

STANDARD AGREEMENT - AMENDMENT

SCO ID:

STD 213A (Rev. 4/2020)

☒ CHECK HERE IF ADDITIONAL PAGES ARE ATTACHED 36 PAGES

AGREEMENT NUMBER	AMENDMENT NUMBER	Purchasing Authority Number
17-MITPPS-21009	1	

1. This Agreement is entered into between the Contracting Agency and the Contractor named below:

CONTRACTING AGENCY NAME
Department of Housing and Community Development

CONTRACTOR NAME
Interface Children & Family Services

2. The term of this Agreement is:

START DATE
12/07/2022

THROUGH END DATE
8/31/2026

3. The maximum amount of this Agreement after this Amendment is:
\$281,212.00

4. The parties mutually agree to this amendment as follows. All actions noted below are by this reference made a part of the Agreement and incorporated herein:

Per Subrecipient request, the Department agrees to extend the contract expiration date an additional 14 months, from the original date of June 25, 2025 to the revised date of August 31, 2026. Exhibit A and Exhibit F are hereby replaced with Exhibit A (Rev. 03/2025) and Exhibit F (Rev. 03/2025), attached hereto and made a part hereof.
All other terms and conditions shall remain the same.

IN WITNESS WHEREOF, THIS AGREEMENT HAS BEEN EXECUTED BY THE PARTIES HERETO.

CONTRACTOR

CONTRACTOR NAME (if other than an individual, state whether a corporation, partnership, etc.)
Interface Children & Family Services

CONTRACTOR BUSINESS ADDRESS 4001 Mission Oaks Blvd, Suite 1	CITY Camarillo	STATE CA	ZIP 93012
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PRINTED NAME OF PERSON SIGNING Eric Sternad	TITLE Executive Director
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CONTRACTOR AUTHORIZED SIGNATURE  42267D14CBBF416...	DATE SIGNED 5.23.25
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STATE OF CALIFORNIA

CONTRACTING AGENCY NAME
Department of Housing and Community Development

CONTRACTING AGENCY ADDRESS 651 Bannon Street, Suite 400	CITY Sacramento	STATE CA	ZIP 95811
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PRINTED NAME OF PERSON SIGNING Crystal Alvarez	TITLE Contract Services Section Manager
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CONTRACTING AGENCY AUTHORIZED SIGNATURE 	DATE SIGNED 5/27/2025
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CALIFORNIA DEPARTMENT OF GENERAL SERVICES APPROVAL	EXEMPTION (If Applicable) Exempt per: SCM Vol. 1, 4.04.A.3 (DGS memo dated 6/12/1981)
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AUTHORITY, PURPOSE AND SCOPE OF WORK

1. Authority & Purpose

The California Department of Housing and Community Development (hereinafter "Department") is the lead and responsible entity for administering the Community Development Block Grant – Mitigation (hereinafter "CDBG-MIT") funds appropriated under Public Law 115-123 and allocated to the State of California by the U.S. Department of Housing and Urban Development (hereinafter "HUD"). CDBG-MIT supports the State of California to carry out strategic and high-impact activities to mitigate disaster risks and reduce future losses in areas impacted by the Federal Emergency Management Agency's Major Disaster Declaration DR-4344 in October 2017 and DR-4353 in December 2017/January 2018. CDBG-MIT Planning and Public Services Program (hereinafter "MIT-PPS") projects are funded by CDBG-MIT funds to address risks to, or across, community lifelines that support human health and safety and provide mitigation for individual and community-based systems.

2. Scope of Agreement

A. Grant Funds

Subject to the terms and conditions of this Standard Agreement (hereinafter "Agreement"), the Department has allocated and agrees to provide grant funds in the maximum amount identified below to the subrecipient identified as "Contractor" on page 1, Section 1 of the STD 213 form (hereinafter "Subrecipient") for all Work (defined below) identified in this Agreement (hereinafter "Subrecipient Award"). All payments made to the Subrecipient will adhere to the provisions described in Exhibit B, Section 4 (Method of Payment) herein. In no instance shall the Department be liable for any costs in excess of this amount, nor for any unauthorized or ineligible costs or expenses. The Subrecipient Award is and shall not exceed \$500,000 per project and \$2,500,000 per subrecipient.

This Agreement governs the Subrecipient Award and each individual Project thereafter proposed by the Subrecipient and approved by the Department (each an "Approved Project", and collectively the "Approved Projects"), the budget for each of which is to constitute some portion of the Subrecipient Award. The cumulative total amount of all Approved Projects shall not exceed the total amount of the Subrecipient Award.

B. Implementation of Agreement

By entering into this Agreement and thereby accepting the Award of grant funds, the Subrecipient agrees to comply with and implement this Agreement in a manner satisfactory to the Department and HUD and consistent with all applicable laws, regulations, policies and procedures that may be required from time to time as a condition of the Department providing the grant funds, including but not limited to, all applicable CDBG-MIT Program Administration and Compliance requirements set forth by this Agreement, and in accordance with the Application documentation previously provided by the Subrecipient and made a part hereof. The Department's providing of grant funds under this Agreement is specifically conditioned on Subrecipient's compliance with this provision and all terms and conditions of this Agreement, the most recently published version of the Department's CDBG- MIT Action Plan for 2017 disasters (<https://www.hcd.ca.gov/community-development/disaster-recovery-programs/cdbg-dr/cdbg-mit-2017/index.shtml>) and any amendments thereto, related Federal Register notices, and the requirements of the authorities cited above, as the same may be amended from time to time.

This Agreement is subject to written modification and termination as necessary by the Department in accordance with requirements contained in any future state or federal legislation and/or state or federal regulations. All other modifications must be in written form and approved by both parties.

3. Subrecipient Scope of Work

The Subrecipient scope of work (hereinafter "Work") for this Agreement shall consist of the following:

The Subrecipient shall perform the funded activities described in the Work, as detailed in Exhibit F. All written materials or alterations submitted as addenda to the original Application and which are approved in writing by the Department are hereby incorporated as part of the Application. The Department reserves the right to require the Subrecipient to modify any or all parts of the Application in order to comply with CDBG-MIT program requirements. The Department reserves the right to monitor all Work to be performed by the Subrecipient, its contractors, and subgrantees in relation to this Agreement. Any proposed revision to the Work must be submitted in writing for review and approval by the Department and may require an amendment to this Agreement. Approval shall not be presumed unless such approval is made by the Department in writing.

- A. For the purposes of performing the Work, the Department agrees to provide the amount(s) identified in Exhibit B Budget as detailed in Exhibit F, Additional Provisions. Unless amended, the Department shall not be liable for any costs in excess of the total approved budget.

The Department shall not, under any conditions, be liable for any unauthorized or ineligible costs.

- B. Planning activity(ies), as defined in the MIT-PPS Policies and Procedures, do not have to meet a CDBG-Mitigation National Objective. Public Service activity(ies), as defined in the MIT-PPS Policies and Procedures, shall meet one of the two CDBG-Mitigation National Objectives:
 - 1. Benefit to Low/Moderate Income Persons; or
 - 2. Urgent Need Mitigation
- C. Subrecipient shall collect data and submit reports to the Department in accordance with the reporting requirements detailed in Section 24 of Exhibit D herein.
- D. The Subrecipient shall monitor all Approved Projects in accordance with the requirements of Section 1.9 of the MIT-PPS Policies and Procedures.

4. Effective Date and Commencement of Work

- A. This Agreement is effective upon approval by the Department representative's signature on page one of the fully executed Standard Agreement, STD 213 (the "Effective Date").
- B. Subrecipient agrees that no Work toward the implementation of the project activity or program activity, as identified in Exhibit F, shall commence without prior written authorization from the Department prior to the execution of this Agreement by the Department.

5. Term of Agreement and Performance Milestones

- A. Term of Agreement:

All grant funds must be expended at least ninety (90) calendar days prior to the Agreement expiration date. Time is of the essence with regard to the expenditure of funds by Subrecipient.

This Agreement will expire **on the date** set forth in section 2 of the STD **213A**.

- B. Performance Milestones: Subrecipient shall adhere to the performance milestones below. Time is of the essence with respect to all such milestones.

1. Subrecipient must submit monthly report data in accordance with the requirement of Section 1.24 of the MIT-PPS Policy and Procedure to HCD during the term of this Agreement.
2. Subrecipient must fully expend all MIT-PPS activity funds within three years of execution of this Agreement, unless provided in writing by the Department. If Subrecipient fails to fully expend MIT-PPS activity funds within three years of execution of this Agreement, the Department reserves the right to disencumber the Subrecipient's Award amount in this Agreement by the amount then unspent.

Failure to meet performance milestones:

If any performance milestones listed above are not met, the Department reserves the right to withhold further payments to Subrecipient until such time as satisfactory progress is made toward meeting the performance measures. Subrecipient shall diligently work with MIT-PPS staff to submit: (a) a written mitigation plan specifying the reason for the delay; (b) the actions to be taken to complete the task that is the subject of the missed measure deadline; and, (c) the date by which the completion of said task will occur.

The Department reserves the right to reallocate unobligated grant funds within the MIT-PPS program, in its sole and absolute discretion if the Department determines the Subrecipient is unable to meet the performance milestones in a timely manner following the failure to meet said milestones. The Department reserves all rights and remedies available to it in case of a default by Subrecipient of its responsibilities and obligations under the terms of this Agreement. All remedies available to the Department are cumulative and not exclusive.

- C. The Subrecipient and its Contractors, as applicable, shall adhere to all performance and Project milestones as established above.

8. **MIT-PPS Program Contract Management**

- A. Department Contract Manager: The Department Contract Manager for this Agreement is the MIT-PPS Program Manager or the Program Manager's designee. Written communication regarding this Agreement shall be directed to the Department Contract Manager at the following address:

CA Department of Housing and Community Development

Division of Financial Assistance – MIT-PPS
P.O. Box 952054
Sacramento, CA 94252-2054

- B. Contract Management: Day-to-day administration of this Agreement shall take place via Grants Network, including but not limited to:
1. Financial Reports (Funds Requests)
 2. Activity Reports
 3. Other Reports, as required
 4. Submittal of any and all requested supporting documentation
 5. Standard Agreement Issuance and Amendments
- C. Subrecipient Contract Administrator: The Subrecipient Contract Administrator (must be a Subrecipient employee) is identified in Exhibit G, Profile. Unless otherwise directed by the Department, any notice, report, or other communication required by this Agreement shall be directed via Grants Network or written to the Subrecipient's Contract Administrator at the contact information identified in Exhibit G, Profile.

Exhibit F

PROGRAM APPLICATION AND ADDITIONAL PROVISIONS

Ventura County Prepares! Public Education & Outreach for Vulnerable Populations

1. Project Overview

See attached application below.

2. THE NATIONAL OBJECTIVE TO BE ACHIEVED AS A RESULT OF THIS PROJECT:

Urgent Need Mitigation (UNM)

3. THE NUMBER OF INDIVIDUALS BENEFITTING AS A RESULT OF THIS PROJECT:

- Total beneficiaries: 340,430
- Total low/mod beneficiaries: 191,400

Interface Children & Family Services - Ventura County Prepares! Public Education & Outreach for Vulnerable Populations

Scope of Work

Ventura County Prepares! project will mitigate disaster risk by expanding public outreach and disaster preparedness education. The project will a) reduce risk of injury and death related to emergency/disaster events through greater resident knowledge and preparedness plans and b) assist in building resilience among vulnerable populations before, during, and after emergencies/disasters through strengthening of connections between organizations in low-to-moderate income areas that are also high risk and increasing their knowledge of disaster preparedness as a public safety topic. Research has shown that communities that are more resilient have established strong relationships and connections between a broad base of organizations that enable better information sharing and planning. The anticipated total number of beneficiaries for the project is 340,430 Ventura County residents including 191,400 of whom are low-to-moderate income.

