

Community Development Block Grant 2020 Program Year and COVID-19 Funding Joint Application - Submission #5343

Date Submitted: 5/22/2020



CITY OF SARATOGA SPRINGS

OFFICE OF COMMUNITY DEVELOPMENT

City Hall – 474 Broadway
Saratoga Springs, New York 12866
Tel: 518-587-3550 x2575 fax: 518-580-9480



COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) ENTITLEMENT PROGRAM
2020 PROGRAM YEAR & CDBG COVID-19 FUNDING
- Joint Application -

IMPORTANT

2020 CDBG Guidebook

****DO NOT attempt to complete this application prior to reviewing the 2020 CDBG Guidebook (link provided above). Questions should be directed to the Community Development Planner at lindsey.connors@saratoga-springs.org****

Applying for:*

Regular 2020 CDBG PY
Entitlement Funding

CDBG-CV CARES ACT
Funding (COVID-19 related
activities)

Both/Either

Activity Name*

Saratoga Senior Center Essential Services

Applicant Organization*

Senior Citizens Center of Saratoga Springs, Inc.

Address*

5 Williams St.

City*

Saratoga Springs

State*

NY

Zip Code*

12866

Phone Number*

5185841621

Email Address*

seniorcenterbusinesscenter@gmail.com

Contact Person*

Lois Celeste

Title*

Executive Director

Applicant Type*

Choose 1

City Department

Non-Profit Organization

Other Public Agency

List Department*

Federal ID #*

14-1458762

DUNS #*

153617535

Specify*

National Objective*

Choose 1

Benefit persons of low-moderate income

Address slum/blight conditions

Urgent need

Specify*

Low-Mod Income Limited Clientele Activities ▼

Choose 1

Requested CDBG Entitlement Funding*

0

Requested CDBG COVID-19 Funding*

21,000

If zero, please indicate.

If zero, please indicate.

Funding leveraged from other sources*

10,000

Total activity cost*

31,000

20% of total project costs strongly recommended, but not required. If zero, please indicate.

Proposal Abstract *

We seek emergency funding to sustain and continue critical operations to our most vulnerable population throughout this pandemic. As the only agency in the City geared specifically to serving seniors providing supportive services, and as an essential business we need help to continue. Seniors are hardest hit during this crisis. The majority of seniors we serve are of low/mod income and food insecure. They are immunocompromised and at even greater risk for depression due to prolonged isolation. They lost their connection to basic necessities and socialization like others, however that will continue on longer than others for this demographic.

Seniors need our help more than ever as we provide food and basic care items to their doorsteps. We're doing check-in and reassurance calls to ensure basic needs of at-risk and home-bound seniors are being met. We are shopping and delivering groceries, distributing food, masks, hand sanitizers, puzzles and books curbside or delivery and much more. Our regional food bank program has more than doubled in a week of reintroducing it. We are conducting new Zoom virtual classes including arts, music, fitness, peer support groups and a mentoring/adoption program linking high school and college seniors with older adult seniors; assisting with Census completion and increasing online and social media communications. We are teaching our seniors to use virtual programming in an effort to keep them engaged at home while remaining healthy and safe. We're providing socially distant outreach, care coordination and engagement, for all seniors, despite financial challenges and COVID-19 restrictions. More new and unique programs are being developed with Skidmore College volunteer interns and are using volunteers whenever is safe to do so.

Demand for our services has skyrocketed due to COVID-19. In the first five months of 2020 alone, we have served 2,483 unduplicated seniors, exceeding what we did in all of 2019 when we were already at capacity and needing additional space. In January/February we served 77 unique/unduplicated seniors in our support services. In March/April that number was 1,800. We've exponentially increased our service volume, yet nearly every revenue source: programs, classes, trips, special events, dinners & galas have ceased, resulting in a projected \$140,000 deficit. Our Senior Support Services are primarily supported by the agency's fundraising efforts, sponsorships and programs. Sustainability is critical at this time and we are desperately in need of financial assistance to continue our work. And it is critical that we continue to serve seniors remotely for as long as possible for their safety and the community's.

This grant will allow us to continue our critical Senior Support Services including our food assistance, advocacy, information and referral, reassurance/check in calls and other demands as they arise.

Please provide a BRIEF overview of your proposal.

Persons served*

1280

This activity is...*

new

How many low-moderate income persons will be served through this activity?

