



Staff Report

City of Manhattan Beach

TO: Honorable Mayor Aldinger and Members of the City Council

THROUGH: Geoff Dolan, City Manager *GD*

FROM: Richard Thompson, Director of Community Development *RT*
 Angelica Ochoa, Assistant Planner *AO*

DATE: March 4, 2008

SUBJECT: Consideration of Proposed Exchange of Community Development Block Grant (CDBG) Funds Received by the City of Manhattan Beach to the City of Hawaiian Gardens and the Allocation of Funds for the 2008-2009 Fiscal Year.

RECOMMENDATION:

Staff recommends that the City Council: **CONDUCT** the Public Hearing; **ADOPT** the attached Resolution (Exhibit A); **AUTHORIZE** the City Manager to execute the draft Agreement (Exhibit B) with the City of Hawaiian Gardens, and **APPROVE** an allocation of general funds received to the identified public service agencies (Exhibit C).

FISCAL IMPLICATION:

The City will receive \$87,232.80 in General Funds in exchange for \$145,388 in CDBG funds to allocate to existing public service agencies to continue their programs that benefit low and moderate income residents of Manhattan Beach.

BACKGROUND:

The City receives CDBG funding every year as a participating City through the Los Angeles County Community Development Commission (LACDC). The City's CDBG allocation for FY 2008-2009 is \$145,388.

The City has historically chosen to use its CDBG allocations to fund local public service agencies which meet the intent of the CDBG guidelines. Federal (HUD) regulations currently allow only 15% of CDBG funds to be allocated to public service agencies. Due to the limited amount of funding the City receives, Capital Improvement Projects (CIP), Low Income, and other types of qualifying CDBG projects can be very difficult to program.

Projects funded through the CDBG program must meet certain mandated objectives, such as: (1) activities benefiting low and moderate income persons; (2) activities which aid in the prevention or elimination of blight; (3) activities that meet urgent community development needs; and (4) additional criteria as outlined in the Federal Register.

Every year staff reviews the possibility of using CDBG funds for city projects rather than exchanging the funds. Staff explored using CDBG funds for infrastructure projects through the Public Works Department that would benefit seniors or the disabled and qualify under the CDBG criteria. However, the Department of Public Works did not identify any projects for funding. Since Federal regulations require CDBG funding to comply with a 15% cap on expenditures for public service activities, Council has determined in the past that using the limited amount of CDBG funds for these types of projects was not cost effective, and would take valuable money away from the City's local public service agencies. Therefore in order to maximize the amount of funds available to public service agencies the City has historically sold its allocation.

DISCUSSION:

Last year the City Council approved Resolution No. 6078, authorizing the exchange of the City's entire CDBG allocation with the City of Hawaiian Gardens last fiscal year 2007-2008 at a rate of .65 cents. The exchange rate for the upcoming 2008-2009 fiscal year will be at a rate of .60 cents with the City of Hawaiian Gardens, which is consistent with the market. According to the LACDC, the current rate of exchange varies among cities due to the amount of funding needed for a project and the number of projects the exchanging city has programmed in their budget. The City of Hawaiian Gardens is exchanging with other cities as well and therefore wants to be able to maximize their funds. For this reason, they set their exchange rate at .60 cents.

The attached CDBG Exchange of Funds Worksheet (Exhibit F) signed by the Community Development Director starts the exchange and approval of CDBG funds between the City of Manhattan Beach and the City of Hawaiian Gardens. The worksheet will be finalized at the end of March 2008. Since the payment received is general fund money, and not subject to CDBG guidelines, the City may allocate these funds as directed by the City Council. CDBG funds have declined over the years and it is anticipated that they will continue to decline an average of 5% annually. The Federal government has been, and is anticipated to continue, reviewing ways to restructure the program and possibly reduce funding even further.

Consistent with Council direction from previous years, Staff has required each agency to complete a questionnaire regarding the services each agency provides. A summary of the questionnaire is attached as Exhibit E. Funds for some agencies are used for a particular program within an agency, and some funds are part of the overall budget for others. This is reflected in the first two columns of the table. The number of Manhattan Beach residents served is also reflected in the table, both current and projected for this fiscal year. Lastly the table includes the average number of hours spent on each client, and the costs per hour. Program descriptions of each public service agency are attached (Exhibit D).

CONCLUSION:

Staff recommends that the City Council authorize the allocation of this general fund money to the agencies historically funded by the City. The proposed allocations (Exhibit C) are distributed in a manner that covers the costs of the Beach Cities Health District Care Management for Manhattan Beach Seniors contract (five year contract was approved last fiscal year 2006-2007), and distributes the remaining funds to the other agencies based on the same percentages Council has deemed appropriate in the past. The Beach Cities Health District will continue the services provided to Manhattan Beach seniors.

Pursuant to the attached Exhibits, Staff is recommending that the Council authorize the City Manager to enter into an Agreement with implementing the proposed exchange of funds. Exhibit A is a Resolution of the Council approving the proposed draft agreement, and authorizing the City Manager to amend the attached agreement (Exhibit B) in order to complete the exchange of CDBG funds based on the final adopted agreement between the City of Hawaiian Gardens and the City of Manhattan Beach. The public hearing for this project was properly noticed in the Beach Reporter dated February 21, 2008.

Attachments: Exhibit A - Resolution No. 6127
Exhibit B - Proposed Draft Agreement with City of Hawaiian Gardens
Exhibit C - Proposed Allocations and Agency Project Proposals
Exhibit D - Public Service Agencies Descriptions
Exhibit E - Summary of Questionnaire
Exhibit F - CDBG Exchange Funds Worksheet with Hawaiian Gardens

c: Raymond White, LA County Community Development Commission
Public Service Agencies (9)

RESOLUTION NO. 6127

A. RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MANHATTAN BEACH, CALIFORNIA, APPROVING AN AGREEMENT BETWEEN THE CITY OF MANHATTAN BEACH AND THE CITY OF HAWAIIAN GARDENS REGARDING THE EXCHANGE OF COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) FUNDS FOR THE FISCAL YEAR 2008-2009

The City Council of the City of Manhattan Beach conducted a public hearing, pursuant to applicable law, on March 4, 2008 to consider the allocation of CDBG funds for Fiscal Year 2008-2009; and

The City has historically (prior to 1997-1998 fiscal year) allocated 100% of its CDBG funds to regional public service agencies pursuant to a public service waiver from the Los Angeles County Community Development Commission (CDC); and

On June 7, 2005 the City of Manhattan Beach executed a three-year Cooperation Agreement with the County of Los Angeles concerning CDBG funds for Fiscal Years 2006-2007, 2007-2008, 2008-2009; and

The use of CDBG funds is strictly limited by law; and

The City Council on March 4, 2008 authorized the City Manager to sell the City's entire CDBG allocation; and

The City Manager is authorized to cooperate with the City of Hawaiian Gardens in the exchange of CDBG funds; and

The City Manager is authorized to amend the attached agreement as necessary to complete the exchange of funds on behalf of the City of Manhattan Beach based on the final adopted agreement from The City of Hawaiian Gardens; and

The City of Manhattan has the entire CDBG allocation of \$145,388 available to purchase and exchange with The City of Hawaiian Gardens at a rate of .60 cents; and

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF MANHATTAN BEACH, CALIFORNIA, DOES HEREBY RESOLVE, DECLARE, FIND, DETERMINE AND ORDER AS FOLLOWS.

SECTION 1. The attached CDBG Exchange of Funds Worksheet and draft agreement between the City of Manhattan Beach and the City of Hawaiian Gardens and the findings stated therein, is hereby approved, and the City Manager is authorized and directed to execute the final adopted agreement with the City of Hawaiian Gardens on behalf of the City of Manhattan Beach,

SECTION 2. Pursuant to Government Code Section 65907 and Code of Civil Procedure Section 1094.6, any action or proceeding to attack, review, set aside, void or annul this decision, or concerning any of the proceedings, acts, or determinations taken, done or made prior to such decision or to determine the reasonableness, legality or validity of any condition attached to this decision shall not be maintained by any person unless the action or proceeding is commenced within 90 days of the date of this resolution and the City Council is served within 120 days of the date of this resolution. The City Clerk shall send a certified copy of this resolution to the applicant, and if any, the appellant at the address of said person set forth in the record of the proceedings and such mailing shall constitute the notice required by Code of Civil Procedure Section 1094.6.



SECTION 3. This resolution shall take effect immediately. The City Clerk shall make this resolution readily available for public inspection within thirty (30) days of the date this resolution is adopted.

SECTION 4. The City Clerk shall certify to the adoption of this resolution and thenceforth and thereafter the same shall be in full force and effect.

PASSED, APPROVED and ADOPTED this 4th day of March, 2008.

Ayes:
Noes:
Absent:
Abstain:

Mayor, City of Manhattan Beach, California

ATTEST:

City Clerk

APPROVED AS TO FORM:

By 

City Attorney

AGREEMENT

This Agreement is made on this 4th day of March 2008, by and between the City of Hawaiian Gardens, a municipal corporation, and the City of Manhattan Beach, a municipal corporation.

RECITALS

- A. The City of Manhattan Beach has executed a three-year cooperation agreement with the County of Los Angeles concerning Community Development Block Grant (CDBG) Funds for Fiscal Years 2006-2007, 2007-2008 and 2008-2009;
- B. The City of Manhattan Beach has executed a three-year reimbursable agreement with the County of Los Angeles concerning Community Development Block Grant Funds (CDBG) for Fiscal Years 2006-2007, 2007-2008, and 2008-2009;
- C. The City of Manhattan Beach will receive CDBG Funds which can be made available to the City of Hawaiian Gardens during fiscal year 2008-2009. In exchange for the assignment by the City of Hawaiian Gardens of the amount of its general funds indicated in Section 1 below, the City of Manhattan Beach is willing to assign unexpended CDBG funds to the City of Hawaiian Gardens.
- D. The two cities will enter into an agreement under which the City of Hawaiian Gardens would exchange \$87,232.80 of its general funds for \$145,388 of the City of Manhattan Beach's unexpended entitlement of CDBG Funds for Fiscal Year 2008-2009.

NOW, THEREFORE, the Cities agree as follows:

- 1. **EXCHANGE.** The City of Manhattan Beach agrees to assign one hundred forty five thousand, three hundred eighty eight dollars and zero cents (\$145,388) of its unexpended CDBG allocation to the City of Hawaiian Gardens. In return, the City of Hawaiian Gardens agrees to assign eighty seven thousand, two hundred thirty two dollars and eighty cents (\$87,232.80) of its general funds to the City of Manhattan Beach. The exchange rate will be \$.60/1.00.
- 2. **CONSIDERATION.** The City of Manhattan Beach shall assign the agreed upon CDBG Funds in one lump sum payment. The City of Hawaiian Gardens shall assign the agreed upon general funds to the City of Manhattan Beach in one lump sum payment. The City of Hawaiian Garden's lump sum payment shall be due and payable 30 days after the Community Development Commission of the County of Los Angeles notifies the City of Hawaiian Gardens in writing and on its letterhead that the funds have been transferred to the City of Hawaiian Gardens unallocated funds account.

