

2024-2025 CSBG ROMA Workplan

Domain:

I. Agency Capacity Building

Narrative - including who the program will benefit, when the program will begin, who will be operating the program, and how will this program benefit the community):

Capacity Building

This internal development includes a variety of tasks necessary to sustain current funding, identify and secure new funding, cultivate community-driven metrics, measure and evaluate program outcomes, maintain Organizational Standards at the highest level, drive policy on the Federal, State, and local level, and effectively communicate actual impact to all stakeholders. Intentional capacity building not only benefits our staff and agency, but also provides a valued space for constructive feedback to improve relationships with community partners and service delivery to customers.

CSBG funds will be utilized for 100% of the salary/fringe benefits for the Resource Development Manager & Compliance Manager and consultant fees for Annual Report Development and public relations/marketing. Additional costs associated with supporting the capacity building activities described below include administration, fiscal, and technology expenses, facilities costs, outreach and supplies for needs assessment activities, and capacity building staff T&TA.

Community Needs Assessment

We collected and analyzed current qualitative and quantitative data specific to poverty in our service areas and issued a report that was accepted by the Board of Trustees in 2023. The report included key findings on the causes and conditions of poverty and needs of the communities assessed and was utilized to devise the CSBG Workplan for PY 24-25. While this assessment provided valuable insight, we continue to pursue additional opportunities to assess and address the gaps keeping our customers from self-sufficiency.

As the socioeconomic impacts of the pandemic continue to disenfranchise a majority of our customers, we recognize the importance of continually assessing and addressing privations keeping Miami Valley families in poverty. Qualitative data collection among these stakeholder groups will remain a priority for our Resource Development Manager throughout 2024-2025.

Data Management & Reporting

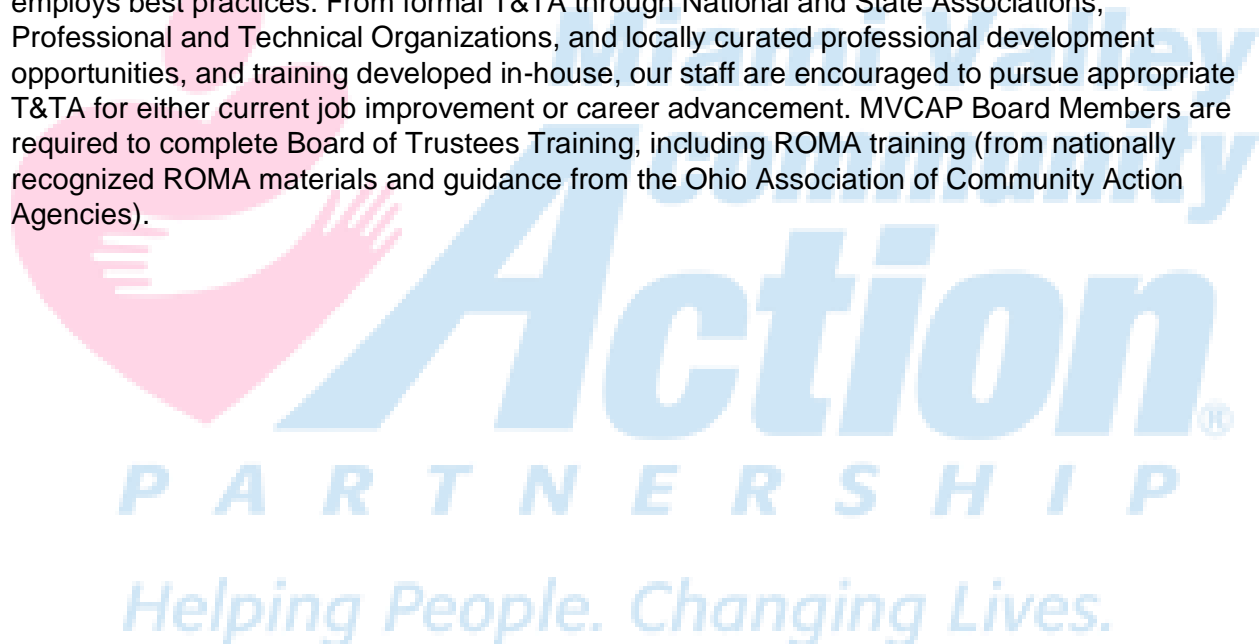
The Resource Development Manager works closely with each program director to track and report data for identified program outcomes. This data is used both externally for reporting requirements and internally to track the cost of a particular service per customer/household and the effectiveness of that expenditure. Pursuant to our Strategic Planning, we will create a set of policies and procedures for each program based on the ROMA cycle. The procedures will include a standard program evaluation tool to ensure programming addresses the reduction of poverty and promotes self-sufficiency.

