

**PROPOSED FY 2024-2025  
ACTION PLAN FOR  
COMMUNITY DEVELOPMENT BLOCK GRANT,  
EMERGENCY SOLUTIONS GRANT AND HOME PROGRAMS**

**I. COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM**

**PROJECT/AGENCY  
PUBLIC SOCIAL SERVICES**

**FUNDING  
RECOMMENDED**

*The results of the CDBG Advisory Committee's recommended funding for FY 2024-2025 is contingent upon receiving final funding allocations from U.S. Department of Housing and Urban Development. With the exception of Housing Rights Center, which will be funded \$10,000, all other agencies recommended for funding will equally increase or decrease funding recommendations (based on the final HUD allocation) but will not decrease funding if the recommended funding is \$10,000.*

**COMMUNITY PROGRAMS:**

**AESA STEM Academy**

**\$10,000**

**Armenian Engineers & Scientists of America**

Armenian Engineers & Scientists of America (AESA) is requesting \$16,620 to provide middle and high school age students ages 8-18 access to STEM related educational activities or STEM Program. The program is held at Academy USA: 1219 Los Angeles St., Glendale, CA 91204 in partnership with Academy USA. STEM Program provides four cohorts of 12 students. Number Served: A total of 70 unduplicated students.

**Pro Bono Legal Clinic**

**\$20,000**

**Armenian Bar Association**

Armenian Bar Association (ABA) is requesting \$48,840 to provide pro bono legal clinic services to low- and moderate-income individuals living in Glendale. One-to-one counseling services are provided at the Adult Recreation Center at 201 E Colorado, Glendale, CA 91205 with a goal of bridging the language and finance gap that limits the client's ability to access justice. ABA has 2 goals: (1) to provide legal assistance to indigent clients, whose access to justice is limited; and (2) to provide legal educational programs in multiple languages to serve low- and moderate-income communities so that they can learn about their rights and opportunities under the law. ABA Services include: housing rights, employment matters, domestic violence, expungement services, criminal law matters, estate planning, and additional services. ABA does not have formal offices and uses a P.O. Box 29111, Los Angeles, CA 90029 for correspondence. Number Served: 35 unduplicated Glendale residents.

**Community Outreach Program**

**\$65,000**

**Armenian Relief Society of Western USA, Inc.**

Armenian Relief Society (ARS) is requesting \$138,847 to continue to provide the Community Outreach Program to low-moderate income individuals, adults, disabled adults, and seniors. Service delivery activities include: Activities include ESL/Life Skills Classes for senior citizens (120) to improve English language proficiency and receive safety net services with classes held twice per week for two hours a session per level (2 levels) inclusive of pre- and post-test assessments; employment services by way of job search assistance, building soft skills, interview/resume preparation, referrals, and placement for low-income adults (100); and services to disabled adults (160) through intensive case management, access/linkages to public benefits, assistance with housing/transportation, completion of forms, and more. Target population includes Glendale residents with Limited English Proficient communities, disabled adults, older adults, immigrants/refugees, unemployed/underemployed individuals facing various challenges. Community Outreach Program is an existing program with services offered and conducted throughout the year. ARS services and classes are held at 517 West Glenoaks Blvd, Glendale, CA 91202. Number Served: 380 unduplicated clients.

**Emergency Housing Program**

**\$10,000**

**Ascencia**

Ascencia is requesting \$25,000 in CDBG funding for the Emergency Housing Program, which is a 45-bed emergency shelter that serves more than 200 individuals and families annually. Located at 1851 Tyburn Glendale CA, 91204, Ascencia is the only year-round homeless shelter that serves the homeless population in Glendale. The Emergency Housing Program is an important component of the Glendale Continuum of Care. It provides residents a safe place to stay up to 90 days to gain access to services, including case management, mental health services and occupational therapy while clients work toward permanent housing. This program provides clients, who are literally and chronically homeless, and food-insecure, with 3 meals a day, and dedicated Resident Advisor who serve meals, provide maintain a clean facility and support to clients. The goals of this program are to connect literally and chronically homeless residents to supportive services and permanent housing that will assist them in efforts of obtaining permanent housing. Although this is an existing program, this is the first time Agency is requesting CDBG funding for the program. Number Served: 30 unduplicated homeless individuals.