EXHIBIT

B

3. **BEST EFFORTS.** The City of Manhattan Beach shall use its best efforts to obtain any consent required of any other governmental or administrative agency to effectuate the assignment of \$145,388 of its CDBG funds to the City of Hawaiian Gardens no later than 30 days after both cities have executed the agreement and any required documents. The City of Manhattan Beach and the City of Hawaiian Gardens shall agree to execute any and all additional documents which such agencies may request in connection with the assignment and receipt of grant.
4. **TERM.** The Agreement is effective on the date above written and for such time as is necessary for both parties to complete their mutual obligations under this Agreement.
5. **TERMINATION.** Termination of this Agreement may be made by either party so long as written notice of intent to terminate is given to the other party at least five (5) days prior to the termination.
6. **NOTICE.** Notices shall be given pursuant to this Agreement by personal service on the party to be notified, or by written notice upon such party deposited in the custody of the United States Postal Service addressed as follows:

CITY OF HAWAIIAN GARDENS
Ernesto Marquez, City Administrator
21815 Pioneer Boulevard
Hawaiian Gardens, CA 90716

CITY OF MANHATTAN BEACH
Geoff Dolan, City Manager
1400 Highland Avenue
Manhattan Beach, CA 90266

7. **GOVERNING LAW.** This Agreement shall be governed by the laws of the State of California.

IN WITNESS WHEREOF, the parties have executed this Agreement the 4th day of March 2008.

CITY OF HAWAIIAN GARDENS:

CITY OF MANHATTAN BEACH:

Ernesto Marquez, City Administrator

Geoff Dolan, City Manager

ATTEST:

ATTEST:

Sue Underwood, City Clerk

Liza Tamura, City Clerk

APPROVED AS TO FORM:

By 

City Attorney

Public Service Agency	Final Allocation FY 2007-2008	Percentage of Total Allocation	Final Allocation FY 2008-2009	Requested Funding
Care Management for Manhattan Beach Seniors	37,315.00	NA	37,315.00	37,315.00
1736 Family Crisis Center	20,495.66	34%	16,826.22	55,000.00
South Bay Family Healthcare Center	15,457.15	25%	12,689.78	25,000.00
South Bay Center for Counseling	12,809.79	21%	10,516.39	20,810.00
South Bay Youth Project	4,526.13	7%	3,715.79	9,310.00
The Salvation Army-Operation Sunshine	2,988.95	5%	2,453.82	6,000.00
Project Touch	2,134.96	4%	1,752.73	4,912.00
Wellness Community	1,195.58	2%	981.53	1,800.00
South Bay Adult Care Center	1,195.58	2%	981.53	3,000.00
Totals	98,118.80	100%	87,232.80	

EXHIBIT

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CARE MANAGEMENT FOR MANHATTAN BEACH SENIORS

Program Description and References

The Care Management for Manhattan Beach Seniors program provides assistance in obtaining services that help promote and maintain the optimum level of functioning for participants. The goal of the Care Management program is to assist seniors to access services that enable them to live in the safest and least restrictive environment possible, reducing the possibility of inappropriate institutionalization. The Manhattan Beach Care Manager works with disabled adults and seniors age 60 or older who are at the most risk for physical, mental and/or functional impairment.

Clients for Care Management enter the program through a number of referral sources. The major referral source is the City of Manhattan Beach itself. Referrals are made by the Manhattan Beach Police Department, Manhattan Beach Fire Department, the Older Adults Program and code enforcement. The Care Manager is able to provide linkages to services that help in reducing repeat calls to the paramedics because of living situations rather than emergency medical needs. The Care Manager assists the Police Department in maintaining a Memory Impaired File. Other City employees utilize the Care Manager when they encounter seniors and/or disabled who could benefit from increased support. Referrals also come from family members, neighbors, hospital discharge planners, and other social service providers.

Care Management begins with an in-home assessment. To develop a care management plan, the Care Manager evaluates an individual's physical environment, emotional and social needs. A comprehensive assessment of a person's capacities, resources, support system and attributes is needed in understanding the problems, needs, resources and strengths of an older person to develop a plan of care. With the input of the individual and based upon the individualized needs, the Manhattan Beach Care Manager develops a care plan that may include: referrals to community resources such as Meals on Wheels, transportation, or public benefits; co-ordination and arrangement of in-home help; home safety assessments with recommendations for improvements; collaboration with community agencies to provide support groups and activities; and increased socialization through Beach Cities Health District programs such as Friend to Friend, Peer Counseling, Errand Volunteers and Support Line. The Care Manager assists the individual in accessing the appropriate services and provides regular follow-up. Moreover, the Manhattan Beach Care Manager has access to the Beach Cities Health District Senior and Disabled Health fund to purchase supportive services for low-income Manhattan Beach clients. In Fiscal Year 2006-2007 the Manhattan Beach Care Manager worked with 238 senior and adult disabled residents of Manhattan Beach. Eighty percent (80%) of these clients met the verified low- and moderate-income criteria. Thus far, this program year, she has worked with 183 clients.

In addition to providing the direct assessment and linkage service to senior and disabled Manhattan Beach residents, the Manhattan Beach Care Manager is a member of the

EXHIBIT

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EXHIBIT



CARE MANAGEMENT FOR MANHATTAN BEACH SENIORS

South Bay Multidisciplinary Team and South Bay Senior Network. Beach Cities Health District Community Care Services Department staff work very closely together as a team and the Manhattan Beach Care Manager is able to benefit from the community networking the entire team participates in: KEEP-SAFE Coalition (a coalition of social service providers, law enforcement, and financial institutions that provides training and education for seniors to prevent financial abuse and exploitation), South Bay MAPS (Marketing and Admissions Professionals for Seniors), Alzheimer's Association and the Department of Mental Health Service Area Advisory Committee. The Manhattan Beach Care Manager has a master's degree in social work and brings her professionalism and clinical skills to the seniors and disabled of the city. She also staffs Beach Cities Health District's Friend to Friend program where trained volunteers provide weekly visits to lonely, isolated seniors and disabled residents of the community.

References:

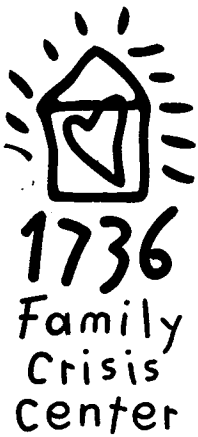
Jan Buike, Older Adults Program Supervisor, City of Manhattan Beach, (310) 802-5447

Dennis Groat, Retired Fire Chief, City of Manhattan Beach

Karen Liebig, Julius Sumner Miller Foundation and KEEP-SAFE, (310) 320-8291

Agency and Address (Please Type Your Answers) Beach Cities Health District Community Care Services Department 514 North Prospect Avenue, 3rd Floor Redondo Beach, CA 90277	Input Please make entries in grey boxes
Program Name CARE MANAGEMENT FOR MANHATTAN BEACH SENIORS	
Total Annual Budget	2008-2009 Projected 2007-2008 \$67,846 \$67,846
<i>Program Budget (enter only if different from above, i.e. if CDBG monies fund only a specific program provided by the agency)</i>	
Percentage of Budget Increase/Decrease 2007-2008 / 2008-2009	0%
Requested Funding	\$ 37,315 \$37,315
Approved Funding	
Number of Manhattan Beach Residents Served	(Projected) 210 (Year to Date) 185 (Projected) 210
Average Number of Hours Spent Annually per Manhattan Beach Client	2-40 hours 2-40 hours
Cost per Hour of Clients Served	\$ 33.26 \$ 33.26
Proposed 2008-2009	
Breakdown of How Manhattan Beach Funding Will be Spent	Total Percentage
Equipment/Supplies	NA
Salary Used for Direct Contact with Clients	35300 94.60%
Administrative	NA
Travel	55 0.15%
Space (Lease/Rent)	1375 3.68%
Other (Specify) Training, telephone, supplies, etc.	585 1.57%

Note: Enter "NA" for entries which are not applicable



February 12, 2008

Mayor Jim Aldinger and Members of the City Council
City of Manhattan Beach
1400 Highland Avenue
Manhattan Beach, CA 90266

Dear Mayor Aldinger and Members of the City Council:

On behalf of the entire Center, please accept my sincerest thanks for the City's many years of unwavering support to help 1736 Family Crisis Center keep its doors open 24 hours a day in service to local residents.

Since its beginnings in 1972 as "1736 House," 1736 Family Crisis Center has grown to operate four shelters for battered women and their children, a shelter for runaway and homeless adolescents, three Community Service Centers offering non-residential services, five 24-hour hotlines, and ancillary programs designed to help our neediest community members.

Manhattan Beach's support of 1736 Family Crisis Center is extremely important to our ability to keep our doors open 24 hours a day, 365 days a year, providing services that South Bay residents, including those of Manhattan Beach, so urgently need. We are hopeful that the City will continue to provide generous support as it has in the past. To that end, please find enclosed our proposal requesting an allocation of \$55,000 for fiscal year 2008-2009.

To each of you personally, and to the City of Manhattan Beach as a whole, thank you for your continuous and strong commitment to our programs. I would like to extend an open invitation to the council members to tour our Center. I think you would be as proud as we are of the good work your dollars do for so many people.

Our best wishes.

Sincerely,

Carol A. Adelkoff
CEO/Executive Director

24 Hour Hotlines: (310) 379-3620 (310) 370-5902 (213) 745-6434 (562) 388-7652 www.1736familycrisiscenter.org

- 2116 Arlington Avenue, Suite 200, Los Angeles, California 90018 (323) 737-3900 fax: (323) 737-3993
 Service sites in Los Angeles, Redondo Beach, Long Beach, Hermosa Beach, and Torrance

**1736 FAMILY CRISIS CENTER
PROPOSAL TO THE CITY OF MANHATTAN BEACH**

Overview. Since 1972, 1736 Family Crisis Center (1736 FCC) has provided critical services to battered women and their children, runaway and homeless teens, adults, children and families in crisis in the South Bay. 1736 FCC offers comprehensive, nonjudgmental support, with effective, and often life-saving intervention. Some clients might need a bed, food, clothing, counseling, and comprehensive case management in one of our shelters. Others might need comprehensive case management and counseling in our outpatient clinic, emergency 24-hour telephone hotline response to prevent a suicide or other crisis, 24-hour in-person emergency room response, or other immediate emergency assistance. 1736 FCC's commitment is to never turn away an individual in need and to provide the maximum level of care for long-term safety and stability. Through this proposal, 1736 FCC respectfully requests a grant of \$55,000 from the City of Manhattan Beach's CDBG allocation.

