Human Relations Commission Agenda

The Human Relations Commission (HRC) is a citizen commission appointed by the Fremont City Council. Human Relations Commission business is conducted in a public forum and operates within the provisions of the Brown Act. Information on the Brown Act may be obtained from the City Clerk’s office at 3300 Capitol Avenue (phone 284-4060).

Pursuant to State of California Executive Order N-29-20 dated March 17, 2020, regarding the COVID-19 pandemic, the Human Resources Conference Room will not be open for the October 18, 2021 meeting of the Human Relations Commission. The meeting will be conducted remotely via Zoom.

The Public may watch and/or participate in the public meeting by joining the meeting through the Zoom Videoconference link provided below. The public may also join the meeting by calling the below listed teleconference phone number. Further instructions on how to make public comments throughout the videoconference or teleconference will be provided at the meeting.

If you are an individual with a disability and need a reasonable modification or accommodation pursuant to the Americans with Disabilities Act (ADA), please contact the Recording Secretary at ntolentino@fremont.gov or 510-574-2088 at least 24 hours prior to this meeting for assistance.

HOW TO JOIN OR MAKE A PUBLIC COMMENT ONLINE OR BY PHONE: The meeting will begin at 7:00pm PST. Whether you participate online or by phone, you may wish to "arrive" early so that you can address any technology questions prior to the start of the meeting.

ONLINE:  https://zoom.us/j/94035845770?pwd=MU5XL2pMVDg3aIY2aEVwOGNsUGx BUT09
Password: 814826

When prompted, download and run the Zoom software on your computer. If you have not used Zoom on your computer before you may want to join the call 15 minutes early to test your configuration. Someone will be in the conference at that time to help you.

BY PHONE: US: +1 669 900 9128  Webinar ID: 940 3584 5770
Password: 814826

International numbers available: https://zoom.us/u/aba7XYPnbd
General Order of Business

1. Secretary Check for Quorum
2. Call to order – 7:00 p.m.
3. Roll call
4. Approval of Minutes
5. Oral Communications
6. Written Communications
7. Announcements
8. Consent Items
9. Old Business
10. New Business
11. Commission Referrals
12. Committee Reports
13. Staff Reports
14. Referral to Staff
15. Adjournment

Order of Discussion

Generally, the order of discussion after introduction of an item by the Chair will include comments and information by staff followed by Human Relations Commissions questions, inquiries or discussion. The applicant, authorized representative, or interested citizens may then speak on the item. At the close of public discussion, the item will be considered by the Commission and action taken.

Oral Communications

Any person desiring to speak on a matter which is not scheduled on this agenda may do so under Oral Communications. The Human Relations Commission will take no action on an item which does not appear on the agenda. The item may be agendized for the next regular meeting or at a special meeting called in accordance with the terms of the Brown Act. The Human Relations Commission may establish time limits of presentations.

Information about the City or items scheduled on the Agenda may be referred to:

Suzanne Shenfil, Director
Human Services Department
3300 Capitol Ave
Fremont, CA 94538
(510) 574-2051

Arquimides Caldera, Deputy Director
Human Services Department
3300 Capitol Ave.
Fremont, CA 94538
(510) 574-2056

Your interest in the conduct of your City’s business is appreciated.
Mission Statement

The City of Fremont’s Human Relations Commission (HRC) strives to prevent discrimination and ensure that the rights of all individuals and groups in Fremont are protected under the law. The HRC promotes, supports, and helps create a compassionate community environment where diversity is honored and respected, neighbors reach out and support each other, and the most vulnerable receive services; to allow all a high quality of life in a community where we live, learn, work, and play in peace and harmony.
AGENDA
HUMAN RELATIONS COMMISSION
REGULAR MEETING
MONDAY, OCTOBER 18, 2021
7:00 PM

1. SECRETARY CALL FOR QUORUM

2. CALL TO ORDER

3. ROLL CALL

4. APPROVAL OF MINUTES

4.1 Approval of September 20, 2021 Regular Meeting Minutes
(Enclosure 4.1.1)

4. ORAL COMMUNICATIONS

6. WRITTEN COMMUNICATIONS

7. ANNOUNCEMENTS

8. CONSENT ITEMS

8.1 Attendance Summary (Enclosure 8.1.1)
*City Clerk confirmed attendance is only recorded for regular meetings

8.2 Calendar of HRC regular/special meetings and events (Enclosure 8.2.1)

8.3 United Against Hate Week

BACKGROUND: United Against Hate Week is a call for local civic action by people in every Bay Area community to stop the hate and implicit biases that are a dangerous threat to the safety and civility of our neighborhoods, towns, and cities. Information may be found at: https://unitedagainsthateweek.org/. Compassionate Fremont, a local grassroots organization, is requesting the HRC co-sponsor (non-monetary) United Against Hate Week. They are also requesting a City Council resolution proclaiming November 14 - 20, 2021 as United Against Hate Week in the City of Fremont.

Enclosure: None

RECOMMENDATION: Adopt a motion to co-sponsor United Against Hate Week.
8.4 World Interfaith Harmony Week / Day

BACKGROUND: World Interfaith Harmony Week was proclaimed by the United Nations (U.N.) General Assembly on October 20, 2010. World Interfaith Harmony Week is an annual event observed during the first week of February, which provides a platform where all interfaith groups and other groups of goodwill can recognize that the common values they hold far outweigh the differences they have, and thus provide a strong catalyst for peace and harmony to their communities.

The next World Interfaith Harmony Day in Fremont is scheduled for February 5, 2022, the first Saturday in February. The Tri-City Interfaith Council is requesting the HRC’s support the event by co-sponsoring the event as well as providing $200 in financial support.

Enclosure: None

RECOMMENDATION: Adopt a motion to co-sponsor and financially support Harmony Day in the amount of $200.