The Subrecipient will be responsible for completing a new public services project related to disaster response and capacity building over the period of June 2022 to project closeout with funding from the Year 2017 CDBG MIT-PPS program of HCD.

The major tasks that the Subrecipient will perform in connection with the provision of the eligible public services project include, but are not limited to, the following:

Activity 1: Disaster Preparedness Community Partnerships

Deliverable 1: At least eight (8) community disaster preparedness events

Task: Conduct landscape scan to identify existing disaster preparedness campaigns and organizations active in Ventura County

Task: Coordinate with the Ventura County Fire Community Education for the community engagement events to provide information on the Community Emergency Response Team (CERT)

Task: Customize LISTOS preparedness materials for Ventura County noting local resources (e.g. VC Alert, radio stations, VCemergency website.)

Task: As needed, translate local information/materials in Spanish, Mixteco, and other Indigenous languages (as appropriate for the local population.)

Task: Outreach to local organizations and neighborhood groups in project's identified LMI areas (Saticoy, Santa Paula, South Oxnard, West Ventura) that have established connections with different vulnerable populations to confirm preparedness

Task: Attend community group meetings and events and guide participating households through the completion of Disaster Ready Guides

Activity 2: Public Education via Social Media

Deliverable 2: Ventura County-Specific Disaster Preparedness Social Media Toolkit

Task: Create an editorial calendar to leverage state and national events such as Tsunami Prep Week in March and seasonal hazards.

Task: Design disaster preparedness campaign specific landing page with information on local preparedness resources and events.

Task: Develop social media disaster preparedness toolkit for community partners and VOAD member organizations as part of follow up from local events.

Task: Promote disaster preparedness messaging via social media platforms including NextDoor.com and Facebook.

Task: Develop texting campaign messages and replies based on editorial calendar

Task: Send text messages to 211 Ventura opt-in list of phone numbers

Activity 3: Micro-targeted marketing and advertising

Deliverable 3 : Online advertising procurement and contract

Task: Develop disaster prep campaign messages and online advertising collateral (advertising banners) in English and Spanish.

Task: Create RFP for online advertising contract targeting LMI populations in Ventura County.

- Prepare RFP for online advertising and marketing buys
- Solicit at least 3 proposals
- Review proposals
- Interview and identify preferred consultant/agency
- Present preferred consultant/agency to VOAD Executive Committee and Interface Board of Director for approval
- Execute contract with consultant for online advertising buys

Task: Review campaign reports and adjust advertising placement to achieve maximum reach of LMI residents in Ventura County

Activity 4: Grant Monitoring and Reporting

Deliverable 4: Monthly performance reports

Task 1: Collect qualitative and quantitative data from project staff

Task 2: Analyze data alongside evaluation team

Task 3: Compile report of baselines (first quarter) and progress made towards outcomes

Task 4: Enter reports in eCivis and submit to HCD

Task 5: Update performance measures as accomplishments are made

Deliverable 5: Monthly financial reports (invoicing monthly)

Task 1: Collect invoices for reimbursements

Task 2: Enter invoice data in Financial Report

Task 3: Upload backup invoices and submit to HCD for payment via eCivis

Timeline:

Note the activities in this project take place concurrently. Therefore, the deliverable number does not signify the order in which deliverables will be completed.

Timing	Related deliverable	Tasks
January – June 2023	D1: Community disaster preparedness events	Conduct landscape scan to identify existing disaster preparedness campaigns and organizations active in Ventura County
		Coordinate with the Ventura County Fire Community Education for the community engagement events to provide information on the Community Emergency Response Team (CERT)
	D4 and D5: Monthly performance and financial reports	Prepare and submit Monthly performance and financial reports
July – July 2024	D2: Ventura County Specific Disaster Preparedness Social Media Toolkit	Create an editorial calendar to leverage state and national events such as Tsunami Prep Week in March and seasonal hazards.

	D3: Online advertising procurement and contract	Review campaign reports and adjust advertising placement to achieve maximum reach of LMI residents in Ventura County
	D4 & D5: Monthly performance and financial reports	Prepare and submit Monthly performance and financial reports
July – September 2024	D1: Community disaster preparedness events	Continue to attend community group meetings and events and guide participating households through the completion of Disaster Ready Guides
	D2: Ventura County Specific Disaster Preparedness Social Media Toolkit	Continue to promote disaster preparedness messaging via social media platforms including NextDoor.com and Facebook. Send text messages to 211 Ventura opt-in list of phone numbers
	D3 : Online advertising procurement and contract	Review campaign reports and adjust advertising placement to achieve maximum reach of LMI residents in Ventura County
	D4 & D5: Monthly performance and financial reports	Prepare and submit Monthly performance and financial reports
October – December 2024	D1: Community disaster preparedness events	Continue to attend community group meetings and events and guide participating households through the completion of Disaster Ready Guides
	D2: Ventura County Specific Disaster Preparedness Social Media Toolkit	Continue to promote disaster preparedness messaging via social media platforms including NextDoor.com and Facebook. Send text messages to 211 Ventura opt-in list of phone numbers
	D3: Online advertising procurement and contract	Review campaign reports and adjust advertising placement to achieve maximum reach of LMI residents in Ventura County
	D4 & D5: Monthly performance and financial reports	Prepare and submit Monthly performance and financial reports

January – March 2025	D3: Online advertising procurement and contract	Develop disaster prep campaign messages and online advertising collateral (advertising banners) in English and Spanish.
	D2: Ventura County Specific Disaster Preparedness Social Media Toolkit	Develop texting campaign messages and replies
	D3: Online advertising procurement and contract	Create RFP for online advertising contract targeting LMI populations in Ventura County. • Prepare RFP for online advertising and marketing buys • Solicit at least 3 proposals • Review proposals • Interview and identify preferred consultant/agency • Present preferred consultant/agency to VOAD Executive Committee and Interface Board of Director for approval Execute contract with consultant for online advertising buys
	D1: Community disaster preparedness events	Customize LISTOS preparedness materials for Ventura County noting local resources (e.g. VC Alert, radio stations, VC emergency website.) As needed, translate local information/materials in Spanish, Mixteco, and other Indigenous languages (as appropriate for the local population.)
	D4 & D5: Monthly performance and financial reports	Prepare and submit Monthly performance and financial reports
April – June 2025	D1: Community disaster preparedness events	Outreach to local organizations and neighborhood groups in project's identified LMI areas (Saticoy, Santa Paula, South Oxnard, West Ventura) that have established connections with different vulnerable populations to confirm preparedness

	D2: Ventura County Specific Disaster Preparedness Social Media Toolkit Media Toolkit	Design disaster preparedness campaign specific landing page with information on local preparedness resources and events. Send text messages to 211 Ventura opt-in list of phone numbers
	D2: Ventura County Specific Disaster Preparedness Social Media Toolkit	Develop social media disaster preparedness toolkit for community partners and VOAD member organizations as part of follow up from local events.
	D4 & D5: Monthly performance and financial reports	Prepare and submit Monthly performance and financial reports
July – September 2025	D1: Community disaster preparedness events	Continue outreach to local organizations and neighborhood groups in project's identified LMI areas (Saticoy, Santa Paula, South Oxnard, West Ventura) that have established connections with different vulnerable populations to confirm preparedness
	D1: Community disaster preparedness events	Attend community group meetings and events and guide participating households through the completion of Disaster Ready Guides
	D2: Ventura County Specific Disaster Preparedness Social Media Toolkit	Promote disaster preparedness messaging via social media platforms including NextDoor.com and Facebook. Send text messages to 211 Ventura opt-in list of phone numbers
	D3: Online advertising procurement and contract	Review campaign reports and adjust advertising placement to achieve maximum reach of LMI residents in Ventura County
	D4 & D5: Monthly performance and financial reports	Prepare and submit Monthly performance and financial reports
October – December 2025	D1: Community disaster preparedness events	Continue outreach to local organizations and neighborhood groups in project's identified LMI areas (Saticoy, Santa Paula, South Oxnard, West Ventura) that have established connections with different vulnerable populations to confirm preparedness

	D1: Community disaster preparedness events	Continue to attend community group meetings and events and guide participating households through the completion of Disaster Ready Guides
	D2: Ventura County Specific Disaster Preparedness Social Media Toolkit	Continue to promote disaster preparedness messaging via social media platforms including NextDoor.com and Facebook. Send text messages to 211 Ventura opt-in list of phone numbers
	D3: Online advertising procurement and contract	Review campaign reports and adjust advertising placement to achieve maximum reach of LMI residents in Ventura County
	D4 & D5: Monthly performance and financial reports	Prepare and submit Monthly performance and financial reports
	D3: Online advertising procurement and contract	Review campaign reports and adjust advertising placement to achieve maximum reach of LMI residents in Ventura County
	D4 & D5: Monthly performance and financial reports	Prepare and submit Monthly performance and financial reports
January 2026	Closeout activities begin	

Applications: Interface - Ventura County Prepares! Public Education & Outreach for Vulnerable Populations

Mitigation – Planning and Public Services (MIT-PPS)

Profile

grants@icfs.org

What project type are you applying for?

Public services

Do you commit to having capacity to carry out program activities?

Yes

If yes, please describe the capacity and staffing in detail.

211 Ventura County (hereby be referred to as Interface 211 VC) is a project of Interface Children & Family Services, a comprehensive non-profit community-based organization that provides Ventura County (VC) individuals and families evidence-based, culturally inclusive, trauma-informed, and developmentally appropriate services and supportive programming. Seasoned over 15 years, Interface 211 provides 24/7 information and referral services via phone, text, and web to more than 350,000 Californians annually, seeing them through disasters and emergencies such as wildfires, mass shootings, Public Safety Power Shutoffs, and the Coronavirus pandemic. Since its start in 2005, Interface 211 VC has played a central role in disaster preparedness, response and recovery, cultivating partnerships with emergency response organizations, and providing up-to-date information and referrals to individuals seeking critical support during their most vulnerable times.

Interface 211 VC has provided crucial assistance and strategic referrals to victims of the Thomas, Woolsey, Maria, and Hill fires, plus several fires that affected Northern California, the Montecito mudslides, the Borderline mass shooting, and the Coronavirus pandemic. During national emergencies, Interface 211 VC has assisted 211s across the country in providing callers with information and referrals to resources and support. In fiscal year 2020, Interface 211 VC effectively responded to 9,141 calls coded as disaster, illustrating their ability to provide timely, widespread disaster and emergency support on both a local and national scale. In so doing, Interface 211 VC has acquired extensive experience responding to disasters and has consequently developed tactical disaster response strategies.

For over a decade, Interface staff has participated as a core partner organization and Executive Committee member of Ventura County Voluntary Agencies Active in Disaster (VC VOAD). VC VOAD is a collaborative of local non-profit agencies, faith-based organizations, volunteer groups, public institutions, and private entities (including Interface, United Way Ventura County, Red Cross, Cal State Channel Islands, The Salvation Army, and more) that are committed to work together to improve outcomes for those impacted by disasters through the organization and deployment of community resources in an efficient and timely manner. VC VOAD's efforts contribute to the stabilization of community lifelines in all phases of disaster - from mitigation, preparedness, response, and recovery. With a membership of more than forty organizations representing a variety of stakeholders throughout the County, VC VOAD is led by two Co-Chairs and an Executive Committee representing key disaster response organizations, including a representative from the County Office of Emergency Services. VC VOAD is a member of the Southern California VOAD network, as well as the association of California VOAD and National VOAD that provides access to information sharing on best practices, as well as mutual support from national partner organizations, as needed.