**Glendale Loaves & Fishes Program**

**\$28,400**

**Catholic Charities of Los Angeles, Inc.**

Catholic Charities of Los Angeles, Inc is requesting \$79,934 to fund an existing homeless prevention program. The program provides case management, referrals, advocacy, and social supportive services to primarily low income, non or limited English speaking immigrant individuals and families who are at imminent risk of becoming homeless. These families are in poverty and many receive public assistance. The Program is offered at the Glendale Community Center located at 4322 San Fernando Road. The program proposes to provide homeless prevention services to address food insecurity, case management, and supportive services. Based on client’s needs, services will include: clothing, food, utility assistance, and advocacy. Additionally, case managers provide referrals for access to other supportive services such as: immigration; legal assistance; health/mental care; substance abuse services; social welfare programs; and childcare. Number Served: 80 households.

**Intervention/Prevention Clinical Group Counseling Program** **\$34,000**  
**Committee for Armenian Students in Public Schools**

CASPS is an existing program which is requesting \$ 67,414.85 in funding to administer the Intervention/Prevention Clinical Group Counseling Program for K-6 elementary students at 4 Glendale GUSD schools (Columbus, Muir, Mann, and Cerritos). CASPS will continue to operate the program for 100 “at-risk” unduplicated students who face academic, behavioral, and /or social skill issues at four GUSD schools. The program aims to serve 25 students at each school. The overall goal of the program is to provide 3 ten-week sessions of counseling which include Play Therapy and Expressive Therapy to help with self-awareness, improve self-esteem and motivation. The program is conducted by an experienced licensed Clinical Psychologist, and professional in the field of counseling. CASPS administrative offices are located at 6252 Honolulu Ave, La Crescenta, 91214. Target population is chosen by a team of GUSD principals, administrators and teachers who make a recommendation for services to GUSD students and their families. Number Served: 100 unduplicated clients. (25 per school)

**DV Mental Health & Case Management** **\$20,000**  
**Door of Hope**

Door of Hope (DOH) a Glendale women’s shelter is requesting \$70,000 to continue to provide services for Domestic Violence Mental Health and Case Management Program assisting 22 adult survivors and 10 children annually. The trauma informed care program will provide transitional housing, case management, and mental health support, the project addresses financial, housing, and emotional needs weekly. Predominantly serving Glendale residents, the shelter deals with diverse challenges, with the majority being Latino and all low income. Door of Hope's trauma-informed services aim to break cycles of abuse, violence, and homelessness. Support ensures the continuation of vital services, making a lasting impact on survivors' lives to all residents, and to shelter these families at the undisclosed location. Program Service Activities include: 1) trauma informed therapy, 2) case management, 3) transitional housing/shelter and 4) reduce symptoms of mental illness. The site of the services is called Hamilton Court and is at an undisclosed location due to the nature of the services. Number Served: 22 unduplicated adults and 10 unduplicated youth. (32 total unduplicated persons)

**Youth Employment Program** **\$15,000**  
**Glendale Youth Alliance**

Glendale Youth Alliance (GYA) is requesting \$60,000 to continue to operate the Youth Employment Program. The Program currently operates a spectrum of six mentored employment programs ranging for the youngest youth who have never held a job to older youth ready to enter mainstream employment. Furthermore, all youth receive intense case management, training and supportive services to meet their human needs. GYA proposes to provide employment training and mentored work experience to 60 at risk youth ages 14-24 annually. These programs are operated continuously during the summer month and during the school year. GYA provides the youth with pre-employment training skills, employment skills, communication skills, work experience, supportive services, and case management. GYA operates out of the Verdugo Jobs Center, located at 1255 South Central Ave, in Glendale. Number Served: 60 unduplicated Youth.

