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

GENERAL INFORMATION

1. Project Title: Housing Accessibility Modifications (2022)
2. Project Address: 2001 Winward Way, Suite 103 City: San Mateo Zip: 94404

3. Provide a one sentence project summary:
The Housing Accessibility Modification (HAM) program will provide modifications to homes of persons with disabilities to improve accessibility and increase safety.

4. Organization Name: Center for Independence of Individuals with Disabilities
Organization Address: 2001 Winward Way, Suite 103 City: San Mateo Zip: 94404
Organization Phone: 650-645-1780 Website: http://www.cidsanmateo.org/

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

5. Contact Person / Project Administrator: Name: Paul Cruz Title: Program Manager Telephone: 650-645-1780, Ext. 112
Contact Email: paulc@cidsanmateo.org; Fax:

6. Name of Agency Director: Paul Cruz

7. Fiscal Officer: Name: Tsegereda Andarge Email: tsegeredat@cidsanmateo.org Telephone: 650-645-1780 Ext. 111
Fiscal Officer Address: 2001 Winward Way, Suite 103 City: San Mateo Zip: 94404-2499

8. Authorized Signatory: Name: Paul Cruz Email: paulc@cidsanmateo.org Telephone: 650-645-1780 Ext 113
Fiscal Officer Address: 2001 Winward Way, Suite 103 City: San Mateo Zip: 94404-2499

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

10. SAM/UEI Number: 049014111 **Federal EIN/TIN Number:** 94-2581080

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.
Accessible, affordable housing is a major concern for people with disabilities in San Mateo County. A recent government report showed that San Mateo County ranks the least affordable housing market in the state with 12% of its residents able to purchase a home (SF is at 14%). The major emphasis in CID's housing efforts is our Housing Accessibility Program (HAM). Through the HAM Program, CID installs ramps, hand rails, grab bars, vertical lifts, and other modifications to make homes accessible. These modifications assist people with disabilities to remain at home or move back into their homes with greater independence, preventing the need to move into a skilled nursing or other institutional care facility. CID cooperates with cities and the County housing agencies in San Mateo County to increase then number of accessible and affordable housing.

Our key objective for all cities is to provide home modifications for extremely low, very low, and low income individuals with disabilities living in San Mateo County. Our priorities are to provide individuals with disabilities who have low resources the opportunity to become more independent in their homes through modifications that will keep them safe in their homes.

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

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		6	0	0	0	6
City of San Mateo	0	0		8	0	0	0	8
County of San Mateo	0	0		22	0	0	0	20
South San Francisco	0	0		4	0	0	0	4
Totals	0	0	0	40	0	0	0	38

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													
Finance Manager	$106,060	10%	$10,606	15%	$1,591	20%	$2,121	55%	$5,833	10%	$1,061	100%	$10,606
Taxes/Benefits	$0		$0		$0		$0		$0		$0		$0
Operations/Maintenance													
Materials/Contractor	$93,500	100%	$93,500	14%	$13,409	19%	$17,879	53%	$49,167	10%	$8,939	0%	$0
Administration	$0		$0		$0		$0		$0		$0	0%	0
TOTAL	$199,560	52%	$104,106	14%	$15,000	19%	$20,000	53%	$55,000	10%	$10,000	96%	$100,000
Number of Individual Beneficiaries					0		0		0		0		0
Cost per Individual													
Number of Household Beneficiaries					6		8		20		4		38
Cost per Household					$2,500.00		$2,500.00		$2,750.00		$2,500.00		$2,631.58

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 — Note_on_Updated_Board_Resolution.pdf, Board_Resolution_City_of_Redwood_City_01-13-2022.docx.pdf, Board_Resolution_City_of_San_Mateo_01-13-2022.docx.pdf, Board_Resolution_City_of_South_San_Francisco_01-13-2022.docx.pdf, Board_Resolution_County_of_San_Mateo_01-13-2022.docx.pdf
- [x] 2. Proof of 501(c)3 / tax-exempt status — 501c3_IRS_Exemption_Letter..pdf
- [x] 3. By-laws — Attachment_3._CID_-_ByLaws.pdf
- [x] 4. Articles of Incorporation — Articles_of_Incorporation.pdf
- [x] 5. Board roster, including: — CID_Board_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 — Organizational_Chart._1-10-2023.pdf
- [x] 7. Certified financial audit no more that 1 fiscal year old, prepared by a CPA, and: — Audit_Report._FY20-21..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: — Current_Agency_Budget._FY22-23..pdf, Proposed_Agency_Budget._FY23-24..pdf
  - Current (FY22-23) **Agency** Operating Budget
  - Proposed (FY23-24) **Agency** Operating Budget
- [x] 9. Mission Statement — CID_-_Mission_Statement.pdf
- [x] 10. Non-discrimination policy — CID_-_Non-discrimination_Policy_for_Staff_and_Clients.pdf
- [x] 11. Reasonable Accommodations Policy — CID_-_Reasonable_Accommodations_Policy_for_Staff_and_Clients.pdf
- [ ] 12. Other - — CID_-_Conflict_of_Interest_Policy.pdf

- [x] 13. The following are required: (Redwood City Only)
    - Current (FY22-23) **Program** Operating Budget — CDBG_Program_Operating_Budget._FY22-23..pdf
    - Proposed (FY23-24) **Program** Operating Budget — Proposed_CDBG_Program_Operating_Budget._.pdf

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

Program Manager Signature	Tsegereda Andarge
Date Signed	01/11/2023

Initially submitted: Jan 11, 2023 - 11:06:51