9. OLD BUSINESS

9.1 FY 2022-2025 Social Services Grant Process

BACKGROUND: One of the HRC’s primary responsibilities, along with the Senior Citizens Commission (SCC), is to review and recommend Social Service Grant (SSG) funding for local non-profit agencies to the City Council. The HRC recommends Human Services Grants, while the SCC recommends Senior Service Grants.

In June 2019, the HRC recommended fifteen agencies to receive approximately $682,000 in Human Services Grants annually for three years. These agencies provide an array of human services programs serving low and moderate-income individuals and families. Fiscal year 2021/22 is the last year of the current three-year cycle, which ends June 30, 2022.

Staff will be releasing a Request for Proposal (RFP) in early December 2021 for FY 22/23, FY 23/24, and FY 24/25. The RFP will be used by both the HRC and SCC to review their respective pool of proposals.

At the September HRC meeting, staff provided drafts of the RFP impact categories, timeline, and scoring criteria for review. At tonight’s meeting, staff is re-presenting these documents, as well as the FY 19-22 RFP document and SSG Table B – Proposed Program Results and Outcomes. Staff is requesting Commissioners provide direction on funding priorities and document revisions.
Staff will incorporate revisions provided by both the HRC and SCC and provide final documents for approval in November.

**Enclosures:**
- 9.1.1 - SSG Funding Impact Categories-Draft
- 9.1.2 - SSG Scoring Criteria for Commissioners-Draft
- 9.1.3 - SSG Table B – Proposed Program Results and Outcomes
- 9.1.4 - SSG FY 19-22 RFP

**RECOMMENDATION:** Provide direction and revisions for the FY 22-25 Social Service Grant RFP documents.

10. **NEW BUSINESS** (Items on which the Commission has not yet had an agendized discussion or taken action)

10.1 Police Chief Sean Washington

**BACKGROUND:** On October 2, 2021, Sean Washington became the City of Fremont’s eighth police chief. He joined the Fremont Police Department (FPD) in 1997. He has worked several assignments as a Detective, Field Training Officer, SWAT Team Member, Arrest Control Instructor, Driving Instructor, and a member of the School Resource Officer Unit. Chief Washington is committed to ensuring FPD serves our community members with dignity, respect, and fairness. He remains actively involved in Special Olympics Northern California and other community-based events, such as hosting Shop with a Cop and mentoring local children. Previously, he also led one of the nation’s first Electric Patrol Vehicle Pilot Programs in 2019 when Fremont Police Department deployed its first fully electric-powered Tesla as part of its patrol fleet.

Chief Washington will discuss his transition plan for the Police Department moving forward and how the HRC can partner with him.

**Enclosure:** None

**RECOMMENDATION:** Receive presentation.

10.2 New Ad Hoc Committees

**BACKGROUND:** The HRC recently completed its strategic planning document for calendar years 2021 – 2023 and created an implementation calendar with target dates for their desired accomplishments. The five strategic areas they have chosen to focus on are:

1. Engaging and Empowering through Communication and Educational Outreach
2. Increasing and Diversifying Resources and Partners
3. Promoting DEI
4. Pursuing Continuous Improvement
5. Social Service Grant Process for 2022 – 2025

To ensure these strategic directions are met, Chair Dewan requested Commissioners assign themselves to ad hoc committees to work on the details of these strategic directions. Up to four commissioners may be assigned to ad hoc committees 1 through 4 above. The Social Service Grant Process is a commission-wide process and will not require a committee. The ad hoc committee members are as follows:

| Ad Hoc Committees                                      | Commissioners                                                        |
|--------------------------------------------------------|                                                                    |
| Engaging and Empowering through Communication          | Chair Dewan and Commissioner Ramamurthi (2 more commissioners can join) |
| and Educational Outreach                                |                                                                    |
| Increasing and Diversifying Resources and Partners     | Chair Dewan (3 more commissioners can join)                         |
| Promoting DEI                                          | Vice-Chair Montejano, Commissioners Dhami, Gardner, and Kludjian    |
| Pursuing Continuous Improvement                         | Commissioners Dhami and Moore (2 more commissioners can join)        |

Enclosure: 10.2.1 - Strategic Directions and Implementation Calendar

RECOMMENDATION: Receive presentation.

11. COMMISSION REFERRALS (Referrals from the City Council to the Commission)

12. COMMITTEE REPORTS

12.1 LGBTQ Committee

COMMITTEE BACKGROUND: Chairperson Dewan, Commissioner Dhami, and Commissioner Kludjian sit on the LGBTQ Committee.

RECOMMENDATION: Receive updates and take action as needed.

12.2 Ad Hoc Committee Reports

12.3 Liaison Reports

12.3.1 Union City HRC: Commissioner Moore is the HRC’s liaison for the Union City HRC.
RECOMMENDATION: Receive update.

12.3.2 Family Resource Center Community Advisory and Engagement Board (FRC CAEB): Chairperson Dewan is the HRC’s liaison for the FRC CAEB.

RECOMMENDATION: Receive update.

12.3.3 Fremont Unified School District (FUSD): Commissioner Khan is the HRC’s liaison for FUSD.

RECOMMENDATION: Receive update.

13. STAFF REPORTS

13.1 Keep Fremont Housed updates

13.2 Afghan Refugee Fund updates

14. REFERRALS TO STAFF (a request to have items placed on a future Commission agenda as an item of new business. A vote against means it will be dropped without consideration).