**Crisis Aid for Homeless Families****\$15,000****Home Again LA**

Home Again Los Angeles, is requesting \$25,000 in CDBG funding for the existing Crisis Aid for Homeless Families program focusing providing support to Glendale Families with children in need. The objective is to decrease the amount of time an unhoused family is searching for resources, expedite the process by placing into Emergency Shelter, a local motel, or a partnering agency shelter. Activities/Core Services include: 1) Immediately placing homeless families into shelter or transitional housing; 2) Providing housing search and placement support for permanent housing, working with landlords and advocates to place families and 3) Providing supportive services to include job development, financial planning. Home Again Los Angeles program is 134 North Kenwood, 4th floor, Glendale, CA 91206. Number Served: Agency will serve 50 unduplicated households.

**Fair Housing Program****\$10,000****Housing Rights Center**

The Housing Rights Center (HRC) is requesting \$20,000 in CDBG funds to continue providing Fair Housing Program to landlords/tenants servicing 350 Glendale residents and investigating 10 fair housing complaints (housing discrimination). HRC provides services in four main areas: 1) Discrimination Complaint Investigation, 2) Landlord/Tenant Counseling, 3) Education and Outreach, and 4) Fair Housing Legal Services. HRC will conduct 2 fair housing workshops for Glendale tenants and property owners/managers per year. HRC collaborates with local agencies to provide multi-lingual outreach, education programs, and workshops in Armenian, Cantonese, Korean, Mandarin, Russian, and Spanish. Services are targeted primarily to low- and moderate-income individuals of all racial and ethnic backgrounds. HRC is located at 3255 Wilshire Blvd, Suite 1150 in Los Angeles. The U.S. Department of Housing and Urban Development (HUD) requires jurisdictions that receive CDBG funding to affirmatively further fair housing, and HRC has been working in partnership with the City to help fulfill this requirement through CDBG and Community Development Department's Housing Division. Number Served: 350.

**Mental Health Services for Survivors of Domestic Violence****\$27,600****YWCA of Glendale and Pasadena**

YWCA of Glendale and Pasadena (YWCA) is requesting \$71,133.45 to provide an existing DV Clinical Program offering no cost, trauma informed individual and group therapy to victims of domestic violence and their children who have experienced trauma. Services are available Monday through Friday from 9:00am to 6:00pm. Counseling is provided by clinical interns, therapists, and case managers in session at both the emergency shelter and business center by way of 15 weekly psychotherapy sessions for children and 12-week sessions for adults. The service locations are 735 East Lexington Drive, Glendale, CA 91202 and at the undisclosed Sunrise Village Shelter. Number Served: 60 unduplicated persons served. (50 adults and 10 children)

<b>RECOMMENDED TOTAL SOCIAL SERVICES FUNDING</b>	<b>\$255,000</b>
<b>ESTIMATED TOTAL CDBG FUNDS AVAILABLE</b>	<b><u>\$255,000</u></b>
<b>DIFFERENCE</b>	<b>\$0</b>

**CAPITAL/NEIGHBORHOOD IMPROVEMENT PROJECTS**  
**COMMUNITY AGENCIES:**

*The CDBG Advisory Committee recommended fully funding two City projects and two community projects for FY2024-2025. \$232,784.13 will remain undesignated until the Committee meets in August to make recommendations based on final allocation numbers.*

**RECOMMENDED**  
**FUNDING**

**Glendale Community Center** **\$268,100**  
**Catholic Charities of Los Angeles**

Catholic Charities of Los Angeles is requesting \$268,100 for the installation of a Thermoplastic Olefin (TPO) roofing system to the Glendale Community Center roof which is approximately 7,560 sq. ft. TPO is a durable, energy-efficient, and cost-effective roofing material. Scope of work includes: provide labor and install material for the roof replacement. Work to include but not limited to as follows. Demolition and the disposal of existing roof system; installation of Mid roof cool system; 20 year warranty; daily cleanup of the work site; testing and inspections; electrical; abatement; mechanical relocation; roof insulation and crickets; tear off of existing roof limited to one layer of roofing and dry rot. In fiscal years 2020-2021 and 2019-2020, Catholic Charities was awarded CDBG funding totaling \$380,788 for the Glendale Community Center Project and Roofing Project, which was returned in Fall 2023 due to general contractor bid proposals coming in higher than anticipated. This proposal demonstrates a reduction in scope of work to focus on Roof Replacement. Catholic Charities of Los Angeles is located at 4322 San Fernando Road, Glendale, CA. 91204. The building is 6,658 sq.ft. building with a 21,973 square foot rectangular lot. Number Served: 2,400 unduplicated homeless individuals annually.