Strategic Planning

Our five-year agency-wide strategic plan was approved by the Board of Trustees in December 2021. The plan addressed reduction of poverty and strategies for empowering low-income residents of our service area to become more self-sufficient and included family and agency goals. Customer satisfaction data, collected as part of the CNA, will continue to be collected and analyzed, and progress on action items will be tracked as the goals and objectives of the Strategic Plan are achieved. The Board of Trustees is regularly updated on the progress of meeting the goals of the plan.

Training & Technical Assistance

Prioritizing ongoing T&TA, including ROMA, ensures our team is nimble and continually employs best practices. From formal T&TA through National and State Associations, Professional and Technical Organizations, and locally curated professional development opportunities, and training developed in-house, our staff are encouraged to pursue appropriate T&TA for either current job improvement or career advancement. MVCAP Board Members are required to complete Board of Trustees Training, including ROMA training (from nationally recognized ROMA materials and guidance from the Ohio Association of Community Action Agencies).



II. Housing Domain

Emergency Services

Emergency financial assistance is available to qualified individuals who reside in Darke, Greene, Montgomery, Preble County, and Warren County with a household income at or below the percentage of the federal poverty guideline determined by Congress, and set by the U.S. Department of Health and Human Services and the State of Ohio.

Assistance may include Housing – back or future rent, security deposits/first month rent, and move-in costs for those transitioning into permanent housing from homelessness, eviction prevention, or temporary shelter if other emergency housing is unavailable; Mortgage /Foreclosure avoidance; Utility Assistance – Residential utility bill payment, including water and internet services, to supplement other program funding, such as HEAP, LIHWAP, or COVID related funding, for those facing shut-off, have no service, or to pay an arrearage in order to establish new service; Transportation Assistance necessary to maintain employment or care for family members, in the form of minor car repairs or car insurance premium payments (applicants must have proof of ownership, registration, and insurance must be in the client's name.) Assistance may be provided for other urgent needs determined on a case-by-case basis, such as essential home furnishings for those transitioning into permanent housing or emergency medical/dental/and prescription needs not covered by insurance.

The program will benefit the community by providing financial assistance to low-income families to solve immediate and urgent needs, thus fostering self-sufficiency, avoiding eviction and foreclosure, mitigating homelessness, and improving our community's resilience to emergent events, such as weather-related emergencies or pandemics.

When seeking Emergency Services assistance, all clients will be evaluated for other MVCAP program eligibility to help customers identify and overcome the barriers that prevent economic self-sufficiency (e.g. HEAP/PIPP/HWAP) or CSBG Programs, such as the Legal Clinic, for eviction prevention. If needed, referrals are made to partner agencies for more extensive case management. Priority will be given to customers who have not received CSBG Emergency Services Assistance during this grant cycle, however, circumstances may dictate that assistance will be provided more frequently if necessary to maintain self-sufficiency.

The program will be operated by MVCAP.

CSBG funds will be utilized for assistance to applicants for categories listed above, but direct payment shall be made to providers only, such as payments to utility companies, landlords or other housing providers, mortgage companies, medical providers, and pharmacies. Applicants can request aid for more than one emerging need. Funding shall also be used for Emergency Services Intake Staff salaries and benefits, and costs to run the program, such as facilities costs, technology, administrative and fiscal expenses, and training and technical assistance. Due to ARPA HRG Pandemic related rent and utility assistance emergency funding, most of which will be distributed by December 31, 2024, the majority of assistance under this program will be distributed beginning in Q5, 2025 through Q8, 2025. For other areas not covered by ARPA, Emergency Services funding shall begin on January 1, 2024. The program will be in effect through December 31, 2025, or until funding is exhausted.

Greene County Housing - Donnellan Shelters

Transitional Family Shelter

The Donnellan Transitional Family Shelter, targeted towards Greene County families experiencing homelessness, provides families with an extended stay of up to six months in individual units with private kitchen, bedrooms, and bathroom facilities. The program also provides Case management services, including client needs assessment, counseling, devising plans for future self-sufficiency, follow-up, referral to community partners and coordination of services.

Families must meet income eligibility: Families with a household income at or below the percentage of the federal poverty guideline determined by Congress, and set by the U.S. Department of Health and Human Services and the State of Ohio.