15. ADJOURNMENT
AGENDA
HUMAN RELATIONS COMMISSION
REGULAR MEETING
MONDAY, SEPTEMBER 20, 2021
7:00 PM

1. SECRETARY CALL FOR QUORUM

2. CALL TO ORDER

3. ROLL CALL

Present: Chairperson Dewan, Vice-Chair Montejano, Commissioners Gardner, Khan, Kludjian, Moore, Ramamurthi, Wang, and Dhami (left meeting at 9:05pm)

Staff Present: Deputy Director Caldera, Recording Secretary Tolentino

4. APPROVAL OF MINUTES

A motion was made by Commissioner Dhami and seconded by Vice Chair Montejano to approve July 19, 2021 minutes. The motion passed as follows:

Ayes: Chair Dewan, Vice-Chair Montejano, Commissioners Dhami, Gardner, Kludjian, Ramamurthi, and Wang
Noes: None
Absent: None
Abstain: Commissioner Khan and Moore

5. ORAL COMMUNICATIONS: None

6. WRITTEN COMMUNICATIONS: None

7. ANNOUNCEMENTS: None

8. CONSENT ITEMS

8.1 Attendance Summary (Enclosure 8.1.1)

Commissioners noted attendance for 7/17 and 7/19 were swapped. Also, staff was asked if the HRC Retreat attendance must be recorded on the HRC attendance summary. Staff removed item 8.1 and will get clarification from the City Clerk. Staff will give the update at the October meeting.
8.2 Calendar of HRC regular/special meetings and events (Enclosure 8.2.1)

A motion was made by Commissioner Khan and seconded by Commissioner Kludjian to approve Consent Item 8.2. The motion passed as follows:

Ayes: Chair Dewan, Vice-Chair Montejano, Commissioners Dhami, Gardner, Khan, Kludjian, Moore, Ramamurthi, and Wang
Noes: None
Absent: None
Abstain: None

9. OLD BUSINESS

9.1 HRC Strategic Planning Retreat – Last session
Retreat Facilitator Robert Quintana Hopkins discussed the HRC’s 2021-2022 implementation calendar. The Commission reviewed their goals and shared their excitement and concerns for completing these accomplishments. Projects will be assigned to ad hoc committees, which will be finalized in the October meeting.

10. NEW BUSINESS (Items on which the Commission has not yet had an agendized discussion or taken action)

10.1 FY 2022-2025 Social Services Grant Process
Staff introduced the FY 22-25 Social Services Grant criteria and provided a brief overview of the upcoming process. In addition, staff provided documents for the Commission to review for any edits before the October meeting. RFPs will be available to the public in December 2021.

11. COMMISSION REFERRALS (Referrals from the City Council to the Commission)

12. COMMITTEE REPORTS

12.1 LGBTQ Committee: Next meeting on 10/7

12.2 Ad Hoc Committee Reports: None

12.3 Liaison Reports

12.3.1 Union City HRC: They were also on recess in August. Commissioner Moore will share the FY21-22 projects with them once plans are finalized.
12.3.2 Family Resource Center Community Advisory and Engagement Board (FRC CAEB): Next meeting will be on 9/21

12.3.3 Fremont Unified School District (FUSD): None

13. STAFF REPORTS

13.1 Keep Fremont Housed updates
As of 9/15/2021, 550 applications have been approved, totaling $7.7M expended. In addition, staff shared testimonies from Keep Fremont Housed participants.

13.2 HRC Commission meetings will be in person starting in October
Legislation to extend virtual meetings has passed at the state level, awaiting the Governor's signature. If it is not approved, in-person meetings will start in October. Staff will inform the Commission once an update has been announced.

13.3* Afghan Refugee Fund
As of 9/20/21, the Human Services Department has received over $210,000 in donations. Commissioners expressed their gratitude to the staff for creating this resource for incoming refugees (*item added during meeting).

14. REFERRALS TO STAFF (a request to have items placed on a future Commission agenda as an item of new business. A vote against means it will be dropped without consideration).

15. ADJOURNMENT
A motion was made by Vice-Chair Montejano and seconded by Commissioner Moore to adjourn the meeting at 9:16pm. The motion passed as follows:

Ayes: Chair Dewan, Vice-Chair Montejano, Commissioners Dhani, Gardner, Khan, Kludjian, Moore, Ramamurthi, and Wang
Noes: None
Absent: None
Abstain: None
HUMAN RELATIONS COMMISSION

<table>
<thead>
<tr>
<th>Member</th>
<th>Meeting Dates</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>7/19/21</td>
</tr>
<tr>
<td></td>
<td>8/16/21</td>
</tr>
<tr>
<td></td>
<td>9/20/21</td>
</tr>
<tr>
<td></td>
<td>10/18/21</td>
</tr>
<tr>
<td></td>
<td>11/15/21</td>
</tr>
<tr>
<td></td>
<td>12/20/21</td>
</tr>
<tr>
<td>MEETING TYPE</td>
<td>R  R  R  R   R  R</td>
</tr>
<tr>
<td>Dharminder Dewan</td>
<td>P  Recess  P</td>
</tr>
<tr>
<td>Tejinder &quot;TJ&quot; Dhami</td>
<td>P  Recess  P</td>
</tr>
<tr>
<td>Dyesha Gardner</td>
<td>P  Recess  P</td>
</tr>
<tr>
<td>Dr. Sonia Khan</td>
<td>A  Recess  P</td>
</tr>
<tr>
<td>Martin H. Kludjian</td>
<td>P  Recess  P</td>
</tr>
<tr>
<td>Patricia Montejano</td>
<td>P  Recess  P</td>
</tr>
<tr>
<td>Julie Moore</td>
<td>A  Recess  P</td>
</tr>
<tr>
<td>Shobana Ramamurthi</td>
<td>P  Recess  P</td>
</tr>
<tr>
<td>Anna Wang</td>
<td>P  Recess  P</td>
</tr>
</tbody>
</table>

**Attendance Codes**
- P - Present
- A - Absent
- E - Excused Absence

*Absences only count toward regular meetings

**Meeting Codes**
- R - Regular Meeting
- S - Special Meeting
- L - Lack of Quorum
- C - Cancelled Meeting for lack of business

* Due to lack of Quorum, absence does not affect eligibility.

