2024-2025 Community Needs Assessment and Community Action Plan

June 11, 2023

California Department of
Community Services and Development
Community Services Block Grant

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Agency Name	Foothill Unity Center, Inc.
Name of CAP Contact	Tashera Taylor
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CNA Completed MM/DD/YYYY:
(Organizational Standard 3.1)

06/11/2023

Board and Agency Certification

The undersigned hereby certifies that this agency complies with the Federal CSBG Programmatic, and State Assurances as outlined in the CSBG Act and California Government Code, respectively for services provided under the Federal Fiscal Year 2024/2025 Community Action Plan. The undersigned further certifies the information in this Community Needs Assessment and the Community Action Plan is correct and has been authorized by the governing body of this organization. (Organizational Standard 3.5)

Gary Kovacic	*Gary G. Kovacic*	6/14/2023
Board Chair (printed name)	**Board Chair (signature)**	**Date**
Tashera Taylor	*Tashera Taylor*	6/11/2023
Executive Director (printed name)	**Executive Director (signature)**	**Date**

Certification of ROMA Trainer/Implementer *(If applicable)*

The undersigned hereby certifies that this agency's Community Action Plan and strategic plan documents the continuous use of the Results Oriented Management and Accountability (ROMA) system (assessment, planning, implementation, achievement of results, and evaluation).

NCRT/NCRI (printed name)	**NCRT/NCRI (signature)**	**Date**

CSD Use Only

Dates CAP (Parts I & II)		Accepted By
Received	Accepted	

Public Hearing Report

Date of Public Hearing #1	June 7, 2023, 1:00 – 2:30pm
Location of Public Hearing #1	790 W. Chestnut Ave., Monrovia, CA 91016 and ZOOM
Date of Public Hearing #2	June 8, 2023, 4:00 – 5:30pm
Location of Public Hearing #2	790 W. Chestnut Ave., Monrovia, CA 91016
Dates of the Comment Period	May 8, 2023 – June 9, 2023
Where were the Notices of Public Hearings published?	Agency website: www.foothillunitycenter.org Facebook, Instagram Email blasts to the community
Dates that the Notices of Public Hearings were published	May 8, 2023 May 31, 2023 June 5, 2023
Number of Attendees at the Public Hearings (Approximately)	34
Copy of the Notices of Public Hearings, Foothill Unity Center's website page for the DRAFT Community Needs Assessment and Action Plan, and Public Comment Form	Appendix A
Public Hearings Low Income Testimony and Agency Response	Appendix B

Part I: Community Needs Assessment

CSBG Act Section 676(b)(11)

California Government Code Section 12747(a)

Community Needs Assessment Narrative

CSBG Act Sections 676(b)(3)(C), 676(b)(9)

Organizational Standards 1.1, 1.2, 1.3, 2.2, 3.2, 3.3, 3.4

> 1. Describe how your agency collected and included current data specific to poverty and its prevalence related to gender, age, and race/ethnicity for your service area. (Organizational Standard 3.2)

Foothill Unity Center's 12 city service area has an urban population of 498,000, including 20% children and 16% seniors. Poverty increased throughout the pandemic due to closed businesses, lost jobs, childcare challenges, family illness and poor access to healthcare. At the same time, government safety net programs helped to decrease the level of poverty, including the federal Child Tax Credit, the federal Earned Income Tax Credit, expanded Medicaid, expanded CalFresh food assistance, and eviction moratoriums. Now in 2023, the COVID emergency has ended and many businesses have reopened. While wages have increased in the last year or two, inflation has increased more. We expect that as federal and state safety net programs expire, low-income families and individuals will face an increasing risk of poverty, food insecurity, poor health and homelessness.

The Census identified 23% of our service area's population living below 185% FPL (113,358 individuals); 11% below FPL (53,021 individuals). The FPL for a family of 4 in 2023 is $30,000/year. These households, with income less than 2X the poverty level, live with food insecurity, meaning there was either sometimes or often not enough food to eat in the last 7 days.

- More than 33,000 children, 33%, live below 200%FPL; and 14,700 children, 15%, live below FPL. 10,445 of these children below FPL are Hispanic/Latino.

- Families living in poverty by household type include 48% with married couples, 42% with a female head of household; 10% with male head of household.

- Nearly 8,000 seniors live below FPL. The FPL for a household of 1 in 2023 is $14,580/year.

- 15,715 households are seniors living alone.

Poverty by Ethnicity and Race, LA County

LA County's racial and ethnic profile is estimated to be:

- 45% Hispanic/Latino
- 25% non-Hispanic White
- 9% Black/African American
- 16% Asian
- 2% American Indian Alaska Native
- 3% Multi-race/ Other

In LA County, children poverty rates are highest for Black and Hispanic children: 27% of Black, 23% of Hispanic or Latino, 10% of Asian, 7% of non-Hispanic white, 22% of Native American or Alaska Native, 15% of Pacific Islander, 25% of other race and 14% of those reporting multiple race.

In LA County, poverty rates among seniors are higher for women (15%) than males (12%). Poverty rates among seniors by race: 16% Black, 15% Native American/Alaska Native, 15% Asian, 10% of White, 7% Native Hawaiian/Pacific Islander, 17% Other Race, 14% Multiple Race.

Income Disparities by Race

- The 2022 Community Health Needs Assessment of Greater Pasadena reports income disparity by race. "On average, in 2020, Asian and White (non-Hispanic) residents earned an estimated household income of $95,317 and $105,423, respectively, which was more than Black and Latino residents, who earned an estimated $59,868 and $61,551, respectively."

- Public Policy Institute of California (PPIC) reports that in California, between 2019-2021, family income in the 90th percentile grew 6% while family income fell 7% in the 10th percentile. PPIC reports that Black and Latino families are 12% of this 90th percentile bracket, and 56% of the 10th percentile bracket; while Black and Latino families are 44% of the families in California. "For every $1 that white families earn, Black families earn $0.60 and Latino families earn $0.52."

Similar income disparity by race is reported by University of Wisconsin Population Health Institute:

- LA County Median Household Income by race: non-Hispanic White: $96,794; Asian: $89,080; American Indian/ Alaskan Native: $70,759; Hispanic: $64,557; Black $54,241.

- Income inequality can also be measured in LA County by the ratio: 80th percentile income/ 20th percentile income = 5.3

Housing Cost Burden in our Service Area

- 68,786 households are housing cost burdened, that is 41% of households have housing costs exceeding 30% of income. 19% of households (32,345) are severely housing cost burdened, having housing costs that exceed 50% of income.

Homelessness in our Service Area

Our service area's 2022 homeless count of 5,173 includes both the LA Continuum of Care within LA County Spa 3 and the Pasadena Partnership Continuum of Care. The count increased 2% compared to 2020, with a shift to more unsheltered homeless.

- 37% sheltered and 63% unsheltered.

- 81% were adults over 25, while 4% were transitional youth aged 18-24. Approximately 5% were in families that included 447 children under 18.

- 56% of the homeless population is male; 44% is female.

- Race and Ethnicity: 55% Hispanic/Latino, 19% Black, 24% White/non-Hispanic, 2% Mixed/Multiple races/Other.

- 35% chronically homeless

- The most prevalent health & disability conditions among the homeless are: substance use disorder (19%), serious mental illness (21%), physical disability (17%) and developmental disability (9%).

- 36% report experience with domestic violence/ intimate partner violence.

Additional Indicators of Poverty and Health for our service area

- Adults without a high school diploma:14%, that is 44,545 adults.

- Adults with only a high school degree: 18%, that is 57,273 adults.

- 9.4% have a disability. Among seniors, 32% report a disability; 6% of adults report a disability.

- 34% are foreign born, 169,365 individuals.

- 12.5% of adults, ages 18-64, are without health insurance, higher than California's 10%. 3.4% of children are uninsured, similar to the rate in California, and better than the US average of 5.4% uninsured children.

- 14% of adults report poor mental health for 14 or more days in the past month, similar to the rate in California. 9% of adults report poor physical health for 14 days or more in the last month., CA rate is 10%.

- The rate of "deaths of despair" is 32.6 per 100,000 individuals, slightly better in the service area compared to 37 in CA and 47 in the country. The area has a lower rate of death due to opioid overdose, 6.5/100,000 individuals, compared to 7.5 in CA and 16.0 in the country.
- The violent crime rate per 100,000 individuals was 542 during 2015-17; higher than the California violent crime rate of 440. Property crime 2,316/100,000 population was slightly under the California rate (2,497/100,000)

2. Describe the geographic location(s) that your agency is funded to serve with CSBG. If applicable, include a description of the various pockets, high-need areas, or neighborhoods of poverty that are being served by your agency.

Foothill Unity Center's target service area spans the foothills of Los Angeles County Service Planning Area 3 (SPA 3), defined by the 12 cities of Altadena, Arcadia, Azusa, Baldwin Park, Bradbury, Duarte, Irwindale, Monrovia, Pasadena, Sierra Madre, South Pasadena, and Temple City. Since the pandemic, we have also regularly served additional neighboring cities with high needs including Alhambra, El Monte, Monterey Park, Rosemead, San Gabriel, and Covina.

Healthy Places Index for our 12 city service area

The graphic below displays the California Healthy Places Index (HPI), developed by the Public Health Alliance of Southern California. The HPI combines data on community conditions that impact health including income levels, education, job opportunities, clean air and water, housing burden. Light blue indicates an HPI below the CA median, and dark blue indicates neighborhoods with high needs and an HPI rank in the bottom quartile in California. We can see the areas within our service area that struggle with healthy social determinants of health: Azusa, Duarte, Baldwin Park, and Irwindale and neighborhoods within both Pasadena and Arcadia. The neighboring communities of El Monte, and portions of Covina, Rosemead and Alhambra are also in the lowest quartile of social determinants of health.
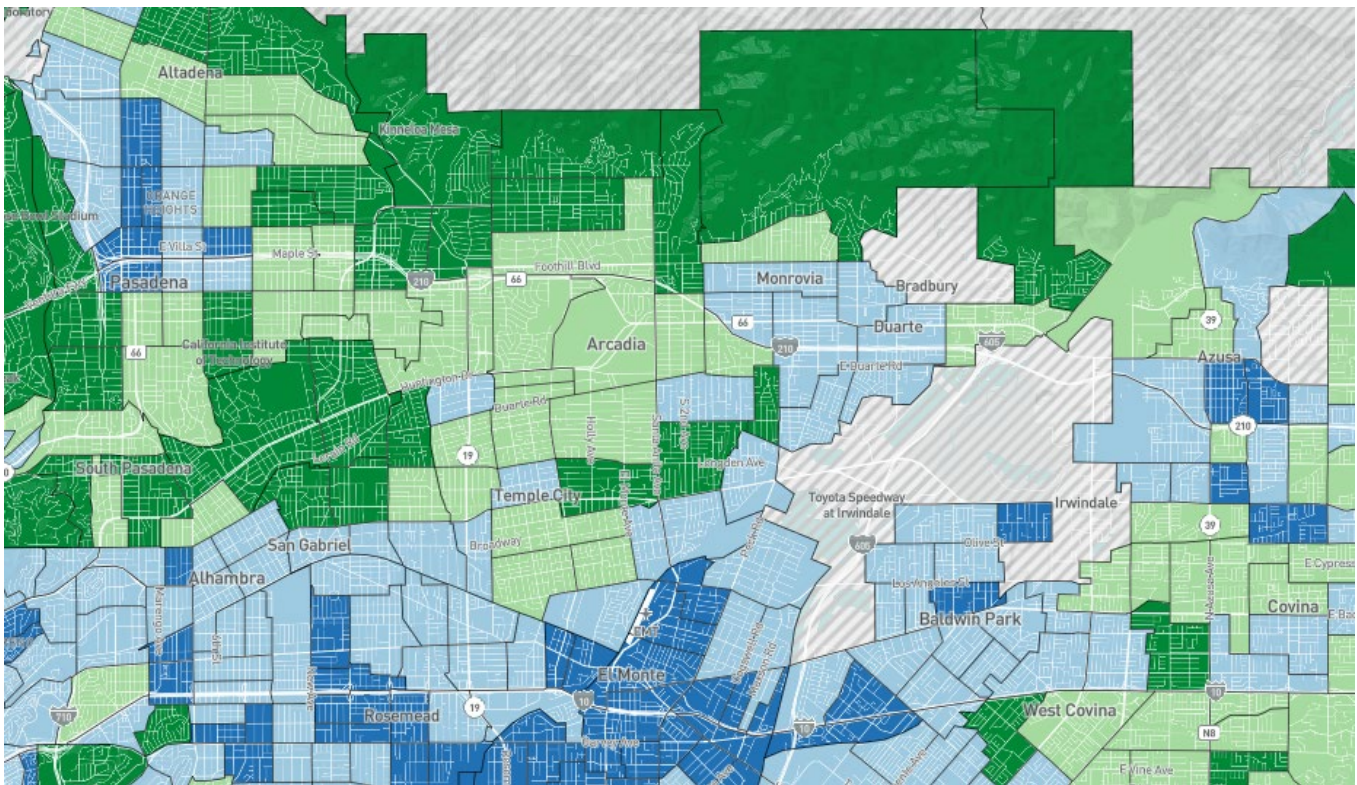
The HPI aligns with other statistics that indicate high need and poverty.

Northwest Pasadena (census tracts 4619.01, 4619.02, 4620.01, 4620.02, 4622.01, 4622.02, 4623.02, 4636.02) is home to a population of 30,837, roughly estimated at 45% Hispanic/Latino, 25% non-Hispanic White, 9% Black, 18% Asian and 1% AIAN. 36% of the population are foreign-born.

- 41% of households have income below 185% FPL, 25% of households live below FPL. 37% of seniors live below FPL. 61% of children live below 200% FPL.

- 17.5% of adults do not have a high school diploma, another 13.5% have only a high school diploma.

- 50% of households have housing costs (rent & mortgage) exceeding 30% of income; 26% have housing costs exceeding 50% of income.

- 19% of households do not have a motor vehicle.

The cities of Duarte, Azusa, Baldwin Park, and Irwindale are home to a population of 145,352, estimated at 66% Hispanic/Latino, 11% non-Hispanic White, 2% Black. 19% Asian, 2% AIAN. 38% of the population are foreign born.

- 30% of households have income below 185% FPL, 13% of households live below FPL. 12% of seniors live below FPL. 49% of children live below 200% FPL.