*Updated by CC 5/5/21

Information received by HCD 4/23/21

See additional information in attachments

Question:

The application indicated that a director would be hired to implement the program. Please provide additional information as to the need to hire staff and the process and timeline for doing so.

Answer:

Presently, VC VOAD leadership is composed entirely of volunteers. After a careful review of community-wide response to recent wildfires, key stakeholders identified the need to formalize positions within VC VOAD to support an enhanced and coordinated effort to plan for response to emergencies and disasters county-wide, as well as lead preparedness and mitigation projects. Research conducted to uncover the most promising opportunities for resiliency and whole community disaster preparedness in California recommend resourcing VOADs with paid staff as a key factor for success found in effective VOADs around California (Building Disaster Resilience, Monitor Institute and California for All, 2019). There is a desire to leverage the relationships and experience developed by VC VOAD over the last three years of recovery to transfer the lessons into increased capacity and planning for the organization's involved in disaster mitigation and response. Similarly, because of recent disaster events there is heightened awareness among the general public of hazards and the dangers of not being prepared for disasters that makes for

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Prep. Date: 03/10/2025

fertile ground and motivation to learn more about how to better prepare and plan for disaster events.

The emergency management consultant identified to work with VC VOAD in the Disaster Mitigation Planning and Coordinated Community Response project has experience guiding other VOADs in the state through a search process and hiring of a VOAD Director. The timeline planned allows three months for the VC VOAD Executive Committee and Interface/211 Ventura to work with the consultant, Kelle Kroll, to refine the job description, initiate a search, interview and hire a Director. The estimate in the budget for the Ventura County Prepares! Public Education & Outreach for Vulnerable Populations project is .25 FTE of the Director's time. It is estimated that the remaining .75 FTE of the Director's time would be devoted to the VC Disaster Mitigation Planning and Coordinated Community Response project.

Are you applying for more than one Public Services Activity?

No

Public Services Activity

Education Services

Is the project regional in approach?

No

Does the project include collaboration amongst jurisdictional and nonprofit partners?

Yes

If yes, name the jurisdictional and nonprofit partners.

Interface 211 VC will be partnering with local nonprofits and local government agencies including the Ventura County Voluntary Organizations Active in Disaster (VOAD), Ventura County Fire Community Education Department/CERT training; City of Santa Paula, City of Oxnard, City of Ventura, the Local Love Project, United Farm Workers Foundation, Nylands Promise, Community Action, Limoneira Group

*Updated 5/5/21 by CC

Received by HCD 4/23/21

See additional information in attachments

Question:

We need additional details regarding the role(s) and relationship(s) of partners to the project. Is there a formal, even if preliminary, structure related to the role(s)?

Answer:

VC VOAD is a collaborative of community-based organizations that relies on core partner organizations to dedicate staff to the collaborative's activities. Interface/211 Ventura has been a long-standing core partner and member of VC VOAD's Executive Committee. Over the last three years Interface has hosted the staff that has coordinated long-term recovery efforts –a 211 Disaster Recovery Coordinator and Facilitator Anne Whatley, who has been contracted / employed by Interface but reports to the VC VOAD LTRG Steering Committee and VC VOAD Executive Committee. Decision-making authority related to the activities of VC VOAD lies with the VC VOAD Executive Committee and the VC VOAD membership, as described by the VC VOAD bylaws. Fiscal responsibility, including management, oversight and tracking of funds received are handled by the respective partner organizations that receive funds –in the case of this grant, Interface/211 Ventura. Interface/211 Ventura and VC VOAD have an MOU defining roles and responsibilities. (Please see the attached MOU.)Community partnerships will be coordinated through VC VOAD. For instances where community partnerships include funding, an MOU will define mutually agreed upon expectations and costs.

Eligible Applicants are required to identify which of the 2017 declared disasters the submitted project is related to. The disaster(s) related to the project can be determined by the MID area(s) the project serves or benefits. CDBG-MIT does not require a project tie-back to the 2017 declared disaster.

What disaster is this project related to?

DR-4353

Eligible applicant type

Non-Profit

Is this a project on behalf of another government entity or special district other than the Eligible Applicant?

No

Project Title

Interface - Ventura County Prepares! Public Education & Outreach for Vulnerable Populations

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Approved Date: 7/16/2021

Prep. Date: 03/10/2025

Org Name

Interface Children & Family Services

Provide a snapshot summary of the project.

Interface Children & Family Services (Interface) respectfully requests \$276,950 in funding to expand disaster preparedness public education for vulnerable populations, specifically among low-to-moderate income and access and functional needs households. The proposed Ventura County Prepares! Public Education & Outreach for Vulnerable Populations project will target residents of Oxnard, Saticoy, West Ventura, and Santa Paula - four VC communities where the number of low-to-moderate income (LMI) tracts is greater than 51%. By expanding public outreach and disaster preparedness education, the Ventura County Prepares! Public Education & Outreach for Vulnerable Populations project will a) reduce risk of injury and death related to emergency/disaster events and b) assist in building resilience among vulnerable populations before, during, and after emergencies/disasters. Interface 211 and VC VOAD have outlined the following project objectives:

- Strengthen and fortify community partnerships and collaboration with local community groups in vulnerable LMI areas for disaster preparedness.
- Enhance community connection to resources and disaster/ emergency information before, during, and after events occur.
- Increase awareness of 211 VC as a 24/7 resource for disaster information available in English, Spanish and more than 300 other languages via interpretation services.

*Updated by CC 5/5/21

Information received by HCD 4/23/21

See additional information in attachments

Question: Please share additional details on the project objective of strengthening partnerships and how those tie into the education services activity.

Answer:

The public education campaign is aiming to increase disaster preparedness knowledge and planning activities for populations that in past disaster events have been harder to reach and were underserved because of language, access barriers and/or lack of trust. Research has shown that communities that are more resilient have established strong relationships and connections between a broad base of organizations that enable better information sharing and planning in the event of disaster. VC VOAD recognizes that its membership of organizations does not fully reflect all racial/ethnicities present in the County, as well as representation from constituencies with particular access or functional needs, including language access and geography. Interface/211 Ventura and VC VOAD plans to build stronger relationships with community groups in the identified LMI majority and elevated disaster risk areas to develop greater awareness of the role that community groups can play in disaster preparedness and mitigation efforts and to leverage the trusted relationships the community groups have with the low-income and vulnerable residents

The objectives laid out in the plan include increasing the number of new community partners, as well as a way to measure the increase in connected relationships. The second measure tracks the collaborative activities conducted with the community partners to educate residents in the community. The plan commits to at minimum eight (8) events. A proposed addition is a measure that tracks the number of residents / community members that receive disaster preparedness and mitigation education as a consequence of the community partnerships, noting the percentage that live in the targeted LMI areas. Please find proposed additional measures below.

Objective 1: Interface 211 Ventura will strengthen partnerships with local community groups in identifying vulnerable, LMI areas for disaster preparedness.

- By the end of June 2023 Interface 211 VC will increase the number of partnerships with community groups/organizations for disaster preparedness by 50% as compared to June 2021. (Current partnerships have stalled between 20–30 members, so this increase could double the membership.)
 - By the end of June 2023 Interface will host a minimum of eight (8) events or participatory discussions of local hazards/risks and community-based preparedness solutions for community partners in LMI areas.
- (NEW)By the end of June 2023, Interface will provide disaster preparedness and mitigation education to at least 1,000 LMI residents or residents in one of the identified LMI majority areas.

Upload project description, if available.

Public outreach Final.pdf

Project Location Description

This project will take place in Ventura County, with specific attention to the Oxnard, Santa Paula, West Ventura, and Saticoy areas.

Does the project fall into one of these zip codes/counties?

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Approved Date: 7/16/2021

Prep. Date: 03/10/2025

Ventura County

Public Services projects must select a National Objective. Planning projects do not require a National Objective. The Urgent Need

Mitigation (UNM) national objective is for CDBG-MIT activities that aim to address risks that do not tie back to the disaster events of the 2017 CDBG-DR funding, or subsequent disasters. Projects using the UNM national objective must provide documentation that demonstrates a measurable and verifiable impact on reducing risks at the completion of the activity. Projects using the LMI national objective are those that have a benefit to Low to moderate income person, which is defined as persons having incomes not more than the “moderate-income” level (80% Area Median Family Income) set by the federal government for the HUD-assisted Housing Programs.

National Objective

Low-to Moderate-Income (LMI)

Does the project benefit an LMI population or area?

Yes

Describe how the project benefits a LMI area (additional material and information may be required)

In Ventura and Santa Barbara Counties, undocumented individuals are estimated to account for more than 9 percent of the population or 111,000 people (Hayes and Hill, 2017). As one of the nation’s top agricultural producers, Ventura County is home to large populations of immigrant families and low-wage workers who are devastated by wildfire season, but who are left out of current disaster preparedness efforts. The cities of West Ventura, Saticoy, Santa Paula, and Oxnard incorporate the regions where most of Ventura County’s agricultural workers reside and whose population is made up of 51% or greater LMI households. As a result, these cities comprise the primary service populations for the Ventura County Prepares! Public Education & Outreach for Vulnerable Populations project.

In a 2020 article entitled “The (in)visible victims of disaster: Understanding the vulnerability of undocumented Latino/a and indigenous immigrants”, authors Mendez, Flores-Haro, and Zucker illustrate how the response of community-based groups during and after the Thomas Fire points to ways in which deliberately crafted disaster planning and climate adaptation policy can help alleviate, rather than reinforce, existing disparities. For example, during the Thomas Fire, resources were directed toward wealthy individuals, leaving local immigrant rights and environmental justice groups to provide immigrants and farmworkers with essential services like language access to emergency information in Spanish and Indigenous tongues (Mendez et. al, 2020). This gap in provision of services helps clarify the need for education and outreach material that is published in the languages of local populations-- Spanish, English, and Mixteco.

Interface 211 VC seeks to ensure that communities thrive by eliminating the barriers to support that might negatively impact a community’s overall health and wellbeing. Our 211 program is embedded in a multi-service agency with decades of experience in the wide range of issues that Ventura County residents face. Many, if not all, of these concerns are augmented by inequitable social service systems whose negative impacts disproportionately affect people of color and those with limited financial means. We have found that individuals from underserved populations face challenges in utilizing comprehensive and effective social services that are accessible, culturally relevant, and responsive. As a result, underserved communities often do not receive appropriate services. To address these barriers, the Ventura County Prepares! Public Education & Outreach for Vulnerable Populations project, will provide culturally relevant, multilingual outreach and education supports that serve the diverse needs of our community.

Culturally responsive disaster preparedness supports the stabilization of vital Community Lifelines of Health and Safety by improving the comprehension and availability of multilingual educational resources to enhance awareness in previously overlooked communities. By amplifying the awareness of proper evacuation routes, emergency preparedness procedures, and resources availability, the project seeks to reduce the burden on government/emergency services during a disaster and decrease the risk of injury and loss of property and life. Of particular interest for Interface 211 VC and VC VOAD is ensuring that disaster response and mitigation activities in Oxnard, Saticoy, West Ventura, and Santa Paula are inclusive of undocumented immigrants, a significant portion of the very-low and low-income households in the County.