Activity Beneficiaries*

This project will benefit all seniors in Saratoga Springs, a limited clientele group presumed low to moderate by HUD standards. The majority of seniors served by our Center are low/mod income: 20% at poverty level, 25% low income and 36% moderate income.

Identify who will benefit from the proposed activity. If the activity is designed to benefit: 1) individual persons of low- to moderate-income, describe the process you will use to identify these persons and determine their income eligibility and the number of persons you expect to serve. 2) the inhabitants of a predominantly low-moderate income area, identify the Census Block Group in which the activity is located. 3) a low-moderate income "limited clientele", identify the "limited clientele" group.

Performance Goals and Indicators*

We propose to serve a total of 1,260 low/mod income Saratoga Springs residents. Our goals are to provide new and substantially increased services to seniors as follows:

1. Increased outreach, care coordination & delivery of basic necessities, through senior support services, including:
 - a. Weekly distribution of food & fresh produce (volunteer delivery or curbside pick-up), dinners to go & referrals to food pantries.
 - b. Daily distribution of items such as masks, hand sanitizer, books, puzzles & personal care items (volunteer delivery or curbside pick-up).
 - c. Continued outreach and advocacy including check in and reassurance calls and referrals for essential needs.
 - d. Grocery shopping and yard clean ups by volunteers

These activities are conducted by our Senior Support Services team which includes our Advocate, transportation aide, Outreach/Volunteer Coordinator as well as program staff as needed.

Data on the numbers served will be tracked and categorized by service in our MySeniorCenter database.

Identify your performance goals and the types of indicators you will use to document activity accomplishments and success. (Examples should include: # of persons with new/improved access to services, # of affordable houses rehabilitated, # of businesses assisted, # of jobs saved or created, etc.)

Activity Timeframe/Schedule *

The funding will support services from March 13, 2020 when Saratoga County Office for the Aging cut off additional funding for this program and April 13th, 2020 when we received our PPP loan. Additionally from June 11th, 2020(end of our PPP loan) through the beginning of July or until we are safely allowed to resume programs and services (normal business). The duration of support for this grant will be 8 weeks as we must continue socially distant and remote programming and services for as long as possible for the safety of our seniors and the community. These services are critical and we have no ability to financially support them as an agency without being able to fundraise or provide programs to membership.

Include start, completion dates, and other significant performance stages.

Required Approvals/Permits*

N/A

Site Control Documentation (if applicable)

No file chosen

Deed, MOU, purchase contract, etc.

Identify whether the activity requires additional local, state or federal approval (license, permit, design/historic/environmental review, etc.). For construction/site development/land acquisition projects, provide evidence of site control.

Organizational Capacity*

Has your organization been a previous sub-recipient of City CDBG funds and/or any other federal award?

Yes

No

Organizational Capacity (2)*

Have these activities been completed and all federal requirements met?

yes no

Authorized Electronic Signature Agreement*

By checking the "I agree" box below, you agree and acknowledge that 1) your application will not be signed in the sense of a traditional paper document, 2) by signing in this alternate manner, you authorize your electronic signature to be valid and binding upon you to the same force and effect as a handwritten signature, and 3) you may still be required to provide a traditional signature at a later date.

I agree.

Electronic Signature*

Date*

Lois Celeste

5/22/2020

Activity Budget *

Complete and upload budget forms 1 and/or 2 (provided below) as appropriate. Depending on the activity, the applicant may need to submit one or both of the budget forms. On these forms, identify the amount and sources of leveraged funding for this activity. Include the status of these funds (i.e. cash on hand, grants received, planned fund-raising, etc.). Upload copies of funding commitment letters or other evidence of funding support in the space provided. *In addition, more detailed budgets MAY be uploaded in the space provided. If an architect, engineer, or other personnel have conducted a cost analysis, upload a copy noting the author and date of analysis.

Budget Form 1 - Proposed Activity Program Operating Budget

[Budget Form 1](#)

Required for public service or economic development activities as applicable. Complete and save to your local computer, then upload below.

Budget Form 2 - Construction/Site Development Budget

[Budget Form 2](#)

Required for "bricks and mortar" activities (ie. construction, rehabilitation, land acquisition, etc.) as applicable. Complete and save to your local computer, then upload below.

Upload Budget Form 1

BudgetForm1-CDBGApp (1).xlsx

Upload Budget Form 2

Choose File No file chosen

Optional: Evidence of Funding Support

Stewarts Covid 19 grant award.pdf

Proof of leveraged funding (ie. grant award letter, private donation commitment letter, etc.)