- 26% of adults do not have a high school diploma, another 27% have only a high school diploma.

- 42% of households have housing costs (rent & mortgage) exceeding 30% of income; 19% have housing costs exceeding 50% of income.
- 5% of households do not have a motor vehicle.

The neighboring cities of El Monte and Rosemead are home to a population of 161,842, estimated at 53% Hispanic/Latino, 3% non-Hispanic White, 1% Black. 41% Asian, 2% AIAN. 51% of the population are foreign born.

- 40% of households have income below 185% FPL, 16% of households live below FPL. 15% of seniors live below FPL. 56% of children live below 200% FPL.
- 36% of adults do not have a high school diploma, another 27%% have only a high school diploma.
- 47% of households have housing costs (rent & mortgage) exceeding 30% of income; 24% have housing costs exceeding 50% of income.
- 8% of households do not have a motor vehicle.

3. Indicate from which sources your agency collected and analyzed quantitative data for the CNA. (Check all that apply.) (Organizational Standard 3.3)

Federal Government/National Data Sets

☑Census Bureau

☑Bureau of Labor Statistics

☑Department of Housing & Urban Development

☐Department of Health & Human Services

☑National Low-Income Housing Coalition

☐National Center for Education Statistics

☑Academic data resources

☐Other online data resources

☑Other

Local Data Sets

☐Local crime statistics

☐High school graduation rate

☐School district school readiness

☐Local employers

☐Local labor market

☐Childcare providers

☐Public benefits usage

☑County Public Health Department

☐Other

California State Data Sets

☑ Employment Development Department

☐ Department of Education

☐ Department of Public Health

☐ Attorney General

☐ Department of Finance

☐ State Covid-19 Data

☐ Other

Surveys

☑ Clients

☑ Partners and other service providers

☑ General public

☑ Staff

☑ Board members

☑ Private sector

☑ Public sector

☑ Educational institutions

Agency Data Sets

☑ Client demographics

☐ Service data

☐ CSBG Annual Report

☑ Client satisfaction data

☑ Other

4. If you selected "Other" in any of the data sets in Question 3, list the additional sources.

County Health Rankings & Roadmaps, University of Wisconsin Population Health Institute, 2023, www.countyhealthrankings.org

Center for Migration Studies, https://cmsny.org/research-and-policy/data/

http://data.cmsny.org/

Mejia, M.C, Johnson, H., Lafortune, J, California's Housing Divide, Public Policy Institute of California Blog Post, May 13, 2022

https://www.ppic.org/blog/californias-housing-divide/

University of Southern California, Dornsife Public Exchange, Food Insecurity in Los Angeles County, December 2022, dated February 2023

https://publicexchange.usc.edu/wp-content/uploads/2023/02/USC-Food-Insecurity-in-LA-County_ResearchBrief_Feb2023.pdf

Women's Bureau, US Department of Labor, Childcare Prices in Local Areas, January 2023,

https://www.dol.gov/agencies/wb/topics/childcare/median-family-income-by-age-care-setting

Harrington, Ph.D., MBA, Maura, Emanate Health, Community Health Needs Assessment 2022 Prioritization Meeting, February 15, 2023, Center for Nonprofit Management

Huntington Hospital and the City of Pasadena Public Health Department, 2022 Community Health Needs Assessment, Greater Pasadena, June 2022

Kaiser Permanente Baldwin Park Medical Center, 2022 Community Health Needs Assessment, Sept. 27, 2022

Perez, C, Mejia, Marisol, and Johnson, H. Public Policy Institute of California, Immigrants in California, Fact Sheet, January 2023.

Danielson, C., Malagon, P. and Bohn, S, Public Policy Institute of California, Poverty in California, October 2022.

Institute for Applied Economics, Los Angeles County Economic Development Corporation, Pathways for Economic Resiliency: Los Angeles County 2021-2026, December 2020.

Los Angeles County Homeless Services Authority (LAHSA) and Pasadena Partnership Continuum of Care, 2022 Homeless Count Reports,

Kim, Whizy, Prices at the supermarket keep rising. So do corporate profits., Vox.com, March 17, 2023. https://www.vox.com/money/23641875/food-grocery-inflation-prices-billionaires

https://www.usnews.com/news/health-news/articles/2023-04-18/americas-4th-leading-cause-of-death-poverty

5. Indicate the approaches your agency took to gather qualitative data for the CNA. (Check all that apply.) (Organizational Standard 3.3)

Surveys

☒Clients

☒Partners and other service providers

☒General public

☒Staff

☒Board members

☒Private sector

☒Public sector

☒Educational institutions

Interviews

☒Local leaders

☒Elected officials

☒Partner organizations' leadership

☒Board members

☐New and potential partners

☒Clients

Focus Groups

☐Local leaders

☐Elected officials

☐Partner organizations' leadership

☐Board members

☐New and potential partners

☒Clients

☐Staff

☒**Community Forums**

☒**Asset Mapping**

☐**Other**

Foothill Unity Center's community assessment included 311 participants.

- 63 stakeholder interviews,
- 37 low-income participants in focus groups, and
- 211 respondents to the Center's Community Assessment Survey.

Stakeholder Interviews

Foothill Unity Center initiated its community assessment with interviews of 63 stakeholders across several sectors of the community. Data collected from stakeholders were used to help define the focus groups and the community assessment survey.

Stakeholders consistently prioritized the resources provided through these programs: housing, food, education, employment, healthcare, financial support. Resources for seniors and government information were also important.

Other 7%

Faith 7%

Civic/Governmental 34.9%

Community Service 7%

Educational 39.5%

In addition, stakeholders identified needs such as:

Homeless Resources: mental health services, a location to receive mail, shelter and clothing, triage and forced treatment for the chronically homeless, to get people off the streets.

Education Resources: tutoring, summer and extracurricular programs, childcare support, addressing the computer divide, tech support training, financial support.

Employment Resources: job placement resources and specialized/skilled training to obtain better compensation, work attire, communications skills, on-the-job counseling.

Financial Support: understanding taxes, budgeting, checkbook balancing, help with building credit, loans, and managing money.

Food and Nutrition: support for community gardens, access to hot meals, financial support for healthy food and needed appliances.

Healthcare: Access to medical care (despite insurance status), dental care, transportation assistance, healthy coping skills for children and parents.

Housing: Connection with Habitat for Humanity for affordable housing, affordable and subsidized housing, financial assistance.
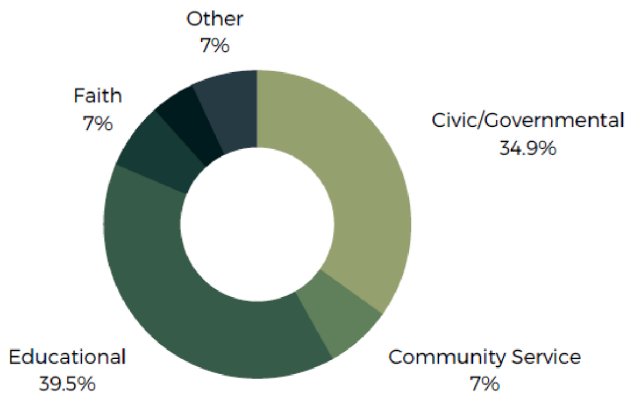
Government: know your rights, importance of voting and how to register, awareness of available services, how to file taxes.

Senior Resources: part time jobs, ways to feel productive, assistance with navigating communication software and social engagement activities.

Stakeholders identified the highest causes of poverty to be:

- cost of living is high and wages are low/stagnant,

- difficulty navigating systems and

- unawareness of available resources.
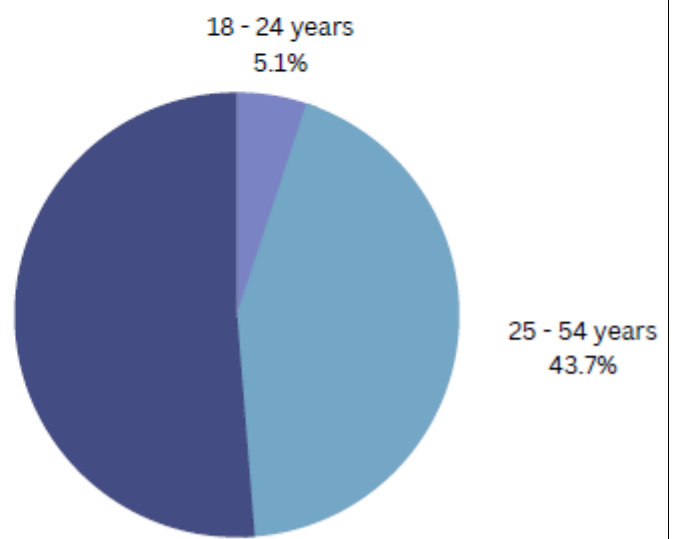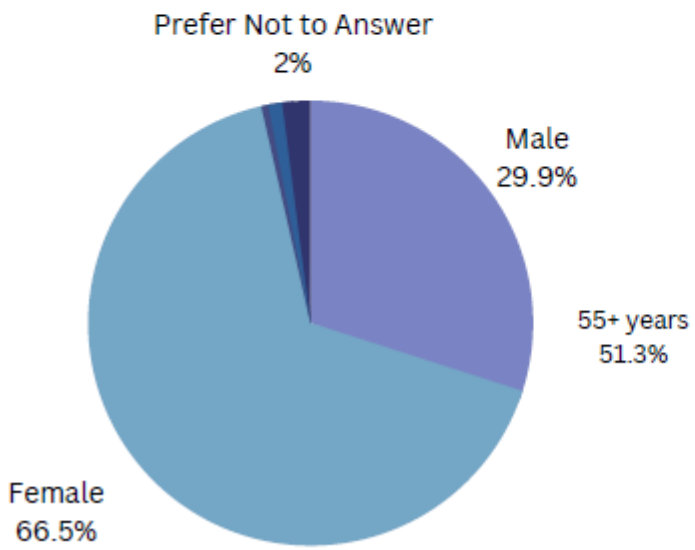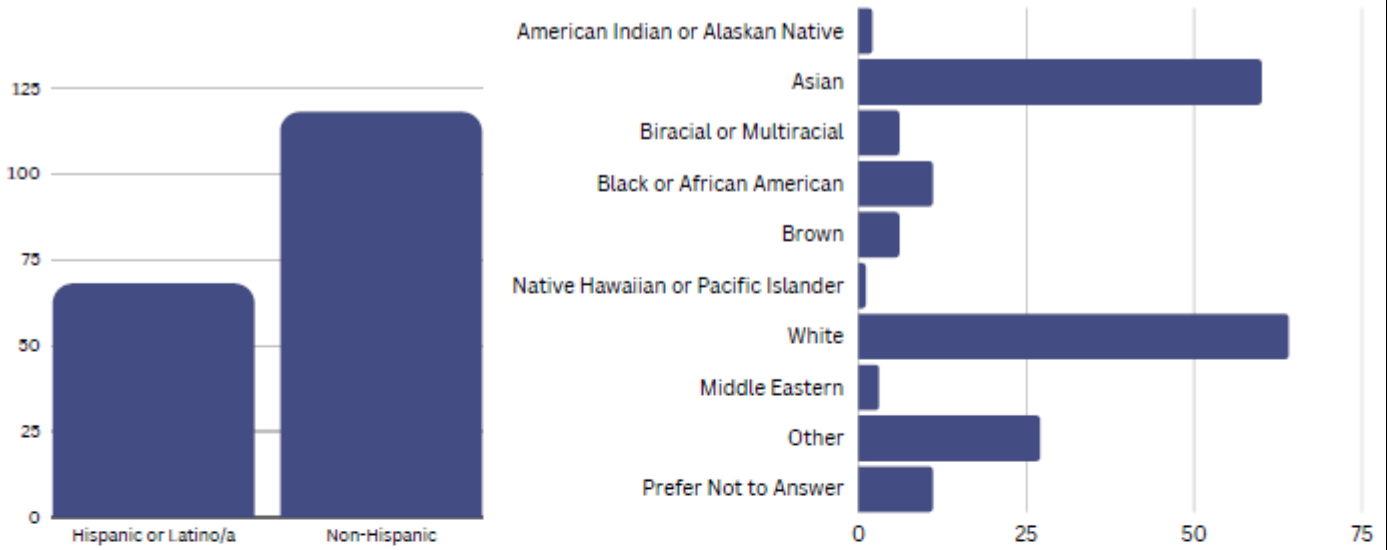
Focus Groups

Foothill Unity Center conducted 4 focus groups that included 37 low-income individuals, at both of the Center's sites and local senior housing. Qualitative comments on needs included:

- Regarding food and nutrition: The desire for food that is culturally familiar; requests for food that is high quality,

- Regarding language and accessibility: Many Chinese speakers have difficulty, many face language barriers to access medical resources, insurance, banks, and transportation.

- Regarding healthcare: need access to dental care, need transportation assistance, Chinese resources needed.

Survey

Over a 2 ½ week period, Foothill Unity Center conducted a comprehensive survey that reached 211 individuals, clients, community partners, donors, volunteers, trainees, staff and community members. More than half of the respondents, 120, identified as low-income. The survey encompassed questions regarding demographics and the respondent's relation to Foothill Unity Center. Respondents were asked to identify causes of poverty, needed resources and programs for the low-income, and their ranked priorities. The survey was distributed widely through email blasts, our weekly newsletter, social media, and to those waiting at food distributions at our two locations. Translations were provided in Spanish, Vietnamese, Mandarin and Russian. Results were tabulated using Qualtrics software.

Demographics of 211 survey participants:

Bar chart (left): Hispanic or Latino/a (~68), Non-Hispanic (~118), with y-axis scale 0, 25, 50, 75, 100, 125.

Bar chart (right) — race/ethnicity counts (x-axis 0 to 75):
- American Indian or Alaskan Native
- Asian
- Biracial or Multiracial
- Black or African American
- Brown
- Native Hawaiian or Pacific Islander
- White
- Middle Eastern
- Other
- Prefer Not to Answer

Pie chart (gender):
- Prefer Not to Answer 2%
- Male 29.9%
- Female 66.5%

Pie chart (age):
- 18 - 24 years 5.1%
- 25 - 54 years 43.7%
- 55+ years 51.3%

Most striking was the food insecurity found among participants.