CDBG Objectives. Services offered under this proposal will meet CDBG objectives. 1) Services will be provided to Manhattan Beach residents meeting verified low and moderate income criteria as established by the U.S. Department of Housing and Urban Development; more than 51% of clients served will meet these criteria (by federal definition, domestic violence victims and child abuse victims are considered low-income). 2) Services will aid in elimination of blight by reducing truancy, homelessness, and community violence. 3) Services will meet urgent community development needs by providing life-saving emergency and transitional shelter to homeless battered women and their children and runaway/homeless youth, as well as non-residential counseling and 24-hour hotline response to Manhattan Beach residents.

Program Descriptions. Manhattan Beach residents can access any of 1736 FCC's programs to obtain shelter, counseling, case management, and referrals associated with spousal abuse, child abuse, and other crises. These programs include:

Emergency Adolescent Shelter: This program offers a two-week stay and comprehensive supportive services (counseling, case management, life skills training, consequences of high-risk behaviors, etc.) to runaway and homeless boys and girls, ages 10 through 17, with 24-hour intake. The primary goals of this program are to facilitate family reunification, when safe and possible, or arrange for other safe post-shelter placement and to provide teenagers with the tools they need to redirect their lives into productive avenues. A six-month follow-up/aftercare program component helps youth sustain their stability. Approximately 40%-50% of youth served in this shelter run from homes in which there is domestic violence, and nearly all have experienced abuse. The shelter is licensed by the California Community Care Licensing Division.

Four Domestic Violence Shelters: Confidentially located in three local cities, these shelters offer 128 beds providing emergency and transitional care ranging from one month to two years, free of charge to clients. Services include comprehensive counseling and case management, job development and placement, life skills training, parenting education, a specialized children's program, household establishment assistance, and ancillary services to help battered women and their children (boys and girls ages birth through 17) establish safe, self-sufficient lifestyles. Post-shelter support services include counseling, case management, and ongoing ancillary support to help clients maintain their achievements through the years.

Three Community Service Centers: For persons not requiring acute shelter care, these outpatient centers offer comprehensive case management, counseling, job development, and legal assistance to families, adults, and children in need, free of charge. In addition to services provided to clients at its Torrance facility, 1736 FCC staff also provide 24-hour response to battered women presenting in local emergency rooms (Little Company of Mary, Torrance Memorial, and others). Response can be in person or by telephone, as desired by the client, to provide counseling and referrals (including intake into 1736

FCC shelters if appropriate); this program is part of the CAVA collaborative. The Community Service Centers are certified by the L.A. County Department of Mental Health to provide Early Prevention, Screening, Detection and Treatment services to low-income children and their families.

24-Hour Hotline and Drop-In Program: Five 24-hour crisis hotlines provide round-the-clock professional help to several thousand callers each year, assisting with issues such as suicidality, child abuse, domestic violence, need for referrals, shelter intake, and other assistance. The Drop-In Program offers individuals places to go to receive counseling, referrals, bus tokens, and other needed assistance from our trained staff.

Welfare-to-Work Services: This extremely successful program component provides a comprehensive continuum of services for eligible battered women designed to overcome barriers to employment and link them with concrete jobs suited to their experience and employment goals. The program provides comprehensive supportive services by 1736 FCC staff (e.g., case management, counseling, life skills training, financial literacy training, resume preparation, juggling work and home life, etc.), and education support (by linking women to national scholarships designed for continuing education, technical training, etc.). The program also works with employers to educate and provide support in an effort to make employment settings friendlier for battered women, who are often penalized by losing their jobs as a result of batterer harassment or the need to take time off work to manage legal, medical or children care matters. The program has placed more than 300 women in jobs of their choice. After our very successful Department of Labor five-year contract came to a planned completion, we integrated our most successful practices to help people get and keep good jobs.

Legal Services: We recently expanded our in-house legal services department, which provides free legal services to clients (ranging from restraining order preparation to court representation). We now have an in-house licensed attorney, a paralegal, a legal internship program (staffed with law students from, e.g., the Loyola Marymount Law School), and local attorneys working pro-bono on individual cases.

Community Education and Outreach: This program offers prevention educational outreach services to schools, churches, businesses, other service providers, clubs, and other groups.

References. References include, but are not limited to, the City of Manhattan Beach and the City of Redondo Beach.

Ability to Execute Certified City Contract. 1736 FCC has 36 years of experience in managing private and public funds (federal, state, county, and city), including many years of successful provision of services in agreement with the City of Manhattan Beach. Our programs are strategically developed and overseen by a volunteer Board of Directors with expertise in a variety of areas (e.g., human resources, legal, etc.). Services are provided by more than 140 full-time, part-time, and on-call professionals, highly trained paraprofessionals, and master's-level interns, all working under the supervision of licensed mental health professionals, in addition to our legal program under supervision of a licensed attorney. Close to 200 volunteers enhance services in a variety of capacities. 1736 FCC maintains a strong staff training program, including 40 hours of domestic violence training mandated by the State of California, extensive training as required by the Community Care Licensing Division, and First Aid/CPR training for all direct service staff. 1736 FCC's programs have success rates ranging from 85% to 95%, as measured by clients establishing the goals they have set for themselves at intake, and by moving toward permanent safe self-sufficiency. 1736 FCC is fully able to execute a certified City of Manhattan Beach contract.

Agency and Address 1736 Family Crisis Center 2116 Arlington Avenue, Suite 200 Los Angeles, CA 90018 Program Name: 1736 Family Crisis Center	(Please Type Your Answers)	Input Please make entries in grey boxes
Total Annual Budget	2008-2009 Projected	2007-2008 \$6,314,147
Program Budget (enter only if different from above, i.e. if CDBG monies fund only a specific program provided by the agency)	\$6,542,490	
Percentage of Budget Increase/Decrease 2007-2008 / 2008-2009	4%	
Requested Funding	\$55,000	\$53,000
Approved Funding		\$20,495
Number of Manhattan Beach Residents Served	(Projected) 500	(Year to Date) Approx 250
Average Number of Hours Spent Annually per Manhattan Beach Client		(Projected) Approx 500 for 12-month period Please see note 2
Cost per Hour of Clients Served		Please see notes 1 & 2
Proposed 2008-2009		Please see notes 1 & 2
Breakdown of How Manhattan Beach Funding Will be Spent		
Equipment/Supplies		Total N/A
Salary Used for Direct Contact with Clients	\$49,500	Percentage 0%
Administrative	\$5,500	90%
Travel		10%
Space (Lease/Rent)		0%
Other (Specify)		0%

Note 1: Includes comprehensive services provided in five shelters, three community service centers, five 24-hour hotlines, three drop-in centers, and community prevention education/outreach in five cities in LA County (Hermosa Beach, Redondo Beach, Torrance, Long Beach, and Los Angeles).

Note 2: 1736 FCC services to Manhattan Beach residents vary widely, ranging from a one-time hotline call (which may last 45-90 minutes) to weekly individual/group counseling sessions (one to two hours a week for periods ranging from a few weeks to a few years) to 24-hour shelter with comprehensive services ranging from two weeks to two years, as well as extensive community outreach/education to Manhattan Beach residents including information about domestic violence, child abuse, runaway/homeless youth issues, assessing community resources, etc. At any given time, the services rendered will be driven by client and community needs. Therefore, any calculation regarding cost per client and number of hours spent on each client would not reflect the cost or comprehensive nature of our services.



February 14, 2008

Ms. Angelica Ochoa
Assistant Planner
City of Manhattan Beach
Community Development Department
1400 Highland Avenue
Manhattan Beach, CA 90266

Dear Ms. Ochoa:

Enclosed please find South Bay Family Healthcare Center's application to the City of Manhattan Beach for Community Development Block Grant funding, along with the required information form.

We deeply appreciate your past support of our agency, and hope you will select us for renewed support. Our dental program, for which we request funding, is a vital resource to low- and moderate-income people in the City of Manhattan Beach.

Thank you for your consideration. If you have any questions regarding the enclosed, please contact me at (310) 802-6177.

Sincerely,

A handwritten signature in black ink, appearing to read "Jann Hamilton Lee". The signature is stylized and cursive, with a large initial "J" and "L".

Jann Hamilton Lee
President and CEO

Administrative Office:

23430 Hawthorne Blvd., Bldg. 3, Suite 210 • Torrance, CA 90505 • Administration: (310) 802-6177 • Fax: (310) 802-6178

Appointments: (310) 802-6170

Redondo Beach Facility

2114 Artesia Blvd., Redondo Beach, CA 90278
Business: (310) 318-2521
Fax: (310) 318-9622

Gardena/Harbor Gateway Facility

742 W. Gardena Blvd., Gardena, CA 90247
Business: (310) 327-1357
Fax: (310) 327-5386

Inglewood Facility

1091 S. La Brea Ave., Inglewood, CA 90301
Business: (310) 330-2960
Fax: (310) 330-2961

South Bay Family Healthcare Center (SBFHC) is grateful to the City of Manhattan Beach for its generous past support, helping to ensure that low-income residents of Manhattan Beach have access to critical dental services, regardless of their ability to pay. SBFHC respectfully requests a Community Development Block Grant from the City of Manhattan Beach to enable us to continue to provide dental visits to low- and moderate-income Manhattan Beach residents through our Redondo Beach clinic, located at 2114 Artesia Boulevard, Redondo Beach, California 92078.

Responding to Urgent Need: Oral health is an essential component of overall health and well-being, without which no one can be truly healthy. Oral disease and other conditions of the mouth including tooth decay (caries), gum disease, oral cancer and tooth loss are among the most prevalent of all chronic health conditions. By adulthood, most people have had at least one case of dental caries. According to data from the third National Health and Nutrition Examination Survey (NHANES III), 30 percent of all adults had untreated dental decay, while 85 percent had experienced caries at some point in their lives.

The U.S. Surgeon General states that almost 108 million Americans lack dental insurance, compared to approximately 44 million who lack medical insurance. *When uninsured patients neglect essential oral health care, problems compound over time* and, as noted in Oral Health America's report, *these patients ultimately turn to already overburdened hospital emergency rooms, seeking painkillers and/or tooth extractions, and wasting millions of taxpayer dollars annually.* In addition, inadequate oral hygiene and/or inadequate access to needed care can result in or exacerbate much more severe conditions, including diabetes and heart disease, and can increase the risk for premature birth among pregnant women.

A March 2001 report from the Senate Health and Human Services Committee indicates that Californians are less likely to have visited the dentist or had their teeth cleaned in the last year than the national average. (As a result, California received an overall grade of C in the Oral Health America 2003 Report Card.) A 2004-2005 Dental Health Foundation survey of 21,000 California children found that "by the third grade, over 70 percent of the children have a history of tooth decay; at any given moment more than a quarter of the children have untreated tooth decay."

