

www.chservices.org
831.658.3811 phone
831.658.3815 fax

Administration Office
P.O. Box 3076
Monterey, CA 93942-3076



**community
human services**

hope. help. here.

September 8, 2020

Lesley Milton
Assistant City Manager
City of Seaside
440 Harcourt Ave.
Seaside, CA 93955

Dear Mrs. Milton:

Please find the attached proposal from Community Human Services for social services funding.

Contact Information:

Organization: Community Human Services
Name: Robin McCrae
Address: 2560 Garden Road, Suite 201-B
Telephone Number: 831-658-3811 - Fax Number: 831-658-3815

Program Information:

Community Human Services (CHS) is a 501c(3) public nonprofit and Joint Powers Authority that has been in existence for over 50 years. CHS was founded in 1969, and is one of the largest providers of mental health, substance abuse and homeless services in Monterey County. We are requesting funding for our Seaside Family Service Center (FSC), located at 1178 Broadway Avenue. The FSC provides a variety of family support services, including outpatient mental health counseling to individuals, couples, and families, Domestic Violence/Anger Management groups, Parent Education, and Supervised Visitation and Exchange. These services are truly needed now more than ever.

Virtually all of the work we do at CHS addresses underlying conditions or root causes of personal, family and community problems, whether it's addiction, domestic violence, mental illness, emotional health, homelessness, child abuse, or any number of problems that people have trouble solving on their own.

Sincerely,

Robin McCrae
Chief Executive Officer

II. Background

Community Human Services is requesting \$50,000 in support of our Seaside Family Service Center (FSC), located at 1178 Broadway Avenue. The FSC provides a variety of family support services, including Outpatient Mental Health counseling to individuals, couples, and families, Domestic Violence/Anger Management groups, Parent Education, and Supervised Visitation and Exchange. Mental and emotional health is indispensable to personal wellbeing, satisfying family and interpersonal relationships, and positive contributions to community or society. Mental disorders and family issues are very important problems and can be just as disabling as serious chronic diseases, such as heart diseases or cancer, in terms of premature death and lost productivity. Community Human Service's mission states: "Addiction, mental illness and homelessness destroy lives and weaken families, therefore Community Human Services (CHS) provides people of all ages with the tools and support to overcome these challenges and create lasting change in their lives." Our work is based on that principle, and structured in a way that is effective for the clients, efficient, and low-cost so that our funders and the community receive the maximum benefit possible.

These services are more vital than ever during these difficult social and economic times. The issues of affordable housing and livable wages combine to increase stress within the community as families struggle to put food on the table and maintain a place to live. The result is reduced family physical and emotional well-being, child abuse, negative behavior and poor health of children, difficulty in accessing medical care, and sometimes homelessness. COVID-19 has especially impacted low-income residents and increased the need for family services in particular.

Evidence is strong that there is a significant need for affordable mental health and family services in Seaside and Monterey County. Some of the most recent data available paints a stark picture of the problems adults and children in our community face:

- In January 2019, a point-in-time count of homeless people in Monterey County was 2,422, a decrease of 14.6% from 2017 but a significant and unacceptable number nonetheless. (Monterey County Homeless Census, 2019.)
- 596 People were living as members of a family with children experiencing homelessness – approximately 25% of the population as compared to 19% in 2017. (Monterey County Homeless Census, 2019.)
- It is estimated that to meet basic needs without public or private assistance in Monterey County, a family of four (two income-earning adults, one school age child, and one preschooler) had to earn approximately \$69,809 annually, an income that is well above the Federal Poverty Level of \$23,580. 59.2% of families with children in Monterey County fell below that Self-Sufficiency Standard. (Californians for Family Economic Self-Sufficiency.)
- The ratio of students per counselor in California averages 945 to 1, compared to the national average of 477 to 1, ranking us last in the nation. (California Department of Education.)
- There were 2,008 Domestic Violence-related calls for assistance in Monterey County during 2018, up from 1,702 in 2013 and 1,992 in 2016. (Kidsdata.org.)

CHS and the FSC serves all Monterey County residents. Typically, just under 90% of our clients are at or below the poverty level. Demographic breakdown for all of our clients during Fiscal Year 2019-2020 are as follows:

53% Male	35% Ages 0-17	4% African American
46% Female	62% Ages 18-59	1% American Indian
1% Unknown	3% Ages 60 & Over	1% Asian
		55% Hispanic/Latino
		1% Pacific Islander
		26% White
		12% Mixed Race or Unknown

During Fiscal Year 2020 – 2021, in all of our programs, we expect to serve 3,000 individuals with 900,000 units of service. We expect to serve 300 Seaside residents in total and 150 Seaside residents through this funding. Numbers serve are anticipated to be broken down as follows; Outpatient Mental Health (80 individuals); Domestic Violence/Anger Management (30 individuals); Parenting Education (20 individuals); and Supervised Visitation services (20 individuals). We also anticipate 75% of our clients completing exit matrices will improve one level or more on the Self-Sufficiency Scale. (Only clients exiting or completing programs will be counted unless the program is of an ongoing nature, in which case clients will be measured every six months.)