Hunger Vital Sign

Within the past 30 days I/we were worried whether our food would run out before we got money to buy more.
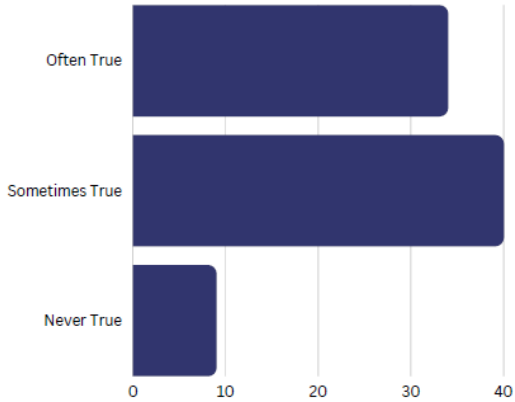
89%

Within the past 30 days the food I/we brought just didn't last and I/we didn't have the money to get more.
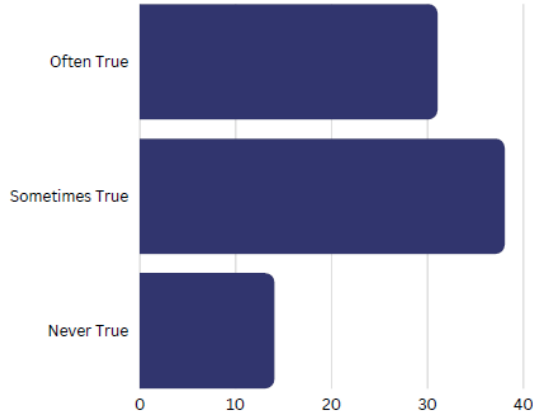
83%

Survey participants ranked the program resources most needed by the community.

Resources Needed	Number of low-income participants who identified program /resources as a priority
Food and Nutrition	113
Employment	110
Healthcare	93
Housing	82
Education	68
Homelessness	59
Senior	47
Government	43

The respondents who prioritized **Food** selected the following services to meet needs.
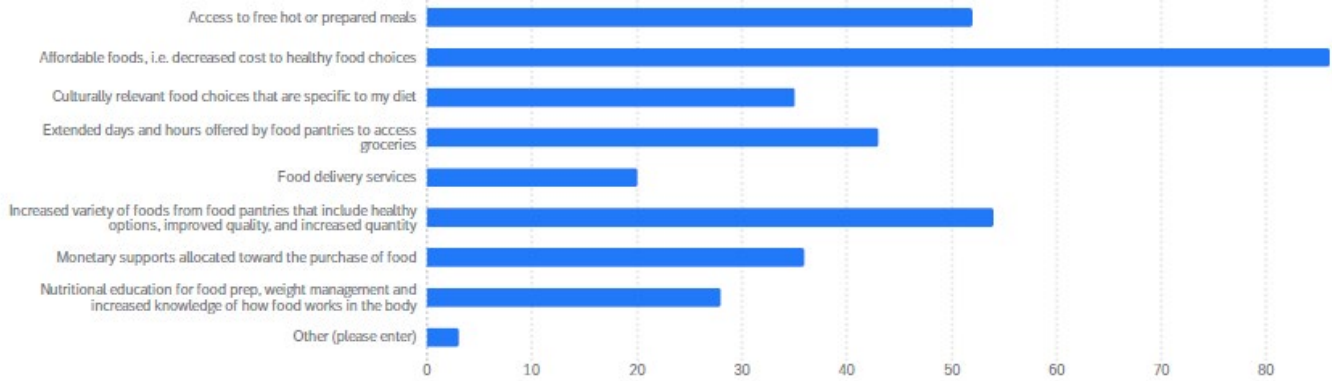
Since you ranked food and nutrition resources in your top 5, select three (3) resources that will meet your personal needs or the needs of the community:
121 ⓘ

The respondents who prioritized **Employment** selected the following services to meet needs.

Since you prioritized employment/job development services in your top 5, select three (3) resources that would be helpful and will meet your needs or the needs of the community: 112 ⓘ

The respondents who prioritized **Financial Support** selected the following services to meet needs.

Since you ranked financial support resources in your top 5, select two (2) resources that will meet your personal needs or the needs of the community: 105 ⓘ

The respondents who identified **Healthcare**, selected the following services to meet needs:

As you ranked Healthcare resources in your top five, select four (4) services that will meet your personal needs or the needs of the community: 100 ⓘ
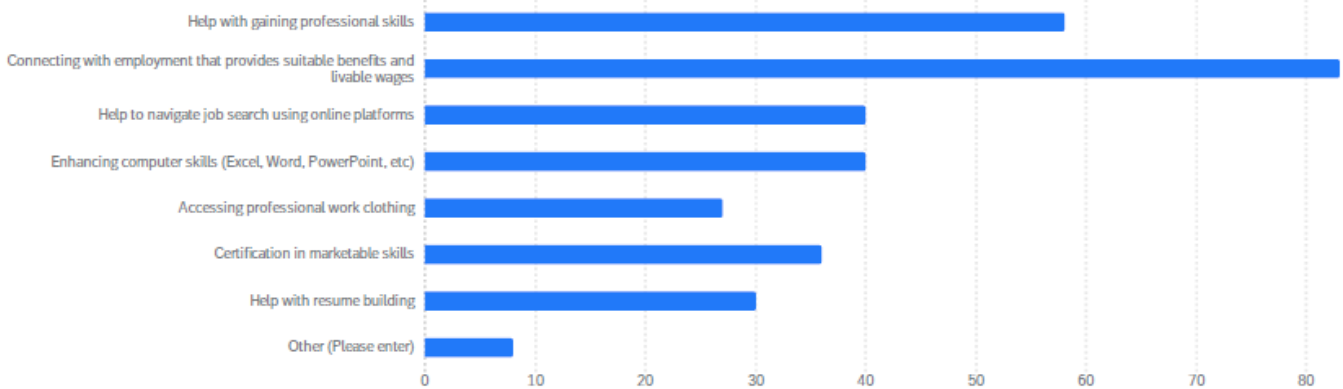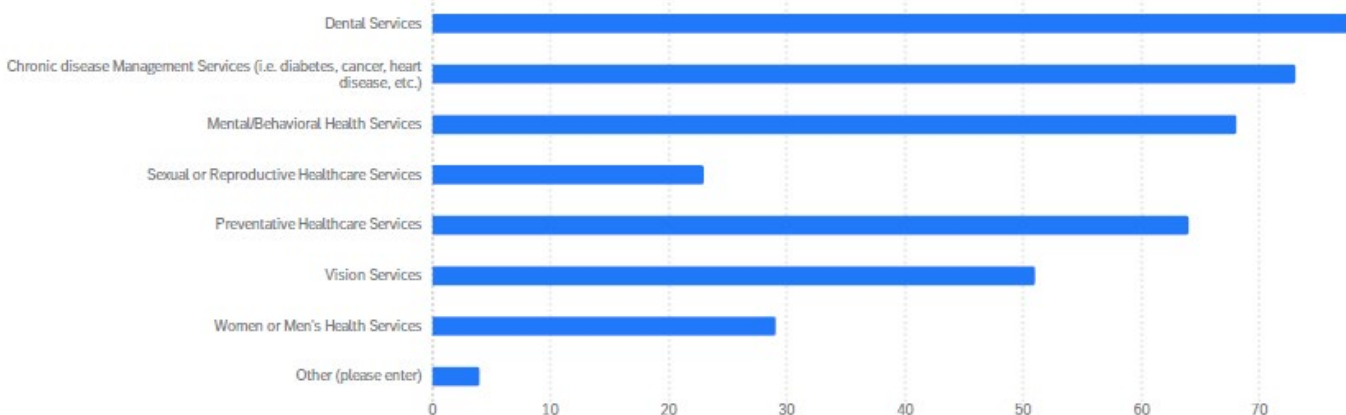
The respondents who identified **Housing** selected the following services to meet needs:

Since you ranked housing resources in your top 5, select three (3) resources that will meet your personal needs or the needs of the community 85 ⓘ
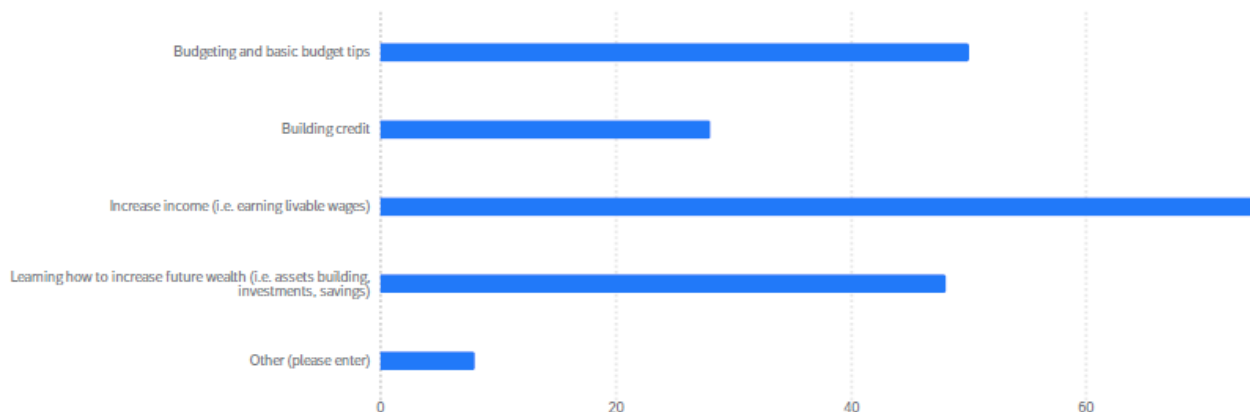

The respondents who identified **Homelessness**, selected the following services to meet needs:

Since you prioritized homeless services in your top 5, select five (5) resources that will meet your personal needs or the needs of the community: 53 ⓘ

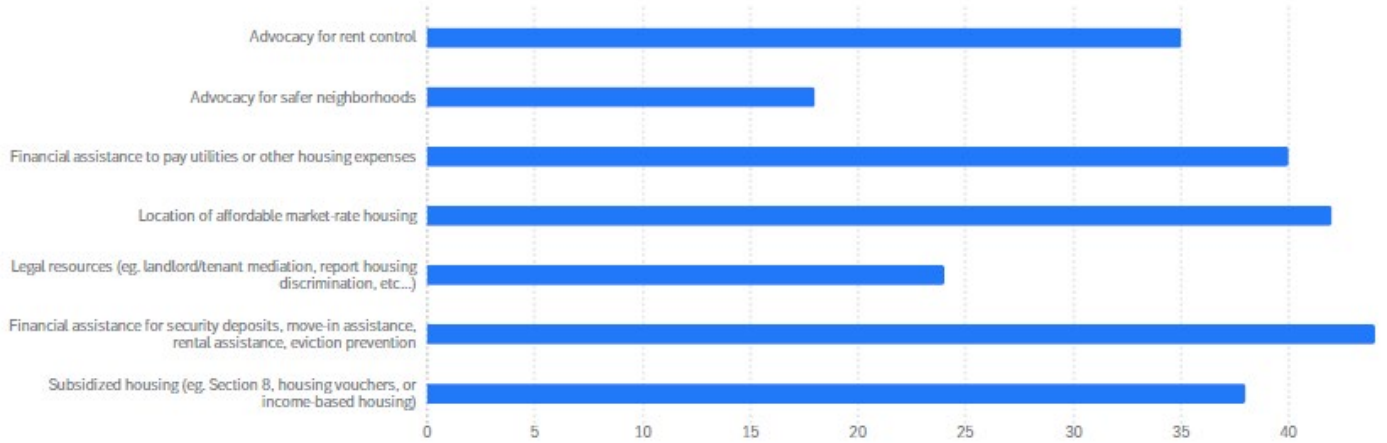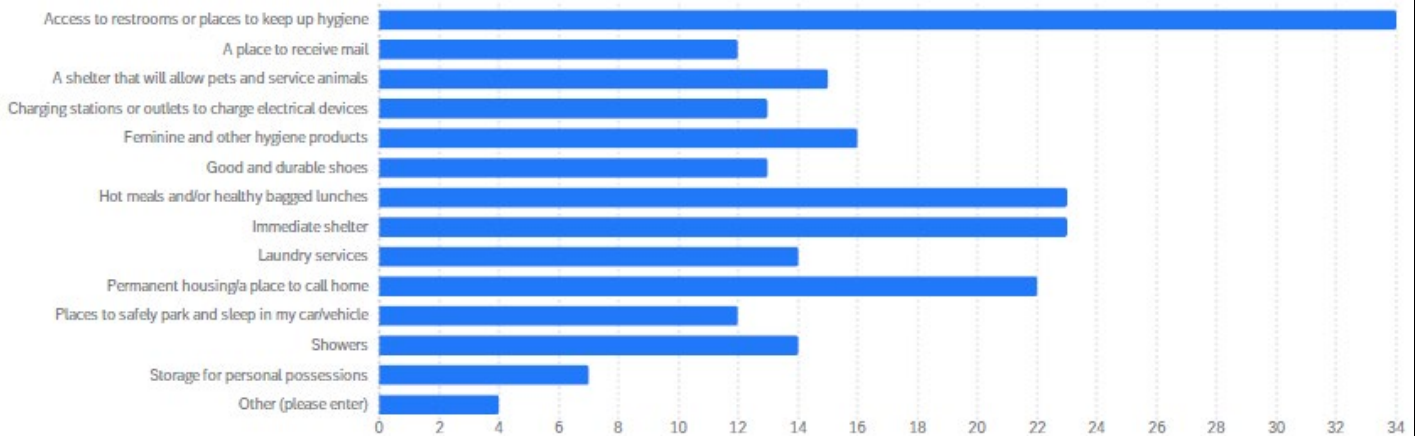The respondents who identified **Education** selected the following services to meet needs:

Since you prioritized education resources in your top 5, select three (3) supports that will help the recovery process and meet the needs of education service providers 66 ⓘ
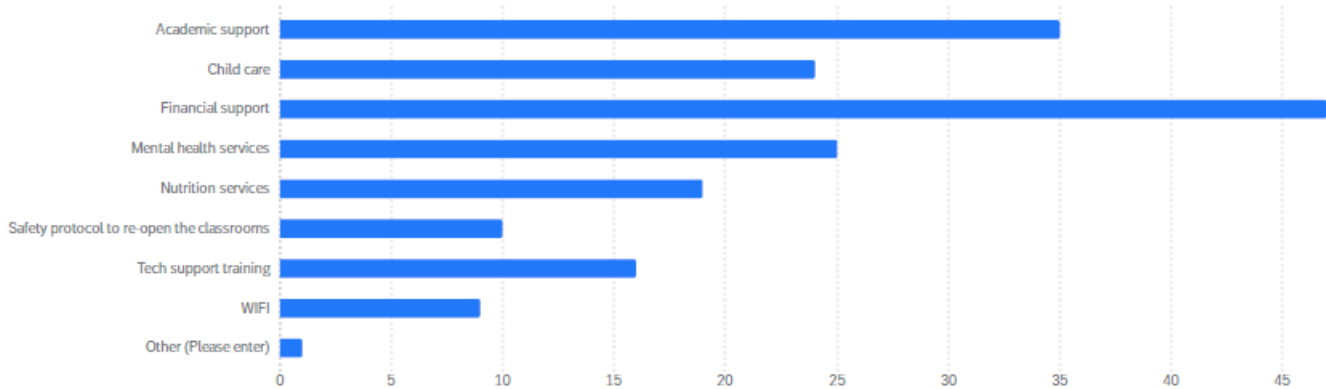
Common themes of needed financial assistance, access to mental health care, and navigation assistance appear in the low-income community response.

