



City of Denton

City Hall
215 E. McKinney St.
Denton, Texas 76201
www.cityofdenton.com

Meeting Agenda

Community Services Advisory Committee

Friday, May 10, 2024

12:00 PM

Development Service Center

After determining that a quorum is present, the Community Services Advisory Committee will convene in a Regular Meeting on Friday, May 10, 2024, at 12:00 p.m. in Training Rooms 1 and 2 at the Development Service Center, 401 N. Elm Street, Denton, Texas at which the following items will be considered:

1. ITEMS FOR CONSIDERATION

- A. [CSAC24-014](#) Consider approval of the minutes of April 12, 2024.

Attachments: [Exhibit 1 - CSAC Minutes April 12, 2024](#)

- B. [CSAC24-015](#) Receive a report, hold a discussion, and give staff direction regarding the Street Outreach grant application for fiscal year 2024-2025.

Attachments: [Exhibit 1- Agenda Information Sheet](#)
[Exhibit 2 - 24-25 Street Outreach Grant Application](#)
[Exhibit 3 - Presentation](#)

2. CONCLUDING ITEMS

A. Under Section 551.042 of the Texas Open Meetings Act, respond to inquiries from the Community Services Advisory Committee or the public with specific factual information or recitation of policy, or accept a proposal to place the matter on the agenda for an upcoming meeting and under Section 551.0415 of the Texas Open Meetings Act, provide reports about items of community interest regarding which no action will be taken, to include: expressions of thanks, congratulations, or condolence; information regarding holiday schedules; an honorary or salutary recognition of a public official, public employee, or other citizen; a reminder about an upcoming event organized or sponsored by the governing body; information regarding a social, ceremonial, or community event organized or sponsored by an entity other than the governing body that was attended or is scheduled to be attended by a member of the governing body or an official or employee of the municipality; or an announcement involving an imminent threat to the public health and safety of people in the municipality that has arisen after the posting of the agenda.

CERTIFICATE

I certify that the above notice of meeting was posted on the official website (<https://tx-denton.civicplus.com/242/Public-Meetings-Agendas>) and bulletin board at City Hall, 215 E. McKinney Street, Denton, Texas, on May 2, 2024, in advance of the 72-hour posting deadline, as applicable, and in accordance with Chapter 551 of the Texas Government Code.

OFFICE OF THE CITY SECRETARY

NOTE: THE CITY OF DENTON'S DESIGNATED PUBLIC MEETING FACILITIES ARE ACCESSIBLE IN ACCORDANCE WITH THE AMERICANS WITH DISABILITIES ACT. THE CITY WILL PROVIDE ACCOMMODATION, SUCH AS SIGN LANGUAGE INTERPRETERS FOR THE HEARING IMPAIRED, IF REQUESTED AT LEAST 48 HOURS IN ADVANCE OF THE SCHEDULED MEETING. PLEASE CALL THE CITY SECRETARY'S OFFICE AT 940-349-8309 OR USE TELECOMMUNICATIONS DEVICES FOR THE DEAF (TDD) BY CALLING 1-800-RELAY-TX SO THAT REASONABLE ACCOMMODATION CAN BE ARRANGED.



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Legislation Text

File #: CSAC24-014, **Version:** 1

Consider approval of the minutes of April 12, 2024.



After determining that a quorum was present, the Community Services Advisory Committee of the City of Denton, Texas convened in a Special Called Meeting on Saturday, March 30, 2024, at 8:30 a.m. in Training Rooms 1 and 2 at the Development Services Center, 401 N. Elm Street, Denton, Texas.

MEMBERS PRESENT: Members Hannah Garcia, Wandaliz Turner, Kamyon Conner, Drew Christ, Sharon Kremer, Lilyan Prado-Carillo, Dale Tampke, and Connor Hall

MEMBERS ABSENT: Member Janet Scott-Harris

Called to order 12:04 p.m. by Chair Hannah Garcia with six members present. Members Christ and Hall had not yet arrived.

1. ITEMS FOR INDIVIDUAL CONSIDERATION

A. CSAC 24-011 - Consider approval of the minutes of March 30, 2024.

Chair Hannah Garcia requested a motion to approve the February minutes.