Optional: Detailed Budget/Cost Analysis

Choose File No file chosen

OFFICE OF MANAGEMENT AND BUDGET (OMB) CIRCULAR A-133 -- MONITORING OF FEDERAL FINANCIAL ASSISTANCE TO SUBRECIPIENTS*

Organization*

Senior Citizens Center of Saratoga Springs, Inc.

Mailing Address*

5 Williams St.

Federal ID*

141458762

Phone #*

5185841621

Fax #

DUNS #*

153617535

Please identify your fiscal year (mth/yr to mth/yr):*

January 2020 to December 2020

Please identify below the funding received during your last fiscal year.

Community Development Block Grant Entitlement Funding (CDBG):

CDBG Activity Name*

N/A

CDBG Program Year*

N/A

CDBG Funding Amount*

0

If not applicable, please reply N/A.

Other Federal Financial Awards (cash & non-cash):

Name & Catalog of Federal Financial Assistance (CFDA)#*

N/A

Federal Funding Amount*

0

If not applicable, please reply N/A.

Name & CFDA #

Federal Funding Amount

Name & CFDA #

Federal Funding Amount

During your last fiscal year, has your organization expended more than \$750,000 in total federal financial awards (incl. CDBG & all other federal assistance)?*

Yes

No

Single Audit Report*

No file chosen

Upload a copy of your organization's latest Single Audit Report.

Are you aware of any financial audit violations, findings or questioned costs relating to any activity funded with federal financial assistance? *

- Yes
- No
- N/A

Please describe:*

Other Saratoga County Awards (cash & non-cash):

Program Name*

Year*

Award Amount*

Saratoga County Office for the Aging

2019

\$15,000

If not applicable, please reply N/A.

Program Name

Year

Award Amount

Program Name

Year

Award Amount

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I agree.

Electronic Signature

Date

Lois Celeste

5/22/2020

-----ENVIRONMENTAL IMPACT & RISK ASSESSMENT FOR NEW CONSTRUCTION PROJECTS-----
----- (INCLUDING EXPANSIONS OF EXISTING BUILDING FOOTPRINTS OR REHAB
PROJECTS OF 75% OR MORE)

Does your proposed project include new construction, expansion of an existing building footprint, or rehabilitation of 75% or more of an existing building? *

- Yes
- No



May 1, 2020

Ms. Lois Celeste
Saratoga Senior Center
5 Williams St
Saratoga Springs, NY 12866

Dear Ms. Celeste:

The Susan and Bill Dake Fund of The Community Foundation for the Greater Capital Region is pleased to enclose a grant for \$10,000. This grant is for the Saratoga Senior Center for support to meet the Covid 19 challenges.

This contribution is intended as a gift in its entirety. Neither The Community Foundation nor the donor-advisor(s) is to receive any goods or services in connection with this grant. Furthermore, this grant may not be used to fulfill a personal pledge by the donor-advisor(s). Your prompt written acknowledgment to the Foundation of your receipt of this gift and how it will be used will ensure the Foundation's compliance with IRS regulations.

Recognizing that the Dake Family philanthropy is made possible by the success of Stewart's Shops, any public announcements acknowledging this grant should be written as:

**Stewart's Shops and The Dake Family
a fund of
The Community Foundation for the Greater Capital Region**

If a logo is appropriate in acknowledging this gift, please contact Susan Dake at (518) 581-1201 ext 2115.

Enclosed you will find a Check Acknowledgement Form. Please sign and return as receipt of check.

Yours sincerely,

John Eberle
President & Chief Executive Officer

Shelly Connolly
VP, Community Grantmaking

Enclosures

Budget Form 1
Proposed Activity Program Operating Budget

	Entitlement Grant	Leveraged Funding	Total Activity Cost	Source of leveraged Funds and In-Kind Services
PERSONNEL				
Salaries	\$ 21,000.00	\$ 10,000.00	\$ 31,000.00	\$10,000 grant from Stewarts Shops/The Dake Family
Fringe			\$ -	
Other (consultants, etc.)			\$ -	
<i>Subtotal</i>	\$ 21,000.00	\$ 10,000.00	\$ 31,000.00	
OVERHEAD				
Advertising/Marketing			\$ -	
Program Supplies			\$ -	
Rent & Utilities			\$ -	
Other (please list below)				
			\$ -	
			\$ -	
			\$ -	
<i>Subtotal</i>	\$ -	\$ -	\$ -	
TOTAL COST	\$ 21,000.00	\$ 10,000.00	\$ 31,000.00	