

**PROPOSED FY 2004-2005
ACTION PLAN FOR
COMMUNITY DEVELOPMENT BLOCK GRANT, EMERGENCY
SHELTER GRANT, AND HOME PROGRAMS**

Under Federal HUD Consolidated Planning regulations, the City of Glendale is preparing to submit its FY 2004-2005 Annual Action Plan for Community Development, Housing and Homeless Programs for the City of Glendale. The City of Glendale's proposed FY 2004-2005 Action Plan is described below.

The total amount of funds available under the FY 2004-2005 Action Plan is \$6,794,913 as follows:

1) CDBG Entitlement of \$4,008,509, 2) HUD reallocated funds of \$30,509, 3) Program Income of \$32,474, 4) ESG Entitlement of \$148,402 and 5) HOME Entitlement of \$2,575,019.

Written or oral comments may be submitted to: City of Glendale, Department of Community Development & Housing, Attn: Moises Carrillo, 141 N. Glendale Ave., Room 202, Glendale, CA 91206 (818) 548-2060 or www.cdh.ci.glendale.ca.us.

I. COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM

**PROPOSED
FUNDING**

PUBLIC SOCIAL SERVICES

COMMUNITY PROGRAMS:

Fair Housing Program Housing Rights Center	\$20,000
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This project is sponsored by the Housing Rights Center (HRC) to continue providing fair housing and landlord/tenant services to 1,000 Glendale residents. The HRC provides services in four key areas: (1) Discrimination Complaint Investigation; (2) Enforcement and Legal Services; (3) Landlord/Tenant Counseling; and (4) Education and Outreach. The HRC has a main office located at 520 S. Virgil Ave., Suite 400, Los Angeles and a regional office located in the Jackie Robinson Center, 1020 N. Fair Oaks Ave. in Pasadena.

Community Outreach Project Armenian Relief Society of Western USA, Inc.	\$40,000
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This project is sponsored by the Armenian Relief Society to continue the Community Outreach Project, which provides social services to low and moderate-income persons, primarily targeting individuals and families who are newly arrived. Case workers provide: case management, job readiness, training and employment referrals, ESL, counseling, information and referral, acculturation and education, assistance with completing forms from public agencies, translation and interpretation, immigration and citizenship assistance, welfare reform, Medi-Cal, and other services. The program is located at 517 W. Glenoaks Blvd.

**Youth Employment Program
Glendale Youth Alliance**

\$120,000

This project is sponsored by the Glendale Youth Alliance (GYA) in partnership with the City of Glendale's Neighborhood Services Section. The Youth Employment Program is an existing program consisting of four separate components: the Summer Youth Employment Program (SYEP), Glendale Youth Employment Partnership (GYEP), Workforce Investment Act Employment Program (WIA), and Glendale's Resource for Employment and Training (GREAT). The program proposes serving 425 youth in the upcoming year in these four program components. GYA provides job seeking skills, workplace skills, communication skills and work experience (job placements) through its four program components. All programs will be administered through GYA's main office located at 141 N. Glendale Avenue.

**USC Mobile Dental Clinic
Glendale Healthy Kids**

\$15,000

This project is sponsored by Glendale Healthy Kids to operate the USC Mobile Dental Clinic in Glendale. Glendale Healthy Kids is a collaboration of Glendale organizations and health care providers who provide no-cost health care to low-income school children, primarily from southern Glendale schools, who do not possess health insurance and do not receive regular medical and dental care. The dental clinic proposes to provide comprehensive dental care to a maximum of 110 students in July 2004. The Glendale Healthy Kids administrative office is located at 223 N. Jackson Street.