Low- and moderate-income residents of Manhattan Beach face many of the challenges inherent in urban settings, including overcrowded living conditions, substandard housing, high rates of under- and unemployment, and low levels of adult literacy and formal education. While real estate prices are typically high — leading to perceptions of Manhattan Beach as a wealthy community — data compiled in 2005 by the United Way of Greater Los Angeles for SPA 8 (Service Planning Area 8) that includes Manhattan Beach (zip code 90266) reveals a composition of: 669 families with household incomes under \$15,000; 925 additional households with incomes under \$35,000; and a further 1,147 households with incomes under \$50,000. SBFHC's patients are the Manhattan Beach residents who are most in need of subsidized/free dental care. Sixty-seven percent of the Manhattan Beach patients utilizing our Redondo Beach clinic are low-income, and thirty-three percent fall within the moderate-income category.

To help address the critical need for dental care among low- and moderate-income residents of Manhattan Beach and the greater South Bay, SBFHC began providing essential dental services to our patients in the 1970s. With the opening of our 8,300-square-foot Redondo Beach clinic in 1999, we doubled the number of dental operatories available. This clinic is the primary location for services to patients drawn from Manhattan Beach.

Apart from the dental services we provide, only two other organizations — Assistance League of San Pedro and South Bay Children's Health Center — offer free and low-cost dental care to Manhattan Beach residents. The former is much further in distance, reducing access, and the latter serves only children.

MEETING CDBG OBJECTIVES: For nearly 40 years, SBFHC has continued to provide critical healthcare services to low- and moderate-income residents of the greater South Bay and Harbor Gateway communities, including Manhattan Beach, regardless of patients' ability to pay. To ensure that we are reaching those most in need, SBFHC verifies client eligibility by requiring address information and copies of paycheck stubs, W-4s or social security or unemployment checks, confirming Manhattan Beach residence and income level.

In fiscal year 2006-07, SBFHC provided more than 58,381 patient visits, including more than 3,462 dental visits, to patients at all of our clinic locations combined. Our dental program served 1,042 patients, including 166 low- and moderate-income Manhattan Beach residents.

PROGRAM DESCRIPTION AND REFERENCES: The overarching goal of SBFHC's dental services is to ensure the continued health and well-being of our patients by preventing and addressing oral health problems. Dental services are available by appointment at our Redondo Beach clinic on Monday, Wednesday and Friday from 8:00 a.m. until 4:30 p.m., Tuesdays and Thursdays from 10:00 a.m. until 7:30 p.m. and on Saturdays from 7:30 a.m. until noon. Dental patients from Manhattan Beach will receive care based on our dental clinic's procedures and protocols for all visits:

- Most visits for first-time dental patients last 45 minutes, and include a full set of oral x-rays and a thorough oral examination. During this examination, one of SBFHC's dentists assesses the patient's dental health needs and prescribes any needed care. This examination includes an oral cancer screening.
- Dentists also provide oral health education during each visit. Educational topics include prevention of dental disease and appropriate dental hygiene. Additional information specific to the needs of special-needs patients — such as the link between diabetes and periodontal disease — is also provided. Patients receive written materials available in both Spanish and English.
- Typically, approximately 80 percent of dental patients are found to require cleaning or care based on their initial examination. Our objective for the coming year is to provide cleanings to 100 percent of our patients. Follow-up appointments are scheduled as indicated. Services, performed by one of our fully qualified dentists during subsequent visits, include the full scope of primary dental health care, including further cleanings, fillings for cavities, repair of capped teeth, and tooth extractions. This year, we will also provide fluoride treatments and sealants to our pediatric patients. Excluding patients who return for a cleaning only, approximately 75 percent of patients require some form of treatment.
- If the dentist detects a dental health issue that we cannot address in-house, such as the need for orthodontic or periodontal care, the patient is referred to a facility that can provide the needed services.
- After any initial presenting problems have been treated, patients are encouraged to return for an annual check-up and cleaning. During these yearly visits, dentists identify any emerging needs for care and schedule patients for such care appropriately.
- Patients are asked to contact us at any time if they experience dental health problems between annual visits.

Dental services are provided by our two fully certified dentists, with the support of appropriately trained dental assistants. **Azita Shahriarpour, D.D.S** has worked as a dentist for SBFHC since October 2006, and is licensed by the California Board of Dentistry. She earned her D.D.S. from the University of Southern California in 2000. **Tahani Garguri, D.D.S.** has worked as a dentist at SBFHC since 2002 and is licensed by the California Board of Dentistry. She earned her D.D.S. from Garyounis University in Behghazi, Libya. In addition to their clinical qualifications, our dental clinics' staff is capable of meeting the cultural and linguistic needs of our patients. All of our dental assistants are fluent in both English and Spanish. Dr. Shahriarpour speaks fluent English and Farsi, as well as basic Spanish, and Dr. Garguri is fluent in English, Spanish and Farsi. In addition, the majority of our staff and many of our volunteer corps — including all appointment schedulers, receptionists and intake workers — are bilingual in English/Spanish.

Other agencies and organizations SBFHC works with regularly and who could provide a reference attesting to our high-quality work include, among many others, Beach Cities Health District, City of Carson, City of Redondo Beach, Western Regional Center, Little Company of Mary Hospital and Good Samaritan Hospital.

INFORMATION FORM: See attached. The total budget for our dental services for Manhattan Beach residents totals \$68,181. We have attached the required information form for your review. We anticipate serving 166 Manhattan Beach residents in 2008-2009. The average number of hours spent annually per Manhattan Beach resident is 2.25 at a cost of \$182.49 per hour. SBFHC requests support from the City of Manhattan Beach through a Community Development Block Grant in the amount of \$25,000 toward dental services for Manhattan Beach residents.

ABILITY TO EXECUTIVE CERTIFIED CITY CONTRACT: SBFHC is fully able to executive a certified contract from the City of Manhattan Beach. We are currently providing services under contract with the city.

CONCLUSION: SBFHC requests the City of Manhattan Beach's renewed support through a Community Development Block Grant in the amount of \$25,000 toward dental care services for low- and moderate-income, uninsured Manhattan Beach residents. Your support will help ensure that we can continue to address the significant oral healthcare needs of medically indigent adults and children living in Manhattan Beach. Thank you for your consideration of our request.

AGENCY AND ADDRESS

South Bay Family Healthcare Center
 23430 Hawthorne Blvd., Bldg. 3, Suite 210
 Torrance, CA 9050

Program Name:

Providing Essential Dental Services in Our Community

	2008-2009 Projected	2007-2008
Total Annual Budget	\$68,181	\$68,181
Program Budget (enter if different from above)		
Total Budget Increase/Decrease from 2006-2007 to 2007-2008	0	0
Requested Funding	\$25,000	\$25,000
Approved Funding		
Number of Manhattan Beach Residents Served	(Projected) 166	166
Average Number of Hours Spent Annually per Manhattan Beach Client	2.25	2.25
Cost per Hour of Clients Served	\$182.49	\$182.49
Breakdown of How Manhattan Beach Funding is Spent 2007-2008	X	Percentage
Equipment/Supplies	Total	
Salary Used for Direct Contact with Client	N/A	
Administrative	N/A	
Travel	N/A	
Space (lease/rent)	N/A	
Other (Specify)	N/A	

INPUT



South Bay Center for Counseling
360 N. Sepulveda Blvd. Suite 2075
El Segundo, CA 90245
(310) 414-2090 FAX: (310) 414-2096
www.sbaycenter.com

SOUTH BAY CENTER FOR COUNSELING
PROPOSAL FOR THE
CITY OF MANHATTAN BEACH
COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM
(FY 2008-2009)

Submitted by:

Colleen Mooney
Executive Director
South Bay Center for Counseling
360 N. Sepulveda Blvd., Suite 2075 (2nd Floor)
El Segundo, CA 90245
(310) 414-2090
FAX 414-2096

Agency Profile

South Bay Center for Counseling (SBCC) is an incorporated, tax exempt, private, non-profit mental health organization that has provided community mental health services to the city of Manhattan Beach since its foundation in 1973. The founders, a group of mental health professionals, saw the need for quality, low cost mental health services for a population unable to afford private treatment within the South Bay area.

Located in El Segundo at the LAX Business Center site, SBCC is committed to providing services to everyone who seeks assistance. Services provided include: individual, conjoint and family counseling, parent support/education groups, adolescent groups, school-based counseling, case management, community engagement, and economic development to assist families to become self-sufficient. In order to meet the mental health needs of low and moderate income individuals, SBCC uses a sliding scale fee rate for services based on the client's ability to pay. SBCC's goal has been to offer a wide variety of services to adults, adolescents, children and families. Moreover, its original philosophy, "to respond to community wide needs with community wide approaches", set in motion an evolutionary approach to the provision of community mental health services. This methodology has resulted in the creation of multiple mental health care programs with a total budget of approximately \$4,200,000.

SBCC has a successful history working with the City of Manhattan and has been funded for many years. Last year, SBCC's CDBG allocation totaled \$12,809.79. SBCC is seeking to increase our present level of community service with the aid of the CDBG. In the 2008-2009 fiscal year SBCC, is requesting \$20,810 due to an increase in demand for psychotherapy and social services. The funding will be used in the programs that are most frequently utilized by the low to moderate income residents, as well as, other members of the Manhattan Beach community. These programs are the Counseling Services Program, Parents and Children Together Program, and the Teen Recovery Intervention Program.

The Counseling Services Program

The Counseling Services Program provides low cost therapy to individuals, groups, children and families. The Counseling Services Program is open Monday through Thursday from 9 a.m. to 9 p.m., Fridays from 9 a.m. to 5 p.m. and Saturdays from 9 a.m. to 2 p.m. In crisis situations, clients have telephone access to counselors on a 24-hour basis, including holidays. In essence, the Counseling Services Program provides an ongoing service to our clientele, 24 hours a day, 365 days a year.

The Counseling Services Program provides services to the working class, lower and middle socioeconomic groups as well as the impoverished. Documentation of all clientele in this program is based upon a request for INCOME VERIFICATION. The Counseling Services Program provides mental health services for children, families and adults. Individual treatment may include several types of interventions that range from social networking to dynamic long-term psychotherapy. A single case may include self-help groups, employment setting analysis, behavioral environmental analysis, personality and intellectual assessment and/or referrals for the prescription of psychotropic medication. Many low to moderate income residents need assistance in accessing the social service bureaucracy and that assistance becomes part of the overall treatment plan.

Parents and Children Together Program (formerly known as the Diagnostic & Treatment Program)

In 1983, in response to a request from Detective Jim Noble of the Manhattan Beach Police Department, the Los Angeles County Sheriff's Child Abuse Task Force, and distraught parents of alleged child sexual abuse victims from preschools closed by State Licensing, SBCC created the Diagnostic and Treatment Program for child abuse. Our program became the primary management site for this enormous community crisis. Initially focused on cases of child sexual abuse, the Program now includes cases of child neglect, physical abuse and family violence. The Parents and Children Together Program serves a diverse population of approximately 350 children, adults and families each year. Services are provided to low and moderate income residents of Manhattan Beach as well as all other residents.

