Renewal Application for FY 2023-24
Redwood City, City of San Mateo, San Mateo County, and South San Francisco

GENERAL INFORMATION

1. Project Title: Shelter Operations CDBG

2. Project Address: Coast House, 230 Cabrillo Hwy; First Step, 325 Villa Terrace; Redwood Family, 110 Locust Street; Haven Family, 260 Van Buren Road; Navigation Center, 275 Blomquist Street; Family Crossroads, 50 Hillcrest Drive
City: Half Moon Bay; San Mateo; Redwood City; Menlo Park; Redwood City; Daly City
Zip: 94019; 94101; 94061; 94025; 94063; 94014

3. Provide a one sentence project summary:
LifeMoves is requesting funding to support interim housing programs and comprehensive supportive services for homeless families and individuals from across San Mateo County.

4. Organization Name: LifeMoves
Organization Address: 181 Constitution Drive
City: Menlo Park
Zip: 94025
Organization Phone: 650-685-5880
Website: www.lifemoves.org

Type of Applicant: Non-Profit **Our agency serves:** Persons

5. Contact Person / Project Administrator: Name: Jacob Stone; Joel Hanson; Andrew Niklaus; Eric Gounod
Title: Director of Shelters & Services, SMC; Director of Grants & Contracts; Interim Director, Impact, Learning, and Compliance; Senior Accountant
Telephone: 650-222-4268; 650-685-5880 x169; 415-425-4586; 650-685-5880 x130
Contact Email: jstone@lifemoves.org; jhanson@lifemoves.org; aniklaus@lifemoves.org; egounod@lifemoves.org
Fax: 650-685-5881

6. Name of Agency Director: Aubrey Merriman

7. Fiscal Officer: Name: Paul Simpson
Email: paul@lifemoves.org
Telephone: 650-272-8505
Fiscal Officer Address: 181 Constitution Drive
City: Menlo Park
Zip: 94025

8. Authorized Signatory: Name: Aubrey Merriman
Email: amerriman@lifemoves.org
Telephone: 650-685-5880
Fiscal Officer Address: 181 Constitution Drive
City: Menlo Park
Zip: 94025

9. Please provide days and hours of regularly scheduled operation:

10. SAM/UEI Number: PTNGHYLHY9G3 **Federal EIN/TIN Number:** 77-0160469

Funding recevied from:
- [x] Redwood City
- [x] City of San Mateo
- [x] County of San Mateo
- [x] South San Francisco

10. Project Specific Narrative: Provide a narrative description of the specific activities to be carried out in FY 2023. This should also include program objectives and key priorities for each specific jurisdiction.
Note: This narrative has been copied from your previous application. Please update if appropriate.
The LifeMoves mission is to provide shelter and supportive services that create opportunities for homeless families and individuals to return to stable housing and long-term self-sufficiency. At all six LifeMoves San Mateo County sites, shelter staff work with clients to develop the skills they need to transform their lives and build lasting solutions to homelessness. All clients work with Case Managers to create and execute concrete plans to secure jobs, find child care, locate housing, and other components needed to create a sustainable lifestyle and prevent future homelessness. In addition to meeting with their Case Manager, clients attend life skills workshops and adhere to key practices (e.g. a savings program) to help them regain self-sufficiency. Workshop curricula include: effective search strategies for employment and housing, financial literacy training, and parenting skills. Additional onsite services include behavioral health (for adults and children), health care referrals, and substance abuse treatment support.

FY 2023-24 objectives: LifeMoves will serve 600 Urban San Mateo County residents in our six interim housing programs. 75% of families completing an interim housing program will secure stable housing and 15% will maintain or increase their income. 45% of single adults completing an interim housing program will secure stable housing and 10% will maintain or increase their income.

11. Program Changes: Please detail any changes to your program for FY2023.

All services and programs offered at the LifeMoves Maple Street Shelter will be transitioning to the new Navigation Center when Maple Street closes in the spring of 2023. We do not expect there to be any disruption in services to clients transferring to the Navigation Center. LifeMoves will report on the beneficiaries served at the Navigation Center, as well as continuing to report on the beneficiaries served at the other five sites.

12. Project Beneficiaries/Quantifiable Measurement: Indicate the expected number of beneficiaries to be served by the program. For each response below please indicate both the number of households **and** number of individuals.