*Updated by CC, 5/5/21

Information received by HCD 4/23/21

See additional information in attachments

Question:

The application project description indicates that this is a request to expand current programming. Please clarify if the expansion is only for LMI populations/ communities and how the expansion will differ from existing programming.

Answer:

Interface/211 Ventura consistently provides information to the community regarding disaster preparedness planning and referrals

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to available resources during Public Safety Power Shutoffs, wildfires, and other emergencies via when calls or texts are made to 211 Ventura. However, 211 has not been as successful in reaching vulnerable populations in the past unless they have contacted us directly. Recent disaster after action reports identified a need in underserved communities (low-, moderate-income, access and functional needs, and low-literacy populations) in Ventura County for greater disaster preparedness education. This public education project expands 211 Ventura's disaster information resource program to promote disaster readiness materials that target zip codes/census tracts that are majority LMI and/or vulnerable populations with an elevated risk for disaster. We have developed an expanded, multi-pronged strategy for promoting disaster preparedness materials through the leveraging of trusted community-based partnerships via VC VOAD, online communities, message boards, social media and advertising.

Upload document of data supporting the LMI population to be benefitted and/or a map of the service area (Optional)

LMI Saticoy and Ventura.pdf

Does the project service area benefit the MID?

Yes

Describe how the project benefits a MID area (additional material and information may be required)

Wildfires are some of the most prevalent natural disasters that residents in Ventura County face. Surrounded by mountains and vast brushy landscapes, Ventura County experiences two long fire seasons annually. One occurs when wildfires are driven by heat (June – Sept.) while the other is marked by high winds fed by dry chaparral vegetation (Oct.- April).

In 2018, Ventura County experienced two catastrophic fires. The Thomas Fire (12/4/2017 – 01/15/2018) was the second costliest fire in the U.S. and burned 281,893 acres, destroying 1,063 homes, businesses, and structures. During the Thomas Fire, Interface 211 VC received more than 7,800 calls and more than 10,000 texts over the duration of the event and assisted a total of 2,791 unique clients. The Woolsey Fire (08/08/2018-08/21/2018), the third costliest wildfire in the U.S., burned 97,000 acres, destroyed 1,600 structures and killed three people. The Woolsey Fire prompted the evacuation of more than 295,000 people, which was complicated by the closure of the main transportation routes.

According to a State Auditor's report focused on the emergency alert, evacuation, and shelter plans adopted by the California Office of Emergency Services and Ventura, Sonoma, and Butte counties, emergency officials routinely overlook the state's most vulnerable populations as they make preparations for foreseeable wildfires, floods, and other disasters (Howe, 2019). In the months and years following the Thomas and Woolsey fires, similar gaps in information and emergency response protocol have been noted. Local analysis, including Ventura County After Action Reports for both the Thomas Fire and Woolsey Fires have highlighted opportunities to improve community collaboration and a coordinated emergency response from local nonprofits and organizations focused on disaster mitigation and preparedness.

Mendez et al. (2020) argues that given their pre-disaster marginalized status, undocumented Latino/a and Indigenous immigrants require special consideration in disaster planning. The Ventura County Prepares! Public Education & Outreach for Vulnerable Populations project addresses these special considerations by providing multilingual outreach and education to individuals and families across Ventura County, one of California's Most Impacted by Disaster areas.

Upload documentation that supports how the project benefits a MID area (Optional)

What Census Tracts/Block Groups are served by this project?

Oxnard: 003201, 009100, 004716, 004902, 004704, 004717, 004710, 004000,
004711, 004101, 004101, 003802, 003801, 003700, 003801, 008600, 008700, 003300, 003011, 005003, 005002
Santa Paula: 00701, 00702, 00600, 00500, 00400
Westside City of Ventura: 002200, 002300, 002400, 001204,
Saticoy: 001302, 000500, 001204

What is the total dollar amount of the project?

394,856

Anticipated CDBG-MIT funding need (\$ amount)

276,950

Have you applied for other sources of funds for this project?

Yes

If yes, please provide a list of sources, how much have you applied for, have you been awarded funds, and the

amount(s) from each source anticipated or awarded.

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\$20,000: Ventura County Community Fund
\$37,000: Independently Owned Utilities
\$ 6,760: Other CDBG
\$17,535: CARESTAR
\$50,000: SoCal Edison
\$11,798: Interface Children & Family Services

Project Budget broken down by eligible activity and activity costs

ICFS 211 CDBG-MIT Budget_Public Educ-Outreach_Final.xlsx

Basis of Total Project Cost and Amount of CDBG-MIT requested

Descriptions for Budget Categories

Staffing

All salaries have been determined based on current staffing levels and industry standards, including review of similar positions in other jurisdictions, such as Napa and Sonoma counties. The new position of VOAD Network Director is needed to lead the project and oversee all activities, with .25 FTE allocated to this CDBG project. The Contact & Outreach Specialist at .5 FTE engages community members and partner agencies to provide multidimensional information and referral services at events and to callers, assists with database updates, and provides education and intake for special projects. The Data Analyst at 0.05 FTE will collect and analyze data to create presentations and reports that are shared internally and with CDBG funders. The Evaluator at 0.05 FTE will help design the framework for conducting analysis on program process and outcome data, monitor and evaluate data collection tools, and work with the Data Analyst to draft written reports related to evaluation measurements and findings. The 211 Associate Director at 0.1 serves as 211 liaison between Interface and the VC VOAD Executive Committee, providing program oversight and support.

Interface 211 VC will leverage the funding secured from community partners, such as the Ventura County Community Foundation (VCCF) and the CARESTAR Foundation, to support the percentage of staff salaries not requested from CDBG-MIT.

Professional Services

The Social Media and Outreach Consultant will provide professional expertise and coordination for the development and implementation of the social media campaign to promote disaster preparedness, plus facilitate outreach to community groups. The consultant has provided a proposed scope of work based on the project parameters that are included in this budget.

Operating Expenses

These include the hard costs of implementing the program successfully, and cover communications, digital platforms and software applications, and are based on current Interface expenses. Additional costs include the design/production of digital advertising, as well as printing, copying and translations of disaster preparedness materials, plus a push-text campaign inviting residents to reply to receive links to various disaster resources, such as planning guides and evacuation routes.

Indirect (Modified Total Direct Costs)

This 10% funding supports the administrative and fiscal management required to ensure the CDBG grant is implemented according to federal 24 CFR §570, Subpart I; 24 CFR §58; and 2 CFR §200 and GAAP guidelines, as well as agency policies and procedures.

Describe prior experience and previous success in implementing planning and/or public services projects.

Interface has supported disaster response efforts of 211 call centers across the state of California and the nation, guiding residents through wildfires, mudslides, floods, hurricanes, and the coronavirus pandemic. In doing so, our agency has acquired extensive experience responding to disasters, and has consequently developed proven and effective disaster communication strategies. Throughout disasters and emergencies like the coronavirus pandemic, surges in the demand for urgent information overwhelm emergency service hotlines, including 911, and decrease their abilities to respond to life-threatening situations and/or requests for rescue. Interface 211 VC has the capacity to intervene as an effective community partner to alleviate the volume of non-emergency calls received through 911 emergency service lines, improving the experience of residents in need of immediate emergency assistance and better serving residents with non-emergent basic needs and assistance.

Since June 2019, Interface 211 has received two grants from SoCal Edison to increase public awareness of the resources available to help prepare for, respond to, and recover from Public Safety Power Shutoff, disasters, and emergencies that occur in Ventura County. With funding from Edison, Interface 211 VC staff distributed public safety flyers and educated community members about how to prepare for disasters/emergencies by making an evacuation plan, registering for alerts, and creating emergency kits containing batteries, medications, and hygiene supplies. Utilizing push-texting, Interface 211 VC sent more than 2,100 texts to community members who texted PSPS to 898211 from June 2019-June 2020.

During the 2019-2020 grant period, Interface 211 VC:

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Created and distributed more than 1,000 new marketing/educational materials addressing PSPS events and Public Safety.
Created and distributed more than 2,200 rack cards addressing 211 services, and connected resources to 10 agency/government partners.

Participated in 10 community meetings and events that reached approximately 1,000 people.

Created social media posts informing visitors to our Facebook page about disasters, preparedness, PSPS events, and 211 services.

Across California, 211 Disaster and PSPS push-texting campaign has been used by over 21,000 individuals during recent fires and PSPS events, including more than 10,200 fire survivors from Butte and Glenn counties and 6,294 survivors from the Kincade Fire in Sonoma county who received ongoing push-text messaging about resources available to them. Since the onset of COVID-19 in March 2020, 211 COVID push-texting campaigns have gained over 70,000 unique users.

VOAD members and community partners also have extensive experience in community disaster preparedness and response. Ventura County VOAD was given the 2019 Southern California Emergency Services Association Silver Award for its response and recovery work following the Thomas and Woolsey Fires. Presently, the Ventura County VOAD Executive Committee consists of experienced and accomplished emergency management professionals.

Maggie Tougas, Emergency Manager, California State University Channel Islands, Certification focused in Emergency Management from CSTI, San Luis Obispo Emergency Manager Certificate

Nick Nguyen, Emergency Disaster Services Director, The Salvation Army Southern Region

Susan Englund, Vice President, Community Impact, United Way of Ventura County, overseeing Ventura County Volunteers program

Kat Merrick, CEO, Local Love Project/Totally Local VC

Dan Wall, City of Ventura Emergency Manager, 16 years experience as Manager of the Emergency Preparedness Office, Ventura County Health Care Agency

In addition, VOAD community partner, the Local Love Project, received recognition from the Ventura County Board of Supervisors in 2018 for their Thomas Fire response and recovery efforts and have since dedicated efforts towards preparedness, including securing donations of supplies for emergency prep bags that are distributed to residents in high-risk, low-income areas. During the COVID-19 pandemic, the Local Love Project has worked in partnership with 21 organizations delivering food/produce boxes and home cleaning essential bags to homebound individuals (i.e disabled, access and functional needs, elderly, individuals who are quarantined due to health risks), serving 38,220 households in 2020. The Local Love team has developed an extensive social media outreach program that provides regular information to Ventura County residents about disaster hazards and preparation resources.

Is the proposed project identified as a priority project in your hazard mitigation plan?

Yes

What community lifeline will this project protect? Health and Safety are prioritized in the Planning and Public Services program.

Health & Medical, Safety & Security, Communications

How will this project reduce risk to community lifeline(s)?

This proposal is designed to provide disaster preparedness education and outreach services to some of VC's most vulnerable individuals. Interface 211 and VC VOAD seek to reduce barriers to disaster/emergency information by providing services that are culturally relevant, multilingual, and accessible to all residents in Ventura County, with specific attention to those living in LMI areas, individuals with AFN needs, and immigrant populations.

Currently, Interface 211 VC works closely with the offices of Emergency Services and has the capacity to dramatically reduce the influx of emergency calls received during emergency/disaster events. As Interface 211 VC works to increase awareness of emergency/disaster protocol among VC residents and community based organizations, we seek to decrease the number of callers and requests made during the onset of an emergency/disaster. Utilizing the extensive resource partner database, Interface 211 VC can provide referrals to vetted resource partners, review what is needed to create an emergency plan, and provide linkage to transportation and/or alternative energy sources required during an emergency. Interface 211 VC will provide scheduled reminders (via push-texting and email) to Ventura county residents and LMI households about preparedness planning, equipment testing, and year-round tips on emergency/disaster readiness.

