



# Agenda Report

May 21, 2018

**TO:** Honorable Mayor and City Council  
**FROM:** Housing and Career Services Department  
**SUBJECT: APPROVAL OF GRANT AWARDS IN THE AMOUNT OF \$100,000 FROM THE PASADENA ASSISTANCE FUND**

## **RECOMMENDATION:**

It is recommended that the City Council take the following actions:

- 1) Find that the recommended action is exempt from the California Environmental Quality Act (CEQA) pursuant to State CEQA Guidelines per Section 15061(b)(3); and
- 2) Approve the award of local Pasadena Assistance Funds (PAF) grants totaling \$100,000 to the Armenian Relief Society (\$50,000) and the Armory Center of the Arts (\$50,000) to provide public service activities for FY 2019 and FY 2020.

## **ADVISORY COMMISSION RECOMMENDATIONS**

On April 11, 2018, the Human Services Commission recommended that the City Council approve the two-year funding allocations for Pasadena Assistance Fund (PAF) projects listed below.

## **BACKGROUND:**

Since its inception in 1992, the Human Services & Recreation Department, and now the Housing & Career Services Department, has been responsible for awarding grants from the Pasadena Assistance Fund (formerly the Human Services Endowment Fund). In March 2013, the City transferred \$1.7 million to the Pasadena Community Foundation (PCF) to create the Pasadena Assistance Fund (PAF). The fund is managed, administered and invested by PCF, and the City retains authority over awarding grants from earnings generated by the fund. This fund represents a partnership between the City and PCF to serve the local community. All donations to the fund stay in the local community and are allocated throughout the City. The PAF seeks to help Pasadena

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residents “Build Better Lives” through grants to local human services agencies serving Pasadena. As of December 2017, the PAF has grown to nearly \$2.4 million even as it has granted out over \$230,000 since 2013.

Through a Request for Proposals (RFP) process initiated on February 14, 2018, nine (9) project proposals were received by the March 15, 2018 RFP deadline. However, two proposals were deemed incomplete and were not evaluated, due to not meeting the threshold requirements. Eligible proposals were evaluated based on services provided to low and moderate income persons, if it achieves objectives set forth in the 5-Year Consolidated Plan, who will benefit from the provided service, and how well it addresses unmet needs in the community. The scoring of the proposal evaluation conducted by a sub-committee of the Human Services Commission are indicated in the table below. The two highest scoring proposals were selected for award.

#	Agency/Project Title	HSC Evaluation Score	Funding Recommendation
1	Armenian Relief Society <i>Community Social Service</i>	83	\$50,000
2	Armory Center of the Arts <i>Community Pathways</i>	81	\$50,000
3	Pasadena Educational Foundation <i>Substance Abuse Prevention &amp; Intervention for PUSD Students</i>	80	\$0
4	YWCA <i>Girls Empowerment</i>	77	\$0
5	Mothers’ Club Family Learning Center <i>Two-Generation Bilingual Mental Health Program</i>	74	\$0
6	Rose Bowl Aquatics Center <i>Pools for Pasadena Schools</i>	69	\$0
7	Boys & Girls Club of Pasadena <i>Youth Transportation</i>	67	\$0
8	Flintridge Center <i>Reintegration Network</i>	N/A	N/A
9	Pasadena City College Foundation <i>Project LEAP</i>	N/A	N/A

Staff recommends grant awards in the amount of \$50,000 to each of the top two project proposals for fiscal years 2018 and 2019 at \$25,000 per year for \$100,000 in total grant funding:

Armenian Relief Society – Community Social Service

This project will provide comprehensive social services to low income adults and senior citizens. The case management program will provide assistance with housing and transportation, assistance completing forms from public agencies, employment preparation, and health & abuse workshop for seniors.

Armory Center of the Arts – Community Pathway

This project will provide 40 sequential art courses, and 30 one-day art workshops for free to youth and adults with learning disabilities, special needs, and English language learners.

The grants will be administered by the Pasadena Community Foundation.

**COUNCIL POLICY CONSIDERATION:**

This proposed action supports the City Council Strategic Planning Three-Year Goals in the areas of improving, maintaining, and enhancing public facilities and infrastructure; improving mobility and accessibility throughout the City of Pasadena; and supporting and promoting the quality of life and the local economy.

**ENVIRONMENTAL ANALYSIS:**

The action proposed herein is exempt from the California Environmental Quality Act (CEQA), pursuant to State CEQA Guidelines Section 15061 (b)(3), the "General Rule" provision of CEQA which applies to projects which may have the potential for causing a significant effect on the environment. Where it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment, the activity is not subject to CEQA. The approval of the subject grant awards is a funding mechanism only and is excluded from the definition of "project" pursuant to State CEQA Guidelines Section 15378(b)(4). Therefore, the action proposed herein will not have a significant effect on the environment and, hence, is not subject to CEQA.

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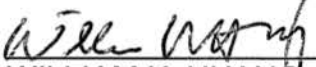
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**FISCAL IMPACT:**

The recommended actions will have no direct fiscal impact. The Pasadena Assistance Fund is not part of the City operating budget.

Respectfully submitted,

  
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WILLIAM K. HUANG, Director  
Housing and Career Services

Prepared by:

  
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RANDY MABSON  
CDBG Program Coordinator

Approved by:

  
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STEVE MERMELL  
City Manager