**DOH DV Transitional Housing Expansion Phase I** **\$0**  
**Door of Hope**

Door of Hope is requesting \$762,583 for the DOH DV Transitional Housing Expansion Phase I of a remodel at DOH's domestic violence transitional housing shelter for families. The remodel would create living spaces for an additional 11 resident families, increasing the site's capacity from 14 to 25 families. Due to the scale of construction, DOH has separated it into 3 phases, with this proposal funding the 1st and most significant phase. This phase includes the relocation of the therapy office, construction of the first 3 additional client units, and upgrades to plumbing, electrical, and security to support all 11 additional units. The expansion would not add any square footage, instead creating new resident units by reconfiguring existing living spaces and relocating program offices while adding a resident lounge, recreation room, bathrooms, and kitchens.

This would also create 3 ADA-accessible units for families with disabilities. The project does not involve any exterior changes to the property. Door of Hope located at an undisclosed location in the City of Glendale is currently a 2-story, 15-bedroom, 16-bathroom 13,836 sq. ft. apartment building constructed in 1929 to provide Domestic Violence Transitional Housing Shelter for families including services for case management, therapy and children’s programs. The current living space is for 14 homeless families and one overnight employee, and office space for services: case management, therapy, and children’s programs. Number Served: 75 unduplicated homeless individuals would be served annually.

**Bathroom Renovation** **\$433,540**  
**Homenetmen Glendale Ararat**

Homenetmen Glendale Ararat is requesting \$433,540 for Bathroom Renovation of their Main Campus facility with the following Scope of Work: Demolition of existing floors to provide adequate slopes for drainage, demolish existing interior walls, removal of existing partitions, plumbing fixtures, and accessories, plumbing (rough plumbing, underground plumbing work to replace existing system connecting to the main drain, camera work, hot and cold water lines, finish plumbing), framing, electrical with new wiring in the restrooms including GFCI plugs and light switches, mechanical, new ductwork and exhaust fans for all six restrooms, sound insulation for all restrooms, replace existing drywall locations with new drywall, patch and paint, new tile flooring for all restrooms with cove bases, tile, new wall tile at 4’ height on all walls, doors, adjust door swings to accommodate ADA access and replace damaged doors, paint, paint all new drywall, ceilings, and doors. Homenetmen Glendale Ararat Main Campus is a youth sports facility which houses two large gymnasiums and two smaller rooms to provide youth with sports, scouting, volunteering and cultural activities. Site is located at 3347 North San Fernando Road, Los Angeles, CA 90065 and the building is 35,000 sq. ft. in size and 45 years old. Number Served: 2,800 unduplicated persons annually.

<b>REQUESTED FUNDING BY COMMUNITY AGENCIES</b>	<b>\$1,464,223</b>
<b>ESTIMATED TOTAL CAPITAL FUNDS AVAILABLE</b>	<b><u>\$934,424</u></b>
<b>DIFFERENCE</b>	<b><u>\$232,784</u></b>

**CITY DEPARTMENTS:**

**Pacific Park Natural Grass Project** **\$370,000**  
**Community Services & Parks**

This project is sponsored by the Community Services & Parks Department and involves the regrading and rebuilding of the natural turf surface of Pacific Park's ballfield, including new drainage plus catch basins for water percolation, new irrigation, expansion of the center field to better accommodate a soccer field overlay, new bullpens, and new fencing and outfield retaining walls as-needed for the new grading elevations.

STATUS: On June 28, 2022, City Council adopted a motion to proceed with natural turf surfacing for the Pacific Park ballfield. On August 14, 2023, the City executed a contract amendment to the scope of services with David Volz Design Landscape Architects, Inc. (DVD) to complete the redesign of the natural turf field.