**STAR Youth Program
Catholic Charities of Los Angeles, Inc.**

\$14,000

This project is sponsored by Catholic Charities and is operated at 4322 San Fernando Road. The Students Training As Role-models (STAR) project is a youth mentorship program, which emphasizes positive interaction between youth, uniformed officers, and other positive role models. In cooperation with the Glendale Police Department Community Police Partnership Team (COPPS), Catholic Charities proposes to provide 40 low-income, at-risk, elementary through high school aged youth with an enrichment program designed to educate and enlighten youth. Through weekly meetings, youth are immersed in fun activities and educational events that improve their quality of life. STAR participants go on weekend outings, participate in community activities, meet with professionals, and set attendance, academic and behavioral goals.

**After-School Program
New Horizons Family Center**

\$45,000

This project is sponsored by New Horizons and involves operating a bilingual after-school tutoring and counseling program for high-risk elementary to high school-age students with academic and behavioral problems. The program is currently located at 1251 S. Glendale Ave. until a new youth center at 744 S. Glendale Ave. opens in May 2004. The After-School Program will serve 250 students ages 5-16 and their families and services are provided in English, Spanish and Armenian. Services provided include: individualized treatment planning, supervised homework and tutoring, mentoring, computer lab, recreation, group and individual counseling, family activities, nutrition and

field trips. Parent activities include parent/support services, family activities, and consultations with staff. The program targets high-risk students referred by southern Glendale schools.

School-Age Child Care Center **\$20,000**
New Horizons Family Center

This project is sponsored by New Horizons to provide a school age childcare program for at-risk, low-income youth ages 5-15 before school, during holidays and off-track. The program is currently located at 1251 S. Glendale Ave. until a new youth center at 744 S. Glendale Ave. opens in May 2004. The program will serve a minimum of 100 children annually. The daily program consists of academic enrichment, recreation, nutrition, and transportation. Childcare costs for families are based on a family's ability to pay and services are provided in English, Spanish, and Armenian.

After-School Tutoring & Learning Program **\$33,000**
Club JAM

This project is sponsored by Club JAM and provides a free after-school program to approximately 100 children annually, ages 5 - 12, Monday through Friday from 2:30 to 6:00 p.m., year-round. The program, located at the Grandview Presbyterian Church, 1130 Ruberta Ave., primarily serves children from three west Glendale elementary schools, Jefferson, Balboa and Kepple. The program offers a safe after-school environment, which provides a healthy snack, computer classes, homework tutorial, playtime in the gym, field trips and visits from professionals, e.g. a doctor.

ACE-Academic Centers of Excellence of Glendale **\$10,000**
ETHNOS Community Development Corporation

This project is sponsored by ETHNOS to operate a pilot University of California sponsored college preparation program for low-income, educationally disadvantaged Glendale students at the ETHNOS community center office located at 125 S. Louise Street. The program, called Academic Centers of Excellence (ACE), provides tutoring and college test preparation; college financial planning for students and parents; academic support and counseling; mentoring; family support and empowerment; and academic support through technology. ETHNOS expects to serve 120 youth and 60 parents a year.

On-Site After School Program **\$40,000**
Davidian-Mariamian Educational Foundation

This project is sponsored by the Davidian-Mariamian Educational Foundation (D&M) to enhance the operation of the D&M After School Program, which provides after-school educational services to youth. D&M programs include Armenian Language and Culture, Art and Chess. Art and Chess will be offered at Columbus, Mann, Marshall and Muir Elementary Schools. With CDBG funding, D&M plans to expand the Art and Chess programs to Edison and Jefferson Elementary Schools and add a Spanish as a Second Language component to the Program. The Program provides after-school programs to more than 900 multi-ethnic youth, ages 5-12. The administrative office is located at 658 Hawthorne Street, Unit B.

Project ACHIEVE-CDBG **\$50,000**
The Institute for Urban Research and Development

This project is sponsored by the Institute for Urban Research and Development (IURD) to continue providing emergency shelter with case management at Project ACHIEVE located at 437 San Fernando Court. The Project ACHIEVE one-stop service center and case management counseling program provides computer access, employment assistance, health care, housing placement assistance, mental health care, street outreach, substance abuse recovery, transportation assistance, and veteran services from 8:00 a.m. to 5:00 p.m., Monday through Friday. The Project ACHIEVE residential component includes a 40 bed emergency shelter serving individuals and families with 60 to 90 days of housing, meals, showers, specialized case management, and a children's program.