The program will benefit the community by providing medium-term shelter to homeless families with children along with essential support service, who need time to secure employment, permanent housing, and obtain assorted services, education, and training to develop and foster independent living skills and stability.

Funding shall begin on January 1, 2024, through December 31, 2025.

The program will be operated by MVCAP.

CSBG funds will be utilized to support shelter operations, supplementing federal and state funded programs, for costs not covered by other funding sources. Costs include utilities, building maintenance, pest control, trash collection, staff salaries and benefits, and costs to run the program, such as staff facilities costs, administrative and fiscal expenses, technology, and training and technical assistance.

Emergency Family Shelter

The Donnellan Emergency Family Shelter, targeted towards Greene County families experiencing homelessness, provides families with a maximum of 30 days of housing in individual units with private kitchen, bedrooms, and bathroom facilities, along with case management services, including client needs assessment, counseling, devising plans for future self-sufficiency, follow-up, and referral to community partners and coordination of services.

Families must meet income eligibility: Families with a household income at or below the percentage of the federal poverty guideline determined by Congress, and set by the U.S. Department of Health and Human Services and the State of Ohio.

The program will benefit the community by providing short-term shelter to homeless families with children, along with essential support services to enable them to seek permanent housing and/or obtain assorted services, such as rapid rehousing.

Funding shall begin on January 1, 2024, through December 31, 2025.

The program will be operated by MVCAP.

CSBG funds will be utilized to support shelter operations, supplementing federal and state funded programs, for costs not covered by other funding sources. Costs include utilities, building maintenance, pest control, trash collection, staff salaries and benefits, and costs to run the program, such as administrative and fiscal expenses, staff facilities costs, technology, and training and technical assistance.

Harding Place Transitional Single Individual Housing Program

The Harding Place Transitional Housing Shelter is targeted towards Greene County individual adult men and women for up to 18 months, who are homeless, unemployed, or underemployed and meet income eligibility: at or below the percentage of the federal poverty guideline determined by Congress, and set by the U.S. Department of Health and Human Services and the State of Ohio.

The program provides case management services, including client needs assessment, counseling, devising plans for future self-sufficiency, follow-up, referral to community partners, and coordination of services.

Individuals are housed in single or double units which include kitchen and bathroom facilities.

The program will benefit the community as a resource to end homelessness by providing medium-term housing to low-income single adults, many of whom are struggling with maintaining sobriety after substance abuse treatment, who need time and support to secure employment, permanent housing, and obtain various services, education, and training to develop and foster independent living skills and stability.

Funding shall begin on January 1, 2024, through December 31, 2025.

The program will be operated by MVCAP.

CSBG funds will be utilized to support operations, supplementing federal and state funded programs, for costs not covered by other funding sources. Costs include rent, utilities, unit maintenance, pest control, trash collection, staff salaries and benefits, resident manager stipend, and costs to run the program, such as administrative and fiscal expenses, staff facilities costs, technology, and training and technical assistance.

Emergency Home Repair Program

The Emergency Home Repair Program will provide home repair assistance to low-income homeowners for repairs that are necessary to make the house safe for living or to improve its energy efficiency. Assistance is generally limited to approximately \$7,500 per household, however this amount may be increased if needed repairs will make the home eligible for other programs, such as the Home Weatherization Assistance Program. Households must meet income eligibility: household income at or below the percentage of the federal poverty guideline determined by Congress, and set by the U.S. Department of Health and Human Services and the State of Ohio.

The program will cover upgrades such as bringing the electrical wiring up to code, repairing or replacing the septic system, or energy-saving upgrades like adding insulation or storm windows. The home repair grants will not cover cosmetic or unnecessary work such as painting, landscaping, or room additions. Priority will be given to emergency conditions that have been determined to present an imminent danger to the health and safety of the occupants of the residential property.

The applicant must be the owner of the property, must live in the home as a primary permanent residence, and be able to provide proof of home ownership, active home insurance, and fully paid property taxes. The home must be a single-family dwelling located in Darke, Greene,

Montgomery, or Preble County. The property must have been owner-occupied for at least one year.

The program will benefit the community by helping to counter a significant shortage of affordable housing in our service area – preserving existing housing through the provision of critically needed repairs to deteriorating housing stock and improving health and safety and lowering energy costs for low-income residents who are unable to afford essential repairs.

Funding shall begin on January 1, 2024, through December 31, 2025.

The program will be operated by MVCAP.

