



## Community Services Department

### STAFF REPORT

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**TO:** Human Relations Commission

**FROM:** Minka van der Zwaag, Manager  
Office of Human Services

**DATE:** March 10, 2023

**SUBJECT:** Human Services Resource Allocation Process (HSRAP) Contract  
Recommendation for Fiscal Years 2024-25

#### Executive Summary:

This report transmits the proposed Human Services Resource Allocation Process (HSRAP) funding recommendations for Fiscal Years 2024-25 ([Attachment A](#)) made by the HSRAP reviewers. The HSRAP Priority of Needs for Fiscal Year 2024-25 ([Attachment B](#)), the proposal summaries ([Attachment C](#)), and Proposal Evaluation Criteria ([Attachment D](#)) are also included in this packet. This funding recommendation will provide \$622,376 to 22 organizations for Fiscal Year 2024 with an option to renew for Fiscal Year 2025.

#### Action at this meeting:

The HSRAP Review Committee (Reviewers) is forwarding the following recommendations to the Human Relations Commission (HRC) for consideration and action:

1) Recommend the Fiscal Year 2024-25 HSRAP funding recommendations (Attachment A) in the amount of \$622,376 to 22 organizations be forwarded for consideration and approval by the Finance Committee.

#### Background:

HSRAP is the established mechanism by which the city solicits, reviews, and allocates general fund dollars to human service organizations in the community. One of the first steps in the process is to establish the Priority of Needs (i.e allowable funding categories) for each funding period. The City's Human Relations Commission (HRC) does so by identifying human services needs through information provided by the community at the HRC's monthly meetings and from the findings of a biennial Needs Assessments conducted in advance of every HSRAP application period. The FY2024-25 Priority of Needs was established by the HRC at its October 13, 2022, meeting (Attachment B).

A review of the HSRAP application and review process was also conducted in the fall of 2022. Current grantees and other interested human services organizations in the community were invited by Human Services staff and members of the HRC to give feedback on the application and submission process. This feedback was instrumental in the work done to re-tool the application and application process. Please see link to the HSRAP website for more information on the application, submission and review process.

<https://www.cityofpaloalto.org/Departments/Community-Services/Human-Services/HSRAP>

### **Report from the HSRAP Reviewers**

The HSRAP Reviewers were composed of HRC Chair Kaloma Smith, Commissioner Michelle Kraus and community member Nana Chancellor. Twenty-five applications were received from twenty-four organizations, the largest number of applicants ever received for this program. The Reviewers met three times to carefully review and analyze the merits of the funding requests submitted and have provided recommended allocations based on the established evaluation criteria. The proposed budget for FY2024 is \$622,376. The total amount of funding requested was \$1,158,009 leaving the Reviewers unable to fund \$535,633 in requests. The numbers of applications and the amount of funding available was challenging for the Reviewers.

The Reviewers wish to thank all the applicants for submitting a proposal and for their dedication in providing highly valuable and critical services to the citizens of Palo Alto. The recommended allocations are now presented to the full HRC for its review and approval. Once approved, the recommendations will then be forwarded to the Finance Committee of the City Council for consideration and approval.

### **Funding Recommendation:**

The following organizations submitted well-crafted applications that aligned closely with the Priority of Needs and evaluation criteria. They are current HSRAP grantees and are recommended for 85% of their FY23 allocation or FY24 funding request, whichever was lower.

- AbilityPath
- Adolescent Counseling Services – Outlet Program
- Alta Housing
- Counseling & Support Services for Youth (CASSY)
- Dream Catchers
- Kara
- La Comida
- LifeMoves
- Ravenwood Family Health Center
- Senior Adult Legal Services (SALA)
- Vista Center for the Blind and Visually Impaired
- Youth Community Services

The following organizations are current HSRAP grantees and are being recommended for increased funding for a requested new program and/or expansion of a current program to reach a vulnerable population.