*Updated by CC 5/5/21

Information received by HCD 4/23/21

See additional information in attachments

Question:

How were the four communities selected for the project? Will this project serve any other communities/locations?

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Answer:

In designing this project, we identified the four communities of focus using the following criteria:

1. Areas that are majority (greater than 51%) LMI populations
2. Areas of elevated risk for disaster events such as wildfires, flooding and earthquakes noted in the Ventura County Multi Hazard Mitigation Plan
3. Community partnerships that could be leveraged to reach LMI populations

The public education planned through digital social networks and micro-targeted marketing / advertising campaigns will specifically target LMI income residents and specific LMI zip codes in Ventura County but would not be limited exclusively to the four communities. The disaster preparedness public education social media posts that will be promoted by VC VOAD community partners and 211 disaster preparedness website pages will be visible as an asset for all residents throughout Ventura County.

Question:

The application indicated that this project is a priority in your hazard mitigation plan, but then it was indicated that you will be utilizing the County's hazard mitigation plan. Please provide more information on if or how this project relates to the County's hazard mitigation plan, as well as your role with the County's plan and how you might utilize it.

Answer:

As a 501c3 organization, Interface does not have a separate hazard mitigation plan of its own. Given that the work of Interface and VC VOAD is to provide community-level support to Ventura County Office of Emergency Services (OES), the County's 2015 Multi Hazard Mitigation Plan informs the planning efforts of VC VOAD. For this project, Interface and VC VOAD referred to the County plan to identify the communities and areas of the County that are at greatest risk for specific disaster events, which informed selection of communities for public outreach and the topics to cover in education efforts. Community preparedness public education and awareness are listed as overarching mitigation actions summarized in table 7-2 on page 7-4 -through 7-6. The VC VOAD is not listed explicitly in the plan, however, VC VOAD works in coordination with the local municipalities and special districts identified in the plan to assist with the implementation of public education. The relevant actions are as follows:

- Overarching Action (OA) 6: Develop public outreach program that informs property owners located in the dam and levee failure inundation areas about voluntary flood insurance.
- OA 11: Develop and implement plans to increase building owners' general knowledge of and appreciation for the value of seismic upgrading
- OA 18: Community preparedness measures, including public outreach material and curriculum related to Tsunami Ready program.
- OQ 19: Awareness of vegetation management program that provides vegetation management service to elderly, disabled or low-income property owners who lack resources to remove flammable vegetation from around their home

How will this project improve resilience for protected classes, underserved communities, and vulnerable populations?

According to a 2011 research report published by Rand Health, resilience is considered critical to a community's ability to reduce long recovery periods after an emergency. As the nation grapples with the progressive impacts of climate change, community resilience in response to emergencies and natural disasters have become crucial policy issues that are recognized at the local, state, and federal level. In Ventura County, where widespread wildfires have led to a significant loss of life and property, the need to design and implement effective disaster response solutions has become progressively more apparent.

The 2019 US Census indicates that one in three residents of Ventura and Santa Barbara counties speaks Spanish or another language at home. However, Mendez et al. (2020) reported that during the Thomas Fire, emergency warnings—which detailed evacuation areas and shelters, road and school closures, the need for N95 respirator masks to protect individuals from unsafe air quality, and the lack of safe drinking water in some neighborhoods— were initially only available in English. Emergency information online later included an option for Google Translate in Spanish (an internet-based multilingual translation service), but the Ventura County Offices of Emergency Services failed to assign staff for live translation during a disaster event. Lessons learned from the Thomas Fire illustrate challenges to building a resilient population when the basic language and information needs are not being met.

To address these needs and promote resiliency among vulnerable populations, the Ventura County Prepares! Public Education & Outreach for Vulnerable Populations project will provide culturally relevant, multilingual outreach and education supports that serve the diverse needs of our community. Interface is committed to hiring bilingual staff, providing training for staff in cultural competency, and offering translation services in over 300 languages. Our outreach and communication strategy provides culturally congruent marketing and communications (i.e. diverse images, published in multiple languages) to deliver equitable messaging to the multicultural communities that depend on emergency/disaster preparedness information.

Can this project be replicated in other communities?

Yes

If yes, provide a description.

211 Ventura County is part of the national network of 211s that share best practices regularly. Similarly, VC VOAD is a local chapter in a national organization. Together Interface 211 and VC VOAD have the capacity to share project deliverables, evaluation data, and disaster preparation lessons with affiliated organizations/networks across the country. In this way, the Ventura County Prepares! Public Education & Outreach for Vulnerable Populations project not only serves as a model for disaster preparation and mitigation efforts at the community level, but also assists with VOAD's mission to improve coordination, communication, collaboration, and service delivery and Interface's mission to strengthen children, families, and communities to be safe, healthy, and thriving.

Will you be able to quantitatively measure the impact the proposed project will have on current and future risk?

Yes

Explain how you will quantitatively measure the impact of the proposed project on current and future risk.

In over 47 years as a social services provider, Interface has developed a proficient and refined approach to evaluation and data collection, and quality control. Interface uses a mixed-method data and evaluation methodology inclusive of qualitative and quantitative data from multiple sources (i.e., individuals, families, partner agencies, and policy makers). As the lead organization for this project, Interface will leverage its robust evaluation experience to analyze the success of outcomes and objectives. To evaluate the impact of our proposed project, our evaluation team will utilize pre- and post- test surveys as well as collected service number data to measure against our baseline numbers at the start of the project.

Objective 1: Interface 211 Ventura will have more and stronger community partnerships with local community groups in identified vulnerable, LMI areas for disaster preparedness.

By the end of July 2023 Interface 211 VC will increase the number of partnerships with community groups/organizations for disaster preparedness by 50% compared to June 2021.

By the end of June 2023 Interface will host a minimum of eight (8) events or participatory discussions of local hazards/risks and community-based preparedness solutions for community partners in LMI areas.

Objective 2: Interface 211 VC will provide VC residents, especially vulnerable residents in designated high risk, LMI areas with disaster preparedness resources and disaster / emergency information before, during, and after events occur.

By the end of June 2023 Interface 211 VC will update and increase current disaster-related texting campaigns by a minimum of 20%, from 5 campaigns in 2020/2021 to a minimum of 6 campaigns in 2022/2023

By the end of June 2023 Interface 211 VC will provide at least 10,000 residents in LMI areas/zip codes with disaster preparedness materials. This will include:

Number of residents that receive disaster prep resources via 211 VC text (English and Spanish)

Number of Disaster Planning Guides accessed/downloaded by unique users on 211 VC website (by language)

Number of residents that receive Disaster Planning Guides and materials (e.g. local evacuation routes) at events in LMI areas

Number of residents that receive Disaster Planning Guides, and materials (e.g. local evacuation routes) via community partners outside/beyond events

Number of County VC Alert sign ups

Number of CERT training sign ups

Objective 3: Interface 211 VC will increase awareness of 211 VC as a 24/7 resource for disaster information available in English, Spanish and more than 300 other languages

By the end of July 2023 disaster preparedness messaging with 211 VC info will achieve at least a 20% increase in social media engagement metrics compared to July 2021.

20% increase in average number of likes on social media (Facebook)

10% increase in average number of posts per month (Facebook, Nextdoor.com)

20% increase in average number of views

15% increase in shares on social media (Facebook, Nextdoor.com)

By the end of July 2023 Interface 211 VC will have achieved a 20% increase in text based disaster prep inquiries from LMI zip codes compared to July 2021 (Contacts signed up to receive disaster information from 211 VC)

By the end of July 2023 Interface 211 VC will have achieved a 20% increase in click throughs/visits to the disaster preparedness resources on the 211 VC website compared to July 2021

Upload quantitative data showing a project's anticipated impact on current and future risks.

Given a 3 year Period of Performance and Assuming Spring 2021 start date, what is your expected period of performance? (anticipated start date and completion date)

July 2021 - June 2023

Proposed Project Timeline

VC Disaster Prep PubliedProject Timeline.xlsx

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APPLICABLE LOCAL POLICIES AND PLANS

Do you have procurement policies and procedures?

Yes

If yes, upload your procurement policies and procedures.

procurement policy.pdf

If yes, but the policies and procedures are in another previously uploaded document, please name the document.

This is a new upload of our policies and procedures.

Do you have a current hazard mitigation plan?

No

If no, please provide a status.

We will be utilizing the county's hazard mitigation plan

In using HUD funds for projects, Subrecipients must comply with the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended by the Uniform Relocation Act Amendments of 1987 (URA or Uniform Act).

Do you have existing policies and procedures to ensure compliance with the Uniform Relocation Act (URA)?

No

If no, please provide a status.

We can use the county's plan if applicable.

Do you have policies and procedures for completing National Environmental Policy Act (NEPA) and California Environmental Quality Act (CEQA) environmental reviews?

Yes

If yes, upload your policies and procedures.

NEPA declaration.pdf

If yes, but the policies and procedures are in another previously uploaded document, please name the document.

Section 3 of the Housing and Urban Development Act of 1968 (Section 3), as amended, requires that economic opportunities generated by CDBG-DR funds be targeted toward Section 3 residents. A Section 3 plan must establish standards and procedures to be used to ensure that the objectives of Section 3 are met and records, reports, and other documents or items to demonstrate compliance with Section 3 regulations are maintained.

Do you have a Section 3 plan?

No

If no, please provide a status.

We can use the county's plan if applicable.

Do you have anti-lobbying policies and procedures?

No

If no, please provide a status.

Currently Interface does not have an anti-lobbying plan, but could generate one by June 2021 if it is a requirement for funding.

Do you have conflict of interest policies and procedures?

Yes

If yes, upload your conflict of interest policies and procedures.

Conflict of Interest.pdf

If yes, but the policies and procedures are in another previously uploaded document, please name the document.

Do you have non-discrimination policies and procedures?

Yes

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Exhibit F

If yes, upload your non-discrimination policies and procedures.

Non-discrimination Policy _002_.pdf

If yes, but the policies and procedures are in another previously uploaded document, please name the document.

Do you have timekeeping policies and procedures?

Yes

If yes, upload your timekeeping policies and procedures.

Timekeeping.pdf

If yes, but the policies and procedures are in another previously uploaded document, please name the document.

Do you have financial management policies and procedures?

Yes

If yes, upload your financial management policies and procedures.

Financial Management.pdf

If yes, but the policies and procedures are in another previously uploaded document, please name the document.

Do you affirm that your policies and procedures are consistent with 2 CFR part 200?

Yes

ORGANIZATIONAL STRUCTURE, CAPACITY, AND AUTHORITY

What is your governing board meeting schedule?

Interface Board meets 6 times a year in February, April, June, August, October, December. An average of 11-12 members attend each meeting.

Documentation for staff experience may include one or both of the following: A narrative description of the experience details of key staff for this project and whether they are new hires or existing staff. A chart of staff by experience in CDBG and/or federal grants management AND experience related to content of the project applied for.

Staff Experience: How many staff do you have with experience in CDBG or federal grants management? How many staff do you have with experience related to content of the project being applied for?

Experience.pdf

Debarment Check

Sam_gov.png

Government Agency Taxpayer ID Form

2020 - Interface VV-9.pdf

Payee Data Record STD 204 Form

Payee Date Record 02.18.21.pdf

Have you reviewed the sample authorizing resolution?