Commissioners can not have two unexcused meetings in a row in a one year time frame AND
Commissioners can not have three unexcused meetings in a 6 month time period.
Jan - June and July - December
## 2021 HRC Calendar

<table>
<thead>
<tr>
<th>Date</th>
<th>Meeting Type</th>
<th>Time &amp; Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>Monday, January 25, 2021</td>
<td>Regular Meeting</td>
<td>7:00pm on Zoom</td>
</tr>
<tr>
<td>Monday, February 22, 2021</td>
<td>Regular Meeting</td>
<td>7:00pm on Zoom</td>
</tr>
<tr>
<td>Monday, March 15, 2021</td>
<td>Regular Meeting</td>
<td>7:00pm on Zoom</td>
</tr>
<tr>
<td>Thursday, April 1, 2021</td>
<td>LGBTQ subcommittee Meeting</td>
<td>6:00pm on Zoom</td>
</tr>
<tr>
<td>Monday, April 19, 2021</td>
<td>Regular Meeting</td>
<td>7:00pm on Zoom</td>
</tr>
<tr>
<td>Monday, May 17, 2021</td>
<td>Regular Meeting</td>
<td>7:00pm on Zoom</td>
</tr>
<tr>
<td>Thursday, June 3, 2021</td>
<td>LGBTQ subcommittee Meeting</td>
<td>6:00pm on Zoom</td>
</tr>
<tr>
<td>Monday, June 21, 2021</td>
<td>Regular Meeting</td>
<td>7:00pm on Zoom</td>
</tr>
<tr>
<td>Saturday, July 17, 2021</td>
<td>Strategic Planning Retreat (Part I)</td>
<td>8:30AM – 3PM at Age Well Center</td>
</tr>
<tr>
<td>Monday, July 19, 2021</td>
<td>Regular Meeting</td>
<td>7:00pm on Zoom</td>
</tr>
<tr>
<td>Monday, July 26, 2021</td>
<td>Strategic Planning Retreat (Part II)</td>
<td>6:00pm on Zoom</td>
</tr>
<tr>
<td>Thursday, August 5, 2021</td>
<td>LGBTQ subcommittee Meeting</td>
<td>6:00pm on Zoom</td>
</tr>
<tr>
<td><strong>AUGUST RECESS—NO REGULAR MEETING</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Monday, September 20, 2021</td>
<td>Regular Meeting</td>
<td>7:00pm on Zoom</td>
</tr>
<tr>
<td>Thursday, October 7, 2021</td>
<td>LGBTQ subcommittee Meeting</td>
<td>6:00pm on Zoom</td>
</tr>
<tr>
<td><strong>Rescheduled to end of Oct. TBD</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Monday, October 18, 2021</td>
<td>Regular Meeting</td>
<td>7:00pm on Zoom</td>
</tr>
<tr>
<td>Monday, November 15, 2021</td>
<td>Regular Meeting</td>
<td>7:00pm on Zoom</td>
</tr>
<tr>
<td>Thursday, December 2, 2021</td>
<td>LGBTQ subcommittee Meeting</td>
<td>6:00pm on Zoom</td>
</tr>
<tr>
<td>Monday, December 20, 2021</td>
<td>Regular Meeting</td>
<td>7:00pm on Zoom</td>
</tr>
</tbody>
</table>
## Social Service Grant
### FY 2019-22 Funding Impact Categories

<table>
<thead>
<tr>
<th>Crises Intervention Services</th>
<th>Basic Needs Services</th>
<th>Strengthening Services</th>
</tr>
</thead>
<tbody>
<tr>
<td>Services that help people who are in crises and in immediate risk of losing their independence.</td>
<td>Services that help people with the fewest resources and who are most in need.</td>
<td>Services that are designed to foster independence and/or prevent people from needing services in the future.</td>
</tr>
</tbody>
</table>

**Service Examples:**
- Crises Intervention Services: Counseling, family mental health, domestic violence, sexual assault, youth criminal justice, substance abuse treatment
- Basic Needs Services: Food, housing, preventative health care
- Strengthening Services: Health monitoring, child care, citizenship assistance, job training, legal assistance, transportation
## Scoring Criteria for Social Service Grants

Please score each proposal according to the following scoring criteria:

Agency Name: ______________________________________________________

<table>
<thead>
<tr>
<th>Criteria</th>
<th>Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. The program is clearly addressing 1 or more of the impact categories (Q1, Q2).</td>
<td>/5</td>
</tr>
<tr>
<td>2. The program will produce outcomes that meet a priority community need (Q3, Q5, Q6, Q7).</td>
<td>/20</td>
</tr>
<tr>
<td>3. The program has clearly articulated measurable outcomes (Q7).</td>
<td>/10</td>
</tr>
<tr>
<td>4. The program outcomes and budget are appropriate to the number served and impact to those served (Q5, Q6, Q7, Q15).</td>
<td>/15</td>
</tr>
<tr>
<td>5. The agency has the knowledge, methods and capacity to document and measure program outcomes (Q7, Q8, Q9, Q10, Q11).</td>
<td>/10</td>
</tr>
<tr>
<td>6. The agency demonstrates effective service and management capability (Q12, Q13).</td>
<td>/10</td>
</tr>
<tr>
<td>7. The agency or parent organization demonstrates good fiscal strength (Q15, Q16). The agency successfully leverages City funding to bring funding to Fremont (Q18, Q20).</td>
<td>/10</td>
</tr>
<tr>
<td>8. The agency or program has a substantial presence in the Fremont community and has local support and community ownership (Q4, Q19, Q21, Q22, Q23).</td>
<td>/10</td>
</tr>
<tr>
<td>9. The agency collaborates with the City to improve service delivery (Q22).</td>
<td>/5</td>
</tr>
<tr>
<td>10. The proposal is complete, accurate, and clearly addresses all questions posed in the application (All questions).</td>
<td>/5</td>
</tr>
</tbody>
</table>

Total points: /100
### Table B
**Proposed Program Results and Outcomes**

**Instructions:** Complete the table using the top 2 activities that you believe will have the most impact on your clients.