DVD will be providing the Design Development or 60% drawing submittal to the project by the end of February 2024 for review, with 100% Construction Drawings and Specs expected in Summer 2024.

**Pac/Ed Artificial Turf Replacement Project** **\$500,000**  
**Community Services & Parks**

This project is sponsored by the Community Services & Parks Department and involves the replacement of the artificial turf field at the Pacific Park/Edison Elementary multi-purpose field. The project will also include improving field drainage to address stormwater runoff issues, increasing the north fence height for safety purposes, addressing the spectator seating conflicts with field use, adds new privacy screening and new field striping. An evaluation of the current turf system will be performed to determine the ideal solution for this field since the city opt to switch to organic infill options. Additionally, it is anticipated that this project will trigger a Division of the State Architect (DSA) review (since project is on a school site), so a licensed Architect will need to be the Design Professional in General Responsible Charge for the DSA review. STATUS: City released a verbal RFP for landscape architecture professional services to design the replacement of the Pac/Ed artificial turf field on October 30, 2023, with proposals due on November 17, 2023. City received two proposals within the RFP timeframe and is in the process of taking a motion to City Council to award the design contract, which is tentatively scheduled for March 2024. Once a Notice to Proceed is issued to a landscape architect for the project, the design phase is anticipated to take approximately 8 months to complete 100% Construction Drawings and Specs.

**SUBTOTAL** **\$870,000**

**TOTAL CAPITAL/NEIGHBORHOOD IMPROVEMENT** **\$870,000**

**TOTAL FUNDS AVAILABLE** **\$870,000**

**DIFFERENCE** **\$0**

**ADMINISTRATION**

Administration of Community Development Block Grant Program **\$340,000**

**ESTIMATED TOTAL CDBG FUNDS AVAILABLE:** **\$1,700,000**

**UNAPPROPRIATED FUND BALANCE/RETURNED FUNDS:** **\$699,424**

**TOTAL** **\$2,399,424**

**REMAINING UNDESIGNATED** **\$232,784**

**II. EMERGENCY SOLUTIONS GRANT (ESG) PROGRAM**

**Emergency Housing Program** **\$33,703**  
**Ascencia**

Ascencia is requesting \$33,703 in ESG funding for operations of its existing 45-bed year-round Emergency Housing Program for homeless families and individuals. The program is proposing to serve 180 unduplicated clients with the length of stay ranging from 90 to 120 days. Ascencia is located at 1851 Tyburn Street in Glendale; it is the only year-round homeless shelter in the City of Glendale. It is also one of the few shelters in Los Angeles County that accepts families and individuals, including families with teenage children, single fathers, and pregnant women. Ascencia uses a client-centered “whatever it takes” approach to ensure that clients remain stably housed whether participate in rapid re-housing or other options. This approach unfolds in a five-stage process: 1) outreach and engagement; 2) assessment; 3) short-term case management to address immediate needs; 4) housing search and placement; and 5) post-placement services to help clients integrate into the new neighborhood and achieve stability. Ascencia’s Access Center which serves as Glendale’s Coordinates Entry System will leverage screening, assessment, and case management services. This may include medical and/or mental health treatment, money management, employment assistance, substance abuse treatment, parenting training, benefits advocacy, family law assistance, transportation planning, and life skills. Ascencia’s three-person outreach team aid in building rapport with clients and acting as initial contact and conducts preliminary needs assessments. Ascencia works closely with first responders, including Glendale police, the fire department, and hospital emergency rooms, to initiate services for people who are homeless. Ascencia actively participates in a variety of coalitions, as well as public and private meetings such as Glendale Domestic Violence Task Force, Glendale healthier Community Coalition, Verdugo job Center Management Collaborative, etc.

