

HUMAN SERVICES / PUBLIC SERVICES APPLICATION WORKSHOP

We'll begin shortly

Today's Agenda

- Introductory Remarks
- Available Funds
- Criteria & Priorities
- Measurable Outcomes
- Application Overview
- Proposal Analysis
- Funding Schedule
- Q& A

Types of Grants

The City of Santa Barbara will only accept applications for Human Services and Public Services in this application cycle.

Public and Human Services provide direct social services.

Estimated Available Funds

- Public Service/Human Services - $852,000
- Minimum Grant Amt. - $9,000
- Grant periods:
  - *1 Year: July 1, 2027 – June 30, 2028*
  - *2 Year: July 1, 2028 – June 30, 2029*

General Requirements/Funding Criteria

1. At least 51% of the beneficiaries of program shall be low- and moderate-income persons, per HUD.

2. Tax-exempt non-profits, or local units of government. Economic Development applicants may be for-profit entities if they provide technical assistance, advice, and business support services to owners of microenterprises and persons developing microenterprises

3. Address social/physical needs/conditions.

General Requirements/Funding Criteria

4. Identify Measureable Outcomes.
5. Marketing strategy.
6. Demonstrate support.
7. Justify duplicative services.

General Requirements/Funding Criteria

8. Demonstrate financial stability:

- *Diverse public/private sources*
- *City will not be sole funding source*
- *Administrative costs reasonable*
- *Sufficient net assets/reserves to cover liabilities, deficits, or debt.*

General Requirements/Funding Criteria

9. City funds benefit City residents only.
10. Identify service area where services will be provided.

Other General Requirements



- Can be found on FAQ
  - Including:
    - *Insurance Requirements*
    - *Non-Discriminatory Provisions*
    - *Financial Management/Accounting Standards*

Funding Priorities - Public/Human Services

1st - Programs that help meet basic human needs - specifically food, shelter/housing, medical (physical and mental);

Funding Priorities – Cont.

2nd - Proposals that reduce the impact of violence including the prevention of gun violence and suicide;

and/or are preventative in nature;

and/or promote the highest degree of functioning the individual is capable of achieving.

City Priorities - CDBG

- Homeless assistance: Programs that provide services to homeless individuals and families, and victims of domestic violence

- Community Development Needs and Services: Support childcare centers and/or programs that provide childcare; community centers or agencies that provide youth educational/recreational and/or senior programs; and/or health centers that provide mental health services.



MEASUREABLE OUTCOMES

Measurable Outcomes

Specific realistic *results or changes* that your client will experience from being in your program or receiving your service.

Note: Outcomes are weighted the most when it comes to scoring. 25 out of a possible 100pts.

Outcome VS. Output

Outcome ⇨ Change or Result from Service

Output ⇨ Unit of Service

Output Ex. Provide case management for 500 homeless persons

Measurable Outcomes

Four Components:

1. Identify the service that the clients will receive:

The program case manager will develop a housing plan...

Measurable Outcomes

2. State the number of clients that will receive the service:

_____

The program case manager will develop a housing plan with 50 clients …

Measurable Outcomes

3. The percent of all the clients that will *achieve* the outcome:

The program case manager will develop a housing plan with 50 clients. Of those clients 90% will…

Measurable Outcomes

4. The outcome or change in condition that the clients will experience as a direct result of the service.

The program case manager will develop a housing plan with 50 clients. Of those clients, 90% will obtain permanent housing upon completion of the program.

Measurable Outcomes

Do Not Combine Outcomes

- Ex- Outcome 1 – will obtain permanent housing
- Ex - Outcome 2 – will obtain employment

Outcome VS. Efficiency

Efficiency or Effectiveness: Cost or Quality

Ex. Increase recruitment of volunteers or improved client satisfaction results

Common Application Errors

Clerical Errors:

- *Most questions during the interview cycle stem from clerical errors in applications. These clerical errors can lead to misunderstandings about the organization, program, and application and influence an applications overall score. Please review your applications thoroughly prior to submittal.*

Common Application Errors

- Demographics

LAST YEAR 2025-2026	THIS YEAR 2026-2027	NEXT YEAR 2027-2028
0	0	0

- The numbers in the **“Last Year”** column should match what you previously reported to the City in your Year-End Report if you were a City grant recipient during that period. New applicants enter your own actual client numbers.
- The numbers in the **“This Year”** column will only be through six months of the year as we have not yet completed the fiscal year.
- The number in the **“Next Year”** column should be a projection of how many clients you anticipate serving next year.