8. Summarize the data gathered from each sector of the community listed below and detail how your agency used the information to assess needs and resources in your agency's service area(s). Your agency must demonstrate that each sector was included in the needs assessment; A response for each sector is required. (CSBG Act Sections 676(b)(3)(C), 676(b)(9), Organizational Standard 2.2)

   A. Community-based organizations

Representatives from South Pasadena Public Library, Pasadena Chamber of Commerce, Temple City Coalition for the Homeless identified:

- Education services that included childcare, financial support, assistance with tuition reimbursement.
- Free neighborhood medical and dental clinics, neighborhood showers, laundry and hot meals, affordable housing and help to pay utilities.
- Government services that are easier to understand and less paperwork.

B. Faith-based organizations

Representatives of the Second Baptist Church identified:

- Financial support, childcare and training, budget tips and the importance of credit, access to free hot meals and healthy foods, mental health counseling, government services like know your rights and the importance of voting; and partnering with seniors to provide friendship and assistance.

- Vouchers/ financial support for food and housing accommodations.

C.   Private sector (local utility companies, charitable organizations, local food banks)

Huntington Health identifies the top 5 priority needs as:

Mental health, COVID-19, housing and homelessness, access to care, substance use

Children's Hospital of LA prioritized health needs as follows:

Mental Health, Homelessness/Housing, Economic Security/Poverty, Communicable/Infectious Diseases (including COVID-19), Patient/Family-centered health care, Health Services Communication, Obesity, Food Security

Kaiser Permanente Baldwin Park Medical Center identified the following significant health needs in priority order, in their 2022 CHNA:

Income & employment, Access to care, Housing, Mental & behavioral health, Education

Emanate Health identify the top trends in the community:

Diabetes and obesity, access to health care and mental health; psychological distress, economic insecurity, poverty, and housing (cost burdened households)

D.   Public sector (social services departments, state agencies)

LA County Housing Services Authority (LAHSA):

● In addition to increasing the supply of affordable housing , the community needs "to rehouse our neighbors faster and expand homelessness prevention, improve social safety nets, use data to predict and prevent homelessness, …"

Representatives from the city governments of Azusa, Monrovia, Baldwin Park, Arcadia, Sierra Madre, Azusa, Pasadena and Irwindale, provided the following priorities for resources needed:

- Education: childcare, financial support, tech support, language assistance, job training in trades, adult school programs.

- Employment: job skill workshops, workforce navigation, job fairs, connections with employers and job placement organizations.

- Financial Support: financial literacy, planning and insurance, higher wages, building credit, access to banking.

- Food and Nutrition: Access to free hot meals, healthy food, education on how to eat healthy on a budget, support for community gardens.

- Healthcare: system navigation including technology, health fairs, transportation, mobile clinics, access to preventative care.

- Homelessness: short term shelters, hotel vouchers, safe storage for possessions, mental health resources.

- Housing: affordable housing, legal and financial assistance, subsidized housing.

- Government: Awareness of government programs, application assistance.

- Senior: Case management home visits in native language, navigating communication software and social engagements, transportation, technology assistance, delivered meals.

E. Educational institutions (local school districts, colleges)

Per the University of Southern California, in 2022, food insecurity, exacerbated by food price inflation, increased in LA County to 24% of households. The majority of food insecure individuals were low income, female, Hispanic/Latino, 18-40 years old. USC recommends increased availability of emergency food and increased funding/implementation of the CalFresh program.

School board members, Superintendents, and Staff from the school districts of Arcadia, Pasadena, Baldwin Park, Monrovia, South Pasadena, and Duarte, provided the following priorities:

- Tutoring, childcare, tech support, job training, job connections, financial literacy training, access to healthy foods, support for community gardens, transportation assistance, mobile clinics, financial assistance for housing expenses, a location for homeless to receive mail, shelter and clothing.

9. "Causes of poverty" are the negative factors that create or foster barriers to self-sufficiency and/or reduce access to resources in communities in which low-income individuals live. After review and analysis of the data, describe the causes of poverty in your agency's service area(s). (Organizational Standard 3.4)

Lack of Affordable Housing and the High Cost of Housing

The lack of affordable housing causes homelessness. The lack of affordable housing has resulted in a cost of housing so high that it overwhelms a family's available funds, leading to poverty, food insecurity and low access to healthcare. As eviction moratoriums come to an end, housing stability becomes more precarious.

- The fair market rent for a 2-bedroom home in the vulnerable neighborhoods of Pasadena 91103 and Baldwin Park, is $2,044. To afford this, a family needs an hourly wage of $39.31, as compared to the minimum wage of $16. At a minimum wage, the employee would have to work 98 hours per week to keep housing at 30% of income. At the same time, skyrocketing rents make it that much harder to save money to afford a house in the future.

- As of April 1, 2023, the COVID eviction protections have expired. Tenants have until March 31, 2024 to pay back all of their rental debt (e.g. rent not paid throughout the moratoriums.)

- The cost-of-living index for our 12 city service area is 177, compared to the U.S. average of 100. The most significant driver is the cost of housing, indexed at 311; that is more than 3X the average cost of housing in the country, reflecting the excessively high rental and mortgage costs.

Home ownership is the predominant way to increase family wealth. It's not surprising to learn of a homeownership gap for Black and Latino families.

Household Race/Ethnicity	2019 Homeownership Rate in California
Latino	44%
Black	37%
Asian	60%
Non-Hispanic White	63%

As the pandemic disproportionately burdened low income and people of color, the gap in home ownership has likely widened.

Low levels of Educational Attainment and low wage jobs

The lack of education is a significant cause of poverty. In the cities with the highest poverty rates, (Duarte, Azusa, Baldwin Park, Irwindale, El Monte and Rosemead), 31% of adults do not have any degree, 27% have only a high school degree. Though today's unemployment rates are relatively low, many services jobs in the hospitality and retail industries that may be available to those without higher education, often leave individuals and families in poverty as they cannot earn a sufficient income. PPIC finds that adults with college degrees have a poverty rate of 6.2%; while those without a high school diploma suffer a poverty rate of 19.5%.

Access to Care, especially for Mental and Behavioral Health

Insurance alone doesn't guarantee access to care. Barriers include language difficulties, lack of transportation, differential treatment based on race, in addition to costs not covered by insurance. The increase in Mental and Behavioral Health illness since the Pandemic is well-documented, brought about from social isolation, loss of loved ones, widespread economic struggles that contribute to stress and anxiety. Looking forward, the expected evictions and economic recession will likely contribute to more mental health illness, which again exacerbates employment challenges and poverty.

Lack of Affordable Childcare

The shortage of affordable childcare has risen to become a significant cause of poverty these past few years, having a disproportionate impact on single parent households and low-income households. The National Database of Childcare Prices reports the 2022 estimated cost of childcare in LA County to be $19,355 annually for an infant, which is 24% of LA County median family income; pre-school age childcare is estimated at $13,972, 17.3 % of median family income. A family with more than one child pays even more, making childcare cost rival the cost of housing in our community. The high cost of childcare can prevent a parent from working altogether.
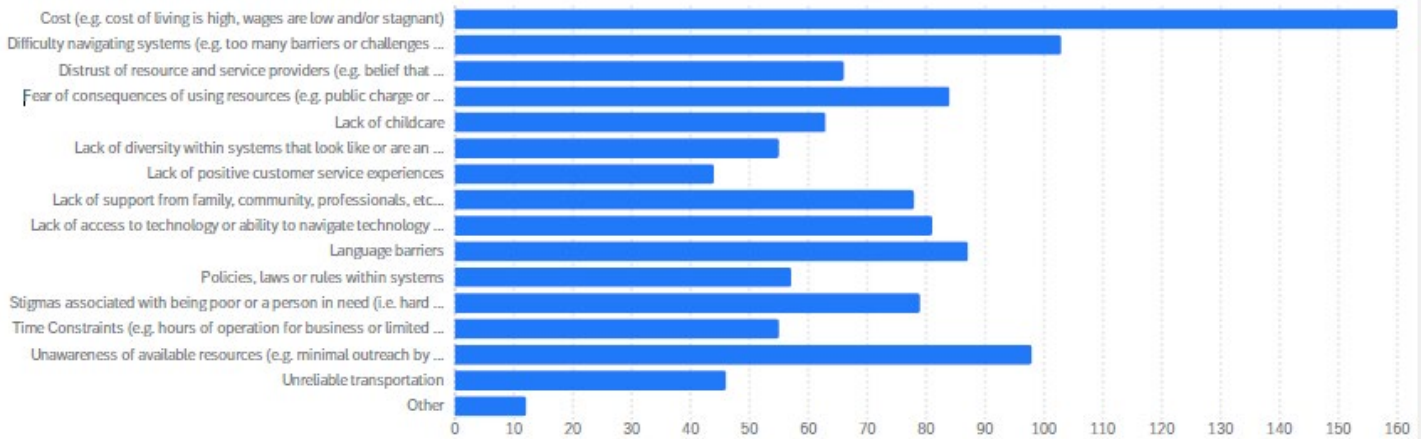
Public transportation:

Limited public transportation options in some areas of the San Gabriel Valley can make it difficult for residents to access jobs, education, healthcare and services, perpetuating poverty.

Causes of Poverty

Findings from the Center's Community Assessment Survey

The community survey found the high cost of living and low /stagnant wages as the leading cause of poverty. In addition to the causes listed above, distrust of resources, stigma of being poor, lack of diversity, lack of family/professional support and language difficulties are common barriers for the low-income to access resources and wealth.

Select seven (7) causes or reasons that poverty is perpetuated, further are barriers to equitable access to resources and to wealth. 193 ⓘ

Category	Value
Cost (e.g. cost of living is high, wages are low and/or stagnant)	160
Difficulty navigating systems (e.g. too many barriers or challenges ...	103
Distrust of resource and service providers (e.g. belief that ...	65
Fear of consequences of using resources (e.g. public charge or ...	84
Lack of childcare	63
Lack of diversity within systems that look like or are an ...	55
Lack of positive customer service experiences	43
Lack of support from family, community, professionals, etc...	78
Lack of access to technology or ability to navigate technology ...	80
Language barriers	87
Policies, laws or rules within systems	57
Stigmas associated with being poor or a person in need (i.e. hard ...	79
Time Constraints (e.g. hours of operation for business or limited ...	55
Unawareness of available resources (e.g. minimal outreach by ...	97
Unreliable transportation	46
Other	12

10. "Conditions of poverty" are the negative environmental, safety, health and/or economic conditions that may reduce investment or growth in communities where low-income individuals live. After review and analysis of the data, describe the conditions of poverty in your agency's service area(s). (Organizational Standard 3.4)

Housing Instability and homelessness

The lack of affordable housing is disheartening and backbreaking for low-income families. This is clear from the data, 41% of families in our service area are housing cost burdened, 19% are severely cost burdened.

As low-income individuals seek out an affordable place to live, they often find themselves in overcrowded housing conditions or stressful long commutes. In its 2022 report on homelessness, LAHSA cites the Regional Housing Needs Assessment (RHNA) goal for LA County: 800,000 units of affordable housing by 2029 are needed to meet the need for housing.

Homelessness continues to increase, with Latinos being 55% of the homeless population, the Latino count having increased by 26% since 2020.

Food Insecurity

Individuals living below 200% FPL, faced with a cost-of-living index of 177, are struggling with food insecurity, hunger and poor health. Recent inflation has led to an increase in food insecurity in 2022. USDA reports the price of food rose by 11.4% in 2022 and is expected to increase another 8.6% in 2023.

Underemployment

We see many individuals and families who are "working poor" who struggle to meet basic needs. Job sectors that failed to provide a living wage are identified in LAEDC's Pathways for Economic Resiliency, Los Angeles County 2021-2026; including fast food and counter workers, cashiers, amusement and recreation attendants and production workers. These jobs are in the accommodation and food services, retail trade, and arts and entertainment industries; the hardest hit industries during the pandemic. Though many of these jobs have been added back to the economy in the last year or so, the low wages leave workers struggling.

As of February 2023, unemployment in LA County has returned to pre-pandemic levels, hovering less than 5%. Those not employed, who want to work and reported a reason, identified: sick or caring for someone with COVID: 7%; caring for children not in school/daycare: 19%; sick or disabled (not COVID): 29%; furloughed, employer closed temporarily or out of business: 26%; no transportation to work: 2%.

In addition, the Bureau of Labor Statistics (BLS) measured U-6 for LA County to be 10.6% in 2022, the highest U-6 rate across the country. U-6 includes those unemployed plus discouraged and marginally attached workers and involuntary part time workers. Discouraged and marginally

attached workers are persons who are not in the labor force, want and are available for work, and had looked for a job sometime in the prior 12 months. Involuntary part time workers are those working less than 35 hours per week who want to work full time, are available to do so, and gave an economic reason (their hours had been cut back or they were unable to find a full-time job) for working part time.

Underemployment forces workers to live with economic instability, food insecurity, and leads to high levels of stress, anxiety and other mental health challenges.

Income inequality makes it easy to overlook the pockets of poverty.