Homeless Prevention Loaves & Fishes –CDBG **\$40,000**
Catholic Charities of Los Angeles, Inc.

This project is sponsored by Catholic Charities to fund a case manager for the Homeless Prevention Program at 4322 San Fernando Road. The Homeless Prevention Program will serve 200 cases (households or individuals) with case management, advocacy, and coordination of services with other agencies in the community. The case manager will keep track of clients' progress and help them achieve resolution of the presenting problems through regular follow up appointments. In conjunction with the CDBG funded case management program, ESG funds provide direct financial assistance for low-income families who have received a notice of eviction or utility shut-off for non-payment, or who need assistance with a portion of rent to move into their own apartment.

The Zone After School Youth Program **\$17,000**
The Salvation Army Glendale Corps

This project is sponsored by the Salvation Army to operate a new after school youth program called The Zone located at 320 W. Windsor Road. The Zone would serve 45 middle school students per day and would be open from 3:00 pm to 6:00 pm each school day afternoon. Proposed services include homework assistance; individual/group tutoring; computer lab; facilitated peer group sessions on issues such as smoking, drugs, gangs, violence, self-esteem, citizenship, etc.; snacks; recreational and sports activities; field trips; performing arts activities; arts and crafts; leadership development activities; individual counseling; and community service.

Job Development and Training Project **\$7,000**
Glendale Association for the Retarded

This project is sponsored by the Glendale Association for the Retarded (GAR) for an expansion of GAR services to include the Job Development and Training Project. GAR, located at 6512 San Fernando Road, provides job training to adults with developmental disabilities, ages 21-67, with the primary diagnosis of mental retardation. Contract work is procured from the business community and completed at a workshop site. The proposed project is the expansion of GAR services to include job development and training in the community, leading to full or part-time employment for adults with developmental disabilities.

SUB TOTAL **\$471,000**

CITY PROGRAMS:

Graffiti Removal and Prevention Program **\$50,000** **City of Glendale Neighborhood Services**

This project is sponsored by the Department of Community Development and Housing, Neighborhood Services Section to fund a Graffiti Removal and Prevention Program that will remove 97,200 sq. ft. of graffiti from 3,000 locations. The Program is an existing program where graffiti is either painted over or eradicated with solvents or abrasives. The boundaries of this project are the CDBG eligible census tracts located in southern and southwestern Glendale. The administration of the program is located at 141 N. Glendale Ave.

Bookmobile **\$12,000** **City of Glendale Public Library**

This project is sponsored by the Glendale Public Library. The Bookmobile Program will provide library services four hours a week at John Marshall Elementary School located at 1201 E. Broadway. The Bookmobile program provides easy access to library services for elementary school children and their parents as well as residents in the immediate vicinity. The extended stop will allow teachers, children and the families to obtain Library cards and information, to check out books in Armenian, English, or Spanish and use the Internet at a convenient location.

Senior Care Management **\$10,000** **City of Glendale Parks, Recreation and Community Services**

This program is sponsored by the Parks, Recreation and Community Services Division for the continuation of an existing Senior Care Management Program. The Program provides in-home assessment, care planning, service authorization and monitoring of “at risk” seniors living in the greater Glendale area. Program staff link seniors with services in the community to address issues such as: meals, in-home care, translation, relocation for seniors who need housing, money management, mental health and health care. The program is operated at the Adult Recreation Center, 201 E. Colorado Street.