**Upper left quadrant:** List each activity and the number of unduplicated people that will be served through the activities.

**Upper right quadrant:** Create a measure for each activity that shows what your agency will do to ensure that the services are provided efficiently.

**Lower left quadrant:** How will your customers benefit from the activities provided?

**Lower right quadrant:** How will they gain skills or knowledge? What will be the change in attitudes, opinions, behaviors or circumstances?

<table>
<thead>
<tr>
<th></th>
<th>Quantity</th>
<th>Quality</th>
</tr>
</thead>
</table>
| **Effort** | How much will we do?  
Example: Twenty-five (25) families will be provided with emergency shelter for up to 90 days. | How well will we do it?  
Example: Within one week of entering the shelter, families will have developed a self-sufficiency plan with their case manager. |
| **Effect** | How will our clients be better off?  
Example: Twenty-five (25) families will have received emergency shelter and will be placed in permanent housing within 90 days of entering the shelter. |  
Example: All families placed in permanent housing will be provided with a follow-up check-in at 60 days and fifty percent (50%) of the families will state that they still are living in secure permanent housing. |
City of Fremont
City of Fremont - Human Services Dept
FY 2019-2022 Social Service Grant
Deadline: 1/25/2019

Print Preview Prop

$ 0.00 Requested

Additional Contacts
none entered

Pre-Application

1. Type of grant you are applying for:
   You may apply for 1 grant per each commission. Each grant must be submitted separately.
   - Human Services
   - Senior Services

2. Please select one or more of the following impact categories that your proposal will address.
   - Crises Intervention Services: Services that help people who are in crisis and in immediate risk of losing their
     independence.
   - Basic Needs Services: Services that help people with the fewest resources and who are most in need.
   - Strengthening Services: Services that are designed to foster independence and/or prevent people from needing services
     in the future.

3. Please provide a short summary of the proposed program. The summary should clearly and briefly state the
   problem or need addressed by the proposal, objectives, and operation of the proposed program, including the
   number of Fremont residents served.
   - no answer-

4. Amount requested:
   - no answer-

Application Questions

1. PROPOSED PROGRAM: Based on the Impact Categories for the RFP please describe the community need your
   agency is proposing to address.
   - no answer-

2. Please provide us with evidence of need for the program you are proposing.
   - no answer-

3. In order to address the community need you stated above what are the activities your agency is proposing to conduct.
4. Location(s) of services and operating hours
   -no answer-

5. Please describe your target population and the projected number of clients to be served.
   -no answer-

6. Please describe the number or percentage of clients who will be low income and number or percentage who will be moderate income. Refer to Table A, HUD Income Guidelines for a definition of low and moderate income.

<table>
<thead>
<tr>
<th></th>
<th>Low income</th>
<th>Moderate income</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td>0.00</td>
</tr>
</tbody>
</table>

7. PROPOSED PROGRAM RESULTS AND OUTCOMES: Using Table B, please describe the efforts, effects, quantity and quality of your program.
   Completed

8. Which of the following do you currently document and verify?
   a. Household income of clients served
   b. Female head of household
   c. Racial and ethnic breakdown of clients

9. If you do not document and verify any of the selections above, please tell us how you propose to do so if this program is funded.
   -no answer-

10. What is your client database and how will it help you measure your proposed program results and outcomes? If you do not have a database, how do you propose to track client outcomes if this program is funded?
    -no answer-

11. Describe your program evaluation process. Please include how often evaluations are conducted and what is done with the information gathered.
    Describe client involvement or input in your evaluation process.
    -no answer-

12. ORGANIZATIONAL CAPACITY: Provide us with a brief history of your organization, including years providing services to the community.
    -no answer-

13. Staff qualifications: Complete Table C
    Completed

14. The City of Fremont may enter in a grant contract with a public agency, an organization with 501(c)(3) tax exempt status or a secular program or ministry of a religious organization. Please check off from the list below those that pertain to your organization.
    a. Incorporated
    b. Non-profit
    c. Tax-exempt

15. ALL ORGANIZATION FUNDING SOURCES: Complete Budget Section
    Please list organization's funding sources. If your organization received $25,000 or more from the City of Fremont or more than $300,000 in Federal funds this fiscal year (FY 15-16), please attach a copy of your most recent audit
    a. Completed
    b. Audit Attached
    c. Not applicable

16. Were there any findings or recommendations in your most recent, and in the previous year’s audit? If yes, what were they and please describe steps taken to correct them.
    -no answer-
17. What are the regulatory and/or accreditation agency(ies)? If applicable, when were you most recently accredited (or renewed) and for what term (length of time)?
Were there any filings regarding your agency with these entities, or findings from agency reviews in the past 18 months? If yes, please explain and describe steps taken to correct them.
-no answer-

18. Proposed Program Operating Budget: Complete Budget Section
Please list all of the costs of the proposed program. Include the percentage of program funding that will be allocated for administrative costs (salary and overhead or administering the program).
- Completed

19. Does the program you are seeking funding for serve residents from cities other than Fremont? Please provide a breakdown of clients (%) by jurisdiction.