At first glance the Center's service area appears affluent. However, the inequality gap in our region grew, as the pandemic had a disproportionate effect on low income families and people of color. While wealthier families were able to work from home, low income/less educated wage earners were more likely frontline essential workers; juggling the added burden of school closures and remote learning, often leaving women no choice but to lose their jobs. As the pandemic unwinds and businesses resume, many of the service and hospitality jobs for low income workers do not provide sufficient income to meet basic needs. PPIC reports that in late 2021, 64% of poor Californians lived in families with at least one working adult, more than half of them working full time.

In addition, our community is rich in immigrants, who are challenged by not only the cost of housing and education, but also linguistic isolation and cultural barriers. Persistent language and cultural barriers affect employment opportunities, education levels, ability to understand and navigate healthcare systems and other available resources. PPIC reports that in California, 70% of those without a high school degree are foreign born residents. While 93% of US born residents in California have a high school degree or higher, only 72% of immigrants in the state have completed high school.

Many immigrants are undocumented and not able to work in the formal economy; they are especially vulnerable to discriminatory housing and work practices; often fearful of available government and community resources. The Center for Migration Studies reports that in California, 17% of the undocumented population live below the poverty threshold. PPIC reports an even higher poverty rate, 25%, for undocumented immigrants in California. Center for Migration Studies reports that there are 2.25 million undocumented in California, that includes 1.6 million (74%) employed. However, only 60% have health insurance.

The pandemic has brought increased visibility to systematic racism and discrimination that have exacerbated the inequality and the conditions of poverty in our community. The ethnic and racial make-up of our community's homeless population (55% Hispanic/Latino, 19% Black, with Latinos being the fastest growing number of homeless) is a result of this deeply embedded bias and its impact on access to economic stability and healthcare. In our community, home ownership has been a significant source of wealth as houses gain significant value over time. But an investment

in housing has often not been available to people of color because of redlining and discrimination. And as gentrification has become common in previously affordable neighborhoods, the low-income members of the community are priced out of the area.

11. Describe your agency's approach or system for collecting, analyzing, and reporting customer satisfaction data to the governing board. (Organizational Standard 1.3)
Foothill Unity Center, Inc. periodically conducts client satisfaction surveys to the low-income households that accessed services. The participants' survey completions are captured in the Center's Client Services Management System (CSMS); and analyzed with Qualtrics. Since the start of the pandemic, many services are now provided outside; sometimes clients are waiting in their cars to access food. The Center's staff walks the car line with an e-tablet to collect short survey responses, to collect satisfaction data as well as household demographics. The CEO and Client Services Director periodically reports survey satisfaction results to the Board of Directors at its monthly meetings. Similarly, feedback surveys are regularly conducted with volunteers and Board Members as well as low-income participants after major events such as Back to School and the annual fundraising events.

Community Needs Assessment Results

CSBG Act Section 676(b)(11)

California Government Code Section 12747(a)

State Plan 14.1a

Table 1: Needs Table

Complete the table below. Insert row(s) if additional space is needed.

Needs Identified	Level	Agency Mission (Y/N)	Currently Addressing (Y/N)	Agency Priority (Y/N)
Food and Nutrition Resources	Family/ Community	Yes	Yes	Yes
Employment and Job Development Resources	Family/ Community	Yes	Yes	Yes
Financial Support Resources	Family/ Community	Yes	Yes	Yes
Healthcare Resources	Family/ Community	Yes	Yes	Yes
Housing and Homeless Resources	Family/ Community	Yes	Yes	Yes
Education Resources	Family/ Community	Yes	Yes	Yes

Needs Identified: List the needs identified in your most recent CNA.

Level: List the need level, i.e., community or family. Community Level: Does the issue impact the community, not just clients or potential clients of the agency? For example, a community level employment need is: There is a lack of good paying jobs in our community. Family Level: Does the need concern individuals/families who have identified things in their own life that are lacking? An example of a family level employment need would be: Individuals do not have good paying jobs.

Essential to Agency Mission: Indicate if the identified need aligns with your agency's mission.

Currently Addressing: Indicate if your agency is already addressing the identified need.

Agency Priority: Indicate if the identified need will be addressed either directly or indirectly.

Table 2: Priority Ranking Table

List all needs identified as an agency priority in Table 1. Insert row(s) if additional space is needed.

Agency Priorities	Description of programs, services, activities	Indicator(s) or Service(s) Category	Why is the need a priority?
1. Food and Nutrition Resources	Foothill Unity Center's Food Program is a resource to end hunger for the housed and the unhoused, as well as a collaboration with community partners and vendors to mitigate food waste. Our Food Program addresses the community's widespread food insecurity and is often a client's introduction to the Center and its wide variety of services. Between our two sites, six food distributions occur throughout the week to provide a balanced menu of fresh produce, breads and sweets, canned goods, meat, milk and other dairy foods. Bagged meals are available for those experiencing homelessness. The Center delivers food to seniors and homebound clients, to assist those who are isolated, sick and shut-in. Activities to enhance the nutritional impact of food services include healthy recipes, nutrition education workshops, and healthy food demonstrations. As available, hygiene products are distributed with food. As guided by Los Angeles Regional Food Bank, we collectively establish policy and assurances that nutrient-rich foods are accessible at all times, by low-income communities. By collaborating with Food Forward, we serve as a weekly produce hub for food pantry partners to access a rainbow of fruit and vegetables. Contributing to the edible food recovery goal set in California's recent legislation, SB 1383, we are a food recovery organization, partnering with food generators to mitigate food waste and remedy food insecurity in CA.	FNPI 5a, 5h, 5i.1, 5i.2, 5z, SRV 5q, 5ff-5jj	Community Assessment Survey results. Poverty statistics for the community. Assessment from stakeholders.

	The Center maintains its large food capacity with both its work training program and its leadership and coordinated engagement of community partners and volunteers. The Center provided enough food for 874,095 meals, including 5,648 food boxes delivered to seniors and disabled individuals, and 19,925 meals for unhoused individuals and families. Community engagement activities in our food distribution and holiday distribution events (3,695 Thanksgiving and Holiday food boxes in 2022) provide volunteers the opportunity to accept civic responsibility and to affect change. Volunteers learn about the issues that low-income people face; and as a result, such volunteers become better advocates and change makers for the betterment of our communities.		
2. Employment and Job Development & Access to Education Resources	Foothill Unity Center's Job Development Program is a pathway for individuals to enter or re-enter the workforce by gaining employment and access to wages that support economic security. We provide hands-on assistance to gain employment for those unemployed and underemployed. Our Workforce Development Manager assists the low-income population with job search and placement, providing assistance with resumes and interviews, on-site job counseling, workshops for basic skills development and financial literacy, and access to job certification training and work experience opportunities. We provide job leads, vouchers for those who need appropriate clothing for job interviews, and bus tokens and taxi vouchers to remove transportation barriers. We host sessions where clients can meet and interview with staffing agencies at our sites for potential job opportunities. We provide connections to enroll in higher education or trade schools, and	FNPI 1a-1h, 1h.1-1h.3, 1z, 6a, 6a.1-6a.3, 6z SRV 1b-1d, 1f-1h, 1i-1m, 1o, 3b-3c	Community Assessment Survey results. Poverty statistics for the community. Assessment from stakeholders.

	linkages to sources for financial aid. In 2022, we provided 1,433 job development services. In addition, our Center is a training site for US Dept. of Labor's Workforce Innovation and Opportunity Act (WIOA) programs -- providing work experience, training and marketable skills in administrative work, food distribution and warehousing. Staff and trainees are required to train for and receive their food handling and safety certificate; and they can participate in forklift education and certification on-site. We provide on-site work experience and field training for nursing students and social work and public health interns. In 2022, we supervised 96 nursing students, 38 work trainees, 4 AmeriCorps VIP members and 5 interns.		
3. Financial Support Resources	Financial support is an integral component to our Center's programs. Our program for employment and job development and access to education directly assists clients to increase their income through access to training, job search prep and job leads, assistance with access to higher education and navigation of financial aid opportunities. Our work experience program often leads to certifications, and qualifications for employment with a livable wage. Workshops in financial literacy assist with budgeting, banking and credit services. Case managers assist clients with access to available public and private funds. Rental and utility financial assistance are provided through our housing and homeless program. In addition, we encourage our clients to participate fully in our food and healthcare programs, not only to improve their health, but with these basic needs met, clients find their scarce funds can be allocated to other basic	<u>FNPI</u> 7a and 7z <u>SRV</u> 4c-4e, 4i-4k, 5e and 7d	Community Assessment Survey results. Poverty statistics for the community. Assessment from stakeholders.

	needs like housing. Financial support is, in effect, an outcome of the resources provided through our core programs.		
4. Healthcare Resources	Foothill Unity Center's Health Program is designed to diminish health disparities with access to healthcare, education on ways to manage chronic health diseases, and assistance with navigating the healthcare system. The Center currently implements preventative care strategies through partnerships with healthcare experts from colleges, universities, hospitals, Federally Qualified Health Centers (FQHC), and private clinics. Current activities and services include health screenings, pop-up clinics, health fairs, health education workshops, mobile vision and dental units, cooking demonstrations; and expanded activities that include triaging one's wellness by increasing behavioral health awareness. We have expanded the health services department to include linkages to mental and behavioral health providers as a step to address the well-being of individuals. Our case managers coordinate care for clients both in-house and with partners, advocate for resources and services not provided at our Center, provide linkages, and provide follow-up care that assures progress towards outcomes. Our Health program provides health educational materials with each food distribution. In 2022, we provided 19,264 COVID masks, supplies, educational material and scheduling services; 3,397 COVID vaccines and tests; 3,407 vital health screenings; 3,234 dental screenings and procedures. In partnership with USC Ostrow School of Dentistry, dental services valued at $126,228 were provided to	FNPI 5a-5c, 5f-5h, 5z SRV 5a, 5d-5e, 5o-5p, 5q, 5u-5w, 5bb-55jj, 5nn, 5oo	Community Assessment Survey results. Poverty statistics for the community. Assessment from stakeholders.

	107 children and their parents through Mobile Dental Clinic.		
5. Housing & Homeless Resources	Foothill Unity Center's Housing and Homeless Program addresses the needs of those experiencing homelessness and provides assistance to prevent homelessness. For those experiencing urgent emergency and chronic housing needs, the Center provides permanent and temporary placement solutions, such as motel vouchers, rental assistance, rapid re-housing, housing readiness assistance, and eviction prevention. We are an access center to lead the community to expand a housing first model in the foothills of the San Gabriel Valley. The Center partners with Family Promise, faith-based organizations and others, to provide unconventional approaches to address the housing crisis, such as safe parking and access to mobile showers along with haircuts. Case Managers assist with needed financial support, access to public assistance, and documentation; they are the linchpins who navigate the healthcare and housing systems, education opportunities, and the network of community partners. In 2022, our Center placed 52 families in permanent housing and temporary housing.	<u>FNPI</u> 4a-4e, 4z <u>SRV</u> 4h, 4m-4p, 4q	Community Assessment Survey results. Poverty statistics for the community. Assessment from stakeholders.

Agency Priorities: Rank your agency's planned programs, services and activities to address the needs identified in Table 1 as agency priorities.

Description of programs, services, activities: Briefly describe the program, services or activities that your agency will provide to address the need. Identify the number of clients to be served or the number of units offered, including timeframes for each.

Indicator/Service Category: List the indicator(s) (CNPI, FNPI) or service(s) (SRV) that will be reported in CSBG Annual Report.

Why is this need a priority: Provide a brief explanation about why this need has been identified as a priority. Connect the need with the data. (CSBG Act Section 676(b)(3)(A))

Part II: Community Action Plan

CSBG Act Section 676(b)(11)

California Government Code Sections 12745(e), 12747(a)

California Code of Regulations, Title 22, Division 11, Chapter 1, Sections 100651 and 100655

Vision and Mission Statement

1. Provide your agency's Vision Statement.
Foothill Unity Center envisions a community where ▪ All have their basic needs met, including the need to give ▪ All get the necessary support to become self-sufficient ▪ All are treated with love and dignity . . . all the time.

2. Provide your agency's Mission Statement.
Foothill Unity Center helps neighbors in crisis attain self-sufficiency by partnering with the community and using our resources wisely to provide vital support services with love and dignity.

Tripartite Board of Directors

CSBG Act Sections 676B(a) and (b); 676(b)(10)

California Code of Regulations, Title 22, Division 11, Chapter 1, Section 100605

> 1. Describe your agency's procedures under which a low-income individual, community organization, religious organization, or representative of low-income individuals that considers its organization or low-income individuals to be inadequately represented on your agency's board to petition for adequate representation. (CSBG Act Section 676(b)(10))

The Center's Tripartite Board of Directors ensures low-income individuals, community and religious organizations, legislators, and representatives of low-income individuals are represented in its governance. The Nominating Committee of the Board and staff are responsible for cultivation of new members and maintenance of the tripartite structure. Low-income individuals are given the opportunity to nominate themselves, others, or sign a petition endorsing their candidate of choice. Leaders from local government, community, and low-income service providers are asked to help recruit low-income candidates; the nominating committee then reviews and recommends the appropriate nominee to the full Board for review and vote.

Service Delivery System

CSBG Act Section 676(b)(3)(A)
State Plan 14.3

> **1. Describe your agency's service delivery system. Include a description of your client intake process or system and specify whether services are delivered via direct services or subcontractors, or a combination of both. (CSBG Act Section 676(b)(3)(A), State Plan 14.3)**

Families must re-qualify annually by showing identification, proof of local residency, and income at or below 200% of the Federal Poverty Level. (The California threshold of 200% used throughout the pandemic will sunset on Sept. 30, 2023, re-instating an income maximum of 150% of FPL.) Our agency verifies eligibility with documentation: pay stubs, social security award letters, verification of benefits, bank statements, tax statements, zero-income statements, unemployment insurance letters, rent receipts, lease agreements, mortgage statements, or qualification for other need-based programs. Our standard practice is to provide one-time emergency food, if someone comes to the Center without needed information (income, rent, receipts, ID, etc.). During the height of COVID-19, self-certifications were implemented to determine eligibility, both to keep pace with the much larger demand for services and to minimize the collection of documents as a health precaution. However, due to the end of the COVID-19 emergency status, our agency has resumed normal collection of qualifying documents. All data is maintained in a physical file and the Center's Client Services Management System (CSMS) database. Services are delivered via a combination of direct services and community partnerships with providers who make their resources accessible at our two agency locations.