Member Tampke moved to approve the minutes. Member Hall seconded the motion. The motion carried.

AYES (6): Members Hannah Garcia, Wandaliz Turner, Kamyon Conner, Sharon Kremer, Lilyan Prado-Carillo, and Dale Tampke

NAYS (0): None

B. CSAC 24-012 Receive a report, hold a discussion, and give staff direction regarding funding recommendations for applications and applicant presentations for 2024-2025 Community Development Grant Program.

Staff reminded committee members that funding allocation amounts are estimates until the City receives final notification of 2024-2025 CDBG and HOME funding from HUD. Chair Garcia reminded staff of the responsibility to recuse from discussions about funding organizations with which they are affiliated.

Members Christ and Hall arrived.

Committee members discussed funding recommendations by program type. Staff informed the committee that proposed uses for unprogrammed HOME funds would be brought back for consideration in May. Committee members requested clarifying information from staff regarding some applicants and provided feedback for staff to pass along to applicants regarding recommended funding amounts.

- C. CSAC 24-013 - Consider approval of recommendations to the City Council regarding the 2024-2025 Community Development Grant Program.

Member Lilyan Prado-Carillo moved to approve the funding recommendations made for the participating organizations with the exceptions of Health Services of North Texas and Opening Doors International Services. Member Sharon Kremer seconded.

AYES (8): Members Hannah Garcia, Wandaliz Turner, Kamyon Conner, Drew Christ, Sharon Kremer, Lilyan Prado-Carillo, Dale Tampke, and Connor Hall

NAYS (0): None

Member Lilyan Prado-Carillo moved to approve the funding recommendation made for Health Services of North Texas. Member Kamyon Conner seconded.

AYES (7): Members Hannah Garcia, Wandaliz Turner, Kamyon Conner, Drew Christ, Sharon Kremer, Lilyan Prado-Carillo, and Connor Hall

NAYS (0): None

ABSTAINED (1): Member Dale Tampke

Member Dale Tampke moved to accept the funding recommendations made for Opening Doors International Services. Member Connor Hall seconded.

AYES (7): Members Hannah Garcia, Wandaliz Turner, Kamyon Conner, Drew Christ, Sharon Kremer, Dale Tampke, and Connor Hall

NAYS (0): None

ABSTAINED (1): Member Lilyan Prado-Carillo

2. CONCLUDING ITEMS

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With no other business, the meeting adjourned at 2:06 p.m.

HANNAH GARCIA
CHAIR
CITY OF DENTON, TEXAS

COURTNEY DOUANGDARA
DEPUTY DIR. OF COMMUNITY SERVICES
CITY OF DENTON, TEXAS

MINUTES APPROVED ON _____



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Legislation Text

File #: CSAC24-015, **Version:** 1

Receive a report, hold a discussion, and give staff direction regarding the Street Outreach grant application for fiscal year 2024-2025.



AGENDA INFORMATION SHEET

DEPARTMENT: Community Services

CM/DCM/ACM: Christine Taylor, Assistant City Manager

DATE: May 10, 2024

SUBJECT

Receive a report, hold a discussion, and give staff direction regarding the Street Outreach grant application for fiscal year 2024-2025.

STRATEGIC ALIGNMENT

This action supports the Key Focus Area: Strengthen Community and Quality of Life

BACKGROUND

The City has prioritized investment in the Housing Crisis Response System (HCRS) as a collaborative and coordinated system response to address homelessness in our community. The chart below includes a breakdown of Council Initiatives funding to address homelessness:

Program	FY23-24 Amount	FY23-24 Recipient	Description
*Street Outreach Grant	\$125,450	Giving Grace	Street Outreach provides services to unhoused people through information and referrals, using diversion problem-solving skills to resolve homelessness quickly when possible, and connecting to the Coordinated Entry assessment for placement in a supportive housing program when openings become available.
Denton County Housing and Homelessness Leadership Team Backbone Support	\$80,000	United Way of Denton County	Partial funding for two staff positions and admin that provide backbone support to the Denton County Housing and Homelessness Leadership Team: Chief Programs Officer and Homelessness Data Management Specialist
Denton County Barriers Fund	\$80,000	United Way of Denton County	The Denton County Homelessness Barriers Fund was created to help families overcome barriers to getting and staying housed. Funds may be requested by any agency providing homelessness prevention or intervention services to assist households with housing barrier costs no otherwise available through existing programs.
HMIS Licenses	\$18,000	United Way of Denton County	Funds Homeless Management Information System (HMIS) Licenses for City of Denton nonprofits serving people experiencing or at-risk of homelessness in furtherance of the coordinated system of homeless assistance programs
Denton Community Shelter	\$400,000	Our Daily Bread	Funds support the operations and management of the low-barrier shelter on Loop 288.
Annual Total	\$703,450		

*Funding awarded annually through competitive application process.

Additional information regarding performance outcomes and the future of homelessness funding in the City of Denton was provided in an [Informal Staff Report on December 15, 2023 \(linked\)](#).

Street Outreach is a vital part of the continuum of services in the HCRS and in the City’s response to unsheltered homelessness. The annual \$125,450 Street Outreach grant funds support a multidisciplinary outreach team approach that works collaboratively with Denton Police Department’s Homeless Outreach Team and Community Services. The dedicated non-profit agency coordinates with DPD and Community

Services to connect people experiencing unsheltered homelessness to temporary shelter, behavioral health services, diversion assistance, and permanent housing.

RECOMMENDATION

Staff are seeking committee direction for the 2024-2025 Street Outreach grant application, outlined below.

1. Extend the term and service agreement of the Street Outreach grant to two years, pending council approval of annual budget.
2. Updating applicant eligibility criteria to include only agencies with current street outreach programs may apply.

ESTIMATED SCHEDULE OF PROJECT

2024-2025 Street Outreach Grant Program Application Timeline

PROPOSED ACTIVITY	DATE
CSAC Review SO Draft App and Recommendations	May 10, 2024
Application Release Date	June 1, 2024
Applications Close	June 30, 2024
CSAC Review/Recommend SO Applications	July 12, 2024
Legal/Non-profit Approval of Contract	August 9, 2024
City Council Approval of Contract	September 17, 2024
Start of 2024-2025 SO Grant Contract	October 1, 2024

EXHIBITS

1. Agenda Information Sheet
2. Draft Street Outreach Application
3. Presentation

Respectfully submitted:
Danielle Shaw
Director of Community Services

Prepared by:
Megan Ball
Homeless Programs Manager



2024-2025 City of Denton Street Outreach Grant Application

Application Overview

Street Outreach Grant

The City has prioritized investment in the Housing Crisis Response System (HCRS) as a collaborative and coordinated system response to address homelessness in our community. The HCRS is designed to achieve the community's shared goal of Making Homelessness Rare, Brief, and Nonrecurring. The HCRS is built on a continuum of services working together to meet the diverse set of needs in our community.

Through local outreach experience, review of research on best practice, and learning from other communities about evidence-based strategies, increased outreach has been identified as an effective tool associated with successful housing outcomes and connection to supportive services, such as behavioral health treatment.

Street Outreach (SO) is a vital program in the HCRS continuum of services and in the City's response to unsheltered homelessness. Street Outreach provides services to unhoused people through information and referrals, using diversion problem-solving skills to resolve homelessness quickly when possible, and connecting to the Coordinated Entry assessment for placement in a supportive housing program when openings become available.

The City's approach to Street Outreach is a cross sector collaboration of internal City departments, the Denton Police Department's (DPD) Homeless Outreach Team, and nonprofit agencies. This collaborative approach identifies unhoused individuals and families living in a place not meant for habitation and uses trauma-informed care to build rapport and increase access to temporary shelter, permanent housing, and other supportive services, specifically behavioral health treatment.

The \$125,450 grant funds provided annually, over a two year period, supports a multidisciplinary outreach team approach. Specifically, having a dedicated non-profit agency coordinating with DPD's Homeless Outreach Team and Community Services Homeless Programs Manager to reach unhoused people and connect them to shelter, behavioral health treatment, and/or permanent housing.