Documentation of all clientele in this program is based upon a request for INCOME VERIFICATION. The PACT Program for Child Abuse is a direct service program providing comprehensive prevention and intervention services to at-risk children and families. Services include short-term and long-term counseling, home-based support, parenting classes, group counseling, school-based counseling, and case management. Referrals to the program come from the Department of Children Services, law enforcement, schools, medical field, courts, therapists, private agencies, and former/current clients.

Teen Recovery Intervention Program (TRIP) was created in 2004 in response to a growing need for substance abuse prevention and intervention services for adolescents. TRIP is a 15 week prevention and intervention program designed to address early substance use among adolescents ages 13-19. The main objective of TRIP is to provide a safe and supportive environment for teens to explore their current participation and/or experimentation with alcohol and other substances in a group format. Groups are facilitated by trained professional and paraprofessional staff; supervised by a licensed clinician with specialization in substance abuse issues. Since the program's inception, SBCC has been placed on both the Santa Monica and Torrance Court Referral List for juvenile offenders receiving misdemeanors in possession of alcohol and/or drugs. As a result, the agency sees many adolescents that attend Mira Costa High School and other beach city schools, many who are come from low to moderate income residents. We are currently serving approximately 35-40 adolescents a month in this program.

Program Management

In the Counseling Services Program and Parents and Children Together Program each client is requested to provide the following information and documentation:

- | | |
|--|---|
| 1) Name, address, telephone and ethnicity. | 4) Emergency Contact |
| 2) Proof of income | 5) Intake/information Packet |
| 3) Proof of residency | 6) Client progress notes for each session |

Proposal Summary

For fiscal year 2008-2009 SBCC is requesting \$20,810 as shown in the program information form. This request is for a fraction of the funds necessary to support our services to the residents of Manhattan Beach. The agency will seek additional sources of funding to cover the remaining costs. This funding allocation will be used for direct services (\$6,139) and to supplement the salaries of the Clinical Director (\$1,597), Administrative Director (\$700) and Accounting Assistant (\$200). Funding will be used in non-administrative activities as well: (\$7,180) for agency space, (\$1,873) for equipment and supplies, (\$1,349) for insurance, (\$825) for telephone, (\$300) for printing, and (\$647) for maintenance and janitorial expenses.

Direct services will include: adult/child individual counseling, family, conjoint, couples and group counseling. Residents of Manhattan Beach will have access to all these services and a menu of social services including economic development, job training, and youth enrichment.

Not only does SBCC far exceed income requirements of the Community Development Block Grant program, but unique to other South Bay non-profit social service organizations, South Bay Center for Counseling has the ability to offer home-based services and economic development. The South Bay Center for Counseling is unquestionably an excellent candidate for the Manhattan Beach Community Block Grant funding.

Exhibit A

Program Budget

Project Title: Counseling Services & Parents and Children Together Program

Cost Category	Agency Share	City Share	Total Share
1.1 Personnel	\$ 1,904,879	\$ 8,636	\$1,913,515
1.2 Travel	\$ 27,358	\$ 0	\$ 27,358
1.3 Space	\$ 144,692	\$ 7,180	\$ 151,872
1.4 Equipment/ Supplies	\$ 131,775	\$ 1,873	\$133,648
1.5 Consultants	\$ 46,545	\$ 0	\$ 46,545
1.6 Professional Services	\$ 0	\$ 0	\$ 0
1.7 Other (Specify)	\$72,333	\$ 3,121	\$ 75,454
1.8 Total	\$ 2,327,582	\$ 20,810	\$ 2,348,392

OTHER:

Insurance \$ 1,349
 Telephone \$ 825
 Maintenance \$ 647
 Printing \$ 300

Agency and Address

South Bay Center of Counseling
 360 N. Sepulveda Blvd., Suite 2075
 El Segundo, CA 90245

Input

Total Annual Budget	2008-2009	2007-2008
Program Budget Funded With City Funds	\$ 2,091,000	\$ 4,200,000.00
Requested Funding	\$ 12,809.79	\$ 12,809.79
Approved Funding	\$ 20,810.00	\$ 20,810.00
% of Total Budget (or program budget if approved)	0.59%	0.59%

Number of Manhattan Beach Residents Served: 25 (projected) 25 (projected)

Total Budget Increase/Decrease 2008-2009/2004-2005: 0% 0%

Average Number of Hours Spent Annually per Manhattan Beach Client: 36 36

Cost per Hour of Clients Served: \$ 2312 \$ 1423

Proposed 2008-2009

Breakdown of how Manhattan Beach funds will be spent:	Total	Percentage
Salary/Used for Direct Contact with Clients	\$ 1,873.00	9%
Administrative	\$ 6,139.00	29.50%
Travel	\$ 2,497.00	12%
Space (Lease/Rent)	NA	0%
Other (Specify: Insurance, Telephone, Maintenance)	\$ 7,180.00	34.5%
	\$ 3,121.00	15.00%
	\$ 20,319.00	100%



South Bay Youth Project

320 Knob Hill Redondo Beach, CA 90277

(310) 372-7724 (310) 792-8187 Fax

Director, Dan Smith

February 12, 2008

Ms. Angelica Ochoa
City of Manhattan Beach
Community Development Department
1400 Highland Ave.
Manhattan Beach, CA 90266

Dear Ms. Ochoa:

Enclosed please find our proposal in response to your Request for Proposals regarding your Community Development Block Grant program. We have also identified two references as requested.

The South Bay Youth Project proposes to provide counseling services to Manhattan Beach children who have been identified as being physically, sexually, and emotionally abused, and/or neglected.

This letter serves as our intent to comply with all Federal, County, and City Community Development Block Grant laws, regulations, guidelines, contract and insurance requirements.

This proposal is in the amount of \$9,310. If you have any questions, please do not hesitate to contact me at (310) 318-0639. Thank you for your consideration of our program.

Sincerely,

A handwritten signature in black ink, appearing to read 'Dan Smith', written over a horizontal line.

Dan Smith
Director

SOUTH BAY YOUTH PROJECT
MANHATTAN BEACH COMMUNITY DEVELOPMENT
BLOCK GRANT
PROPOSED PROGRAM SERVICES

The goal of the South Bay Youth Project's Child Abuse Counseling Program is to provide counseling services to 30 abused children (and their parents) who are residents of Manhattan Beach. As is required, this program will target low and moderate income families living in Manhattan Beach.

Although many of the children in Manhattan Beach come from affluent homes, others come from impoverished families. However, one specific target population, children who have been neglected and/or abused physically, sexually, and emotionally, unfortunately, have not received adequate counseling services. Each of these forms of abuse can be found among school-age children. The South Bay Youth Project, in partnership with the Manhattan Beach Unified School District, has created Student Study Teams to help identify children in need. These teams provide an exceptional mechanism for identifying abused children and linking them up with the resources they need. The Manhattan Beach Unified School District has implemented student study teams throughout all of their schools (K-12).

The Student Study Team serves as the intervention tool for the entire Student Assistance Program. Through this intervention, school staff identifies students who are exhibiting "high risk" behavior and refer them to a Student Study Team. After three referrals from faculty and/or staff reflecting a concern about a particular student, a student study team is called. A Project counselor, with an expertise in mental health issues including abuse issues, is assigned to this team along with the student's school counselor, administrator, teacher, and study team coordinator. This team meets with the family and student and attempts to problem solve their issues, and then refers the family to appropriate school-based programs and/or community resources.

When the team identifies a child with abuse issues, they will refer the family to the South Bay Youth Project for counseling services. The Project will provide each family with a minimum of 15 counseling sessions.

The number of clients served will be documented by use of the client log. Provision of treatment services will be documented by use of the client log, monthly service summaries, and monthly invoices.

Our staff will track each client to ensure that they successfully completed their specific program. Successful completion of a program is defined as the mutual agreement to terminate services by all parties concerned: school staff, police, DCFS, South Bay Youth Project counselor, student and family. We will also conduct a therapy evaluation for each family questionnaire for each family that received Project services.

Since 1975, the South Bay Youth Project has been providing services to at-risk youth and their families in the cities of Manhattan Beach, Hermosa Beach, Redondo Beach, Rancho Palos Verdes, Palos Verdes Estates, Rolling Hills, Rolling Hills Estates, El Segundo and Lomita. The City of Redondo Beach serves as the proponent city for the purpose of grants administration.

In 2006, (the most recent year data is available), the South Bay Youth Project provided services to 773 Manhattan Beach families (please see 2006 Referral Report attached).

Since its inception, the Project has targeted its programs to serve the low and moderate income families in the South Bay Community. The Project has always offered a sliding fee schedule to every client that has accessed any of our services. However, it is our philosophy and policy to not deny any service if a family in need cannot afford to contribute toward the payment of services.

All of South Bay Youth Project's therapists are licensed professionals. Because of the Project's commitment to timely and quality services, no one has ever been placed on a waiting list, nor have we ever refused services to anyone.

References:

Dr. Beverly Rohrer, Superintendent, Manhattan Beach Unified School District, 310-318-7345 x5900

Lauren Nakano, Director - Center for Health Connections, Beach Cities Health District 310-374-3426 x115

Agency and Address (Please Type Your Answers)

South Bay Youth Project
 320 Knob Hill
 Redondo Beach, CA 90277

Input

Please make entries in grey boxes

Program Name

South Bay Youth Project

Total Annual Budget

2008-2009 Projected	2007-2008
\$800,000	\$903,230
\$9,310	\$4,649

Program Budget (enter only if different from above, i.e. if CDBG monies fund only a specific program provided by the agency)

50%

Requested Funding

\$9,310	\$9,310
---------	---------

Approved Funding

Pending \$1,649

Number of Manhattan Beach Residents Served

30 (Year to Date)

Average Number of Hours Spent Annually per Manhattan Beach Client

15

Cost per Hour of Clients Served

\$21 \$15

Proposed 2007-2008

Breakdown of How We Obtain Budget Funding

Total	Percentage
-------	------------

Equipment/Supplies	0	0%
Sales/Used for Direct Contact with Clients	\$9,310	100%
Administrative	0	0%
Travel	0	0%
Space (Lease/Rent)	0	0%
Other (Specify)	0	0%

Note: Enter "NA" for entries which are not applicable

South Bay Youth Project



2006 YEAR END REPORT

CITY	PROBATION	LAW ENFORCEMENT	SCHOOL REFERRAL	SELF REFERRAL	TOTALS
EL SEGUNDO	0	0	52	49	101
HERMOSA BEACH	3	0	341	52	396
LOMITA	1	0	123	25	149
MANHATTAN BEACH	2	4	773	105	884
PALOS VERDES ESTATES	1	0	35	32	68
RANCHO PALOS VERDES	0	0	91	67	158
REDONDO BEACH	19	4	352	393	768
ROLLING HILLS	0	0	8	5	13
ROLLING HILLS ESTATES	0	0	27	9	36
TOTALS	26	8	1802	737	2573

*Hermosa Beach, Manhattan Beach and Redondo Beach have larger numbers because they are the only cities that can be served by our two grant contracts with the Beach Cities Health District.