> **2. Describe how the poverty data related to gender, age, and race/ethnicity referenced in Part I, Question 1 informs your service delivery and strategies in your service area**

The Center reviews and updates its service delivery and strategies as the needs in the community evolve. During the pandemic, as more seniors became food insecure, the Center dramatically increased food deliveries, that still remain at a level 7x the number of deliveries in pre-pandemic 2019. In addition, the Center established expanded partnerships with local Dial-a-Ride organizations, to support an increasing demand for delivery of food.

Similarly, the Center has increased outreach to schools in the highest poverty neighborhoods, to increase participation in special events: Back to School and the pediatric mobile dental clinic.

As homelessness in the area has increased, the Center has instituted weekly mobile showers on site and has partnered with local churches to provide the services needed to enable Safe Parking.

For the last few years, Foothill Unity Center has partnered with local county supervisors to expand its Thanksgiving food distribution to additional low-income neighborhoods, doubling the number of families receiving Thanksgiving food.

Linkages and Funding Coordination

CSBG Act Sections 676(b)(1)(B) and (C); (3)(B), (C) and (D); 676(b)(4), (5), (6), and (9)
California Government Code Sections 12747, 12760
Organizational Standards 2.1, 2.4
State Plan 9.3a, 9.3b, 9.4b, 9.6, 9.7, 14.1b, 14.1c, 14.3d, 14.4

1. Describe how your agency coordinates funding with other providers in your service area. If there is a formalized coalition of social service providers in your service area, list the coalition(s) by name and methods used to coordinate services/funding. (CSBG Act Sections 676(b)(1)(C), 676(b)(3)(C); Organizational Standard 2.1; State Plan 14.1c, 9.6, 9.7)

Foothill Unity Center does not subcontract any services and does not coordinate funding with other providers with CSBG funding.

2. Provide information on any memorandums of understanding and/or service agreements your agency has with other entities regarding coordination of services/funding. (CSBG Act Section 676(b)(9), Organizational Standard 2.1; State Plan 14.1c, 9.6, 9.7)

To meet the expressed needs identified in the community needs assessment survey, Foothill Unity Center has Memorandums of Understanding and/or coordinated services with: 1) Los Angeles Regional Food Bank 2) Food Forward 3) Azusa Pacific and Cal State University of Los Angeles Schools of Nursing 4) Union Station Homeless Services 5) Los Angeles Homeless Services Authority 6) Monrovia Community Adult School 7) South Bay and Foothill Workforce Development Boards 8) Immediate Needs Transportation Program/International Institute of Los Angeles 9) City of Pasadena's Transportation Department 10) City of Pasadena's Housing Department and 11) Volunteers of America 12) Citrus College 13) Occidental College 14) Rio Hondo College 15) San Gabriel Valley Council of Governments and more.

3. Describe how your agency ensures delivery of services to low-income individuals while avoiding duplication of services in the service area(s). (CSBG Act Section 676(b)(5), State Plan 9.3a, California Government Code 12760)

Foothill Unity Center, Inc. has developed working relationships with other service providers to ensure there is no unnecessary duplication of services and to enhance our coordinated approach to best serve the local community. By participating in community meetings, councils, commissions, associations and conferences, the Center's Staff identifies gaps and needs, and then strengthens and develops its direct services and its linkages. For example, Foothill Unity

Center works with the LADPH, LAMHA, LAHSA, Pasadena Partnership, Friends in Deed, Union Station, LA Regional Food Bank, WIOA, CalWORKs, to name a few.

Similarly, the Center's participation in community meetings ensures that partners are up to date on the Center's services, and they regularly make referrals to the Center. Referrals come to the Center from healthcare partners, police, schools, local government representatives and more. The Center's staff regularly attends outreach events to introduce the Center's services directly to the low-income populations, including school and city events. The Center participates in the Coordinated Entry System, to ensure the Homeless are efficiently supported by all the partners in the region's Continuum of Care. The Center regularly publicizes its services via social media and its website, and a weekly emailed newsletter, providing access information to the low-income population. As families and individuals come to the Center for food or assistance in health and housing navigation, our Staff provides handouts and advice on additional services that are available, both at the Center and via our partners.

In addition, FUCI staff reviews monthly services reports and trends to track the volume of calls (from both individuals and partners) that seek information, services, and referrals -- another way of assessing the needs of the community. We remain in our scope of expertise while informing low-income families and individuals of the availability of resources outside of our scope.

As we conduct the bi-annual community needs assessment, we deliberately reach out to known community partners and the general community, to research and prepare a plan that ensures we collaborate as efficiently as possible with other providers, in order to help meet the full spectrum of needs of low-income communities, and to avoid duplication of services.

4. Describe how your agency will leverage other funding sources and increase programmatic and/or organizational capacity. (California Government Code Section 12747)

The bulk of our food is generated through donations that are not procured with CSBG funds.

● We pick up food at the Los Angeles Regional Food Bank weekly which includes USDA and other low cost or free food items.

● We have regular weekly donated food pickups from local grocery stores, bakeries, etc.

● Each year the National Letter Carriers Association has a nationwide food drive on the 2nd Saturday of May. Last year, we received 155,875 pounds of canned, non-perishable foods from five local post offices.

● We receive food from Food Forward and youth organizations that collect local produce; we distribute this produce to clients and smaller food pantries.

We have been certified by LA County Housing Services Authority (LAHSA) which positions us well to apply for available funds for housing services; we have been funded by the City of Pasadena with CESH and HEAP funds, EFSP funding, and by LAHSA.

The Center has benefitted from CARES Act funding, as well as available COVID funding from private foundations and corporations, and the cities of Monrovia and Duarte, to support expanded services during the pandemic. We continue to closely manage our grants to ensure that we sustain services to meet the community needs going forward. The Center conducts an annual fund-raising awards gala that raises individual donations and sponsorships from local businesses and local governments.

Most recently we have been identified by the SGVCOG as a resource to help recover food and mitigate food waste throughout the San Gabriel Valley region, to become a regional food recovery hub.

5. Describe your agency's contingency plan for potential funding reductions. (California Government Code Section 12747)

Foothill Unity Center has developed a strong diversified level of support from foundations, corporations, individuals, faith based and civic organizations, schools and more. These supporters provide contributions and grants for our core programs as well as special programs. The Center's development department submits grant proposals to both private and public funders for both program support and capital, to maintain and grow our capacity. Similarly, we seek individual donations at fundraising events and have recently initiated a legacy contribution program.

Should funding under the CSBG program be reduced, the Center may be forced to reduce or discontinue some services and terminate some staff but we would strive to maintain the highest priority programs and services.

6. Describe how your agency documents the number of volunteers and hours mobilized to support your activities. (Organizational Standard 2.4)

The Center communicates its activities and results to the community via outreach events, its website, distribution of newsletters (print and electronic), via social media (Facebook, Instagram, Twitter), and regular participation in community meetings and coalition teams. Volunteers are a major component of the Center's success and communication. Volunteer names, affiliations and hours are tracked in the Center's NEON donor and volunteer database.

7. Describe how your agency will address the needs of youth in low-income communities through youth development programs and promote increased community coordination and collaboration in meeting the needs of youth. (CSBG Act Section 676(b)(1)(B), State Plan 14.1b)

Through community coordination and collaborations, Foothill Unity Center (FUCI) participates in multiple programs to address the needs of youth in low-income communities.

- Through FUCI summer jobs programs coordinated with both the Foothill Workforce Development Board and the City of Duarte Work Investment Network, youth are employed and gain work experience.

- Court-ordered youth complete community service hours as volunteers in FUCI's Food distribution/warehouse program.

- Volunteer youth from local high schools develop civic skills working in FUCI food distribution.

- Senator Anthony Portantino's Annual Foster Youth Town hall is a FUCI partnership that brings foster youth together to voice their concerns as foster or emancipated youth, and to become more knowledgeable about available resources.

- Through the Center's annual Back-to-School program, approximately 1,000 children and youth of low-income families are properly prepared to begin school with confidence; gaining school supplies, clothing, haircuts/manicures and health screenings. This past year we significantly increased the number of health screenings by offering incentives to the families that participated.

- K12 Foothill Consortium links us to internship possibilities for youth.

8. Describe how your agency will promote increased community coordination and collaboration in meeting the needs of youth, and support development and expansion of innovative community-based youth development programs such as the establishment of violence-free zones, youth mediation, youth mentoring, life skills training, job creation, entrepreneurship programs, after after-school childcare. (CSBG Act Section 676(b)(1)(B), State Plan 14.1b)

Through community coordination and collaborations, Foothill Unity Center participates in multiple programs to address the needs of youth in low-income communities.

- The collaboration between Duarte Unified School District, Los Angeles County Probation, and Duarte's Public Safety Department led to the formation of the *Duarte Area Resource Team (DART)* that offers early intervention and preventative services to at-risk youth.

- The QUEST program of Monrovia Unified School District has an alternative day program for middle and high school youth to volunteer at FUCI and in the community.

- The Center partners with Healing Connections to address bullying in schools and suicide prevention amongst youth in the local Monrovia and Duarte schools.
- The Center's Staff actively participates in the SGV Partnership and K12 Foothill Consortium meetings, a partnership that we've developed over the past four to five years

9. Describe the coordination of employment and training activities as defined in Section 3 of the Workforce and Innovation and Opportunity Act [29 U.S.C. 3102]. (CSBG Act Section 676(b)(5); State Plan 9.4b)

Foothill Unity Center is a private non-profit organization that represents the community and has formal (non-monetary) contracts with both the Foothill Workforce Development Board (FWDB) and South Bay Workforce Development Board, that govern GAIN placements. This partnership has demonstrated the effectiveness in the field of workforce development through our on-site training, according to the definitions outlined in the Workforce and Innovation and Opportunity Act [29 U.S.C. 3102]. Those most served through these collaborations are youth, seniors, dislocated workers, and displaced homemakers, some of which have limited work skills or are basic skill deficient in reading, writing, and computing; all of whom are low-income and unemployed. Foothill Unity Center provides a career pathway through skilled training in clerical work, customer service, food handling, warehouse, facilities maintenance, and ambassadorship work; all of which align with the needs of the economy's labor force. This career pathway also includes identifying and removing barriers to employment through the provision of supportive services and resources that include food, healthcare, and housing support, as assessed and driven by the Center's case workers. Case workers help to develop a career plan that may include use of technology coordinated with education and industry providers. Case workers provide connections to jobs, education, and career counseling or coaching throughout program participation.

In addition, Foothill Unity Center has structured programs to coordinate with:

- National Asian Pacific Center on Aging (NAPCA) workforce program for seniors and aging adults.
- Creative Works Safety to hold forklift certification trainings on site.
- SER-Jobs for Progress workforce program for seniors and aging adults.

10. Describe how your agency will provide emergency supplies and services, nutritious foods, and related services, as may be necessary, to counteract conditions of starvation and malnutrition among low-income individuals. (CSBG Act Section 676(b)(4), State Plan 14.4)

Foothill Unity Center, Inc. has a number of food programs to help combat hunger and food insecurity; we recently enhanced our food program to provide emergency supplies that are often a

need and their lack associated with poverty; for the future, we are exploring the steps required to become an emergency response center in times of disaster.

● Family Food Programs: Each month, families receive enough food (canned, dry, frozen, refrigerated food, bakery and dairy products, and fresh produce) including USDA foods, to supplement nourishment for about seven to ten days. All families may return for perishable foods (bread, dairy and fresh produce) once a week.

● Bag Lunch Program: The Center distributes substantial bag lunches three times a week; each bag is enough food to last for about two days. Made up of sandwiches, instant soups, snack-foods, fresh fruit, drinks, flip-top canned foods, sweets, and canned meats; these bag lunches are given to people who are homeless or have no place to store or cook food. Toiletry items are provided weekly, as available, to assist with hygiene needs. Clothing and blankets are provided as available.

● Homebound Grocery Delivery: Each month the Center delivers groceries to the homes of shut-ins including homebound seniors and disabled persons.

● Food Forward Program: FUCI shares excess food with neighborhood organizations, such as Foothills Kitchen, Annunciation Catholic Church, Grandview Foundation, local group homes, faith-based food programs and small community-based programs.

● Older Adult Food Box Program: FUCI distributes food boxes to seniors ages 60+ as a means to address the dietary needs of the senior community and as a means to combat food hunger amongst the senior population.

● Diaper Program: FUCI provides diapers to families with children in diapers from sizes 0 to 6.

The Center has enhanced its food distribution with the following support programs.

● Pet Food Bank: The Center provides pet food for families.

● Partnership with Dial-A-Ride provides transportation access for aging adults to access food distributions.

● Partnership with DoorDash provides delivery of groceries weekly.

● Food outreach pop ups are set up farmers market style for low-income communities.

11. Describe how your agency coordinates with other antipoverty programs in your area, including the emergency energy crisis intervention programs under Title XXVI, relating to low-income home energy assistance (LIHEAP) that are conducted in the community. (CSBG Act Section 676(b)(6))

To ensure coordination between anti-poverty programs, the Center will continue representation at a number of decision-making and planning tables of the cities that we serve, where low-income people live and benefit from the available anti-poverty programs such as emergency energy crisis, Head Start, emergency food, homeless services, and healthcare services: a) Coordinating

Councils of Monrovia and Duarte b) Health Consortium of the Greater San Gabriel Valley c) City of Hope's Community Benefits Advisory d) Continuum of Care/Pasadena Partnership e) Pasadena Executive Roundtable f) Foothill Workforce Development Board and g) SGV CANN h) Department of Public Social Services Community Meeting I) Innovative to Collaborative and J) Temple City Coalition of Homelessness.

12. Describe how your agency coordinates services with your local LIHEAP service provider?

Foothill Unity Center is listed on the website for the California Department of Community Services & Development as a service provider. The Center assists clients in their application to Maravilla Foundation, the LIHEAP provider that provides assistance with Utility payments in our region.

We are partnering with Long Beach LIHEAP to bring a provider on site at the Center.

13. Describe how your agency will use funds to support innovative community and neighborhood-based initiatives, which may include fatherhood and other initiatives, with the goal of strengthening families and encouraging effective parenting. (CSBG Act Section 676(b)(3)(D), State Plan 14.3d)

As a grass-roots organization, Foothill Unity Center, Inc. is familiar with neighborhood-based initiatives and therefore supports innovation within the community. Currently, Foothill Unity Center is involved with innovative initiatives such as a) safe-parking b) pop-up health clinics and mental health workshops, c) community gardening, d) pet food bank. The Center hosts an annual health, wellness and job fair in partnership with Azusa Pacific School of Nursing; and an annual pediatric mobile dental clinic, in partnership with USC's Ostrow School of Dentistry. The Center hosts these initiatives which are leveraged through CSBG funding.