**Loaves & Fishes Homeless Prevention Program – ESG**

**\$37,236**

**Catholic Charities of Los Angeles, Inc.**

Catholic Charities of Los Angeles, Inc. shall receive \$37,236 in ESG funding to provide financial assistance to 50 households in the Glendale area. The Loaves and Fishes Homeless Prevention Program provides case management and social services to poor and low-income individuals and families who are at imminent risk of becoming homeless. These families live primarily at poverty and low-income levels, with most receiving public assistance and free or reduced price school meals for children. Many are non or limited English speaking immigrant families who have come to Los Angeles from various South and Central American, Middle Eastern and Asian countries; most are first or second generation immigrants. A large portion of the clients seeking help reside in the 91204 and 91205 zip codes, the area immediately surrounding the Glendale Community Center. The program provides case management services in addition to financial assistance to individuals and families meeting the following criteria: a) have received an eviction notice or Notice of Termination of utilities services; b) need security deposit or a portion of rent for an individual/family who is at-risk of homelessness to move into his/her own apartment; c) need mediation or advocacy with the landlord or the utility company; and d) need case management and follow-up supportive services to prevent homelessness. Of the \$26,027 being requested, \$24,427 will be used for direct assistance and the remaining \$1,600 will be used for administrative costs.

**Domestic Violence Housing & Emergency Shelter Program**

**\$26,500**

**YWCA of Glendale**

The YWCA of Glendale is requesting \$26,500 for the ongoing operation of their Sunrise Village Emergency Shelter and to provide housing/homeless prevention services for women and their children who have become homeless as a result of domestic violence. The YWCA proposes to serve a minimum of 100 unduplicated households for FY 21-22. Access to the emergency shelter is through the emergency shelter 24-hour hotline and drop-in center. Services are designed to help domestic violence victims and survivors



achieve and maintain safety during and after their 45-90-day stay in the emergency shelter. Clients are provided with support that includes survivor-driven housing advocacy, housing stability, community engagement and financial literacy. Clients are provided with food, clothing, emergency transportation, case management, counseling, information and referrals, and advocacy. In addition, Sunrise Village provides multiple activities and scheduled programs for women and their children, including parenting classes, individual and family counseling. The goal of the DV Housing and Emergency Shelter Program is to provide services to empower women and their children

**ESG Rapid Rehousing for Unsheltered Families** **\$51,365**  
**Home Again Los Angeles**

Home Again Los Angeles is requesting \$51,365 for the ongoing operation of a Rapid Re-housing (RRH) Program for unsheltered families. The RRH program is designed to mobilize unsheltered families with children in Glendale into permanent housing while giving them the comprehensive case management services that lead to self-sufficiency. Services rendered include: CES assessments, housing navigation, security deposit assistance, up to six months of rental assistance, and stabilization services that include financial education and employment securement. The purpose of the project is to transition unsheltered families back into housing and provide them the financial support needed to overcome their barriers.

**Administration of ESG PROGRAM** **\$3,403**  
**Community Services and Parks**

<b>TOTAL ESG PROGRAM</b>	<b>\$152,207</b>
<b>TOTAL ESG FUNDS AVAILABLE</b>	<b>\$152,207</b>
<b>DIFFERENCE</b>	<b>\$0</b>

**III. HOME PROGRAM**

**Affordable Rental Development – New Construction and/or Acquisition/Rehab Program** **\$1,440,000**  
**Community Development Department**

Glendale will provide new construction and/or acquisition/rehabilitation loans to affordable rental housing developers for development of new or rehabilitation of existing rental housing units. Glendale will require that the improved or newly constructed units be rented to low- or very-low income households at affordable rental rates for a specified period of time as secured by Affordable Housing Covenants on the property

**Program Income for Affordable Rental Development – New Construction and/or Acquisition/Rehab Program** **\$117,000**  
**Community Development Department**

Glendale will use 90% of its HOME Program Income toward providing new construction and/or acquisition/rehabilitation loans to affordable rental housing developers for development of new or rehabilitation of existing rental housing units. Glendale will require that the improved or newly constructed units be rented to low- or very-low income households at affordable rental rates for a specified period of time as secured by Affordable Housing Covenants on the property

**Administration of HOME Program**

**\$173,000**

**TOTAL HOME FUNDS AVAILABLE**

**\$1,730,000**