Year to Date Recidivism Rate: 4.1%

Agency and Address (Please Type Your Answers) **Input**

The Salvation Army
 125 Beryl Street
 Redondo Beach, CA 90277
 (310) 318-2827

Please make entries in grey boxes

Program Name **MEALS ON WHEELS** (For Manhattan Beach clients)

Total Annual Budget **2008-2009 Projected** **2007-2008**

Program Budget (enter only if different from above, i.e. if CDBG monies fund **\$28,800** **\$28,800**
only a specific program provided by the agency)

Percentage of Budget Increase/Decrease 2007-2008 / 2008-2009

Requested Funding **\$5,000** **\$5,000**

Approved Funding

Number of Manhattan Beach Residents Served **20** **20**

Average Number of Hours Spent Annually per Manhattan Beach Client **310** **310**

Cost per Hour of Clients Served

Proposed 2008-2009

Breakdown of How Manhattan Beach Funding Will be Spent

	Total	Percentage
Equipment/Supplies		
Salary Used for Direct Contact with Clients		
Administrative		
Travel		
Space (Lease/Rent)		
Other (Specify) Food Costs	\$5,000	

Note: Enter "NA" for entries which are not applicable

PROGRAM DESCRIPTION

PROJECTouch is a community-based non-profit corporation that was founded in 1974. We provide counseling, education and flexible intervention services to at-risk youth and their families. We are based in the South Bay of Los Angeles County and serve clients from all the surrounding communities.

The mission of **PROJECTouch** is to provide a supportive environment in which teens and pre-teens can strengthen their self-understanding, build self-esteem, and develop positive attitudes and lifestyles before behavior becomes destructive. In addition to crisis intervention and individual, group and family counseling, **PROJECTouch** offers educational and social enrichment programs, support groups, adventure-based counseling and other services essential to successful individual and family development.

During its thirty-two year history, **PROJECTouch** has offered services to youth and their families that have proven to be low-cost alternatives to hospitalization, foster care and other placements outside the home.

PROJECTouch proposes to continue its emphasis on at-risk/challenged **YOUTH IN TRANSITION** services for Manhattan Beach youth and families that we have provided since 1974. **PROJECTouch** counselor(s) are onsite at Mira Costa twice weekly to run the ACE, Alternative Classroom Education groups. This program is very successful and has been expanded due to identified student needs. In addition to Mira Costa, **PROJECTouch** serves many Manhattan Beach youth and their families through our once-weekly counseling/socialization program. These are very cost effective programs, considering that the youth receive an average of 3 hours of service per week.

Client eligibility is determined through an extensive intake and interview process by our clinical director. Residency is verified through Drivers License or utility bill, and income documentation is required.

The average description of the highest risk or challenged **YOUTH IN TRANSITION** living in Manhattan Beach is: a 16 year old with a learning disability and poor social skills (severe shyness, awkward communication with both peers and adults). He/she was referred to the program by the school district, he/she is living with a single mother who is in recovery of a substance abuse addiction, and the weekly psycho-social, dinner and recreation activity followed by counseling has become his/her extended family involvement.

Without this weekly support offered by **PROJECTouch**, he/she could easily become a victim of negative peer pressure that could lead to criminal behavior. This, in the long run, would cost the Manhattan Beach community greatly.

SERVICE

MANHATTAN BEACH RESIDENTS

1)	Twice-weekly Alternative Classroom Education (A.C.E.) Groups with a PROJECTouch counselor for students at Mira Costa High School and individual counseling as needed.	22 to 40
2)	Once-weekly 3-hour Counseling/Socialization	6 to 10
3)	School Attendance Review Board (S.A.R.B.) – PROJECTouch staff	15 to 25
	TOTAL	43 to 75

The effectiveness of **PROJECTouch** is directly related to its “open end” service philosophy which puts no arbitrary boundary on the time it takes to create behavior change, trust and coping skills within an individual participant. The average length of stay in the program by at-risk youth is one year. But, an average always indicates some shorter or longer attendance. Participants are welcome to stay as long as it takes to achieve the desired outcome.

This program meets CDBG objectives by enhancing the suitable living environment for low and moderate income youth. We teach them the skills necessary to become responsible members of the community and encourage their commitment to respect and maintain the quality of life.

PROGRAM BUDGET 2008-2009

Project Title **YOUTH IN TRANSITION**

Cost Category	Agency Share	City Share	Total Cost
1.1 Personnel	8535.16	2268.84	10,804.00
1.2 Travel	0.00	0.00	0.00
1.3 Space	0.00	0.00	0.00
1.4 Equipment/ Supplies	0.00	0.00	0.00
1.5 Consultants	0.00	0.00	0.00
1.6 Professional Services	0.00	0.00	0.00
1.7 Other (SARB)	0.00	0.00	0.00
1.8 Total	8535.16	2268.84	10804.00

EXHIBIT A

Agency and Address (Please Type Your Answers) **Input**

PROJECTouch

Program Name Youth In Transition

Total Annual Budget

Program Budget (enter only if different from above, i.e. if CDBG monies fund only a specific program provided by the agency)

Percentage of Budget Increase/Decrease 2007-2008/2008-2009

Requested Funding

Approved Funding

Number of Manhattan Beach Residents Served

Average Number of Hours Spent Annually per Manhattan Beach Client

Cost per Hour of Clients Served

Proposed 2008-2009

Breakdown of How Manhattan Beach Funding Will Be Spent

Equipment/Supplies	Total	Percentage
Salary/Used for Direct Contact with Clients	NA	NA
Administrative	100%	100%
Travel	NA	NA
Space (Lease/Rent)	NA	NA
Other (Specify)	NA	NA

Note: Enter "NA" for entries which are not applicable

So far, in 2007-2008, there have been 36 MB Residents in ACE-Mira Costa Program

So far, in 2007-2008, there were 13 non-MB Residents included in the ACE-Mira Costa Program

February 7, 2008

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Harold Benjamin, PhD
In Memoriam
Norman Cousins
In Memoriam

professional advisory board

Daniel Hovenstine, MD
Chairperson
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Mary Byrne, RN, MSN
Kathleen Calderon, RN, MSN
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Susan Goodlerner, MD
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Wade Nishimoto, MD
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Patricia Sacks, MD
Gerald Schiff, MD
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James Waisman, MD
Fredrick Wolk, MD

directors

Judith Opdahl
Executive Director/CEO
Tom May, LCSW
Program Director
Lyla Knudson
Development Director

Angelica Ochoa
City of Manhattan Beach
Community Development Department
1400 Highland Avenue
Manhattan Beach, CA 902766

Dear Angelica,

The Wellness Community – South Bay Cities respectfully requests a grant in the amount of \$1,800 to continue our program of *free* psychological, educational, and social support for cancer patients and their families.

The Wellness Community is the largest support program in the world devoted solely to providing psychological and emotional support to cancer patients and their families completely *free* of charge. The core of The Wellness Community program are the professionally facilitated weekly support groups that provide emotional support, education, and hope to people affected by cancer. More than 100 *free* activities are provided monthly to help cancer patients enhance their health and well being which includes weekly support groups, monthly networking groups, educational lectures, nutrition lunches and talks, exercise, family support groups, stress management sessions, social events and community education programs.

As we enter our 21st year of service to residents of the South Bay including Manhattan Beach, we are proud to have served more than 32,000 people of all ethnic and financial backgrounds who have participated in our programs and visited The Wellness Community more than 265,000 times since we opened our doors. Our program continues to grow based upon the need of the cancer patients we serve.

We continue to evaluate our programs to provide cancer patients with the Gold Standard of support they have come to expect from our services. In 2008, we will once again provide Return to Wellness, a fitness program, new Lance Armstrong - Livewell! Life Beyond Cancer workshops, a repeat of our 8 week nutritional cooking series, another 7 week caregiver series with a professional schedule of guest speakers and will continue all of the other services we have provided in 2007. We are excited to expand our program in 2008 which will require a budget increase of approximately 5 percent or \$35,500.

We appreciate the ongoing partnership we have formed with the city of Manhattan Beach to fund our programs and hope that you will approve this grant request.

Sincerely yours,


Judith K. Opdahl
Executive Director/CEO

**City of Manhattan Beach Grant Application
The Wellness Community – South Bay Cities
2008 - 2009**

The Wellness Community – South Bay Cities respectfully requests a grant in the amount of \$1,800 from the City of Manhattan Beach to continue and expand our program of *free* psychological, emotional and social support for cancer patients and their loved ones.

Cancer patients and their families who come to The Wellness Community – South Bay Cities find a comprehensive program, available no where else in the South Bay. Evidence based research, conducted by The Wellness Community National, shows that support groups and educational programs do reduce stress, improve quality of life and enhance immune function. These improvements help the cancer patient and their families live well with cancer.

Our Mission

The mission of The Wellness Community is to help people affected by cancer enhance their health and well-being through participation in a professional program of emotional support, education and hope. All of our programs are *free* and facilitated by licensed psychotherapists trained in The Wellness Community philosophy. We feel that those who participate in their recovery, along with their healthcare team will improve their quality of life and may enhance the possibility of recovery. The Wellness Community uses the Patient Active® model which provides tools and awareness to newly diagnosed and long term survivors - both patients and loved ones. This process enforces that survivors are not alone and that they are the experts on their cancer and experience.

Our History in the South Bay Community

The Wellness Community – South Bay Cities opened in 1987. The money to open this facility was raised by a group of concerned South Bay residents who saw the need to provide emotional support to those with cancer. In 1987, people didn't talk openly about cancer and there was a dreaded stigma attached to the disease. The Wellness Community was eagerly accepted in the community and the program was a success from inception.

As The Wellness Community begins its 21st year of serving cancer patients and their families from Manhattan Beach and the surrounding area, we are proud to have served over 32,000 people from all ethnic backgrounds through over 265,000 visits to our on and off-site programs.

Our programs are all completely *free* of charge. They are funded through the generosity of corporations, foundations, individual donations, fundraising events and grants. The program is the most comprehensive of its kind, offered in 25 Wellness Communities nationally and 75 satellite and offsite locations, with all groups led by professionally licensed psychotherapists.

Our program is supported by a full-time staff of 3 along with a part-time staff of 13, 5 part-time interns and over 90+ devoted volunteers. Our 18 member Board of Directors is comprised of local residents and business leaders. Additionally, we are supported and advised by a Professional Advisory Board comprised of 25 physicians from the South Bay area whose prominence in their related field brings significant credibility to our program. Each of these physicians is also called upon to help educate the participant population through lectures and demonstrations at our facility. They assist The Wellness Community by involving themselves in making the availability of the services of our community known to the public at large. Our services would be valueless without the support and recognition by this committed body of professionals who represent us for what we are - a part of the total care of cancer patients, adjunctive to conventional medical care.