CSBG funds will be used to pay for repairs to remedy emergencies such as: lack of running water or heating/cooling, exposed/hazardous electrical wiring, defective sewage systems, or defective or failing structural systems such as roofs or ceilings. Other qualifying repairs to correct substandard, unsanitary, or deteriorated conditions will include roof repair/replacement, heating and air-conditioning system installation, handicap accessibility, plumbing, electrical wiring, flooring, ceiling, and wall repair. No direct payments will be made to applicants. Funding shall also be used for staff salaries and benefits, and costs to run the program, such as facilities costs, technology, administrative and fiscal expenses, and training and technical assistance.

CSBG funds will be utilized for assistance to applicants for categories listed above, but direct payment shall be made to contractors and suppliers not applicants. CSBG funds will also be used to supplement costs not covered by other funding sources, including salaries and benefits, and costs to run the program, such as facilities costs, technology, administrative and fiscal expenses, and training and technical assistance. The program will be in effect through December 31, 2025, or until funding is exhausted.

III. Income and Asset Building Services Domain

Micro-Enterprise Business Development Program

The Micro-Enterprise Business Development program is targeted toward low-income persons residing in Montgomery County who wish to become business owners. Participants must have a total household income at or below the percentage of the federal poverty guideline determined by Congress, and set by the U.S. Department of Health and Human Services and the State of Ohio.

The program provides one-on-one instruction on what it takes to start and operate a small business, with the goal of developing a business plan. Coursework is supplemented by classes on basic business concepts, managerial skills, and guest speakers in disciplines such as accounting, business law, credit counseling, and marketing. Students also meet with regional small business bankers. To successfully complete the course and receive a certificate, students must attend all classes, complete assignments on time, and submit a completed business plan.

The Micro-Enterprise Development Program will benefit the community by helping low-income residents gain access to new opportunities that will enable them to move out of poverty, building a foundation of entrepreneurship. It empowers participants by increasing their economic literacy, and business skills, creating new jobs, and increasing economic vitality.

Funding shall begin on January 1, 2024, through December 31, 2025.

The program will be operated by MVCAP.

CSBG funds will be utilized for expenses such as staff salaries and benefits, class consultant fees, and costs to run the program, such as facilities costs, technology, administrative and fiscal expenses, and training and technical assistance.

Housing and Financial Counseling Program

Low-income participants receive counseling specific to their individual needs in areas including credit repair, budgeting, pre- or post-purchase home counseling, and foreclosure prevention, counseling, and assistance. Participants must have a total household income at or below the percentage of the federal poverty guideline determined by Congress, and set by the U.S. Department of Health and Human Services and the State of Ohio.

As needed, participants may be referred to other organizations for down payment assistance, intensive credit repair assistance, or legal assistance not offered by the agency. Counseling will be offered on an individual basis, with financial literacy group workshops offered on an ongoing basis to further develop participants' skill sets as they desire.

The program will benefit the community by helping participants develop sustainable household budgets, improve their financial capacity – reducing debt, increasing savings and credit scores – and providing information on fair housing, fair lending, accessibility rights, and preventing foreclosure.

Funding shall begin on January 1, 2024, through December 31, 2025.

The program will be operated by MVCAP.

CSBG funds will be utilized for expenses such as staff salaries and benefits and costs to run the program, such as facilities costs, technology, administrative and fiscal expenses, and training and technical assistance. CSBG funds will supplement costs not covered by other funding sources.

IV. Services Supporting Multiple Domains

Legal Clinic

The Legal Clinic program is targeted to low-income persons residing in our service area who need assistance with eviction prevention or experience legal barriers to employment. Participants must have a total household income at or below the percentage of the federal poverty guideline determined by Congress, and set by the U.S. Department of Health and Human Services and the State of Ohio.

Services include negotiating with various courts for the reduction and payment of fees, fines, and judgments and/or arranging for community service in lieu of payment; sealing criminal records; filing and representing clients in obtaining Certificates of Qualification of Employment; restoring driver's licenses or driving privileges; and financial assistance with securing automobile insurance. Eviction prevention services include negotiations with landlords and or their legal counsel to arrange for payment of past due rent, late fees, and attorney fees, to enable clients to retain safe and secure housing and prevent homelessness. The clinic works in closely with Legal Aid of Western Ohio/ABLE (Advocates for Basic Legal Equality), Dayton Center for Mediation, the Volunteer Lawyers Project, and local courts and probations department.

