overwhelmed with basic needs, and thus, unable to take advantage of other opportunities or focus on health and wellness (45.0% of respondents); lack of jobs paying a livable wage (38.7%); generational poverty (32.4%); and lack of affordable and safe housing (30.6%); and untreated mental health conditions / substance use disorders (27.9%). The top five identified conditions of poverty were: the high cost of housing (43.2%); inflation (38.7%); lack of jobs paying a livable wage (33.3%); crime or safety concerns (28.8%); and difficulty accessing mental health care of substance use treatment services (due to cost, ability to get an appointment quickly, transportation, etc.) (25.2%).

What are the needs or causes (economic or otherwise) contributing to poverty in the community that this application and plan will address? The prioritized needs include housing, namely the need for different types of housing that is more affordable, as well as emergency shelter resources in Adams County (cooling and warming shelters) to serve the growing unhoused population in the region, in particular the “unseen homeless” and individuals with no minor children. Other prioritized needs include improved transportation options, both across the county’s diverse geographic areas and for the county’s residents with unique needs, such as seniors and individuals with cognitive challenges, and equitable access to affordable childcare, including more availability for high-needs children and children under age three. Other important needs include those related to accessibility of medical and behavioral health care. Historically, Adams County has funded various service providers utilizing CSBG funds. The process of selection on the objectives and services being provide will be based on prioritizing the needs shown in the assessment as well those service providers that 1) apply and 2) logistically fit with CSBG requirements.



COLORADO

Department of Local Affairs

Division of Local Government

H. COMMUNITY ACTION PLAN (3 YEARS)

- 1. Describe how the Service and Strategies in CSBG that your agency will be working on, identified in Section E, will address the needs identified in the community needs assessment and what are the general services and strategies that will be used? (Can add a link in application to a PDF of these together).** Adams County will provide grants to service providers that are offering services within Adams County and will prioritize the needs found via the Community Needs Assessment. Staff will work with each organization to break down the exact service and strategy being provided. These include services around housing, health and social/behavioral development to include nutrition, and case management. The services and strategies as known within CSBG have not yet been established. Once Adams County selects sub-grantees, we will develop those.
- 2. Describe the expected outcomes for the customers or community that will be achieved. Indicate whether each outcome is a family, agency, or community level outcome.** Adams County has not yet selected sub-grantees; we will request each organization that is applying to submit their expected outcomes for customers and/or community that will be achieved. We will use this as a base for each year being funded.
- 3. How will success be measured? Include how data will be collected and the quantitative and qualitative evaluation techniques that will be used. What are the measurement tools (evidence) and services strategy (outputs) that will prove outcomes were obtained?** We will be information each organization that is applying of what the reporting requirements are to ensure compliance. At the end of the year, each sub-grantee will submit the annual report with the required data using CSNB Module templates. Each sub-grantee can use whatever data collecting tracking tool. Adams County will use both The CSBG Objectives, Services and Outcomes Spreadsheet and Annual Report to prove outcomes obtained.
- 4. What other community entities, organizations, or stakeholders are contributing to this project and how services will be coordinated? Describe how duplication of services will be avoided. Please specifically describe any subrecipients involved.** Although sub-grantees have not yet been selected, Adams County and its CSBG Advisory Council plans to partner with sub-grantees that provide services for Adams County residents and will analyze services during the application process to ensure no duplicity.
- 5. Describe how CSBG funds are leveraged with other cash and in-kind resources in the community. In what ways does CSBG fill gaps in services or address unmet needs in the community?** CSBG funding assists sub-grantees in providing another source of income towards the services being



COLORADO

Department of Local Affairs

Division of Local Government

provided. Most of these services are not being provided by Adams County therefore all services are filling gaps that the County may not otherwise provide.

6. Describe how the principles and practices of Results Oriented Management and Accountability (ROMA) are used in your agency and program?

Assessment –

Adams County contracted with Crescendo to complete the Community Needs Assessment and gather data as well as what the needs and gaps.

Planning -

Our mission statement: *To empower Adams County individuals, families, and communities to achieve stability and self-sufficiency by linking and leveraging local resources*, guides the overall way we plan the implement of services, strategies, and outcomes. The Community Needs Assessment specifically gives us what needs and gaps exist. The data from it is analyzed to plan what services will be delivered using CSBG funds.

Implementation –

The implementation will take place January 2024, where we begin carrying out those services greatly needed in partnership with the sub-grantees.

Achievement of Results –

This step is the actual completion of the services, strategies, and outcomes.

Adams County CSBG staff will monitor sub-grantees on a regular basis: monthly and annually with a variety of reports and monitoring visits to observe outcomes, collect data and report to the CSBG Advisory Council.

