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

GENERAL INFORMATION

1. Project Title: Transitional Housing Placement Plus (THP+)

2. Project Address: 701 Grand Ave | City: South San Francisco | Zip: 94080

3. Provide a one sentence project summary:
StarVista's Transitional Housing Placement Plus program provides subsidized apartments in South San Francisco and case management services for emancipated foster youth aged 18-25, in addition to essential life skills training and assistance finding employment or attending school.

4. Organization Name: StarVista
Organization Address: 610 Elm Street Suite 212 | City: San Carlos | Zip: 94070
Organization Phone: 650-591-9623 | Website: star-vista.org

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

5. Contact Person / Project Administrator: Name: Daryl Tilghman; Alyssa Canfield; Lauren Heminez | Title: Department Director | Telephone: 650-591-9623
Contact Email: daryl.tilghman@star-vista.org; alyssa.canfield@star-vista.org; Lauren.Heminez@star-vista.org; grants@star-vista.org | Fax: 650-591-9750

6. Name of Agency Director: Sara Larios Mitchell, Ph.D.

7. Fiscal Officer: Name: Bjorn Remo; Jill Kingery, AR Director | Email: bjorn.remo@star-vista.org; jill.kingery@star-vista.org | Telephone: 650-591-9623
Fiscal Officer Address: 610 Elm Street, Suite 212 | City: San Carlos | Zip: 94070-3070

8. Authorized Signatory: Name: Sara Larios Mitchell | Email: smitchell@star-vista.org | Telephone: 650-591-9623
Fiscal Officer Address: 610 Elm Street, Suite 212 | City: San Carlos | Zip: 94070-3070

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

10. SAM/UEI Number: 165376799 **Federal EIN/TIN Number:** 94-3094966

Funding recevied from:
☐ Redwood City ☐ City of San Mateo ☐ County of San Mateo ☑ 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.
We are requesting funds for our Transitional Housing Placement Plus (THP+) program that serves emancipated foster and juvenile justice youth aged 18-25. THP+ is part of StarVista's Youth Empowerment programs which support youth to overcome homelessness and build healthy, self-sufficient lives.

THP+ has 3 housing site models: single site, host site, and scattered site. South San Francisco funds would support THP+' Single Site model, which intensively supports about 6-12 former foster youth (including parenting youth) annually to attain stable housing, optimal health, education, employment, and develop caring, supportive relationships. It provides safe, stable living accommodations for up to 3 years in a South San Francisco triplex. Youth then often transition to THP+'s host or scattered site models as they work toward self-sufficiency.

THP+ is strength-based, holistic, individualized, and begins with an assessment and Transitional Independent Living Plan. THP+ counselors provide youth with basic life skills (e.g., budgeting, housekeeping, parenting skills, etc), educational opportunities, and support with job preparation and attainment. Staff also help youth build interpersonal skills to cultivate positive relationships, make decisions, manage stress, and care for their physical/mental health. To build financial self-sufficiency, youth are provided with a matched savings account they receive upon completion, a stipend for groceries and transportation vouchers.

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

Changes we anticipate for THP+ in the upcoming 2023-2024 fiscal year include:

An increase in overall client totals due to recent legislative changes that involved funding, extending THP+ from a two-year program to a three-year program, and additional housing opportunities (e.g., FUP, FYI vouchers, newly developed affordable low-income housing)

Potential for additional staff to be hired to provide thorough case management support and reasonable caseloads should THP+ take on additional clients

Additional collaboration with community partners and new housing developments for any youth provided with a voucher or granted low-income housing so that youth have essential aftercare support. This will also help to ensure that all client needs are met and create future long-term success and housing stability.

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	0	0			0	0		
City of San Mateo	0	0			0	0		
County of San Mateo	0	0			0	0		
South San Francisco	8	0			6	0	8	0
Totals	8	0	0	0	6	0	8	0

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

				South San Francisco		Total Jurisdictions	
Budget Line Item	**Agency Total**	**Pgm%**	**Program Total**	**%**	**Requested**	**Pgm%**	**Requested**
Labor							
Total Staff	$9,979,200	4%	$406,500	2%	$8,800	2%	$8,800
Taxes/Benefits	$2,494,800	4%	$109,755	2%	$2,200	2%	$2,200
Supplies							
Program Supplies	$45,500	16%	$7,400	0%	$0	0%	$0
Materials							
Office Supplies	$67,400	4%	$3,000	0%	$0	0%	$0
Operations/Maintenance							
Client Costs	$1,016,280	68%	$691,000	0%	$0	0%	$0
Employee Related Expenses	$212,000	2%	$4,600	0%	$0	0%	$0
Facilities & Equipment: Office Rent, Maintenance, Utilities, Storage	$1,309,700	2%	$20,500	0%	$0	0%	$0
Telephone, Postage, Printing, IT Hardware/Software	$403,000	1%	$6,000	0%	$0	0%	$0
Professional Services & Fees	$306,300	0%	$0	0%	$0	0%	$0
Insurance	$86,000	0%	$0	0%	$0	0%	$0
Other/Miscellaneous	$74,100	8%	$6,000	0%	$0	0%	$0
Administration	$1,599,720	8%	$125,600	0%	$0	0%	0
TOTAL	$17,594,000	8%	$1,380,355	1%	$11,000	1%	$11,000
Number of Individual Beneficiaries				8		8	
Cost per Individual				$1,375.00		$1,375.00	
Number of Household Beneficiaries				0		0	
Cost per Household							

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.

☑	1. Resolution authorizing application and designation of signatory, by the	Board_resolution_attachment_SSF_CDBG_FY23-24_1.pdf
☑	2. Proof of 501(c)3 / tax-exempt status	501c3_StarVista.pdf
☑	3. By-laws	Attachment_3._Starvista_Bylaws.pdf
☑	4. Articles of Incorporation	Articles_of_Incorporation_StarVista.pdf
☑	5. Board roster, including: • Name, Company, Years on Board • Meeting dates for previous 12 months • Number of years allowed for each board term	Board_Roster_and_Terms_JAN_23.pdf Board_Roster_-_External_List_ONLY_08.17.2022_2.pdf Board_Meeting_Schedule_2022.pdf
☑	6. Organizational chart for entire organization	SV_Org_Chart_FY22-23_ao_8.2022_1.pdf
☑	7. Certified financial audit no more that 1 fiscal year old, prepared by a CPA, and: • 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.	StarVista_21_FINAL_CL_2.pdf StarVista_Audit_FY20-21_1.pdf StarVista_SINGLE_Audit_FY20-21.pdf
☑	8. The following are required: • Current (FY22-23) **Agency** Operating Budget • Proposed (FY23-24) **Agency** Operating Budget	FY22-23_Approved_StarVista_Budget_2.pdf Agency_2023-2024_Proposed_Budget_DRAFT.pdf
☑	9. Mission Statement	StarVista_Mission_and_Values_FY22-26.pdf
☑	10. Non-discrimination policy	Non-Discrimination_Policy.pdf
☑	11. Reasonable Accommodations Policy	Reasonable_Accommodation_Policy.pdf
☐	12. Other -	Conflict_of_Interest_Policy.pdf

☑ Reviewed and updated Contact Information
☑ Reviewed and updated Projected Beneficiares
☑ Reviewed and updated Budget

Program Manager Signature	Lauren Heminez
Date Signed	01/12/2023

Initially submitted: Jan 12, 2023 - 15:25:32