This grant may be used for qualified salaries and/or in support of services addressing housing barriers (critical documents, emergency medication or medical treatment, etc.), behavioral health (mental health and substance use) treatment, and financial costs that support diversion. Grant applicants are encouraged to propose a project and detail how it could meet the needs for street outreach in Denton. All organizations interested in meeting this need and applying for the Street Outreach

grant must submit a grant application to Community Development.

- **All application information and additional requested information must be submitted to Community Development on or before the deadline of June 30, 2024 by 11:59 p.m. Agency must be available for a brief presentation to the Community Services Advisory Committee Friday, July 12th at 12:00pm.**

- **No late applications will be accepted**

For questions regarding the application contact:

**Megan Ball
Homeless Programs Manager
(940) 349-7234
Megan.Ball@CityofDenton.com**



2024-2025 City of Denton Street Outreach Grant Application

Application Overview

Street Outreach Grant

Applicants must be eligible and be able to comply with program limitations as described below.

AGENCY ELIGIBILITY

- Agency must be a 501(c)3 in operation for more than two years and providing services to people/households experiencing homelessness.
- Agency must be willing to have, or hire, staff trained and experienced in addressing housing barriers, referrals to behavioral health treatment, data collection and entry, and using a trauma informed outreach approach. Agency should be able to provide documentation of training and qualifications.
- Agency must be currently using HMIS and actively participating in Denton's Coordinated Entry process including participating in Monthly Case Conferencing.

PROGRAM LIMITS & REQUIREMENTS

- Maximum request is \$125,450 annually.
- Funding term is October 1, 2024 through September 30, 2026 available for reapplication bi-annually, contingent upon Council annual budget approval.
- Grant funds will be provided as reimbursement to grant recipients after expenses have been incurred.
- Status of homelessness living unsheltered must be verified and documented in HMIS.
- Funds may only be used for qualified salaries and/or in support of street outreach for addressing housing barriers (critical documents, emergency medication or medical treatment, etc.), behavioral health treatment (mental health and substance use), and financial costs that support diversion.
- Clients served through the program MUST be enrolled in the HMIS and CE.



2024-2025 City of Denton Street Outreach Grant Application

Application Contents

Street Outreach Grant

Section 1: General Information

- Fill in each listed item

Section 2: Project Information

- Fill in project name
- Provide a detailed description of the project to meet the identified needs

Section 3: Performance Measures (30 points total)

Provide anticipated performance outcomes and an explanation for achieving the outcomes for the six performance measures (0-5 points for each measure) that will be used to assess whether the project or program is successful.

Section 4: Financial Management (10 points total)

Income/Revenue

- State amount of funds requested for the project up to maximum grant amount
- List additional funding sources, including any Federal, State or Local funds that will also support the proposed project

Expenditures

- List expenditures for each category

Project Management

- Describe the organization's experience in managing and operating projects or activities funded with other Federal, State, Local funds. (0-5 points)
- Please provide the names and qualifications of the person(s) that will be primarily responsible for the implementation of the proposed project. Include experience/education/certifications of relevant staff. (0-5 points)

Attach Agency's YTD Profit and Loss Statement

Section 5: Timeline (5 points total)

Provide a project schedule that specifically details how the organization plans to accomplish the proposed project/plan, including a timeline and how funds would be expended by September 30, 2025. (0-5 points)

Section 6: Project Narratives (25 points total)

Provide a brief narrative in response to each of the items listed below. Please use no more than 200 words per item.

- 1. Discuss how this project directly benefits those who experience homelessness; living unsheltered or in places not meant for human habitation. (0-5 points)**
- 2. Describe how the proposed project involves community collaboration. (0-5 points)**
- 3. Briefly describe your program's approach and plan to working with clients to address and eliminate housing barriers. (0-5 points)**
- 4. Describe how the organization plans to continue the project/work after the General Fund dollars are expended. (0-5 points)**
- 5. Has your organization ever had unexpended or recaptured funds from grants awarded (examples: local grant funding awards not fully expended, state/federal grant funds recaptured)? Explain.(0-5 points)**

Total Points: 70 points



2024-2025 City of Denton Street Outreach Grant Application

Section 1: General Information

* 1. Organization Information

Legal Agency Name

Doing Business As (DBA)