Yes

Budget Worksheet

View Budget Worksheet

<https://portal.ecivis.com/peerBudget/E6960A2A-DC84-47DB-9D1A-F13721549029>

Goals Worksheet

View Application Goals

<https://portal.ecivis.com/peerGoals/1FCEE866-36B0-449C-B0B8-7253CA07B36E>

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Exhibit F

Additional Information

Board Resolution w signatures.pdf

Additional Information

Non-Conflict_of_interest_certification.docx.pdf

Additional Information

Non-Discrimination_Certification.docx.pdf

Additional Information

Anti-lobbying_certification.docx.pdf

Additional Information

VC Prepares Education ENV Review.pdf

Additional Information

Interface Procurement Policy .pdf

Additional Information

Interface Timekeeping Policy_Draft v1.pdf

Additional Information

ICFS Indirect Cost Fact Sheet-CDBG-DR.MIT.pdf

Additional Information

NEPA INTERFACE.pdf

Additional Information

std204_for_CDBG_grants.pdf

Additional Information

Procurement.pdf

Additional Information

Financial Management.pdf

File Upload

Scope of Work_Interface_Ventura County Prepares (1).docx

File Upload

Interface Asset Management Policy.pdf

Additional Information

Additional Information

Additional Information

Additional Information

of Reviews

1

of Denials

0

Average Score

File Upload

File Upload

File Upload

File Upload

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Applications: File Attachments

Upload project description, if available.

Public outreach Final.pdf

Upload document of data supporting the LMI population to be benefitted and/or a map of the service area (Optional)

LMI Saticoy and Ventura.pdf

Project Budget broken down by eligible activity and activity costs

ICFS 21 I CDBG-MIT Budget_Public Educ-Outreach_Final.xlsx

Proposed Project Timeline

VC Disaster Prep PublicedProject Timeline.xlsx

Staff Experience: How many staff do you have with experience in CDBG or federal grants management? How many staff do you have with experience related to content of the project being applied for?

Experience.pdf

Ventura County Prepares! Public Education & Outreach for Vulnerable Populations

Project Description

Interface Children & Family Services (Interface) respectfully requests \$276,950 in funding to expand disaster preparedness public education for vulnerable populations specifically, low-to-moderate income and access and functional needs (AFN) households. The proposed **Ventura County Prepares! Public Education & Outreach for Vulnerable Populations** project will serve residents throughout Ventura county and provide targeted services to residents of Oxnard, Saticoy, West Ventura, and Santa Paula- four VC communities where the number of low-to-moderate income (LMI) tracts is greater than 51%.

More precisely, CDBG MIT funding will support a) disaster preparedness training for local organizations, b) enhanced disaster preparedness communications to VC households, c) the widespread distribution of LISTOS disaster preparedness materials developed by the State of California, and d) 211 public service and disaster prep push-text campaigns that provide information and resources to low-to-moderate income residents. By expanding public outreach and disaster preparedness education, the **Ventura County Prepares! Public Education & Outreach for Vulnerable Populations** project will a) reduce risk of injury and death related to emergency/disaster events and b) assist in building resilience among vulnerable populations before, during, and after emergencies/disasters.

To enhance comprehensive disaster preparedness and mitigation countywide, Interface is concurrently submitting the **VC Disaster Mitigation Planning and Coordinated Community Response project**, a proposal focused on building the capacity of Ventura County VOAD to provide critical services/support to vulnerable populations (specifically, low-income and access and functional needs households) in the event of a disaster, thereby reducing risk for vulnerable populations and improving disaster/emergency readiness and awareness among local service providers. Though the overarching goal of each project includes effectively coordinating community response activities to stabilize the lifelines that support vulnerable populations, the **Ventura County Prepares! Public Education & Outreach for Vulnerable Populations** project will focus specifically on activities that inform and educate the public about emergency preparedness and mitigation efforts.

Interface 211 VC has designed the **Ventura County Prepares! Public Education & Outreach for Vulnerable Populations** project to expand upon the capacity building and risk reduction work of the **VC Disaster Mitigation Planning and Coordinated Community Response** project. Utilizing a holistic approach to disaster preparedness, these projects will engage both community organizations and the populations they serve.

Project Overview

Research repeatedly indicates that low-income families suffer disproportionately from emergencies and natural disasters. Ventura County's experience with wildfires in two of the last three years has been no exception. Language barriers, social marginalization, and economics can negatively impact the emergency preparedness of low-income households, resulting in increased injury and greater loss of life and property. CDBG MIT funding will support Interface 211 VC in coordinating local and regional stakeholders to develop a community outreach campaign raising public awareness of disaster preparedness resources and services available during disaster/emergency events.

Interface 211 will build upon the existing California disaster preparedness efforts already in place and continue to strengthen VC VOAD partnerships with Ventura County, Emergency Services, and local Community Based Organizations. These targeted collaborative efforts will aid in the expansion of outreach, marketing, social media, push-texting educational campaigns.

In partnership with local community-based organizations, Interface 211 VC is eager to launch a public education campaign focusing on low- to moderate-income households that uses LISTOS preparedness materials to encourage more households in Ventura to be disaster ready. LISTOS California has developed a suite of disaster preparedness materials in multiple languages (including English and Spanish) that includes a Toolkit designed for community outreach campaigns, hazard maps for each County, fact sheets, and the Disaster Ready Guide with checklists for the Five Steps for Disaster Readiness.

Complementing the services listed above, Interface 211 VC will utilize push-text messaging (outbound one-way communications) to disseminate emergency/disaster information to VC residents before, during and after the onset of an event. To date, push-texts have been integral in our response to recent fires, Public Safety Power Shut Offs (PSPS), and COVID-19 events and can be sent in both English and Spanish. In addition, Interface 211 VC push-texting can be targeted to meet the needs of specific populations and will include information on how to prepare for emergency/disaster events as well as updates on available resources.

Goals, Objectives, and Outcomes

The primary goal of the **Ventura County Prepares! Public Education & Outreach for Vulnerable Populations** project is to educate and ready Ventura County communities, with specific attention to vulnerable populations, to be prepared for, respond to, and recover from disaster/emergency events.

To facilitate the project in achieving this goal, Interface 211 and VC VOAD have outlined the following project objectives and outcome measurements:

Objective 1: Interface 211 Ventura will strengthen partnerships with local community groups in identifying vulnerable, LMI areas for disaster preparedness.

- By the end of June 2023 Interface 211 VC will increase the number of partnerships with community groups/organizations for disaster preparedness by 50% as compared to June 2021.
- By the end of June 2023 Interface will host a minimum of eight (8) events or participatory discussions of local hazards/risks and community-based preparedness solutions for community partners in LMI areas.

Objective 2: Interface 211 VC will provide VC residents, especially vulnerable residents in designated high risk LMI areas with disaster preparedness resources and disaster/emergency information before, during, and after events occur.

- By the end of June 2023 Interface 211 VC will increase disaster-related texting campaigns by a minimum of 20%, from 5 campaigns in 2020/2021 to a minimum of 6 campaigns in 2022/2023.
- By the end of June 2023 Interface 211 VC will provide a minimum of 10,000 households in LMI areas/zip codes with disaster preparedness materials.

Objective 3: Interface 211 VC will increase awareness of 211 VC as a 24/7 resource for disaster information available in English, Spanish and more than 300 other languages.

- By the end of June 2023 Interface 211 VC branded disaster preparedness messaging will achieve at least a 20% increase in social media engagement metrics compared to June 2021.

- By the end of June 2023 Interface 211 VC will have achieved a 20% increase in text based disaster prep inquiries from LMI zip codes compared to June 2021 (or 20% increase in contacts signed up to receive disaster information from 211 VC).
- By the end of June 2023 Interface 211 VC will have achieved a 20% increase in click throughs/visits to the disaster preparedness resources on the 211 VC website compared to June 2021. (This will require a baseline number)

PROJECT ACTIVITIES

Activity 1: Community Partnerships

One of the most effective methods of public education is the use of influencers and trusted messengers who are known throughout the community to engage their followers. The **Ventura County Prepares! Public Education & Outreach for Vulnerable Populations** project will work with local organizations and neighborhood groups that have established connections with different vulnerable populations to create buy-in for a whole community approach to emergency management, where all community stakeholders have a responsibility and role in preparing and planning for disasters.

Interface 211 VC has identified key partners within the highest risk, LMI areas of Ventura County and will work with each partner to determine the most effective approach for each community group to provide disaster preparedness education and outreach to their constituents. Recommended activities include preparedness presentations as part of regularly held meetings or specific disaster preparedness community events. Engagements with each community group/organization will aim to initiate a facilitated discussion among the neighborhood or community group about how members can support one other during various disaster scenarios and outline potential processes for community preparedness. Participating households will be guided through the completion of Disaster Ready Guides to become familiar with the possible local hazards, evacuation routes, emergency alert subscriptions (VC Alert), and local emergency alert radio stations (by language).

Ventura County Fire Community Education has agreed to support the community engagement events by providing information on the Community Emergency Response Team (CERT), a program conducted in English and Spanish to educate volunteer community members in basic disaster response skills, such as fire safety, team organization, hazards that may impact their area, and disaster medical operations. Some events will include the distribution of emergency preparedness kits to residents.

Additional local resources specific to each neighborhood/community will be assembled and provided, drawing from the extensive Interface 211 VC directory of local social service agencies and the VC VOAD directory of organizations that activate in disasters.

To ensure the availability of multilingual services, Interface 211 VC and community partners will present in both English and Spanish and VC VOAD partners will provide volunteers to deliver materials in Korean, Mixteco, and other Indigenous languages as appropriate.

Four high-risk LMI areas have been identified for this project and community partners have been identified:

Saticoy – In partnership with Nyland Promise, United Farm Workers Foundation

Santa Paula – In partnership with Limoneira Group, the City of Santa Paula, and United Farm Workers Foundation

Oxnard – In partnership with the City of Oxnard, United Farm Workers Foundation and Community Action

Westside neighborhood, City of Ventura – In partnership with the Westside Community Council, Westside Community Development Corporation, City of Ventura, United Farm Workers Foundation

Activity 2: Public education through digital social networks

Social media is a key source of information for many, with 69% of households that make less than \$30,000 a year report using Facebook (Pew Research 2019). Local groups commonly utilize social media as a key communications tool to get information to residents, including vulnerable and LMI populations that did not receive information from government sources during recent disasters, including the Thomas and Woolsey Fires in 2017 and 2018. To complement and extend the reach of on-the-ground activities, the **Ventura County Prepares! Public Education & Outreach for Vulnerable Populations** project will promote disaster preparedness messaging via social media platforms including NextDoor.com and Facebook. An editorial calendar will be created to leverage state and national events such as Tsunami Prep Week in March, Wildfire preparedness day in May, Disaster Prep month in September, Great Shake Out in October.

To enhance social media services, LISTOS has created a social media disaster preparedness toolkit with creative assets in English and Spanish that can be used by project staff and partnering community groups, as part of follow up from local events. Alongside local preparedness information and messaging developed by the project team, LISTOS materials will be shared throughout the year to highlight seasonal hazards.