- Downtown Streets Team
- Karat School Project
- Peninsula Healthcare Connections
- The Health Trust

The following organizations are not currently receiving HSRAP Funding. Reviewers felt that they submitted well-crafted applications that were aligned with the Priority of Needs and evaluations criteria and proposed a program and/or service that the Reviewers felt would meet a critical need in the community:

- Children's Health Council
- Heart & Home Collaborative
- Palo Alto Renters Association
- PARCA
- YMCA Palo Alto
- WeHOPE

The following organizations were not recommended for a funding allocation:

- Ada's Café –Despite the contributions of Ada's Cafe to its employees and local community, the Reviewers felt there was an imbalance between the amount of funding requested and the number of employees who would benefit.
- Adolescent Counseling Services – Adolescent Substance Abuse Treatment program - (ASAT) – While the Reviewers felt that the organization proposed a valuable program, they could not demonstrate a significant number of Palo Alto residents that had participated in the past year or a specific plan on increasing outreach. Please note that ACS's other program, Outlet, did receive funding as the individuals to be served was clearly verified by previous service reports submitted to the city.
- Blossom Birth – The Review Committee acknowledges the value of the programs and services provided by the organization but felt that their application did not meet the criteria of special needs as defined on the Priority of Needs.

#### **Agencies being recommended for funding:**

The following agencies are recommended for HSRAP funding in Fiscal Years 2024-2025:

1. AbilityPath provides support services to people with special needs such as day center support services, early intervention for children with special needs, childcare for developmentally delayed children, employment services, a creative recreation program, among other services.
2. Adolescent Counseling Services provides mental health counseling and substance abuse treatment programs for youth. In addition, the Outlet Program provides support groups, counseling, Gay Straight Alliance (GSA) support and LGBTQ+ sensitivity training services/consultations for staff and students in Palo Alto Unified School District secondary schools.
3. Alta Housing provides programs for youth and families who live at Alta housing sites. These programs include an afterschool enrichment program for youth, summer programs including an entrepreneurial program for middle school

students and a digital leader's intern program for high school students, and Family Literacy and Financial Resiliency Programs.

4. Children's Health Council provides programs and services to address mental health and learning difference for children, teens and young adults.
5. Counseling and Support Services for Youth (CASSY) provides counseling services to students and families at Palo Alto Unified School Districts' high schools.
6. Downtown Streets Team, Inc. provides job training, leadership skills development, peer to peer outreach efforts, case management and job opportunities for homeless individuals.
7. DreamCatchers provides free individualized mentoring, academic, and social emotional support to socioeconomically disadvantaged middle school students and their families.
8. Heart & Home Collaborative operates a seasonal shelter for unhoused women.
9. Kara provides comprehensive grief support, crisis intervention and education to individuals and organizations facing the difficult realities of grief and loss.
10. Karat School Project's services in Palo Alto include services and support to families living in Recreational Vehicles including school materials and other essential supplies such as gas cards, food, and other programming.
11. La Comida de California provides hot meals for seniors. The agency provides hot lunches at Stevenson House, an affordable senior housing complex in South Palo Alto and at a location in downtown Palo Alto.
12. LifeMoves provides financial assistance to low income and homeless residents of Palo Alto, as well as food, shelter, case management, and an array of other services at the Opportunity Services Center.
13. Palo Alto Renter's Association is focused on renters' rights and increasing renter voices in the community.
14. PARCA provides programs and services to individuals with development disabilities, including Page Mill Court, a residential program for very low-income adults where they can live independently.
15. Peninsula HealthCare Connections is a medical clinic which provides affordable healthcare to underserved and at-risk community members, particularly individuals experiencing homelessness as well as outreach services and backpack medicine to unhoused member of the community.
16. Ravenswood Family Health Network operates the May View Community Health Center which provides medical and mental health care services to low-income residents.
17. Senior Adult Legal Assistance provides Palo Alto seniors with specialized legal services which are accessible and affordable and focused on keeping elders independent, and to prevent their abuse, isolation, conservatorship, homelessness or premature institutionalization.
18. The Health Trust oversees the Meals on Wheels program which provides nutritious, hot, home delivered meals and wellness services to food insecure seniors in order to maintain their health and independence.
19. Vista Center for the Blind and Visually Impaired provides no or low-cost vision loss rehabilitation and disability support services to individuals who are blind or visually impaired.
20. WeHOPE provides a variety of services to meet the needs of the unhoused, including Dignity on Wheels, a mobile shower and laundry service.

21. YMCA Palo Alto provides broad based recreation and community services to all ages, including specialized health and fitness programs for older adults.
22. Youth Community Services provides leadership training, service-based learning opportunities and social emotional wellness for youth in the community.

Attachments

Attachment A:	2024-25 HSRAP funding Recommendations from Reviewer
Attachment B:	HSRAP Priority of Need FY 2024-25
Attachment C:	HSRAP Proposal Summaries
Attachment D:	HSRAP Evaluation Criteria