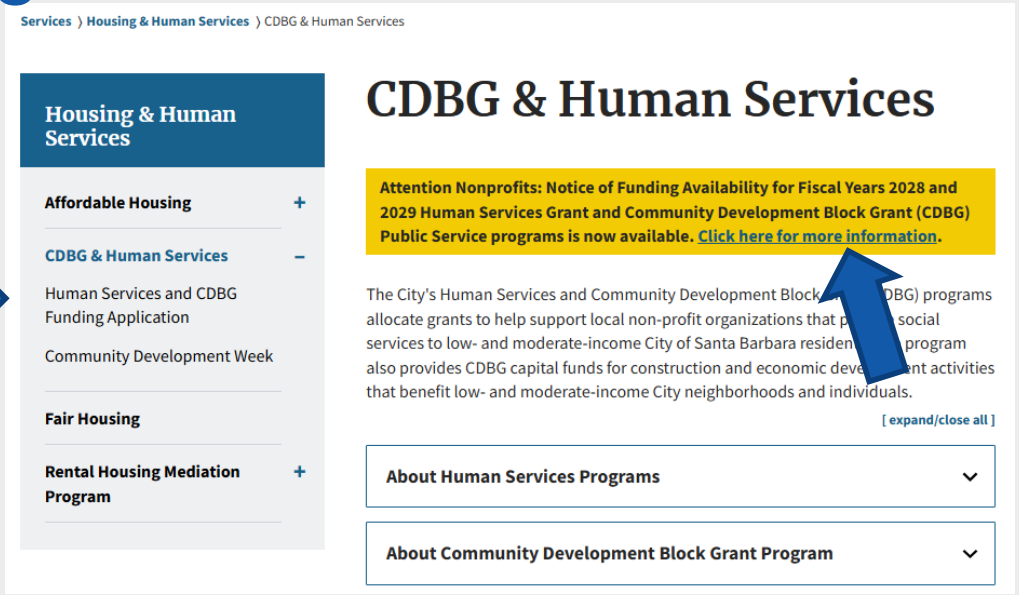
HOW TO APPLY

How to Apply

- Apply through Neighborly
- Submit electronically

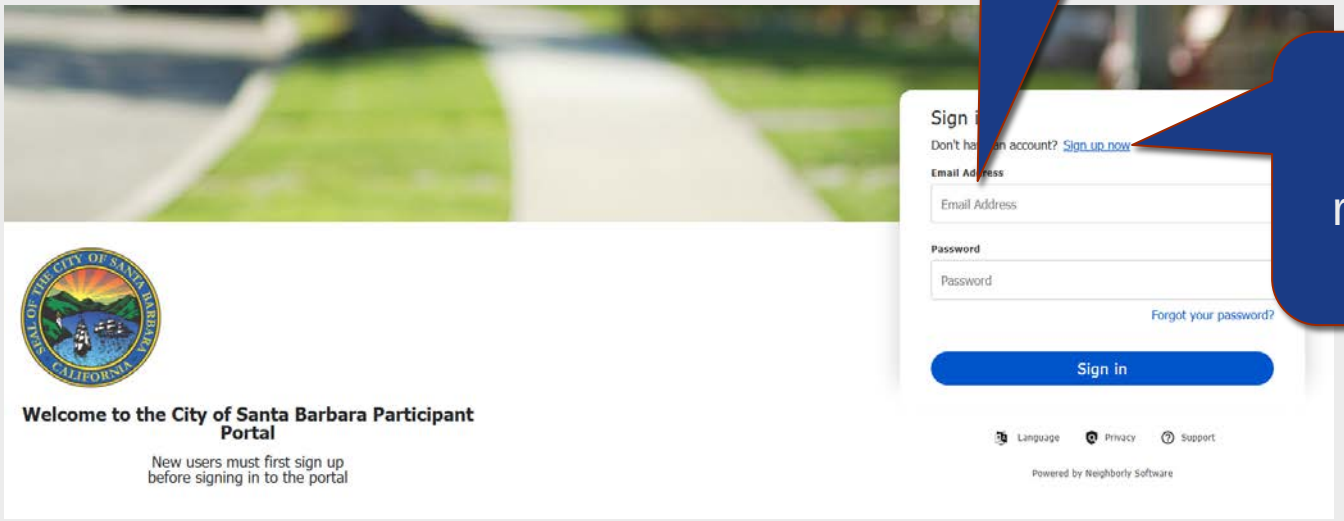
Application Page

Click here to access the application and applicable docs



https://santabarbaraca.gov/services/housing-human-services/cdbg-human-services

Log In or Register



https://portal.neighborlysoftware.com/CITYOFSANTABARBARA/Participant

Attachments

1. Program Budget* – Required
2. Organization Budget* – Required
3. Organizational Chart – Required
4. Fee Donation Schedule – If applicable

Attachments

5. BoD Roster* – Required

6. BoD Minutes – Required

7. Approval and Declaration* – Required

Attachments

8. Financial Reports – Required:

FY **6/30/26** or Calendar Year **12/31/25**

- AUDIT - Revenues over $2 million
- REVIEW - $500,000 to $1.99 million
- COMPILATION - $499,999 or less

Attachments

8. Financial Reports, Cont.

- Financial Statement & Balance Sheet – *only* if draft audit is not ready

- MUST include:
  - Letter explaining why report is not available; and
  - Estimated completion date

Attachments

9. IRS 990 Tax Return for 2025 – Required
   - Or full copy of extension form 8868
10. IRS Tax-Exempt Status letter – Required
11. Ca. Franchise Tax Board letter – Required
12. Articles Of Incorporation – Required
13. W9 Form – Required

Proposal Analysis



Community Development Human Services Committee - CDHSC

- Appointed by City Council
- Analyze merits of competing applications
- Interview applicants
- Develop recommendations to Council

Proposal Evaluation

- Agency
- Board
- Program
- Measurable Outcomes
- Need
- Finances
- Living Wage (if applicable)
- *Program*
- *Need*
- *Cost*

Funding Schedule

December 10, 2026	Application due – Web Site Closed at 4:30 p.m. No Exceptions
Jan./Feb. 2027	Interviews and Formulate Recommendations
March 23, 2027	Recommendations presented to City Council (tentative date)

Deadline

DECEMBER 10, 2026 at 4:30 p.m.

NO EXCEPTIONS



Submit Early

- Staff will make every effort to review applications submitted early
- Corrections will be emailed
- You have until 4:30 p.m. Dec. 10 to make any corrections

Contact Us

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Email: RBankes@SantaBarbaraCA.gov



QUESTIONS?



THANK YOU