Our Current On-Site Program

The Wellness Community – South Bay Cities, continues to offer more than 100 support programs per month for cancer patients and their families. The core of our program are the 10 weekly professionally facilitated support groups and 13 monthly cancer specific networking groups supplemented by stress reduction and mind-body activities, nutrition lunches with speakers, educational workshops and seminars, social events, on-line support and outreach programs in Long Beach and the Torrance area. All of our groups are offered in a homelike setting and are led by licensed psychotherapists. All of these programs are available to everyone we serve, including Manhattan Beach residents **free** of charge.

The Wellness Community-South Bay Cities, serves the geographic area covering 19+ communities in the Southwest portion of Los Angeles County, and is regarded as a key component of comprehensive cancer care. In 2007, the total number of on and offsite visits, by patient participants and their families, was 12,776; 771 visits were by Manhattan Beach residents or 6%. In 2007, 74 individuals from Manhattan Beach participated in our program which is 7% of the total people we served. Income information gathered on Manhattan Beach residents shows that 10 of them had an income of \$25,000 or less and 7 had income between \$25,000 and \$49,000, another 29 people declined to state their income. (Note: In 2007 we converted our database and are now collecting income information using standard ranges set by our National organization.) We reached an additional 20,482 people through outreach in the community (zip code and financial information is not available on these people).

The Wellness Community philosophy gives hope to people with cancer. Through participant surveys, we see the positive impact our groups have on the people we serve and especially see the importance of serving Manhattan Beach residents whose number one cause of death is cancer rather than heart disease which leads the national death rate (www.healthycity.org). Our program empowers people to successfully fight the disease which is cured in 60 percent of all people diagnosed (*The Total Cancer Wellness Guide*). Records kept by therapists, who facilitate the groups, record that the change in attitude of their cancer patients, as they continue in the program, is reflected in their comments during the group sessions and educational programs. The majority of those exiting the program feel that they have gained back a sense of control, greater self-esteem, and no longer feel overwhelmed by cancer or treatment and experience a better quality of life. These statistics are important as more and more people are living with cancer after treatment and it is now considered a chronic disease. We continue to develop our program to address survivorship issues and encourage our participants to live well with cancer.

While emotional support services are now considered an integral part of comprehensive cancer care, they are not available to everyone. There are few **free** professionally facilitated support services available to those fighting cancer in the South Bay community. These resources should be readily available to everyone regardless of cancer diagnosis or income. At The Wellness Community - South Bay Cities, cancer patients are encouraged to be with others who are fighting their illness and with those who have recovered. Participants discover that they are not alone, that they can take back control of their lives, and that hope and the will to live have a vital and continuing place in their lives...no matter who they are, what their economic status or where they live.

The Wellness Community – South Bay Cities 2007 Program Summary

The Wellness Community – South Bay Cities has been able to provide a variety of lectures, workshops, stress reduction, networking groups and social events for cancer patients and their families in 2007. We are fortunate to have so many local physicians and other experts donate their time for these programs which supplement our regular support groups giving those who attend the sessions additional emotional support, education and hope.

Weekly Support Groups

Newly Diagnosed Breast Cancer Support Group is offered twice a week for women who are early stage and recently diagnosed with breast cancer. Sharing their diagnosis and medical treatment with others relieves the feeling of isolation and empowers them to fight the disease with tremendous support and education.

Breast Cancer Support Group is an ongoing weekly group to meet the therapeutic needs of recently diagnosed, early-stage and post treatment patients. Their focus is on returning to the work force and everyday life routines, yet to still be able to address the fears that are still present about long-term health issues. (This group was formerly called Ongoing Breast Cancer Support.)

Participant Support Groups for all types of cancer are offered four times per week. These groups teach participants to be Patient Active© and take control of their lives so they are able to live well with cancer and improve their quality of life.

Family, Friends and Partner Support Groups for loved ones who are support to people with all types of cancer are offered twice a week to address specific needs for caregivers and teach family members how they can become "family active" to help their loved one achieve success with cancer their treatment.

Family Transition is a weekly support group offered to people who have lost a loved one to cancer.

Wellness Connection for cancer survivors who have attended weekly support groups meets twice a month giving them an opportunity to maintain their sense of community and survivorship.

Networking Groups

In addition to our 11 regularly scheduled support groups, the following drop-in groups for patients and their loved ones are provided monthly unless otherwise noted. These groups, like our scheduled groups are facilitated by licensed psychotherapists. These groups are for sharing information and learning from others who are going through experiences similar to their own.

Brain Tumor	Lung Cancer
Carcinoid Cancer & Endocrine Tumor	Sarcoma Alliance
Gynecological	Kids Community
Leukemia, Lymphoma, Multiple Myeloma	Celebrando La Vida!
Lymphedema	Wellness Connection (after treatment/survivorship)
Prostate Partners	
Prostate (twice monthly at TWC; once a month off-site)	

Outreach/Off-Site Programs

Harbor-UCLA Oncology Clinic Outreach Project

Our outreach efforts are utilized at Harbor-UCLA by reaching patients and their families as they are waiting, sometimes for three to four hours, in the hospital's Oncology Clinic for consultations and/or infusion treatments.

The Wellness Community – South Bay Cities' bi-lingual facilitator, Maria Gallo, MA and Offsite Program Coordinator, Nancy Wise-Anderson provide brochures, nutritional snacks, information and tapes in English and Spanish concerning all types of cancer through informal gatherings offered in two 4-hour sessions each month for the cancer patients, their family and friends. Information regarding nutrition, stress management and other cancer resources are also provided to the patients. Participation in this on-going program gives the patient the opportunity to deal with numerous concerns affecting them as they deal with their illness.

New for 2007 at Harbor UCLA - Through an agreement with Los Angeles County, The Wellness Community will partner with other professionals at Harbor-UCLA to provide two new twice monthly support groups for all types of cancer facilitated in both English and Spanish.

Celebrando la Vida (Celebration of Life)

The need for services for the Hispanic community as one of our targeted population areas has tripled. The five most common cancer sites for Hispanic men are the prostate, lungs, stomach, colon and rectum. Among Hispanic American women, breast cancer is the most common form of cancer.

Long Beach Support Group Patient and Family Support Groups at Long Beach Memorial Medical Center. Long Beach has a large underserved population and is close to our core support area. The weekly professionally facilitated groups provide one group for support to cancer patients and one group for their loved ones. Before each support group we provide an hour of relaxation and visualization.

Lymphedema Support Group at Torrance Memorial Medical Center meets the last Tuesday of every month.

Prostate Cancer Support at Kaiser Permanente meets the second Wednesday of every month.

2007 Lectures and Workshops

Lectures and workshops are provided based on subjects of interest to educate participants on various cancer related topics. Most lectures and workshops are held at The Wellness Community; however some lectures draw over 100 people in which case they are held at an off-site location.

- Writing for Wellness with Barbara Abercrombie, a monthly program
- Acupuncture: An Ally in Cancer Treatment with Dr. John Kim, L.Ac, Ph.D
- Multiple Myeloma: Patient Education with James R. Berenson, MD and Management of Sides Effects and Complications with Regina Swift, RN at Torrance Memorial Medical Center
- Health Insurance And The Law, Joanna Morales, Esq., Director Of The Cancer Legal Resource Center
- "How to Deal with a Cancer Diagnosis," Dave Visel

- "How to Talk with Your Kids About Cancer," a panel of experts & breast cancer survivor Anne Marie Quillin.
- Feng Shui Your Life! A Workshop to Balance your Inner and Outer Space! Inessa Freylekhman
- Drumming for Your Life, Steven Angel working magic with drums.
- "Immunity to Stress," Bob Mauer, Ph.D.
- "CAT, MRI or PET Scans: What Do They Mean?" Drs. John Jordan and Janak Raval, MD Radiologist with Little Company of Mary Imaging Center.
- "Hypnotherapy & Positive Transformation," Carmen Lynne
- "Lung Cancer: Prevention & Treatment ", Jenny Ru, MD
- "Ask the Doctor: Melanoma", Moshe Faynsod, MD
- "Meeting the Challenge: Cancer Related Legal Issues", Joanne Morales, Esq.
- "Patient Active Guide to Living with Ovarian Cancer", Fikret Atamdede, MD
- "Emerging Directions in Cancer Research: The Paradigm of Targeted Therapy, Robert Nagourney, MD
- "Frankly Speaking: Side Effects ": Kathy Calderon, NP, MFT, Mary Byrne, NP, Curtis Mann, RPT
- "New Discoveries with Cancer": Dr. Heinz-Josef Lenz
- "Drumming for your Life": Steven Angel
- "Frankly Speaking About Lung Cancer": Ronald Natale, MD

2007 Stress Reduction, Mind-Body Activities

The following drop-in stress reduction and mind-body activities are provided weekly:

- Relaxation & Visualization. Using well researched techniques; learn to relax the body and mind while increasing awareness and recognizing and developing visual healing images.
- Early Yoga. Relaxes and rejuvenates the body, mind and spirit.
- Pilates: An Adaptive Formula, Tracy Coe
- Tai Chi Chuan. Teaches perspectives on this relaxing and casual way of ancient movement.
- Gentle Hatha Yoga. Unites the body mind and spirit.
- Reiki Energy Circle, Jovita Trani and other South Bay Reiki Masters
- Fit and Well Worth It, personal training weekly at End Results Fitness Training Center

2007 Nutrition Lunch Speakers

Nutrition Lunches are provided twice a month to give participants a chance to learn about ways they can support their regular medical treatment. A local restaurant (The SPOT, Hermosa Beach) donates a wholesome lunch. Many speakers repeat throughout the year.

- Ayurveda with Dr. Mark Vinick, CAS
- "The Importance of a Healthy Digestive System" with Janet Shultz, homeopath
- "The Power and Controversy of Antioxidants and Cancer" with Jeanne Peters, RD and Alan Peters, MD
- "The Value of Being Incredibly Selfish" with Danielle Vindez, Life Coach
- The Cancer Project provides an 8-week series of cooking demonstrations and discussion:
- "Fueling-Up on Low-Fat Foods," Cobi Kim, Nutrition Educator
- "Favoring Fiber," Cobi Kim, Nutrition Educator
- "Discovering Dairy Alternative," Cobi Kim, Nutrition Educator

- "Replacing Meat," Cobi Kim, Nutrition Educator
- "Planning Healthy Meals," Cobi Kim, Nutrition Educator
- "Antioxidants and Phytochemicals," Cobi Kim, Nutrition Educator
- "Immune Boosting Foods," Cobi, Kim, Nutrition Educator
- "Maintaining a Healthy Weight," Cobi-Kim, Nutrition Educator

2007 Social Events

Social events are an integral part of healing from cancer. At The Wellness Community, we provide opportunities for our participants and their families to enjoy each other in a social setting.