These initiatives strengthen the community because they offer opportunities to create solutions that address: the 5,173 homeless living in their cars/vans/RV's on any given night in San Gabriel Valley; the uninsured that are not accessing healthcare services and/or accessing only emergency care services; the need to know about food and its impact on health; and the well-being of the whole family.

14. Describe how your agency will develop linkages to fill identified gaps in the services, through the provision of information, referrals, case management, and follow-up consultations. (CSBG Act Section 676(b)(3)(B), State Plan 9.3b)

Foothill Unity Center provides referrals and linkages whenever we cannot provide a direct service that's needed. Referrals may be over the phone to anyone in the community who calls for assistance. Written educational and community information is provided with every food service,

identifying community partner information as needed for health or housing support. Similarly, case management schedules appointments, sometimes accompanies clients, follows up on client plans, all to improve the quality of linkages to vital services. The Center regularly hosts community partners on site, so that clients can engage with critical service providers. Examples include mental health professionals, physical health professionals, dentists, veterinarians at pet clinics, job developers at job fairs.

Monitoring

CSBG Act Section 678D(a)(1)(A) and (B)

> **1. Describe how your agency's monitoring activities are related to establishing and maintaining the integrity of the CSBG program. Include your process for maintaining high standards of program and fiscal performance.**

Procedures are in place to track and measure program performance and achievement of outcomes. All data is entered into our upgraded Client Services Management System (CSMS), which is a database software that is designed specifically to capture service transactions as well as case management activities. The Center has a full-time Data Manager that monitors the system, and develops programs to collect data and process the information for necessary reports. The data manager also has support staff trained to assist with developing queries (custom reports) and submitting weekly corrections. These systems include automated reports to build accuracy, reliability, and efficiency in the data collection process; in order to maintain high program standards and data integrity.

FUCI maintains a Fiscal Policy and Procedures Manual, last updated July 2019 and approved by the Board of Directors (BOD) of Foothill Unity Center, Inc. The Center's BOD has a finance committee that meets monthly on a regular basis with increased frequency if necessary.

Annual audits are performed by an outside CPA firm and donor audits are completed as required. We have recently completed an RFP cycle and will conduct the 2022 single audit with a new CPA firm. In the last couple years we have contracted with a new payroll company and we are improving the tracking of services and labor hours for grant specific activities. As improvements are defined, the Fiscal Policy and Procedures Manual will be updated, and the staff will be trained.

> **2. If your agency utilizes subcontractors, please describe your process for monitoring the subcontractors. Include the frequency, type of monitoring, i.e., onsite, desk review, or both, follow-up on corrective action, and issuance of formal monitoring reports.**

Foothill Unity Center does not use any subcontractors with CSBG funding.

Data Analysis, Evaluation, and ROMA Application

CSBG Act Section 676(b)(12)
Organizational Standards 4.2, 4.3

1. Describe your agency's method for evaluating the effectiveness of programs and services. Include information about the types of measurement tools, the data sources and collection procedures, and the frequency of data collection and reporting. (Organizational Standard 4.3)

The process of data collection begins with client intake. The well-being of each client is assessed at the time the client registers into the Center's programs, establishing a baseline. Periodic assessments compare the client's current status to this baseline to determine if the client is progressing toward greater self-sufficiency. If progress is lacking, the client's situation is reviewed and new strategies for success are identified and implemented.

This information is tracked in CSMS (Client Services Management System) whereby a family file number is generated for each client that accesses services through the Center. Each time a client receives a service it is entered in CSMS. Each week a case management multi-disciplinary team meets, including the social and health services staff, behavioral health staff, director of client services and support staff in order to coordinate care, review and evaluate program effectiveness of the services for its clients. The Leadership team evaluates the effectiveness of programs by observation, review of reporting, feedback from the community and participants, and staff meetings.

2. Applying the Results Oriented Management and Accountability (ROMA) cycle of assessment, planning, implementation, achievement of results, and evaluation, describe one change your agency made to improve low-income individuals' and families' capacity for self-sufficiency. (CSBG Act Section 676(b)(12), Organizational Standard 4.2)

Foothill Unity Center continues to evaluate the services it provides to the unhoused members of the community. The Center initially provided food and toiletry products as available. Staff coordinated focus group discussions and offered feedback surveys to those who came for services. As a result, the Center expanded its services to provide clothes and blankets, especially in cold weather. Again, evaluating the response and requests from those seeking services, the Center again planned to expand its services for the unhoused community. Along with a community partner, the Center applied for LAHSA funds, and has now implemented mobile showers, available weekly at both the Monrovia and Pasadena sites. Seeking feedback from those gaining services, we offer haircuts with the mobile showers, when additional partners are available. In 2022, Foothill Unity Center provided food for 19,925 meals for the unhoused community, 612 mobile showers, often with haircuts and clothing.

3. Applying the full ROMA cycle, describe one change your agency facilitated to help revitalize the low-income communities in your agency's service area(s). (CSBG Act Section 676(b)(12), Organizational Standard 4.2)

Foothill Unity Center's application of the ROMA cycle to review results, evaluate, update the plan and implement, helped the Center to provide Back to School services throughout the pandemic. The event evolved each year as the pandemic environment evolved, ensuring the Center could maximize its revitalizing impact on families with children. By 2021, the Center had been providing food outdoors and had over time, updated the Center's records with the increased number of families needing help during COVID. Back to School distribution of backpacks was implemented as a special distribution along the outdoor food line. The results included the delivery of backpacks packed with school supplies to 853 children; however, unlike BTS in earlier years, health screenings were not feasible and the excitement of a large community event celebrating our region's children was missing. By 2022, the Center updated its plans, considering the progress made against the pandemic. Volunteers were still scarce, but community partners were ready and willing to work an event. The Back to School distribution was moved back into the Santa Anita Racetrack, so we were positioned to host the excitement of a large gathering. However, distribution was modified to allow families to move more quickly through the event and masks were required. Results included 1,192 children served, nearly 1200 health tests and screenings. Backpacks were distributed pre-packed, an innovation initiated during the outdoor distribution of the previous year. As we look forward to summer of 2023, we will again review previous results, update our plan, and support families and children for Back to School.

Response and Community Awareness

Diversity, Equity, and Inclusion

1. Does your agency have Diversity, Equity, and Inclusion (DEI) programs in place that promote the representation and participation of different groups of individuals, including people of different ages, races and ethnicities, abilities and disabilities, genders, religions, cultures, and sexual orientations?
☒Yes ☐No

2. If yes, please describe.
Foothill Unity Center has initiated a training program to build a staff of certified DEI trainers. Seven key managers/leaders in our Center have completed DEI training through the on-line courses including a program from Cornell University and Workforce 180, LLC. The training takes the perspective of the priorities for a team leader, focusing on: improving employee engagement, fostering an inclusive climate, fostering both inclusion and diversity while understanding their differences, and counteracting unconscious bias to foster equity. As we develop a core group of Staff who appreciate the challenges and benefits of creating an improved DEI culture, we plan to expand training, and identify and implement programs to build a more inclusive, equitable and diverse organization for both our employees and our clients. ● Competencies include communication, listening, empathy building, relationship building, leadership development, teamwork, collaboration, problem solving We are just beginning the process to update our policies to highlight DEI. In our recently updated strategic plan, dated 2022, the Board of Directors with Staff have identified the need to update its Core Values as a first step to documenting the DEI principles important to Foothill Unity Center.

Disaster Preparedness

1. Does your agency have a disaster plan in place that includes strategies on how to remain operational and continue providing services to low-income individuals and families during and following a disaster? The term disaster is used in broad terms including, but not limited to, a natural disaster, pandemic, etc.
☒Yes ☐No

2. If yes, when was the disaster plan last updated?

Foothill Unity Center's Emergency Action Plan was last updated March 2022.

3. Briefly describe your agency's main strategies to remain operational during and after a disaster.

The Emergency Action Plan (EAP) establishes guidelines for workplace emergencies. As each emergency is unique, the CEO and leadership team will assess, address concerns and keep the Board informed. The EAP identifies names and phone numbers for the Center's Designated Official, the Emergency Coordinator, the back-up personnel for each, and key emergency providers.

The EAP provides guidance on evacuations, medical emergencies, fire, extended power loss, natural disasters, injuries. The purpose of the EAP is to equip the Staff with emergency procedures and operational expectations should an emergency arise. The goal is to ensure a safe and readied environment so that emergency responders can perform essential emergency functions that will save lives, minimize and repair damage, and ensure continuity of operations so that essential services will remain available, or resume as quickly as possible, for both clients and the community.

The EAP designates the Emergency Coordinator to have the responsibility for training and drills; and the CEO/Executive Director has the responsibility to make decisions on reentry and resumption of business.

Federal CSBG Programmatic Assurances and Certification

CSBG Act 676(b)

Use of CSBG Funds Supporting Local Activities

676(b)(1)(A): The state will assure "that funds made available through grant or allotment will be used – (A) to support activities that are designed to assist low-income families and individuals, including families and individuals receiving assistance under title IV of the Social Security Act, homeless families and individuals, migrant or seasonal farmworkers, and elderly low-income individuals and families, and a description of how such activities will enable the families and individuals--

    i. to remove obstacles and solve problems that block the achievement of self-sufficiency (particularly for families and individuals who are attempting to transition off a State program carried out underpart A of title IV of the Social Security Act);

    ii. to secure and retain meaningful employment;

    iii. to attain an adequate education with particular attention toward improving literacy skills of the low-income families in the community, which may include family literacy initiatives;

    iv. to make better use of available income;

    v. to obtain and maintain adequate housing and a suitable living environment;

    vi. to obtain emergency assistance through loans, grants, or other means to meet immediate and urgent individual and family needs;

    vii. to achieve greater participation in the affairs of the communities involved, including the development of public and private grassroots

    viii. partnerships with local law enforcement agencies, local housing authorities, private foundations, and other public and private partners to

      –

        I. document best practices based on successful grassroots intervention in urban areas, to develop methodologies for wide-spread replication; and

        II. strengthen and improve relationships with local law enforcement agencies, which may include participation in activities such as neighborhood or community policing efforts;

Needs of Youth

676(b)(1)(B) The state will assure "that funds made available through grant or allotment will be used – (B) to address the needs of youth in low-income communities through youth development programs that support the primary role of the family, give priority to the prevention of youth problems and crime, and promote increased community coordination and collaboration in meeting the needs of youth, and support development and expansion of innovative community-based youth development programs that have demonstrated success in preventing or reducing youth crime, such as--

I. programs for the establishment of violence-free zones that would involve youth development and intervention models (such as models involving youth mediation, youth mentoring, life skills training, job creation, and entrepreneurship programs); and
II. after-school childcare programs.

Coordination of Other Programs

676(b)(1)(C) The state will assure "that funds made available through grant or allotment will be used – (C) to make more effective use of, and to coordinate with, other programs related to the purposes of this subtitle (including state welfare reform efforts)

Eligible Entity Service Delivery System

676(b)(3)(A) Eligible entities will describe "the service delivery system, for services provided or coordinated with funds made available through grants made under 675C(a), targeted to low-income individuals and families in communities within the state;

Eligible Entity Linkages – Approach to Filling Service Gaps

676(b)(3)(B) Eligible entities will describe "how linkages will be developed to fill identified gaps in the services, through the provision of information, referrals, case management, and follow-up consultations."

Coordination of Eligible Entity Allocation 90 Percent Funds with Public/Private Resources

676(b)(3)(C) Eligible entities will describe how funds made available through grants made under 675C(a) will be coordinated with other public and private resources."

Eligible Entity Innovative Community and Neighborhood Initiatives, Including Fatherhood/Parental Responsibility

676(b)(3)(D) Eligible entities will describe "how the local entity will use the funds [made available under 675C(a)] to support innovative community and neighborhood-based initiatives related to the purposes of this subtitle, which may include fatherhood initiatives and other initiatives with the goal of strengthening families and encouraging parenting."

Eligible Entity Emergency Food and Nutrition Services

676(b)(4) An assurance "that eligible entities in the state will provide, on an emergency basis, for the provision of such supplies and services, nutritious foods, and related services, as may be necessary to counteract conditions of starvation and malnutrition among low-income individuals."

State and Eligible Entity Coordination/linkages and Workforce Innovation and Opportunity Act Employment and Training Activities

676(b)(5) An assurance "that the State and eligible entities in the State will coordinate, and establish linkages between, governmental and other social services programs to assure the effective delivery of such services, and [describe] how the State and the eligible entities will coordinate the provision of employment and training activities, as defined in section 3 of the Workforce Innovation and Opportunity Act, in the State and in communities with entities providing activities through statewide and local workforce development systems under such Act."

State Coordination/Linkages and Low-income Home Energy Assistance

676(b)(6) "[A]n assurance that the State will ensure coordination between antipoverty programs in each community in the State, and ensure, where appropriate, that emergency energy crisis intervention programs under title XXVI (relating to low-income home energy assistance) are conducted in such community."

Community Organizations

676(b)(9) An assurance "that the State and eligible entities in the state will, to the maximum extent possible, coordinate programs with and form partnerships with other organizations serving low-income residents of the communities and members of the groups served by the State, including religious organizations, charitable groups, and community organizations."

Eligible Entity Tripartite Board Representation

676(b)(10) "[T]he State will require each eligible entity in the State to establish procedures under which a low-income individual, community organization, or religious organization, or representative of low-income individuals that considers its organization, or low-income individuals, to be inadequately represented on the board (or other mechanism) of the eligible entity to petition for adequate representation."

Eligible Entity Community Action Plans and Community Needs Assessments

676(b)(11) "[A]n assurance that the State will secure from each eligible entity in the State, as a condition to receipt of funding by the entity through a community service block grant made under this subtitle for a program, a community action plan (which shall be submitted to the Secretary, at the request of the Secretary, with the State Plan) that includes a community needs assessment for the community serviced, which may be coordinated with the community needs assessment conducted for other programs."