<table>
<thead>
<tr>
<th>Jurisdiction</th>
<th>Percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fremont</td>
<td>0.00</td>
</tr>
<tr>
<td>Newark</td>
<td>0.00</td>
</tr>
<tr>
<td>Union City</td>
<td>0.00</td>
</tr>
<tr>
<td>Hayward</td>
<td>0.00</td>
</tr>
<tr>
<td>Other</td>
<td>0.00</td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td>0.00</td>
</tr>
</tbody>
</table>

20. Using your budget as a reference, please describe how you intend to leverage City of Fremont funding for this program with other sources such as county, state, federal, foundation and other cities.
-no answer-

21. COMMUNITY ENGAGEMENT: Describe efforts to serve culturally and linguistically diverse clients or to serve a traditionally underserved population.
-no answer-

22. Who are the critical partners your organization engages with or are planning to engage with to increase the effectiveness of your proposed program? Please describe the contribution each partner will make.
-no answer-

23. Discuss the role of volunteers, including their role in meeting proposed program outcomes.
-no answer-

24. Composition of Policy Making Board: Complete Table D
Describe your organizational structure, including information about your Board of Directors involvement in the program and any financial oversight they may have. Describe any local resident or client involvement on the board.
-no answer-

25. Please click on the "Documents" tab to review and complete the following documents.
- Table A - HUD Income Guidelines
- Table B - Proposed Program Results and Outcomes
- Table C - Staff Qualifications
- Table D - Composition of Policy Making Board
- Conflict of Interest Statement
- Equal Opportunity Statement
- Most Recent Audit
- By-Laws
- Articles of Incorporation
- Internal Revenue Tax-Exempt Certificate
- California Tax-Exempt Certificate
- Agency Intake Form(s)
- Agency Program Evaluation Form(s)
### Agency Funding Sources/Revenue

<table>
<thead>
<tr>
<th>Funds Received Current Accounting Year</th>
<th>Amount of Funds Approved or Applied for FY 19-20</th>
</tr>
</thead>
<tbody>
<tr>
<td>-none-</td>
<td>$ 0.00</td>
</tr>
<tr>
<td></td>
<td>$ 0.00</td>
</tr>
</tbody>
</table>

### Proposed Program Operating Budget/Expenses

<table>
<thead>
<tr>
<th>City of Fremont Funds</th>
<th>Other Sources (list)</th>
<th>In-Kind Funds</th>
</tr>
</thead>
<tbody>
<tr>
<td>-none-</td>
<td>$ 0.00</td>
<td>$ 0.00 $ 0.00</td>
</tr>
</tbody>
</table>

### Documents Requested *

<table>
<thead>
<tr>
<th>Required?</th>
<th>Attached Documents *</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

- **Table A** - HUD Income Guidelines
  - [download template](#)

- **Table B** - Proposed Program Results and Outcomes
  - [download template](#)

- **Table C** - Staff Qualifications
  - [download template](#)

- **Table D** - Composition of Policy Making Board
  - [download template](#)

- **Conflict of Interest Statement**
  - [download template](#)

- **Equal Opportunity Statement**
  - [download template](#)

- **One (1) Copy of Most Recent Audit**

- **One (1) Copy of By-Laws**

- **One (1) Copy of Agency Articles of Incorporation**

- **One (1) Copy of Agency Internal Revenue Tax Exempt Certificate**

- **One (1) Copy of Agency California Tax Exempt Certificate**

- **Agency Intake Form(s)**

- **Agency Program Evaluation Form(s)**

- **Other Documents (Use only if requested by City of Fremont Staff)**

- **MID-YEAR: Appendix A-Accomplishments to Date**
  - [download template](#)

- **MID-YEAR: Appendix B-Service Data**
  - [download template](#)

- **MID-YEAR: Appendix C-Program Results and Outcomes**
  - [download template](#)

- **MID-YEAR: Appendix D-FY 19-20 and FY 20-21 Budgets**
  - [download template](#)

* ZoomGrants™ is not responsible for the content of uploaded documents.*
The innovative, substantial actions to deal with the blocks and move us toward our vision are...

Engaging and Empowering Through Communication and Educational Outreach

Increasing and Diversifying Resources and Partners

Promoting DEI

Pursuing Continuous Improvement
## Engaging and Empowering Through Communication and Educational Outreach

<table>
<thead>
<tr>
<th>REACHING PEOPLE WHERE THEY ARE THROUGH DIGITAL AND SOCIAL MEDIA</th>
<th>INFORMATION SHARING TO EMPOWER AND ENGAGE THE COMMUNITY</th>
<th>FORMAL COMMUNICATION AND ENGAGEMENTS</th>
</tr>
</thead>
<tbody>
<tr>
<td>• Use many communication modalities (YouTube/Facebook) to reach non-allies where they are</td>
<td>• Tell stories-of success and impact on real lives</td>
<td>• Townhall (HRC listens)</td>
</tr>
<tr>
<td>• Smart and purposeful use of social media</td>
<td>• HRC newsletter mailed to all addresses (similar to City’s newsletter)</td>
<td>• Host community forums (DEI, MH, etc) regularly (calendar of events)</td>
</tr>
<tr>
<td>• Outreach to influencers (LWV, Faith Comm, AAUW, Rotary)</td>
<td>• News articles or interviews that highlight HRC in the community</td>
<td>• Meet and develop personal contacts with policy makers</td>
</tr>
<tr>
<td>• Use City media outlets and social media (Citywide newsletter, weekly update to the Council, NIXLE)</td>
<td>• Improved education and outreach</td>
<td>• Speaker/Open-House series that offers cultural and educational experiences</td>
</tr>
<tr>
<td>• Fremont “App” Notifications to Address Misinformation</td>
<td></td>
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</tr>
</tbody>
</table>