The program will benefit the community by resolving legal issues through direct court representation and assistance in negotiating the reduction of and removal of legal barriers resulting in clients obtaining and retaining employment.

Funding shall begin on January 1, 2024, through December 31, 2025.

The program will be operated by MVCAP.

CSBG funds will be utilized for expenses such as the payment of client legal fees and fines, staff salaries and benefits, malpractice insurance, and costs to run the program, such as facilities costs, technology, administrative and fiscal expenses, and training and technical assistance.

Preble County Case Management & Support Services

Case management services are provided to low-income, senior residents (ages fifty-five years and older) of our tax credit properties in Preble County. Eligible residents must have a total household income at or below the percentage of the federal poverty guideline determined by Congress, and set by the U.S. Department of Health and Human Services and the State of Ohio.

MVCAP maintains two properties with a total of forty-six occupied units. Lease renewals and incomer certifications are required each year to ensure the income eligible status of our residents. The Case Manager will be responsible for connecting our seniors with additional community resources for which they may be income eligible. These resources include Meals on Wheels, Preble County Council on Aging Senior Center membership and transportation to events, the provision of a monthly commodities box through our Shared Harvest service, and guidance to community liaisons regarding questions about medical and day-to-day care. The Case Management and Supportive Services Coordinator will serve as a one-stop resource to the seniors residing in our units to ensure a better quality of life and use of available resources for our residents, most of whom are living on a fixed income.

The program will benefit the community by helping low-income seniors who need assistance managing activities of daily living, and assessing services and resources that enable them to age safely in place.

Funding shall begin on January 1, 2024, through December 31, 2025.

The program will be operated by MVCAP.

CSBG funds will be utilized for expenses such as staff salaries and benefits and costs to run the program, such as facilities costs, technology, administrative and fiscal expenses, and training and technical assistance. CSBG funds will supplement costs not covered by other funding sources.

2024-25 Linkages (partnerships that support multiple domains)

Linkages

The Pandemic and its aftermath reinforced the need for efficient and effect community linkages. Working groups developed during COVID (e.g., Eviction Task Force, Miami Valley Nonprofit Housing Collaborative) are still providing valuable relationships and services. We continue to work in coordination with St. Vincent de Paul, Home Ownership Center of Dayton, ABLE/Legal Aid of Western Ohio, Dayton Mediation Center, City of Dayton Eviction Task Force, and CityHeart to distribute remaining pandemic related rent, mortgage, and utility assistance funding.

To fill identified gaps in services, we partner or collaborate with the following agencies and organizations for referrals, case management, and follow-up consultations:

County Corp, Co-op Dayton, Greater Dayton Premier Management, Hall Hunger Initiative, East End Community Services (WestCare), Artemis Center, Goodwill/Easter Seals, City of Dayton Eviction Task Force, YWCA, St. Mary Development Corp, Daybreak, Miami Valley Fair Housing, Miami Valley Housing Opportunities, Area Agency on Aging, Rebuilding Together, Habitat for Humanity, Christopher House (TCN Behavioral), Shared Harvest, Gem City Market, MVRPC, Miami Valley Works, Wesley Center, Foodbank Dayton, Catholic Social Services, Sheltered Inc., Dayton Metro and County Libraries, OCDC, Family & Children First (Greene), United Way of the Greater Dayton Area, Urban League, NAACP, Darke County United Way, Ohio and Montgomery County Job and Family Services, Housing Solution of Greene County, Reentry Program (Montgomery), Preble County Counsel on Aging, Homefull, Omega Development Corporation, Darke County Developmental Disabilities, FISH Fairborn, Preble County Mental Health and Recovery, and Home Is the Foundation

We also have excellent relationships with area churches and synagogues, partnering with those faith-based organizations when we are unable to meet the needs of our customers through our services alone. We also collaborate with local schools and universities, City and County governments, and private banking institutions.

Examples of program linkages:

Case Managers from our Greene County Emergency and Transitional housing programs regularly provide referrals to Christopher House, a substance abuse program, job placement agencies, and has established working relationships with private Greene County property owners to facilitate rapid rehousing.

Beech Street House – Collaboration with the YWCA, Preble County Mental Health and Recovery Board, and Star Pathways, for two-year transitional housing and supportive services program for women and children who are survivors of Domestic Violence.

Our Emergency Services Team and Supportive Services Coordinators collaborate with agencies such as Meals on Wheels, the Area Agency on Aging, the County Health Departments, and Shared Harvest to provide much needed services to the seniors residing in our tax credit properties.