State and Eligible Entity Performance Measurement: ROMA or Alternate System

676(b)(12) "[A]n assurance that the State and all eligible entities in the State will, not later than fiscal year 2001, participate in the Results Oriented Management and Accountability System, another performance measure system for which the Secretary facilitated development pursuant to section 678E(b), or an alternative system for measuring performance and results that meets the requirements of that section, and [describe] outcome measures to be used to measure eligible entity performance in promoting self-sufficiency, family stability, and community revitalization."

Fiscal Controls, Audits, and Withholding

678D(a)(1)(B) An assurance that cost and accounting standards of the Office of Management and Budget (OMB) are maintained.

✔ **By checking this box and signing the Cover Page and Certification, the agency's Executive Director and Board Chair are certifying that the agency meets the assurances set out above.**

State Assurances and Certification

California Government Code Sections 12747(a), 12760, 12768

For CAA, MSFW, NAI, and LPA Agencies

California Government Code § 12747(a): Community action plans shall provide for the contingency of reduced federal funding.

California Government Code § 12760: CSBG agencies funded under this article shall coordinate their plans and activities with other agencies funded under Articles 7 (commencing with Section 12765) and 8 (commencing with Section 12770) that serve any part of their communities, so that funds are not used to duplicate particular services to the same beneficiaries and plans and policies affecting all grantees under this chapter are shaped, to the extent possible, so as to be equitable and beneficial to all community agencies and the populations they serve.

✔ **By checking this box and signing the Cover Page and Certification, the agency's Executive Director and Board Chair are certifying that the agency meets the assurances set out above.**

For MSFW Agencies Only

California Government Code § 12768: Migrant and Seasonal Farmworker (MSFW) entities funded by the department shall coordinate their plans and activities with other agencies funded by the department to avoid duplication of services and to maximize services for all eligible beneficiaries.

✔ **By checking this box and signing the Cover Page and Certification, the agency's Executive Director and Board Chair are certifying that the agency meets the assurances set out above.**

Organizational Standards

Category One: Consumer Input and Involvement

Standard 1.1 The organization/department demonstrates low-income individuals' participation in its activities.

Standard 1.2 The organization/department analyzes information collected directly from low-income individuals as part of the community assessment.

Standard 1.3 (Private) The organization has a systematic approach for collecting, analyzing, and reporting customer satisfaction data to the governing board.

Standard 1.3 (Public) The department has a systematic approach for collecting, analyzing, and reporting customer satisfaction data to the tripartite board/advisory body, which may be met through broader local government processes.

Category Two: Community Engagement

Standard 2.1 The organization/department has documented or demonstrated partnerships across the community, for specifically identified purposes; partnerships include other anti-poverty organizations in the area.

Standard 2.2 The organization/department utilizes information gathered from key sectors of the community in assessing needs and resources, during the community assessment process or other times. These sectors would include at minimum: community-based organizations, faith-based organizations, private sector, public sector, and educational institutions.

Standard 2.4 The organization/department documents the number of volunteers and hours mobilized in support of its activities.

Category Three: Community Assessment

Standard 3.1 (Private) Organization conducted a community assessment and issued a report within the past 3 years.

Standard 3.1 (Public) The department conducted or was engaged in a community assessment and issued a report within the past 3-year period, if no other report exists.

Standard 3.2 As part of the community assessment, the organization/department collects and includes current data specific to poverty and its prevalence related to gender, age, and race/ethnicity for their service area(s).

Standard 3.3 The organization/department collects and analyzes both qualitative and quantitative data on its geographic service area(s) in the community assessment.

Standard 3.4 The community assessment includes key findings on the causes and conditions of poverty and the needs of the communities assessed.

Standard 3.5 The governing board or tripartite board/advisory body formally accepts the completed community assessment.

Category Four: Organizational Leadership

Standard 4.1 (Private) The governing board has reviewed the organization's mission statement within the past 5 years and assured that:
1. The mission addresses poverty; and
2. The organization's programs and services are in alignment with the mission.

Standard 4.1 (Public) The tripartite board/advisory body has reviewed the department's mission statement within the past 5 years and assured that:
1. The mission addresses poverty; and
2. The CSBG programs and services are in alignment with the mission.

Standard 4.2 The organization's/department's Community Action Plan is outcome-based, anti- poverty focused, and ties directly to the community assessment.

Standard 4.3 The organization's/department's Community Action Plan and strategic plan document the continuous use of the full Results Oriented Management and Accountability (ROMA) cycle or comparable system (assessment, planning, implementation, achievement of results, and evaluation). In addition, the organization documents having used the services of a ROMA-certified trainer (or equivalent) to assist in implementation.

Appendices

Document Title	Appendix Location
Copy of the Notices of Public Hearings	A, page 60
Public Hearings: Low-Income Testimony and Agency's Response	B, page 64

Appendix A

Foothill Unity Center Community Needs Assessment and Action Plan 2024-2025

Available for Review on our Website

Notices of Public Hearings

POP-UP on the Foothill Unity Center's website landing page.

Community Needs Assessment and Action Plan
Public Comment Form
Available on Foothill Unity Center website on May 8, 2023

Community Action Plan and Needs Assessment

As a federally designated Community Action Agency and the region's primary provider of integrated resources, we are commissioned to combat the conditions and causes of poverty that plague our low-income communities. Foothill Unity Center is required to conduct a bi-annual Community Needs Assessment which reflects the voices and responses of more than 300 individuals, program participants, community partners, donors, volunteers, trainees, staff and community members regarding the current needs of communities within the San Gabriel Valley. These voices and responses are what drives Foothill Unity Center's program priorities, organizational strategies, and its Community Action Plan.

Please click below on the link to our draft 2024-2025 Community Needs Assessment and Action Plan and provide your feedback in our Public Comment Form further on this page (Comments close on June 7th):

2024-2025 DRAFT Community Needs Assessment and Action Plan

2024-2025 DRAFT Needs Assessment and Action Plan-Executive Summary

** Please join us for our Public Hearing (online or in person) >> click for details **

PUBLIC COMMENTS

Name

Email

1. What sections of the community action plan should be strengthened, i.e. what is missing from the plan or what should be considered or addressed within the plan?

2. What is your level of confidence that this plan is the right approach to meet the needs faced by low-income communities over the next two years?
- ○ Fully confident
- ○ Confident
- ○ Somewhat confident
- ○ Not at all confident

3. Is this plan strategic enough to aid in the recovery and revitalization of the community beyond the impacts of the COVID-19 Pandemic?
- ○ Yes
- ○ No

4. Please rate how well the plan provided clear information on the causes and conditions of poverty:
- ○ Excellent
- ○ Good
- ○ Fair
- ○ Poor

5. What do you suggest as measures to track our progress and implementation of this community action plan?

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Facebook and Instagram Announcement of Public Hearings

Foothill Unity Center
3d · 🌐

🟡Community Needs Assessment & Action Plan Public Hearing🟡

Foothill Unity Center invites you to provide feedback on their Draft Community Needs Assessment & Action Plan 2024-2025. 📑

Your responses help guide Foothill Unity Center's program priorities, organizational strategies, and Community Action Plan. Please save the dates that are available via Zoom and in person. 💻

On June 7th, our public hearing will be in person at Foothill Unity Centers Monrovia site at 790 W. Chestnut as well as available via Zoom from 1:00pm-2:30pm
Zoom Link: https://us02web.zoom.us/j/83733300309

On June 8th, the public hearing will be available in person from 4:00pm-5:30pm at Foothill Unity Center
(790 W. Chestnut Ave., Monrovia)
*Snacks will be provided 🎁 🍰

**If you cannot attend either date but would like to input your response, please follow the link to access our Public Comment Form:
https://foothillunitycenter.org/actionplan/

Community Needs Assessment & Action Plan Public Hearing

Community Action Plan and Needs Assessment

Foothill Unity Center, Inc.
HELPING PEOPLE. CHANGING LIVES.

Community Action Plan and Needs Assessment
- PUBLIC HEARING -

ONLINE PUBLIC HEARING:	IN PERSON PUBLIC HEARING:
WHEN: **Wednesday, June 7th, 2023** **1:00pm - 2:30pm** **Join Zoom Meeting** https://us02web.zoom.us/j/83733300309 Meeting ID: 837 3330 0309	**WHEN:** **Thursday, June 8, 2023** **4:00PM-6:00PM** **WHERE:** 790 W. Chestnut Ave. Monrovia, CA 91016

Please click below on the link to our draft 2024-2025 Community Needs Assessment and Action Plan and provide your feedback in our Public Comment Form below. (Comments close on June 7th):

2024-2025 DRAFT Community Needs Assessment and Action Plan

2024-2025 DRAFT Needs Assessment and Action Plan-Executive Summary

** Public Comment Form **

Appendix B

Foothill Unity Center

Low Income Testimony and Agency Response

Public Hearings on Community Needs Assessment and Action Plan 2024-2025

June 7, 2023, 1:00-2:30pm via Zoom

June 8, 2023, 4:00-6:00pm, in person at Foothill Unity Center

Public Hearing Attendance:

Community Participants:
Dr. Renee Johnson, Ph.D., FNP, PHN, RN, Assistant Professor at Cal State Los Angeles, (facilitator, hearing June 7)
Maura Harrington, Ph.D., MBA, Center for Nonprofit Management, (facilitator, hearing June 8)
7 Nursing Students, Cal State Los Angeles
Yuen Li Catherine Cheung, Restore
Carol Daley, Foothills Kitchen
Jene Jocey, retired nurse
Mercedes Mendoza, nurse specializing in swallowing disorders, City of Hope
Disha Ramanujam, Period Liberty, Arcadia High School youth
Priya Rajagopalan, bank fraud specialist, Arcadia resident
Ram Ramaswamy, educator and Arcadia resident

Low Income Participants:
Alex Lau, Albert Briseno, Andy Szeto, Debbie Austen

Foothill Unity Center Board of Director Participants:
Roberta Preskill, Lois Gaston, Karen Herrera, Ulises Gutierrez

Foothill Unity Center Staff Participants:
Tashera Taylor, Sondra Ware, Raina Martinez, DaMari Scales, Melody NcNulty, Julie Swayze, Jonathan Tsou, Rebecca Ip, Cleon Delgado, Talar Klahejian

Speaker	Testimony from Low Income Participant	Agency Response: Is the need addressed? Agency Response if not addressed
Albert Briseno	Can we get the information on paper or slides?	The plan and executive summary are available on the Center's website.
Albert Briseno	Earlier you talked about culturally diverse foods. How will the community garden achieve culturally diverse foods?	The response by the Agency is to logistically explore food pickups/food recovery options to include culturally specific stores throughout the communities. The community garden is new to Foothill Unity Center and therefore requires the input of master gardeners. Therefore, the Agency will discuss inclusion of culturally diverse foods with its master gardening partners FoodEd and Monrovia Grows. Collaborating with experts in this field will allow the Agency to gain input about the culturally diverse herbs and vegetables that grow best in California.
Alex Lau	Is the garden accessible now? I been going for food distribution, but never knew about it. I live in an apartment. I don't have access to gardens. Can I use the Community garden to grow plants that I cook with	The Agency's garden is abundant and ready to harvest. The Agency's health services department leads the Agency's response to the garden's infrastructure, accessibility, increased awareness about the garden's bounty, teaching, learning, and other gardening participation. Infrastructure will include a fair and equitable process to access the food, as well, diverse means of communications so that the Agency's participants and community members are aware of the garden. One of the goals of the garden is to teach the community how to replicate sustainable gardening in one's dwelling space, no matter the size of the space. However, another part of the gardening can include utilizing two to three of the garden beds for participants to grow herbs and produce specific for their homes, i.e. establish a type of co-op structure of community gardening education. Another recommendation for the garden will

		include exploring the suggestion provided by a community member present in the hearing, which is incorporating a "tool sharing" program. Tool sharing reinforces sustainability by lessening spending associated with gardening.
Albert Briseno	I participated in the hot meals before. I appreciated it. However, it is only twice a week. Would like it more daily.	Foothill Unity Center needs the capacity to increase hot meals. However, the Agency's response to the need for increased hot meals is to ensure that participants have access to CalFresh, which partners with markets and fast food businesses to provide hot meals to those unsheltered and/or unhoused. As well, the Agency will ensure that participants know of other organizations that provide hot meals throughout the week and throughout communities in order to ensure our unhoused community is aware of the availability of hot meals. The Agency will provide this resource on its media platforms as well text the information.
Alex Lau	We get recipes during distributions. And those are helpful.	The Agency will continue to provide recipes during distributions; however, the Agency has plans to resume the train-the-trainer concepts that teach participants how to prepare the foods received in their baskets without the need to spend extras.
Albert Briseno	I've been waiting to get housed for a couple of years. how can we speed up the process? How can i get on the waitlist for these interim housing?	Foothill Unity Center is a part of the Housing First network to get people housed. As a result, the Agency will utilize this platform to voice the experiences of the participants served, i.e. identify ways to speed up the process. The Agency will communicate the immediate ways to speed up the process such as living outside of immediate SPA boundaries, safe parking, including faith-based organizations to provide housing, and shared housing; however, the Agency will also communicate creative ways of housing that include utilization of problem solving interventions.
Alex Lau	I don't even use social media. Can you text us?	The Agency will continue to use its social media platforms and will include texting as a feature for communications.

Selected discussion from other public hearing participants

Nursing student suggested researching the Hot Meal program established by Venice Family Clinic.	Foothill Unity Center is a part of two health networks, e.g. Community Benefits for City of Hope and the Health Consortium. These networks allow us to voice the value in having hot meals provided to our underserved populations within the hospital settings. The Agency will therefore raise these matters at its health network meetings in order to facilitate a response to hunger by providing hot meals through hospital cafeterias. This is a great way to recover food and mitigate hunger in the San Gabriel Valley.
Discussion on how to encourage Volunteerism	Center staff could appear at more community events like concerts, with short presentations on what the Center does. Ask people if they are looking for meaningful work. Build on our relationship with local schools/ community colleges and ask if there is an opportunity for schools to provide monetary scholarships for students with significant volunteer hours! TikTok may be a social media opportunity to reach younger volunteers.
Discussion about services at the Center	How to access funds from the government – very helpful info. Education on Fraud scams, how to recognize and avoid them. Would flowcharts on how to get help be useful for clients? Education on how to participate in government. Can the Center distribute Ensure and similar products needed by clients with swallowing health problems? A printed guide about how to access community services, such as the Pasadena Survival Guide, may be useful to clients.