The ultimate benefit of CHS' programs often involves a complete change for the better in the life of a client - a profound transformation. Mental health and family issues typically affect relationships, finances, employment, living situations, physical health, mental and emotional health, and a person's level of fulfillment and success in life. Although clients are often provided with food, clothing, shelter, and crisis intervention, our work goes deeper to address the very behaviors, thoughts and attitudes that are at the root of so many individual and social problems, making the long-term, positive effects of our programs immeasurable. We anticipate the need for all of these programs continuing after this year. As always, we will do our best to provide as many services as possible to those in need.

III. Proposed Activities

The following programs located at the FSC would be provided through City funding. All of these programs are evidence-based and are evaluated yearly for effectiveness. Typically 75% of our clients in each program improve one or more level on the Self-Sufficiency Matrix.

- **Outpatient Mental Health Services:** Individual, family or group counseling on a variety of issues including stress and depression, relationship and marital problems, coping with death or illness, conflict and anger, domestic violence and child abuse. Counseling provided by licensed therapists and clinically supervised interns.
- **Domestic Violence/Anger Management:** Probation-certified treatment program for court-referred domestic violence offenders or self-referred individuals seeking treatment for anger management.

- **Parenting Education:** Evidence-based, trauma-informed initiative designed to build nurturing parenting skills as an alternative to abusive and neglecting parenting and child-rearing practices.
- **Supervised Visitation and Exchange:** Supervised visits between non-custodial parents and their children to help ensure that children maintain safe, appropriate and meaningful relationships with their parents without being subjected to conflict, abuse or violence.

We expect to serve 150 Seaside residents with this funding between July 1, 2020 and June 30, 2021. We typically host and participate in multiple outreach events in the City of Seaside (many at the Oldemeyer Center) but are hesitant to plan any for the foreseeable future due to COVID-19 and social distancing protocols. If restrictions/guidelines ease in the first half of 2021 we will in all likelihood host and participate in outreach event targeted to Seaside residents. However, no funding is being requested for those possible events.

IV. Organizational Experience

CHS and its family of substance abuse, mental health, and youth services programs are vital to Monterey County's low- and very low-income residents who are suffering from addiction, mental or emotional illness, homelessness, or any number of issues affecting their ability to realize their full potential and succeed in life. Originally established in 1969 as a grassroots effort of parents and community leaders concerned about the rising use of street drugs among youth on the Monterey Peninsula. In 1974 several local cities and school districts adopted CHS and formed a Joint Powers Authority (JPA) to provide much needed services to their constituencies. Today sixteen cities and school districts comprise the membership of the nonprofit JPA. Each member entity appoints a representative and an alternate to the governing policy-making board and makes a financial contribution to the agency annually. In this way, JPA members are directly invested in the agency's success. This unique organizational structure gives CHS the ability to pool local resources and leverage State and Federal funding for maximum impact, and respond rapidly to emerging community needs. CHS's 80 licensed (MFT, LCSW, and Psy. D.), pre-licensed (registered interns and trainees), certified and paraprofessional staff provide these services at 11 program sites throughout Monterey County to low-income families and individuals of all ages and ethnicities, including special needs populations such as homeless, pregnant and parenting, transition-age youth, migrant families, intravenous drug users, etc. We work closely with local school districts, police departments, cities, and other non-profit agencies including; Interim Inc., Gathering for Women, Community Homeless Solutions, United Way, Dorothy's Place, Veteran's Transition Center, Legal Services for Seniors, Meals on Wheels, the Village Project, and many more. Robin McCrae, CEO, has held the lead position at CHS for over 25 years. Sharon Lagana, CFO has held her position at CHS for the past six years and prior to joining CHS was the CFO at United Way Monterey County. Shawn Stone, Senior Program Officer (SPO), has been with CHS for over five years and quickly worked his way into a Senior Management position. The CEO, CFO, and SPO all have years of experience working with private, corporate, City, state and federal grants. Their combined experience serves the agency well across the board and the checks and balances we have in place ensure that all applicable financial and reporting regulations are adhered to.

V. Budget

Line Item	City Funds	Other funds	In-kind match	Total
1. Salaries and benefits	\$40,000	\$236,953	\$10,000	\$286,953
2. Services and supplies	\$5,000	\$756	\$500	\$6,256
3. Equipment	\$0	\$0	\$0	\$0
4. Other	\$5,000	\$0	\$0	\$5,000
Total	\$50,000	\$237,709	\$10,500	\$298,209

Line Item Detail

The budget is very reasonable with 80% of the total funding requested going towards staff salaries and benefits for direct service. Staff positions are essential for the FSC to function directly with the residents of Seaside.

Many of our operating costs are supported by other revenue sources outside of City funding including through the County of Monterey, private donations, private and corporate grants, and through in-kind donations of goods and services.