- Town Hall Meeting
- Celebrating 20 Years of Wellness, a lively potluck & community celebration.
- 25th Anniversary Celebration of The Wellness Community National for donors & participants at Tournament House in Pasadena
- The Comedy & Magic Club in Hermosa Beach donate tickets on an ongoing basis to attend week night comedy performances.
- The Redondo Beach Civic Light Opera donates tickets to performance dress rehearsals on a regular basis.
- Joke Fest is a long standing tradition where people bring a potluck dinner and share their favorite jokes.
- Survivor's Day Celebration & Dinner held in conjunction with Torrance Memorial Medical Center and American Cancer Society, is an evening to celebrate survivorship with inspirational speakers.
- Revlon/Run Walk at the USC Coliseum is an opportunity to join Wellness Community Team 110 in a fun run/walk and fundraiser.
- Celebrate Wellness...A Food and Wine Tasting Event in the Garden
- Breast Cancer Awareness Month Fashion Show: Torrance Memorial Medical Center
- Oktoberfest is an opportunity to join staff and volunteers for a fun evening of oompah-pah
- Girls Night Out at The Comedy & Magic Club, celebrating breast cancer awareness
- Halloween: A Gathering of Ghosts and Goblins is a "never to be missed" costume party.
- Annual Holiday Party is an opportunity to share cheer, food and drink; meet old and new friends in our homelike setting.
- Knitting Fever Gathering, a new group, facilitated two Saturdays a month by an Alliant University Practicum graduate student.

Online Support

<http://www.wellnessandcancer.org> The Wellness Community – South Bay Cities

<http://www.twc-socal.org> The Wellness Community – Southern California

<http://www.thewellnesscommunity.org> The Wellness Community – National Web Site

http://www.thewellnesscommunity.org/virtual_WC/support.htm provides professionally facilitated support for all types of cancer.

www.TalkingWellness.org is a site with Cards for Cancer to provide words of comfort.

<http://espanol.thewellnesscommunity.org> provides support in Spanish.

<http://www.GroupLoop.org> provides a forum for teens to talk online.

<http://www.twc-chat.org> is a breast cancer internet project for women diagnosed in the past 18 months.

Agency and Address

The Wellness Community - South Bay Cities
 109 West Torrance Blvd.
 Redondo Beach, CA 90277

Program Name: Therapeutic Services for Cancer Patients & Families

	2008-2009 Projected	2007-2008 Projected
Total Annual Budget	\$680,700	\$680,700
Program Budget Funded With City Funds (enter only if different from above)	\$439,362	\$235,040
Percentage of Budget Increase Decrease 2007-2008/2008-2009	5%	0
Requested Funding	\$1,800	\$1,800
Approved Funding	Unknown	Unknown
Number of Manhattan Beach Residents Served	74	102
Average Number of Hours Spent Annually per Manhattan Beach Client	25 hours	25 hours
Cost per Hour of Clients Served	\$62.50	\$62.50
Proposed 2006-2007		
Breakdown of How Manhattan Beach Funding is Spent	Percentage	Percentage
Equipment/Supplies	n/a	n/a
Salary Used for Direct Contact with Clients	100%	100%
Administrative	n/a	n/a
Travel	n/a	n/a
Space (Lease/Rent)	n/a	n/a
Other (Specify)	n/a	n/a
Note on Program Budget: In previous years we only showed the actual therapist salary which is \$246,400 for 2008-2009. The \$439,362 includes Program Management, Office Coordinator and administrative costs associated with administering the program.		

The fiscal year for The Wellness Community - South Bay Cities is from January 1 to December 31 of any given year.

South Bay Adult Care Center, Inc.



February 14, 2008

Angelica Ochoa
Assistant Planner
City of Manhattan Beach
Community Development Department
1400 Highland Avenue
Manhattan Beach, CA 90266

Board Of Directors
Rena Bogin
President Emiritus

Betty Antonoff

Steven Antonoff

Greg Dulgarian

Robert Hicks

Milton Homen

e Hougasian

Wayne Lovett

Margaret Madrid

Diane Radnovich

Stephen Radnovich

Director
Kathleen Phillips

Dear Ms. Ochoa:

I want to thank the City of Manhattan Beach for its past funding to the South Bay Adult Care Center. We are an adult day care center providing respite care for families and a social gathering for people with Alzheimer's, Parkinson's, stroke and the frail older adult who needs socialization.

Our Center provides arts, crafts, puzzles, games, exercises, sing-a-longs, walks to the park, drinks, snacks and BINGO. We also have children come in once a week and play games with our clients and we have entertainment come in once a month for our clients.

The funding that we receive from the City of Manhattan Beach is used for at least 51% of our Manhattan Beach clients meeting verified low and moderate income criteria. If you have any further questions, please call me at (310) 214.6963, and thank you again for considering our Center for CDBG funding.

Sincerely,

A handwritten signature in cursive that reads "Kathleen Phillips".

Kathleen Phillips, M.A.
Director

enclosure

Agency and Address (Please Type Your Answers) **Input**

South Bay Adult Care Center

Please make entries in grey boxes

Program Name	2008-2009 Projected	2007-2008
Total Annual Budget	\$ 176,000.	\$ 176,500.
Program Budget (enter only if different from above, i.e. if CDBG monies fund only a specific program provided by the agency)		
Percentage of Budget Increase/Decrease 2007-2008 / 2008-2009	4%	N/A
Requested Funding	\$ 3,000.	\$ 3,000.
Approved Funding		\$ 1,228.
Number of Manhattan Beach Residents Served	(Projected) 11	(Year to Date) 15 (Projected) 17
Average Number of Hours Spent Annually per Manhattan Beach Client	900	650
Cost per Hour of Clients Served	\$ 9.00	\$ 9.00

Proposed 2008-2009

Breakdown of How Manhattan Beach Funding Will be Spent	Total	Percentage
Equipment/Supplies	N/A	N/A
Salary Used for Direct Contact with Clients	\$ 3,000.	100%
Administrative	N/A	N/A
Travel	N/A	N/A
Space (Lease/Rent)	N/A	N/A
Other (Specify)	N/A	N/A

Note: Enter "NA" for entries which are not applicable

PROJECT DESCRIPTIONS

THE WELLNESS COMMUNITY SOUTH BAY CITIES

The Wellness Community South Bay Cities provides free psychological, emotional and social support for cancer patients and their loved ones. The core of the program consists of 15 ongoing weekly support groups and specialized monthly networking groups for specific types of cancer offered in a homelike setting, 6 days a week with all groups led by professionally licensed psychotherapists. This program provides an alternative to these types of services provided in the marketplace, which are expensive, a great benefit to those already dealing with the costs of cancer treatment.

SOUTH BAY ADULT CARE CENTER INC.

The South Bay Adult Care Center currently operates an Adult Day Care Center in Redondo Beach. The purpose of the center is to enrich the lives of adults suffering from Alzheimer's, Parkinson's, stroke, frailty, loneliness, etc. The center is designed to maintain psychological functioning levels as much as possible, as well as provide respite to family members. The center currently functions with limited hours and wishes to expand these hours as much as possible.

PROJECT TOUCH

Project Touch provides tutoring, counseling, social, and therapeutic services to at-risk youth in the South Bay. The goal of Project Touch is to provide a supportive environment in which teens and pre-teens can strengthen their self-understanding, build self esteem, and develop positive attitudes and lifestyles before behavior becomes a problem. Project Touch also provides counseling, social, and therapeutic services at Mira Costa High School for "at risk" youths who are making the transition to a regular school environment. This part of the program provides once-weekly Alternative Classroom Education (A.C.E.) groups for 9th and 10th grade students, and individual counseling as needed.

SOUTH BAY YOUTH PROJECT

The South Bay Youth Project identifies and provides counseling to "at risk" youths who are from low and moderate income households and who are residents of Manhattan Beach. Through its In Class Students Assistance Program, this project targets local high school youths who encounter problems associated with parental neglect, truancy, substance abuse, or involvement with criminal activity.

SOUTH BAY FAMILY HEALTHCARE CENTER

The South Bay Free Clinic provides preventive and emergency dental care to low and moderate residents of Manhattan Beach. Specific services include cleanings, X-rays, fluoride treatments, full examinations, fillings, extractions, limited orthodontics and periodontal services, as well as referrals in cases where the needs of the patient are beyond the scope of the clinic.

1736 FAMILY CRISIS CENTER

The 1736 Family Crisis Center is a non-profit agency providing residents of Manhattan Beach with a variety of counseling services and shelter services to resolve problems associated with child abuse, spousal abuse, and homelessness. Specifically, the Center offers five shelters for battered women and their children; one 24-hour Emergency Adolescent Shelter; 24-hour hotline services; walk-in services; out-patient services; support group counseling and intervention for families and individuals; crisis referral and advocacy; the Mentor Program; assertiveness training; and, community outreach services.

SOUTH BAY CENTER FOR COUNSELING

South Bay Center for Counseling provides mental health care for low and moderate income household residents of Manhattan Beach through three counseling programs. The Parents and Children Together Program nurtures children traumatized by abuse, loss, neglect, or behavioral/emotional difficulties. The Counseling Services program provides low cost therapy to families, groups, and individuals. The Beach Cities Health District's Children's Program provides comprehensive screening and referrals to pregnant women and families with hospitalized children.

CARE MANAGEMENT FOR MANHATTAN BEACH SENIORS

The Care Management for Manhattan Beach Seniors Program provides care management assistance in obtaining services to seniors of the City of Manhattan Beach which help to promote and maintain their optimum level of functioning. The goal of this program is to keep seniors in the least restrictive environment possible, so as to reduce inappropriate institutionalization. The target age group for this program is those persons 85 years plus, who are at the most risks for physical, mental and/ or functional impairment.

THE SALVATION ARMY-SENIOR MEALS

The Salvation Army Senior Meals project provides groceries on a bimonthly basis to senior citizen residents of Manhattan Beach. The groceries are provided in order to nutritionally enhance and supplement their diets and are distributed through the Salvation Army's "Operation Sunshine" brown bag program.

Agency	Total Budget 2008-2009	Budget of Particular Program if Different from Total Budget	Number of MB Residents 2007-2008 Year to Date (Projected)	Number of MB Residents Projected 2008- 2009	Average Number of Hours Spent per MB Client	Cost Per Hour MB Clients
The Wellness Community South Bay Cities	\$680,700	\$439,362	102(74)	74	25	\$62.50
South Bay Adult Care Center Inc.	\$116,000	NA	15(17)	17	900	\$7.00
Project Touch	\$184,362	\$10,804	36(100)	100	30.3	\$152.08
South Bay Youth Project	\$800,000	\$9,310	30(30)	30	15	\$21.00
South Bay Family Healthcare Center	\$4,400,000	\$68,181	166(166)	166	2.25	\$182.49
1736 Family Crisis Center	\$6,542,490	NA	250(500)	500	*	*
South Bay Center For Counseling	\$4,200,000	NA	25(25)	25	36	\$23.12
Care Management For Manhattan Beach Seniors (Services Provided By Jan Bulke)	\$67,846	NA	185(210)	210	2 to 40	\$33.26
Salvation Army (Operation Sunshine)	\$1,000,000	\$22,531	19(20)	20	8	\$5.85

Costs can vary considerably due to the multitude of programs provided.

EXHIBIT

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