Glendale Police Activities League (PAL) **\$35,000** **Glendale Police Department**

This project is sponsored by the Glendale Police Department (GPD) to continue the Glendale Police Activities League (PAL) youth program. The objective of the program is to provide after school and summer recreational activities for at-risk youth. The features of the PAL program include a partnership with the Glendale Unified School District (GUSD) and on-site School Resource Officers (SRO) at three middle schools (Roosevelt, Toll, and Wilson) to provide: flag football, basketball, softball and equestrian drill team. The goal of the program is to build positive self-esteem, provide motivational support, promote cultural awareness and sensitivity, and develop moral and leadership principles. The program staff is primarily located at Roosevelt Middle School, 1017 S. Glendale Ave. and Toll Middle School, 700 Glenwood Rd.

Youth Outreach Program **\$32,000**
City of Glendale Parks, Recreation and Community Services

This project is sponsored by the Parks, Recreation and Community Services Division and involves hiring an additional Youth Outreach Worker to work alongside two current Youth Outreach Workers. The Youth Outreach Workers will provide case management services, interventions, referrals, and supportive services for low-to-moderate income, at-risk youth residing in the Glendale area. The Outreach Workers will target census tracts in southern Glendale and canvas areas frequented by at-risk youth, such as schools, neighborhoods, and “hangouts.” The program is administered at 613 E. Broadway Street.

SUB TOTAL **\$139,000**

TOTAL SOCIAL SERVICES **\$610,000**

IMPROVEMENT OF COMMUNITY CENTERS

COMMUNITY AGENCIES:

Renovation of Glendale Community Center **\$100,000**
Catholic Charities of Los Angeles, Inc.

This project is sponsored by Catholic Charities and involves redesigning and remodeling the front portion of the Glendale Community Center located at 4322 San Fernando Road. The remodeling includes the conversion of the existing reception/office space to a 510 sq. ft multi-purpose room and the conversion of a small, open courtyard into usable interior space, adding approximately 320 sq. ft. to the front portion of the facility. The new plan retains the storage and distribution spaces for the Loaves and Fishes homeless prevention program, provides four extra workstations for case managers, and allows for the creation of a new multi-purpose space. The Center provides a range of social services including: youth programs, food pantry and clothing distribution, case management, homeless prevention services including shelter assistance, immigration services, computer lab, and meeting space for community and group activities.

Riverdale Head Start Capital Improvement Project **\$52,100**
Center for Community and Family Services, Inc.

This project is sponsored by the Center for Community and Family Services and involves interior gating and playground and parking lot resurfacing at the Riverdale Head Start Center located at 312 Riverdale Drive. The improvements include installing 6’ high gates within a 6’ high chain link fence along the perimeter of the property, installing 2,500 square feet of rubber surface over the playground area, and resurfacing a 13,000 square foot parking lot. The federally funded Head Start Program provides low-income children with comprehensive child development services including education, nutrition, health, special needs, mental health, and family support services.

Homenetmen Security and Safety Improvements **\$125,630**
Homenetmen Glendale Chapter

This project is sponsored by Homenetmen and involves renovating the entryway of its existing youth center, located at 3347 N. San Fernando Road in Los Angeles, to create a new secured front reception area with a security turnstile entrance. The project also

includes the installation of an 8 ft. fence and locking gates around the rear of the building to prevent unauthorized persons from entering through the back of the building. A 3.5 ft. iron fence along the side of the building where children walk from the parking lot/drop off area to the main entrance is also proposed. Homenetmen provides youth recreational activities targeted to Glendale youth.

Cerritos Parking Lot Site Improvements **\$100,000**
Glendale Unified School District

This project is sponsored by the Glendale Unified School District (GUSD) and involves the construction of site improvements to an existing school parking area that is adjacent to Cerritos Elementary School located at 120 E. Cerritos Ave. and bordering Glendale Avenue on the east and Forest Avenue on the north. The proposed improvements are part of a joint-use school and public park development project between the GUSD and the City of Glendale. The improved parking area will be shared by the GUSD and City to provide safe access to the park and the school without impacting scarce neighborhood street parking.