Jurisdiction	Actual Beneficiaries, FY2021		Projected Beneficiaries FY2022		YTD Beneficiaries FY2022 (thru)		Projected Beneficiaries FY2023	
	Ind	HH	Ind	HH	Ind	HH	Ind	HH
Redwood City	201	106	300	120	189	96	250	100
City of San Mateo	151	81	210	80	99	61	65	25
County of San Mateo	877	443	600	250	667	346	600	260
South San Francisco	102	51	100	60	67	31	100	40
Totals	1,331	681	1,210	510	1,022	534	1,015	425

PROPOSED PROGRAM BUDGET FOR FY 2023-24

It is recommended that use your current allocation amount for your FY 15-16 funding request. However, please take into consideration that this amount is most likely to stay the same or decrease

				Redwood City		City of San Mateo		County of San Mateo		South San Francisco		Total Jurisdictions	
Budget Line Item	Agency Total	Pgm%	Program Total	%	Requested	%	Requested	%	Requested	%	Requested	Pgm%	Requested
Labor													
Program Directors	$1,915,590	13%	$244,731	4%	$9,765.00	1%	$2,831.00	0%	$0	0%		5%	$12,596
Case Managers	$6,627,069	6%	$424,931	0%		0%		2%	$7,760	1%	$4,759	3%	$12,519
Children's Services Coordinator	$613,676	54%	$333,026	0%		0%		0%	$0	0%		0%	$0
Other Labor	$6,614,701	4%	$289,205	0%		0%		0%	$0	0%		0%	$0
Residential Services Coordinators	$6,923,140	11%	$730,172	0%		0%		0%		0%		0%	$0
Taxes/Benefits	$4,306,975	19%	$839,157	0%	$3,613.00	0%	$1,047.00	0%	$2,871	0%	$1,761	1%	$9,292
Supplies													
Client Assistance	$9,983,276	0%	$9,025	0%		0%		0%	$0	0%		0%	$0
Other Direct Costs	$3,013,698	29%	$865,501	0%		0%		0%	$0	0%		0%	$0
Operations/Maintenance													
Operations/Maintenance	$11,125,932	10%	$1,153,685	0%		1%	$7,758.00	2%	$28,278	2%	$17,344	0%	$0
Administration	$12,475,307	7%	$831,216	0%	$1,338.00	0%	$1,164.00	0%	$3,891	0%	$2,386	1%	8779
TOTAL	$63,599,364	9%	$5,720,649	0%	$14,716	0%	$12,800	1%	$42,800	0%	$26,250	2%	$96,566
Number of Individual Beneficiaries					250		65		600		100		1,015
Cost per Individual					$58.86		$196.92		$71.33		$262.50		$95.14
Number of Household Beneficiaries					100		25		260		40		425
Cost per Household					$147.16		$512.00		$164.62		$656.25		$227.21

Attachments

(Upload Instructions)

ALL attachments below are **REQUIRED** in order to submit your application, and your application WILL NOT be able to be submitted with missing attachments! Please take this into consideration when timing your submission of this application. The documents you need to upload are checked below. If you have other attachments you would like to include, please check one of the "Other" boxes below and identify the Attachment in the box. If you are unable to upload any of the attachments, contact the CDBG Manager of the appropriate jurisdiction at least one day prior to submitting your application.

- [x] 1. Resolution authorizing application and designation of signatory, by the — Authorizing_Resolution_021016.pdf
- [x] 2. Proof of 501(c)3 / tax-exempt status — LifeMoves_501c3.pdf
- [x] 3. By-laws — LifeMoves_ByLaws_041316.pdf
- [x] 4. Articles of Incorporation — LifeMoves_Articles_of_Incorporation.pdf
- [x] 5. Board roster, including: — LifeMoves_FY23_BOD_Roster.pdf
    - Name, Company, Years on Board
    - Meeting dates for previous 12 months
    - Number of years allowed for each board term

- [x] 6. Organizational chart for entire organization — LifeMoves_Org_Chart_120121.pdf
- [x] 7. Certified financial audit no more that 1 fiscal year old, prepared by a CPA, and: — LifeMoves_2022_SA_-_FS_Final_1129.pdf
    - Management letters (if applicable)
    - A-122 and A-133 Single Audit (for entities that receive more than $750,000 in federal funding) **OR**
    - A letter from your Executive Director certifying that agency does not receive more than $750,000 in federal funds and is not subject to the Single Audit.
- [x] 8. The following are required: — LifeMoves_FY23_Budget_7-25-22.pdf, LifeMoves_Budget_FY24_Not_Available.pdf
    - Current (FY22-23) **Agency** Operating Budget
    - Proposed (FY23-24) **Agency** Operating Budget
- [x] 9. Mission Statement — LifeMoves_Mission_Statement.pdf
- [x] 10. Non-discrimination policy — LifeMoves_Non-Discrimination_Policy.pdf
- [x] 11. Reasonable Accommodations Policy — LifeMoves_Reasonable_Accomodations_Policy_011317.pdf
- [x] 12. Other - COI — LM_2017_Conflict_of_Interest_Policy.pdf
- [x] 13. The following are required: (Redwood City Only) — Program_Budget_SMC_Sites.pdf
    - Current (FY22-23) **Program** Operating Budget
    - Proposed (FY23-24) **Program** Operating Budget

- [ ] Reviewed and updated Contact Information
- [ ] Reviewed and updated Projected Beneficiares
- [ ] Reviewed and updated Budget

Program Manager Signature	Jeannie Leahy
Date Signed	01/12/2023

Initially submitted: Jan 12, 2023 - 08:43:30