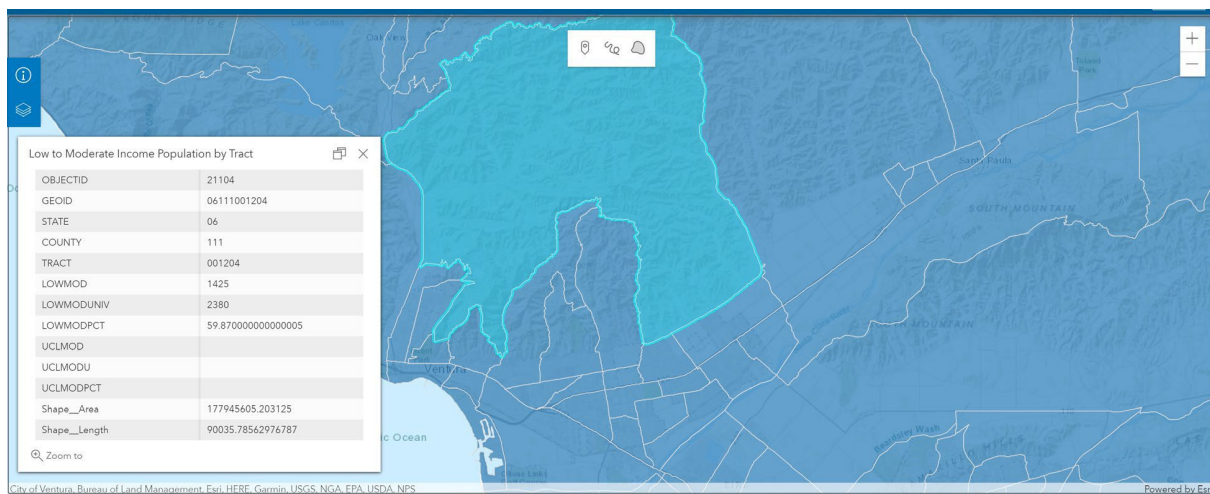
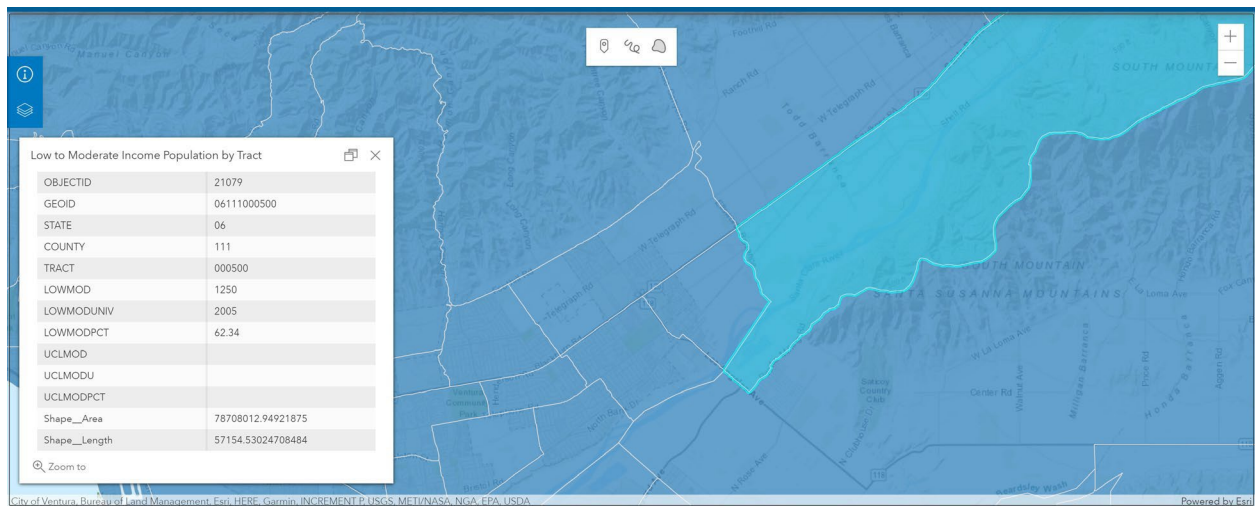
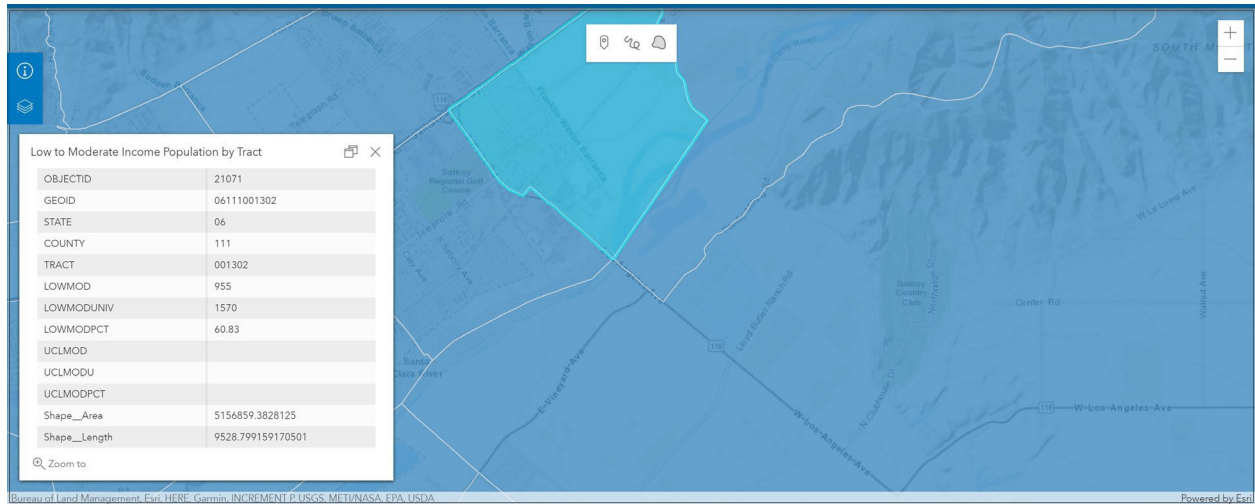
Activity 3: Micro-targeted marketing and advertising

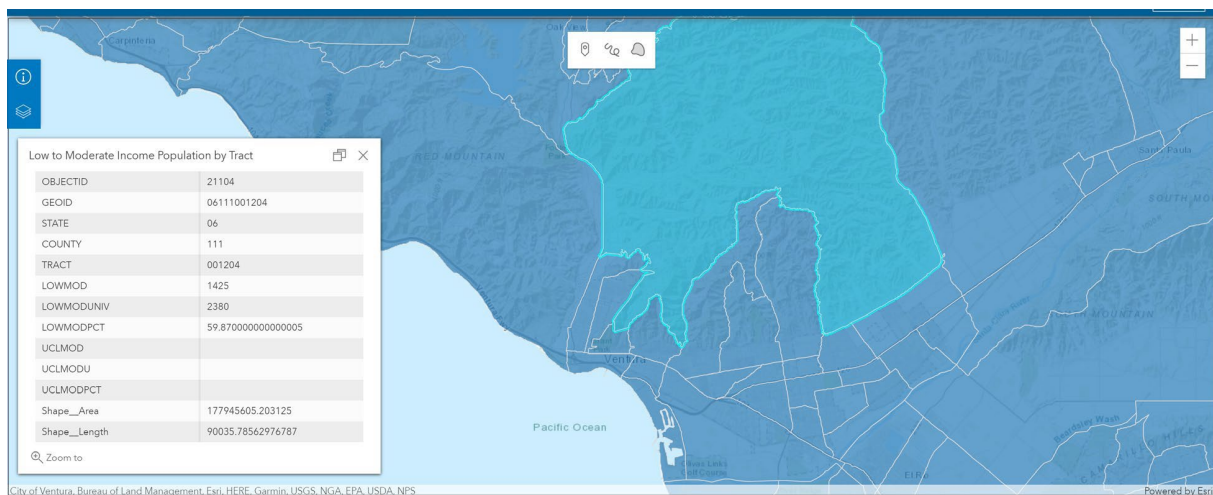
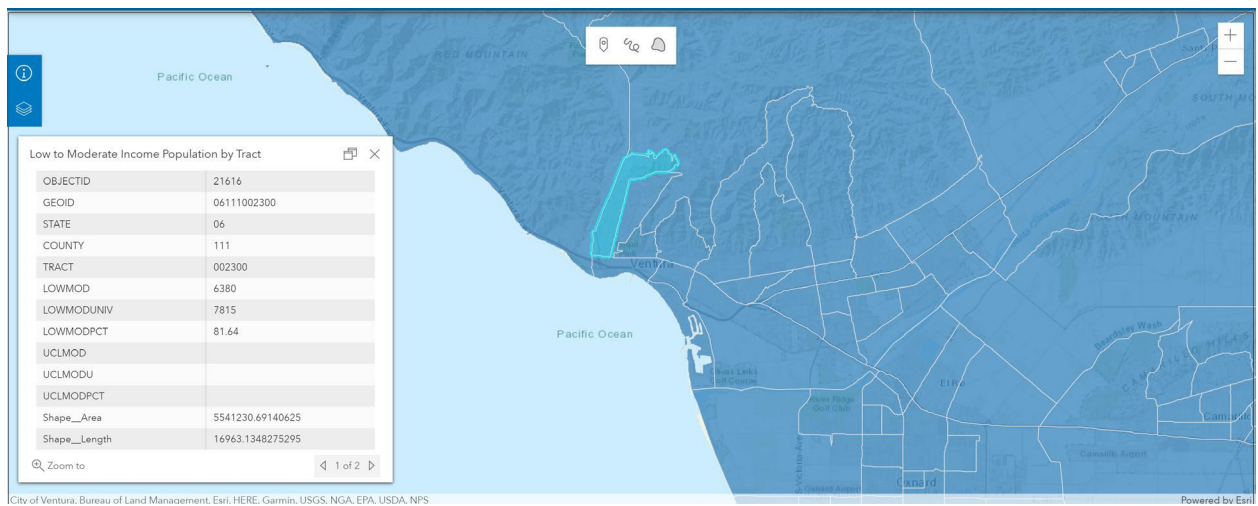
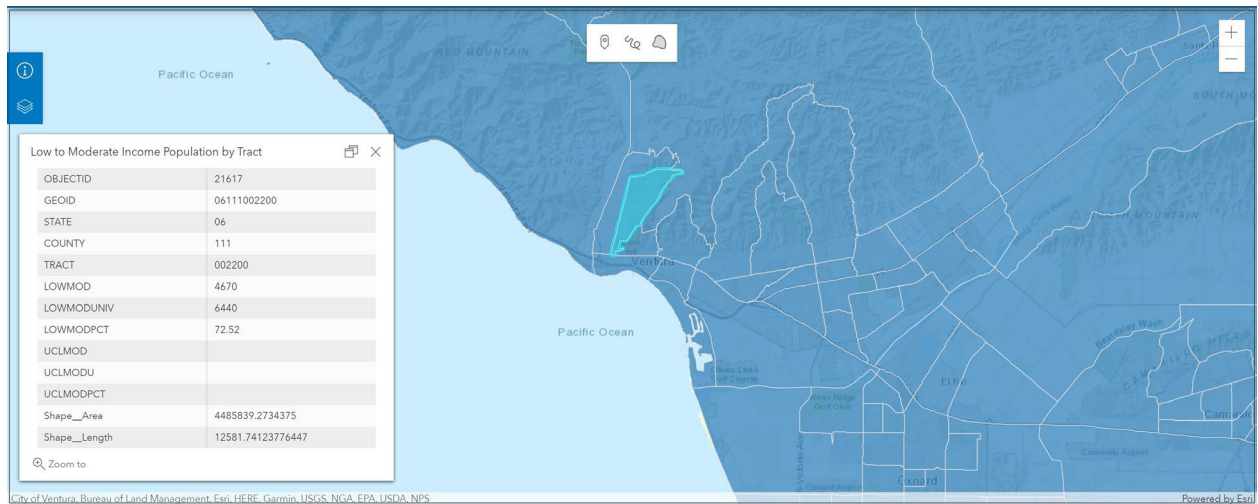
Interface will utilize digital advertising and marketing strategies that prioritize audiences of vulnerable residents in Ventura County, with a focus on the identified high risk LMI areas, to expand existing community partnership connections and current 211 VC contacts. Interface 211 VC will work in conjunction with a contracted marketing agency to purchase micro-targeted online digital ad placements that identify viewers based on location, language settings, and socio-economic data as well as expressed interests to provide disaster preparedness information to residents that may not encounter it otherwise.