SUB TOTAL **\$377,730**

CITY PROJECTS:

Cerritos School Park Development **\$1,000,000**
City of Glendale Parks, Recreation and Community Services

This project is sponsored by the Parks, Recreation and Community Services Division to develop a one-acre City of Glendale/GUSD joint-use park/school project at Cerritos Elementary School. The City's portion of the project area includes the utilization of a City acquired $\frac{3}{4}$ acre property at 3690 San Fernando Road and closure of Forest Avenue for an additional $\frac{1}{4}$ acre. CDBG funds will be used to pay for 28% of acquisition and development cost of the total Cerritos School-Park project. The proposed site improvements by the Parks Division include protective play enclosures, open turf areas, picnic facilities, play equipment, seating areas and tables, interactive water play area, sports courts, restroom/maintenance/staff buildings and security lighting.

Section 108 Loan Repayment **\$180,000**
City of Glendale Department of Community Development & Housing

This activity represents the City of Glendale's annual loan payment for a Section 108 Loan Guarantee from the federal Department of Housing and Urban Development (HUD) that was used toward the development of the Edison Pacific Community Center and Park Expansion project (Edison Pacific Project) located at 501 S. Pacific Ave. The Edison Pacific project is a joint development project between the City of Glendale and the Glendale Unified School District.

SUB TOTAL **\$1,180,000**

TOTAL IMPROVEMENT OF COMMUNITY CENTERS **\$1,557,730**

NEIGHBORHOOD REVITALIZATION

Adams Square Façade Improvement Program \$125,000 Development Services and Community Development & Housing

This multi-year project is co-sponsored between the Departments of Community Development and Housing, and Development Services. Under this project, the City provides architectural design services and matching grants up to \$15,000 per storefront for commercial property owners in Adams Square to upgrade their building facades. Adams Square is the commercial area located at the intersections of Adams Street and Chevy Chase Drive, as well as Adams Street and Palmer Ave. This program is a component of the Adams Square Revitalization Project. The funds will be used for construction costs for two projects in the design phase, 1101-1103 E. Chevy Chase and 1105-1111 E. Chevy Chase. The two project sites consist of eight (8) storefronts/businesses.

Adams Square Streetscape Improvement Project, Phase II \$240,000 Parks, Recreation, and Community Services & Community Development and Housing

This two phased public improvement project is co-sponsored by the Parks, Recreation and Community Services Division and the Department of Community Development & Housing and involves streetscape improvements on Chevy Chase Drive, Adams and Palmer including parkway landscaping, tree installation, bump-outs, sidewalk widening and replacement, and stamped asphalt crosswalks at four intersections. The project will also include the installation of a trellis at the Adams Square Plaza which was originally part of Phase I of the project. Phase II is designed to complement Phase I and to complete the intended public improvement goals of the Adams Square Revitalization Plan.

Traffic Signal Improvements \$286,000 City of Glendale Public Works-Traffic and Transportation

This project is sponsored by the Traffic and Transportation Section of the Public Works Division and involves the installation of two (2) new traffic signals and poles on Verdugo Road at Harvard Street, and Chevy Chase Drive at Garfield Avenue. The installation of traffic signals at these locations will provide for the orderly movement of traffic, increase the traffic handling capacity of intersections and reduce the frequency of pedestrian related and right angle type of accidents.

Code Enforcement \$452,762 City of Glendale Department of Community Development & Housing

This project is sponsored by the Department of Community Development and Housing Neighborhood Services Section. The objective of this project is to identify and inspect substandard dwelling units with evident code violations. The goal of this program is to gain code compliance by working closely and directly with property owners and neighborhood residents to solve problems. This project is coordinated and conducted in conjunction with other Neighborhood Services' programs, Housing Rehabilitation, and with various City departments such as Police and Fire as well as agencies such as the Housing Rights Center, Los Angeles County Department of Health and local homeowner associations to arrest the decline of targeted low-income and blighted neighborhoods in

Southern Glendale. This program represents 43% of the City's overall Code Enforcement Program.