## Increasing and Diversifying Resources and Partners

<table>
<thead>
<tr>
<th>INCREASING AND DIVERSIFYING FINANCIAL RESOURCES</th>
<th>MOBILIZING VOLUNTEERS</th>
<th>COMMUNITY PARTNERS</th>
</tr>
</thead>
<tbody>
<tr>
<td>• Through fundraising and grants to promote and implement our mission and goals</td>
<td>• Census-style survey of community needs</td>
<td>• Promote/incentivize partnerships of opposing and/or different-minded community groups</td>
</tr>
<tr>
<td>• Ask City to increase social service grant budget</td>
<td>• Actively support voter registration so more people have a voice</td>
<td>• Education and awareness through effective open and honest communications with diverse community partners and on all media channels and platform to reverse the negativity</td>
</tr>
<tr>
<td>• Seek community funding and matching resources</td>
<td>• Opportunity for community support City work to alleviate staff</td>
<td>• Outreach to community partners such as churches, business, non-profits and other cities which most likely to align with our mission</td>
</tr>
</tbody>
</table>

## Promoting DEI

<table>
<thead>
<tr>
<th>PROMOTING AND FUNDING DEI WORK</th>
</tr>
</thead>
<tbody>
<tr>
<td>• Set aside funding for diversity and inclusion work</td>
</tr>
<tr>
<td>• “Did you know?” ad campaign to educate community on DEI</td>
</tr>
</tbody>
</table>

## Pursuing Continuous Improvement

<table>
<thead>
<tr>
<th>ONGOING STRATEGIES</th>
</tr>
</thead>
<tbody>
<tr>
<td>• Re-Prioritization of goals</td>
</tr>
<tr>
<td>• Measure what is working and eliminate what is not</td>
</tr>
</tbody>
</table>
Engaging and Empowering Through Communication and Educational Outreach

Quimi, Suzanne, and Shobana

<table>
<thead>
<tr>
<th>CURRENT REALITY</th>
<th>FIRST-YEAR ACCOMPLISHMENTS</th>
<th>2-YEAR SUCCESS INDICATORS</th>
</tr>
</thead>
</table>
| • The H.S. Constant Contact email list (2,000+) is not as large or inclusive as we’d like it to be.  
• HRC is a best kept secret in Fremont | • Add HRC messages to HS Dept. weekly Constant Contact emails.  
• First responder training for people with people with special needs  
• Quarterly speaking events on topics such as diversity, Equity and Inclusion and/or affordable housing  
• Quarterly speaking events on diversity and Equity and Inclusion topics | • Email list has grown to 10% of the city population |
## First-Year Accomplishments

*Our specific, measurable accomplishments for the first year will be...*

### Increasing and Diversifying Resources and Partners

*TJ, Anna, and Dharminder*

<table>
<thead>
<tr>
<th>Current Reality</th>
<th>First-Year Accomplishments</th>
<th>2-Year Success Indicators</th>
</tr>
</thead>
</table>
| • Lacking in Resources, partner notifications and participation. | • Host 2 meetings with Police and Fire (First responders)  
• Initiate Fundraising campaigns with increased outreach based on specific goals and close / complete 1 based on the timelines  
• Send Survey of Community Needs and process and present to the wider group  
• Education and awareness: Identify structure, timelines, process and details of townhall and other sessions to accomplish this.  
• Meet with 10 partners and identify how to increase engagement and participation  
• Meet with the 6 high school principals to identify how to increase participation for student volunteers | • 25% improvement in the resources (financial and people)  
• Conducting sessions as identified per timelines regularly |
**FIRST-YEAR ACCOMPLISHMENTS**

*Our specific, measurable accomplishments for the first year will be...*

<table>
<thead>
<tr>
<th>CURRENT REALITY</th>
<th>FIRST-YEAR ACCOMPLISHMENTS</th>
<th>2-YEAR SUCCESS INDICATORS</th>
</tr>
</thead>
<tbody>
<tr>
<td>• Use of gender-specific terms</td>
<td>• Identification of gendered terms and locations</td>
<td>• All unnecessary use of gendered terms eliminated</td>
</tr>
<tr>
<td>• No ongoing DEI education in the city</td>
<td>• Begin annual DEI education for municipal employees, monthly DEI speakers, quarterly DEI ad campaigns, workshops</td>
<td>• Continuous DEI trainings, speakers, campaigns, workshops</td>
</tr>
<tr>
<td>• No funding for diversity and inclusion work</td>
<td>• Identify sponsors for diversity and inclusion work</td>
<td>• Secure funding for diversity and inclusion work</td>
</tr>
<tr>
<td>• Generally inclusive environment***</td>
<td>• Identify systemic economic barriers for election filings, ways to create equity</td>
<td>• Eliminate election filings fees/ systemic barriers to public office candidacy (income qualified?)</td>
</tr>
<tr>
<td>• Parts of community resistant to change***</td>
<td>• Identify project coordinator for LGBTQIA+ center</td>
<td>• Community leaders to open/sponsor/ begin work on LGBTQIA+ center</td>
</tr>
<tr>
<td>• Some have lack of respect for other’s opinions***</td>
<td>• PD has LGBTQIA+ liaison/task force</td>
<td>• PD has LGBTQIA+ liaison/task force</td>
</tr>
<tr>
<td>• City council members hold similar socioeconomic status</td>
<td></td>
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<tr>
<td>• No LGBTQIA+ community resource center</td>
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<td></td>
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<tr>
<td>• PD doesn’t have LGBTQIA+ liaison/task force</td>
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</tbody>
</table>

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**Promoting DEI**

*Patty, Marty, and Noelle*
FIRST-YEAR ACCOMPLISHMENTS

Our specific, measurable accomplishments for the first year will be...