1. Salaries and benefits (\$40,000) includes funding for the following positions:

Outpatient Mental Health Counselor II: \$4,813 monthly salary X 12 months = \$57,756. \$1,090.08 monthly medical benefits X 12 months = \$13,080.96. \$497.47 monthly Workers Comp, SUI, and 403B X 12 months = \$5,969.60. Total yearly salary and benefits = \$76,806.56.

Parenting Education Counselor: \$4,467 monthly salary X 12 months = \$53,604. \$1,129.58 monthly medical benefits X 12 months = \$13,554.96. \$464.53 monthly Workers Comp, SUI, and 403B X 12 months = \$5,574.40. Total yearly salary and benefits = \$72,733.36.

DV/AM Counselor: \$4,467 monthly salary X 12 months = \$53,604. \$1,129.58 monthly medical benefits X 12 months = \$13,554.96. \$464.53 monthly Workers Comp, SUI, and 403B X 12 months = \$5,574.40. Total yearly salary and benefits = \$72,733.36.

Supervised Visitation Monitor: \$3,473 monthly salary X 12 months = \$41,676. \$1,047.75 monthly medical benefits X 12 months = \$12,573. \$369.20 monthly Workers Comp, SUI, and 403B X 12 months = \$4,430.40. Total yearly salary and benefits = \$58,679.40.

Salaries and fringe benefit levels are approved each year by the Board resulting from comparative studies of similar market service providers and available resources. Unemployment and Worker's Compensation insurance are benefits of all employees. Employees working at least 30-hours per week receive additional benefits from the agency. Benefits included in our budget are state unemployment insurance; worker's compensation; and medical/dental/vision insurance; and a retirement program (403b) in lieu of Social Security.

2. Services and supplies (\$5,000) includes a partial share of the following: service charges for 4 office lines including voice mailboxes, and internet access at \$55.24/per line/per month; 4 employee cellular telephones budgeted at \$50 per phone/per month; voice over internet charges for four office lines of \$25.10 per phone/per month.

Note that Office Supplies, Copy Supplies, Insurance, Utilities, Program Supplies (includes hygiene supplies, first aid supplies, tarps and ponchos and brown bag meals/snack bags) and Maintenance Supplies, etc. are covered by other sources.

3. Equipment (\$0) will be covered by other sources.

4. Other (\$5,000) Represents the program's share of standard administrative and program service expenses not included in the categories above, including Legal and Audit Fees. The yearly 10% Indirect Cost under this Scope of Services is \$5,000.

010493



STATE OF CALIFORNIA

FRANCHISE TAX BOARD

P.O. BOX 1286

SAN FRANCISCO, CA. 95741-1286

December 29, 1992

In reply refer to
340:G :CCL

COMMUNITY HUMAN SERVICES
PO BX 3076
MONTEREY CA 93942

Purpose : CHARITABLE
Code Section : 23701d
Form of Organization : Association
Accounting Period Ending: June 30
Organization Number : 9787059 CH6SP

This letter confirms your previous exemption from state franchise and income tax under Section 23701d, Revenue and Taxation Code. In confirming your exempt status, we have made no examination of your current activities. If the organization has changed its operation, character, or purpose since exemption was originally granted, that change must be reported immediately to this office.

You may be required to file Form 199 (Exempt Organization Annual Information Return) on or before the 15th day of the 5th month (4 1/2 months) after the close of your accounting period. See annual instructions with forms for requirements.

You are not required to file state franchise or income tax returns unless you have income subject to the unrelated business income tax under Section 23731 of the Code. In this event, you are required to file Form 109 (Exempt Organization Business Income Tax Return) by the 15th day of the 5th month (4 1/2 months) after the close of your annual accounting period.

Contributions made to you are deductible by donors as provided by Sections 17214 through 17216.2 and 24357 through 24359 of the Code, unless your purpose is testing for Public Safety.

K SCHULTZ
EXEMPT ORGANIZATION UNIT
CORPORATION AUDIT SECTION
Telephone (916) 369-4171

RTF:

Internal Revenue Service

Department of the Treasury

District
Director

P.O. Box 2350 Los Angeles, Calif. 90053

Community Human Services
P O Box 3076
Monterey, CA 93942-3076

Person to Contact:

Barbara S. Cowans
Telephone Number:

(213) 894-2336
Refer Reply to:

Date: EO(1102)92

May 18, 1993

RE: Community Human Services
EIN: 94-6367167

Gentlemen:

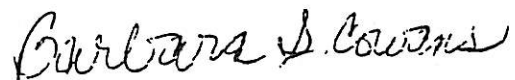
This letter is in response to your request for a copy of the determination letter for the above named organization.

Our records indicate that this organization was recognized to be exempt from Federal Income Tax in June 1982, as described in Internal Revenue Code Section 501(c)(3). It is further classified as an organization that is not a private foundation as defined in Section 509(a) of the code, because it is an organization described in Section 170(b)(1)(A)(vi).

The exempt status for the determination letter issued in June 1982, continues to be in effect.

If you need further assistance, please contact our office at the above address or telephone number.

Sincerely,



Barbara S. Cowans
Disclosure Assistant