Evaluation –

This step of evaluation is ongoing through the various reports submitted as well as monitoring, with the annual report being the full evaluation tool of the services, strategies, and outcomes. This will be evaluated by staff and CSBG Advisory Council and will revise, as needed.



I. STRATEGIC PLAN (5 YEARS)

1. What is the long-term vision for the CSBG program at your organization or department? How does this vision address reduction of poverty, revitalization of low-income communities, and/or empowerment of people with low incomes to become more economically secure?

Adams County has established its Strategic Objectives. They include 5 goals all work towards residents having healthy and safe lives. Goal 3 addresses communities and Goal 5 address the reduction of poverty.

<p><u>Goal 1: Education and Economic Prosperity</u> Adams County is a place that supports all people and businesses to grow and flourish educationally and economically.</p>	<ul style="list-style-type: none"> • <i>Attract new businesses while retaining existing businesses and supporting the growth and development of small businesses.</i> • <i>Develop a highly skilled and well-educated workforce.</i> • <i>Foster a viable economic environment for our business community.</i>
<p><u>Goal 2: High Performing, Fiscally Sustainable Government</u> Adams County is a place where all people trust that their county government responsibly manages resources and is committed to innovation, exceptional service, and transparency.</p>	<ul style="list-style-type: none"> • <i>Create a culture of excellence, equity, and inclusivity where employees are connected to the County</i> • <i>Maintain a positive image and brand for Adams County.</i> • <i>Improve customer satisfaction and engagement outcomes</i> • <i>Align resources with our strategic priorities.</i>
<p><u>Goal 3: Quality of Life</u> Adams County is a place that is inclusive, safe, healthy, vibrant and supports all people in achieving their highest level of health and wellbeing.</p>	<ul style="list-style-type: none"> • <i>Create communities that are visually attractive and have outstanding parks, recreational, open space, and cultural amenities.</i> • <i>Ensure sustainability of development and natural resource preservation are an integral part of our growth and redevelopment.</i>
<p><u>Goal 4: Safe, Reliable Infrastructure</u> Adams County is a place where all people and businesses can move efficiently, affordably, and safely throughout the county.</p>	<ul style="list-style-type: none"> • <i>Provide appropriate, sustainable, public infrastructure that supports the quality of life of our citizens and employees.</i> • <i>Advance an innovative and inclusive infrastructure planning process</i>



COLORADO

Department of Local Affairs

Division of Local Government

Goal 5: Community Enrichment

Adams County is a place that provides an integrated service network that protects the vulnerable in our community.

- *Ensure widespread access to County resources and programs*
- *Assist low-income Adams County residents in moving toward economic security.*
- *Ensure Adams County seniors, children, and youth safe.*

2. What strengths, weaknesses, opportunities, and threats contribute to the organization or department’s ability to achieve the long-term vision indicated above. (Strengths and weaknesses are internal to the organization. Opportunities and threats are external to the organization.)

Strengths: Adams County has a wide range of departments that provide a variety of services to carry out these goals. Within the County, we have the County Manager’s office and its 2 Deputy Managers whose vision is to carry out these goals.

Weaknesses: Adams County has grown demographically and the need for more services is apparent. Providing those services can be challenging and communicating amongst departments what we offer and what the gaps are can be a weakness.

Opportunities: With CSBG, we have a great opportunity to utilize these funds towards services that are needed and that perhaps not being offered or not being offered to the level of need.

Threats: Lack of funds and other resources can impede the ability to achieve these long-term goals.

3. What long-term family, agency and/or community goals are addressed by the strategic plan?

The Adams County Strategic Plan addresses all family, agency, and community goals. This is done by providing services to all residents, provides resources/funding to agencies and communities.

4. How is customer satisfaction information and customer input included in the strategic planning process? Customer satisfaction information has been gathered by departments. CSBG gathers this information through the community needs assessment as well as through the sub-grantees who are providing direct services.

5. How are the goals in the strategic plan supported by your community action plan? How will progress be tracked towards the overall vision and goals expressed in your strategic plan? Our focus within CSBG aligns with the Adams County Strategic Plan, Goal 5: Community Enrichment. This goal is support by the Community Action Plan overall goal is to assist people with low-income move towards economic security/stability.



Official Chief Elected Official Authorization Form

Board Action taken on

September 12, 2023
Date

Submission of this form indicates official action by the applicant's governing board authorizing application for these funds.

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To the best of my knowledge and belief, statements and data in this application, including the attached tables and other documentation, are true and correct and the submission of same has been duly authorized by the governing body of the applicant/lead jurisdiction and other participating jurisdictions, if any.

Steven J. O'Donizio
Signature Chief Elected Official

Steven J. O'Donizio
Name (typed or printed)

Chair
Title

9/19/23
Date

Approved as to Form: Maureen
County Attorney