TOTAL NEIGHBORHOOD REVITALIZATION **\$1,103,762**

ADMINISTRATION

Administration of Community Development Block Grant Program. **\$800,000**

CDBG PROGRAM TOTAL **\$4,071,492**
TOTAL CDBG FUNDS AVAILABLE: **\$4,071,492**

Entitlement	\$4,008,509
HUD Reallocated Funds	\$ 30,509
Program Income	<u>\$ 32,474</u>
TOTAL	\$4,071,492

II. EMERGENCY SHELTER GRANT PROGRAM

Project ACHIEVE-ESG **\$95,912**
The Institute for Urban Research and Development

This project is sponsored by the Institute for Urban Research and Development (IURD) to fund services and operations at Project ACHIEVE. Project ACHIEVE is comprised of a one-stop center for homeless services and a year-round 40 bed emergency shelter at 437 Fernando Court. The Project ACHIEVE one-stop provides computer access, employment assistance, health care, housing placement assistance, mental health care, street outreach, substance abuse recovery, transportation assistance, and veteran services from 8:00 a.m. to 5:00 p.m., Monday through Friday. The Project ACHIEVE residential component includes a 40 bed emergency shelter serving individuals and families with 60 to 90 days of housing, meals, showers, specialized case management, and a children's program. The shelter is open 365 days a year.

Homeless Prevention Loaves & Fishes-ESG **\$21,000**
Catholic Charities of Los Angeles, Inc.

This project is sponsored by Catholic Charities and involves direct financial assistance to 100 low-income families or individuals who have received a notice of eviction or utility shut-off for non-payment, or who need assistance with a portion of rent to move into their own apartment. In conjunction with the CDBG funded case management program, the Homeless Prevention Program will assist households with case management, food, clothing, advocacy, and coordination of services with other agencies in the community. The program is located at 4322 San Fernando Road.

Project Assist **\$2,300**
Glendale Adventist Medical Center

This project is sponsored by Glendale Adventist Medical Center located at 1509 Wilson Terrace. The project involves providing homeless patients with nutrition and medical compliance counseling, preventive health care education, health counseling, homeless-oriented community resource counseling and resource access assistance upon discharge

from Glendale Adventist Medical Center. A case manager provides these services to patients who are identified as homeless.

Sunrise Village **\$29,190**
YWCA of Glendale

This project is sponsored by the YWCA of Glendale. This project involves the ongoing operation of a 45-day emergency shelter for women and their children who have become homeless as a result of domestic violence. Access to the crisis shelter is through the Domestic Violence Project's 24-hour hotline. Services are designed to help domestic violence victims achieve and maintain safety during and after their stay in the crisis shelter. Clients are provided with food, clothing, emergency transportation, case management, counseling, information and referrals, and advocacy.

ESG PROGRAM TOTAL **\$148,402**
TOTAL ESG FUNDS AVAILABLE **\$148,402**

III. HOME PROGRAM

Home Ownership American Dream Program **\$173,356**
City of Glendale Department of Community Development & Housing

This program offers grants of up to 6% of purchase price for down payment and closing costs to assist low-income first time homebuyers with the purchase of a home in Glendale.

Acquisition/Rehabilitation or Development of New Renter Housing **\$2,161,563**
City of Glendale Department of Community Development & Housing

This program offers forgivable low-interest loans to multi-family rental property owners for the purpose of improving their rental housing units. Glendale will also provide acquisition/ new construction and acquisition/rehabilitation loans to affordable rental housing providers (including Transitional Housing). In return for the loans, the City will require that the improved units be rented to low-income households at affordable rental rates for a specified period of time.

Administration of HOME Program **\$240,100**

HOME PROGRAM TOTAL **\$2,575,019**
TOTAL HOME FUNDS AVAILABLE **\$2,575,019**