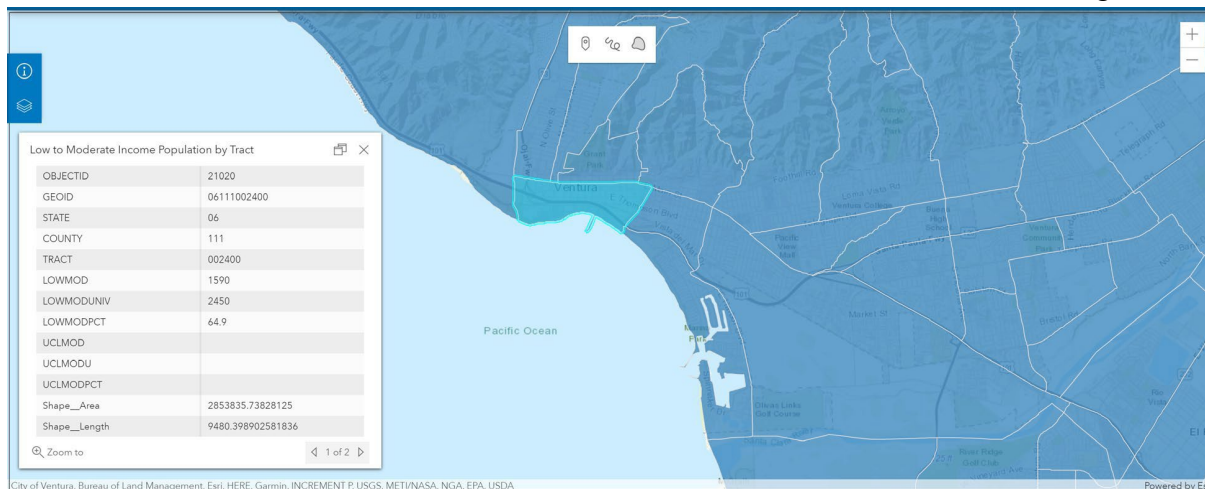
Targeted ads will appear on mobile phone apps and websites of users that meet the specific criteria and can be updated as needed. Interface 211 VC is currently piloting similar digital advertising strategies with COVID vaccine messages in both English and Spanish.

Interface 211 VC project team will work in partnership with a contracted advertising agency to develop static graphical ads with targeted messaging that will drive users to 211 VC disaster preparedness text program and website resources. The text campaign invites residents to text their zip code and a keyword such as "FIRE/FUEGO" to 211211 and receive links to resources such as disaster planning guides, where to access evacuation routes, emergency updates in various languages, and resources during and after a disaster.

Additionally, 211 VC will deliver public education outreach to emails and phone numbers that have agreed to or requested information from 211 VC in the past. Disaster preparedness information will be sent to clients in the Interface 211 databases who have opted in to receiving push-text communications and/or email messages.





**Frank Chow, Chief Financial Officer**

Mr. Chow possesses over 27 years of government and private sector executive management expertise in finance, administration, budgeting, economic analysis/research, project management, and public policy. In his current role as Chief Financial Officer, Mr. Chow oversees the Finance Department and a budget of over 18 million dollars. Mr. Chow has extensive experience with Federal grant management, dating back 9 years and has overseen over 15 million dollars in federal contracts during his tenure.

Rita Campos, Finance Manager

Mrs. Campos has worked in finance for over 21 years, providing fiscal oversight of internal controls while maintaining a reasonable separation of duties. Mrs. Campos has successfully managed the contract compliance of all State, City, County, and other various agencies for over 13 years and is currently responsible for the financial management of an 18-million-dollar budget at Interface Children and Family Services. Mrs. Campos also possesses experience specific to the provision and management of CDBG grants, including: a five-year 50k (per year) contract for Homeless Service Outreach, a \$500,000 contract to establish shelter services, and a \$150,000 contract to provide training and job placement.

Kelly Brown, Director of 211

Kelly Brown is a nationally recognized 211 leader sought after for her expertise in strategic planning, developing meaningful partnerships, maintaining sustainable funding, and ensuring quality information and referral service delivery to the community. Prior to her 10-year tenure at Interface Children & Family Services, Ms. Brown managed the national call center for International Netherlands Group (ING Bank which is now Capital One) for over 7 years. In her role as 211 Director, Ms. Brown has functioned as both an administrator and consultant to support department directors and community partners in executing agreements as defined in federal, state, and local funding contracts. In this way, Ms. Brown has woven a vast network of partnerships and community support that provide critical feedback about program design and implementation.

Angela Barosso, Assistant Director of 211

Ms. Barosso has nearly 18 years of experience managing private and public grants at the local, state, and federal level. Experience specific to the management of CDBG grants includes: writing, reporting, and monitoring the HUD CDBG grant for the Carson City Consolidated Municipality for two years, managing the CDC Public Health Preparedness and the Health & Human Services Hospital Preparedness programs for the Nevada State Health Division (2 years) and for Carson City Health & Human Services (10 years). As the

17-MITPPS-21009

Approved Date: 7/16/2021

Prep. Date: 03/10/2025

Development Specialist for an affordable housing nonprofit, Ms. Barosso managed both program and fiscal writing and reporting for approximately 20 grants per year, one-third of which were federal grants from HUD and quasi-governmental agencies, such as Enterprise and LISC. Over the course of her career, Ms. Barosso has managed over 30 million dollars in contract funds.

Lola West, Grant Manager

Ms. West has over seven years of experience working in Fund Development and Communications for the nonprofit sector. Since 2018, Ms. West has authored and managed over 28 grants totaling over 17 million dollars in funding. As the Grant Manager for Interface Children and Family Services, Ms. West is responsible for generating public and private grant proposals, documenting reporting criteria, completing grant reports, and working with the evaluation team and leadership to ensure that objectives and outcomes have been met.

Staffing:

CDBG Funding will allow for the hiring of the VC VOAD Network Director, who will dedicate .25 FTE to the **Ventura County Prepares! Public Education & Outreach for Vulnerable Populations** project. Existing Interface 211 staff working on the VC VOAD project include Anne Whatley, the VC VOAD Long Term Recovery Facilitator and Daniel Garcia, the Disaster Coordinator & Outreach Specialist. Presently, these Interface roles coordinate and support work done by VC VOAD. However, throughout the proposed project, roles and responsibilities will expand to include staff dedicated to the **Ventura County Prepares! Public Education & Outreach for Vulnerable Populations** project

Over the last three years as the VC VOAD Long-Term Disaster Recovery Facilitator, Ms. Anne Whatley has spearheaded the formation of the recovery collaborative, working with more than fifty local and national agencies to create bylaws and oversee processes to effectively make decisions and foster coordination that advances local recovery priorities that have assisted more than 1,300 households. She worked with the California Red Cross Fire Recovery team to convene more than 100 leaders in Ventura and Sonoma to discuss best practices in mental health and emotional recovery after disasters. She also has organized several regional tabletop exercises that brought together more than 70 organizations to discuss regional disaster planning.

VC VOAD Executive Committee serves as volunteer leadership committed to supporting the outreach and engagement of local organizations. A list of Executive Committee members and their experience has been provided earlier in the application.

In addition to staff funded by this proposal, Interface will leverage the experience of existing staff including 211 Assistant Director, Angela Barosso, and Interface Contact & Outreach Specialist (In hiring process), the Interface Finance Department, and the Training, Evaluation, & Grants team. Interface 211 VC is committed to filling open positions (Network Director) with highly qualified individuals that will bring their professional lived experience to strengthen service, deliverables, and outcomes of this outreach and education project. Interface 211 VC seeks to hire individuals with extensive experience working with vulnerable, hard-to-reach populations whenever possible.

Grants Network Budget Narrative

Personnel - \$91,943

All salaries have been determined based on current Interface Children & Family Services staffing levels and other nonprofit standards. The **VOAD Network Director** is a full-time employee with Interface Children & Family Services that shall lead the project and oversee all activities. S/he shall report directly to Interface's Community Information Officer on daily grant management activities and consult with VOAD's Executive Committee on broader directional issues. The full-time **211 Coordinator** provides administrative support, including membership duties, meeting preparedness and notetaking, and manages the database of services available, maintains/updates the disaster-oriented VOAD and 211 website and is responsible for ongoing reporting on project activity. The **Data Analyst/Evaluator** at 0.10 FTE will collect and analyze data to create presentations and reports that are shared internally and with CDBG funders and will help design the framework for conducting analysis on program process and outcome data, monitor and evaluate data collection tools, and draft written reports related to evaluation measurements and findings. The **211 Community Information Officer or his/her designee** at 0.10 serves as 211 liaison between Interface and the VC VOAD Executive Committee, providing program oversight and support. Fringe benefits are included at the calculated rate of 23% of staff salaries.

Interface 211 will leverage the funding secured from community partners, such as the Ventura County Community Foundation (VCCF), to support the percentage of staff salaries not requested from CDBG-MIT.

Professional Services - \$63,000

Consultants or community partner services may be used for social media outreach and public education in the community.

Operating Expenses - \$101,337

These include the hard costs of implementing the program successfully, and cover communications, digital platforms and software applications, and are based on current Interface expenses. Additional costs include digital advertising purchasing, design of local preparedness materials, printing/copying of materials for community events and for partners, facility rental, insurance fees, and travel and supplies to attend and for community outreach expenses.

Indirect (Modified Total Direct Costs) - \$24,932

This funding supports the administrative and fiscal management required to ensure the CDBG grant is implemented according to federal 24 CFR §570, Subpart I; 24 CFR §58; and 2 CFR §200 and GAAP guidelines, as well as agency policies and procedures.

Budget Report

Passthrough Agency: California Department of Housing and Community Development

Program: CDBG-Mitigation Planning & Public Services NOFA

Project Name/Title: Interface - Ventura County Prepares! Public Education & Outreach for Vulnerable Populations

Org Name: Interface Children & Family Services

Award/Contract Number: 17-MITPPS-21009

Stage: Budget-to-Actual

Report Date: 03/20/2025

Requested By: Maria Melo

cdbg@icfs.org

Budget Items

Category	Title	Description	Units	Unit Cost	Extended Cost	Direct Cost	Indirect Cost	GL Account	Cost Share	Type
Activity										
Activity Total			0	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00	
General Administration										
General Administration Total			0	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00	
Activity Delivery										
	Activity Delivery	VC VOAD Public Education	1	\$281,212.00	\$281,212.00	\$281,212.00	\$0.00		\$0.00	Direct Cost
Activity Delivery Total			1	\$281,212.00	\$281,212.00	\$281,212.00	\$0.00		\$0.00	
Other										
Other Total			0	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00	
Grant Total										
Grant Total			1	\$281,212.00	\$281,212.00	\$281,212.00	\$0.00		\$0.00	

Budget Report, Created by Maria Melo, cdbg@icfs.org, 03/20/2025
Source: eCivis™ Portal
<http://www.ecivis.com/>