<table>
<thead>
<tr>
<th>CURRENT REALITY</th>
<th>FIRST-YEAR ACCOMPLISHMENTS</th>
<th>2-YEAR SUCCESS INDICATORS</th>
</tr>
</thead>
<tbody>
<tr>
<td>• Strategic planning and goal setting process for FY21 - FY23.</td>
<td>• The goal is that each strategic direction will be reviewed in depth in a monthly HRC/Sub Committee meeting and reprioritized based on the needs of the community, staff and partners.</td>
<td>• Re-evaluate each strategic direction at a full HRC meeting to ensure it is hitting it’s goals and meeting the needs of our community based on measured impacts of projects.</td>
</tr>
<tr>
<td></td>
<td>• All major projects must have a stated intended and realistic impact that is measured and evaluated at a minimum of 3 check points including project completion, and reported out to the full commission.</td>
<td>• Surveys show satisfactory results from a broad range of constituents (including partners and volunteers).</td>
</tr>
<tr>
<td></td>
<td>• Coordinate pop ups in different locations around the city (schools, libraries, outside the resource center, specific strategic areas that bring awareness to a project) sharing knowledge about the HRC, how we support the community. Also share local city resources, events, activities, public meetings, workshops, and surveys (create general survey) to gauge interest areas for followups. We can even have people subscribe to the HRC email distribution list on site.</td>
<td>• Send surveys out via mail/email to all constituents (including partners and volunteers) to complete a survey before and after all major projects. This process will allow us to represent and promote projects/events in a way that the community feels included and respected.</td>
</tr>
<tr>
<td></td>
<td>• Update HRC Job Description to reflect actual roles and responsibility for a clearer understanding of what commissioners do.</td>
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</table>
## 2021-2022 Implementation Calendar

### What is our timeline for completing first-year accomplishments?

<table>
<thead>
<tr>
<th></th>
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</thead>
<tbody>
<tr>
<td><strong>Social Service Grant Process</strong></td>
<td>• Review and Approve Social Service Grant Priorities (September, October &amp; November 2021)</td>
<td>• FY 2022-25 Human Services Grant RFP Deadline (Late January 2022)</td>
<td>• FY 2022-25 Human Services Grant Recommendations (April 2022)</td>
<td></td>
</tr>
<tr>
<td></td>
<td>• Release FY 2022-25 Human Services Grant RFP (December 2021)</td>
<td>• Review Proposals and Interview Agencies (Feb. - Mar. 2022)</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Engaging and Empowering Through Communication and Educational Outreach</strong></td>
<td>• Add HRC messages to HS Dept. weekly Constant Contact emails (September 2021)</td>
<td>• First responder training for people with special needs/mental health (October 2021)</td>
<td>• Quarterly speaking events on topics such as diversity, Equity and Inclusion and/or affordable housing (February 2022)</td>
<td>• Quarterly speaking events on diversity and Equity and Inclusion topics (May 2022)</td>
</tr>
<tr>
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<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Increasing and Diversifying Resources and Partners</strong></td>
<td>• Send Survey of Community Needs (November)</td>
<td>• Host 2 meetings with Police and Fire (First responders) (End of Jan 2022)</td>
<td>• Meet with the 5 high school principals to identify how to increase participation for student volunteers (February 2022)</td>
<td>• Initiate Fundraising campaigns with increased outreach based on specific goals and close / complete 1 based on the timelines (May 2022)</td>
</tr>
<tr>
<td></td>
<td></td>
<td>• Meet with 5 high school principals to identify how to increase participation for student volunteers (February 2022)</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>• Receive results of Survey of Community Needs and process and present to the wider group (End of Feb 2022)</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>• Meet with 10 partners and identify how to increase engagement and participation (April 2022)</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>• Quarterly speaking events on diversity and Equity and Inclusion topics (May 2022)</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Promoting DEI</strong></td>
<td>• Identification of gendered terms and locations (START: OCTOBER with LGBTQIA+ liaison and CMO office)</td>
<td>• Begin annual DEI education for municipal employees, monthly DEI speakers, quarterly DEI ad campaigns, workshops (MARCH/APRIL)</td>
<td>• Determine needs of an LGBTQIA+ center (APRIL)</td>
<td>• Identify sponsors for diversity and inclusion work (MAY/JUNE)</td>
</tr>
<tr>
<td></td>
<td>• Identify systemic economic barriers for election filings, ways to create equity. (START: OCTOBER with city attorney)</td>
<td></td>
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</tr>
<tr>
<td></td>
<td>• PD has LGBTQIA+ liaison/task force (in process) (NOVEMBER)</td>
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<td></td>
</tr>
<tr>
<td><strong>Pursuing Continuous Improvement</strong></td>
<td>• All major projects have a stated, intended and realistic impact that is measured and evaluated at a minimum of 3 check points including project completion, and reported out to the full commission. (Sept 2021 – June 2022 and beyond)</td>
<td>• Update HRC Job Description to reflect actual roles and responsibility for a clearer understanding of what commissioners do. (Sept/Oct 2021)</td>
<td>• The goal is that each strategic direction will be reviewed in depth in a monthly HRC/Sub Committee meeting and reprioritized based on the needs of the community, staff and partners. (Jan 2022 – June 2022 and beyond)</td>
<td>• Coordinate pop ups in different locations around the city (schools, libraries, outside the resource center, specific strategic areas that bring awareness to a project) sharing knowledge about the HRC, how we support the community. Also share local city resources, events, activities, public meetings, workshops, and surveys (create general survey) to gauge interest areas for followups. We can even have people subscribe to the HRC email distribution list on site. This will be ongoing. (Sept 2021 – June 2022)</td>
</tr>
<tr>
<td></td>
<td>• Evaluate the projects completed in this quarter and discuss as a commission to make sure the stated intent and impact have been evaluated.</td>
<td>• Evaluate the projects completed in this quarter and discuss as a commission to make sure the stated intent and impact have been evaluated.</td>
<td>• Evaluate the projects completed in this quarter and discuss as a commission to make sure the stated intent and impact have been evaluated.</td>
<td></td>
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