Organization Address

City

State

Postal Code

Main Phone Number

Organization EIN/Tax ID Number

* 2. CEO or Executive Director Contact Information

CEO First Name

CEO Last Name

CEO Direct Phone Number

CEO Email Address

* 3. Primary Contact for Application

Primary Contact First Name

Primary Contact Last Name

Primary Contact Phone Number

Primary Contact Email Address

Primary Contact Job Title



2024-2025 City of Denton Street Outreach Grant Application

Section 2: Project Information

* 4. Name of Project

* 5. Project Funds (\$) Requested *Must not exceed \$125,450

* 6. Project Description: (needs, location, partnerships, expected results, and benefits to the community/city at-large)

* 7. Does your organization currently have staff with HMIS License(s) for Denton County's HMIS database?

Yes

No

8. If you answered 'yes' to Question 7, how many staff members who would be working on the Street Outreach program have HMIS licenses?



2024-2025 City of Denton Street Outreach Grant Application

Section 3: Performance Measures

9. Performance Measures

Anticipated number of outreach visits to unsheltered locations (monthly).

Explanation

Anticipated number of people assessed through Coordinated Entry (monthly).

Explanation

Anticipated number of people exiting Street Outreach program to temporary housing (annually).

Explanation

Anticipated number of people exiting Street Outreach program to permanent housing (annually).

Explanation

Anticipated number of people assisted with Diversion (annually).

Explanation

Anticipated number of people assisted with behavioral health treatment (mental health and substance use) (annually).

Explanation



2024-2025 City of Denton Street Outreach Grant Application

Section 4: Financial Management

*** 10. Income/Revenue**

Amount of funds requested for the project up to maximum grant amount

Additional funding source (Federal, State or Local funds used to support the project)

Additional funding source (Federal, State or Local funds used to support the project)

Additional funding source (Federal, State or Local funds used to support the project)

* 11. EXPENDITURES: List expenditures for each category. ('Other' categories not required, if including 'Other', please be specific)

Salaries (Number of staff/\$)	<input type="text"/>
Mental Health Treatment Costs (Item/\$)	<input type="text"/>
Substance Use Treatment Costs (Item/\$)	<input type="text"/>
Diversion costs (minimum \$20,000) (Item(s)/\$)	<input type="text"/>
Other Street Outreach/Housing Barriers Costs (Item(s)/\$)	<input type="text"/>
Other Street Outreach/Housing Barriers Costs (Item(s)/\$)	<input type="text"/>
Total Expenditures	<input type="text"/>

12. EXPENDITURES: List the salary amount for each staff salary that will be supported by the grant.

* 13. Project Management: Describe the organization's experience in managing and operating projects or activities funded with other Federal, State, Local funds.

14. Project Management: Please provide the names and qualifications of the person(s) that will be primarily responsible for the implementation and administration of the proposed project. Include experience/education/certifications of relevant staff.

* 15. YTD Profit and Loss Statement

Please upload a copy of the agency's YTD Profit and Loss Statement

No file chosen



2024-2025 City of Denton Street Outreach Grant Application

Section 5: Timeline

Provide a project schedule that specifically details how the organization plans to accomplish the proposed project/plan, including a timeline and how funds would be expended by September 30, 2025.

* 16. Project Schedule



2024-2025 City of Denton Street Outreach Grant Application

Section 6: Project Narratives

Provide a brief narrative in response to each of the items listed below. Please use no more than 200 words per item.

* 17. Discuss how this project directly benefits those who experience homelessness; living unsheltered or in places not meant for human habitation.

* 18. How does the proposed project involve community collaboration? Please include the City of Denton and any agencies your organization plans to collaborate with and the service(s) the partnering agency would provide.

* 19. Describe your program's approach and plan to working with clients to address and eliminate housing barriers.

* 20. Describe if and how the organization would plan to continue the project/work after the General Fund dollars are expended.

21. Has your organization ever had unexpended or recaptured funds from grants awarded (examples: local grant funding awards not fully expended, state/federal grant funds recaptured)? Explain.(0-5 points)



City Council Homeless Initiatives

Street Outreach Grant

COMMUNITY SERVICES

City Council Homeless Initiatives

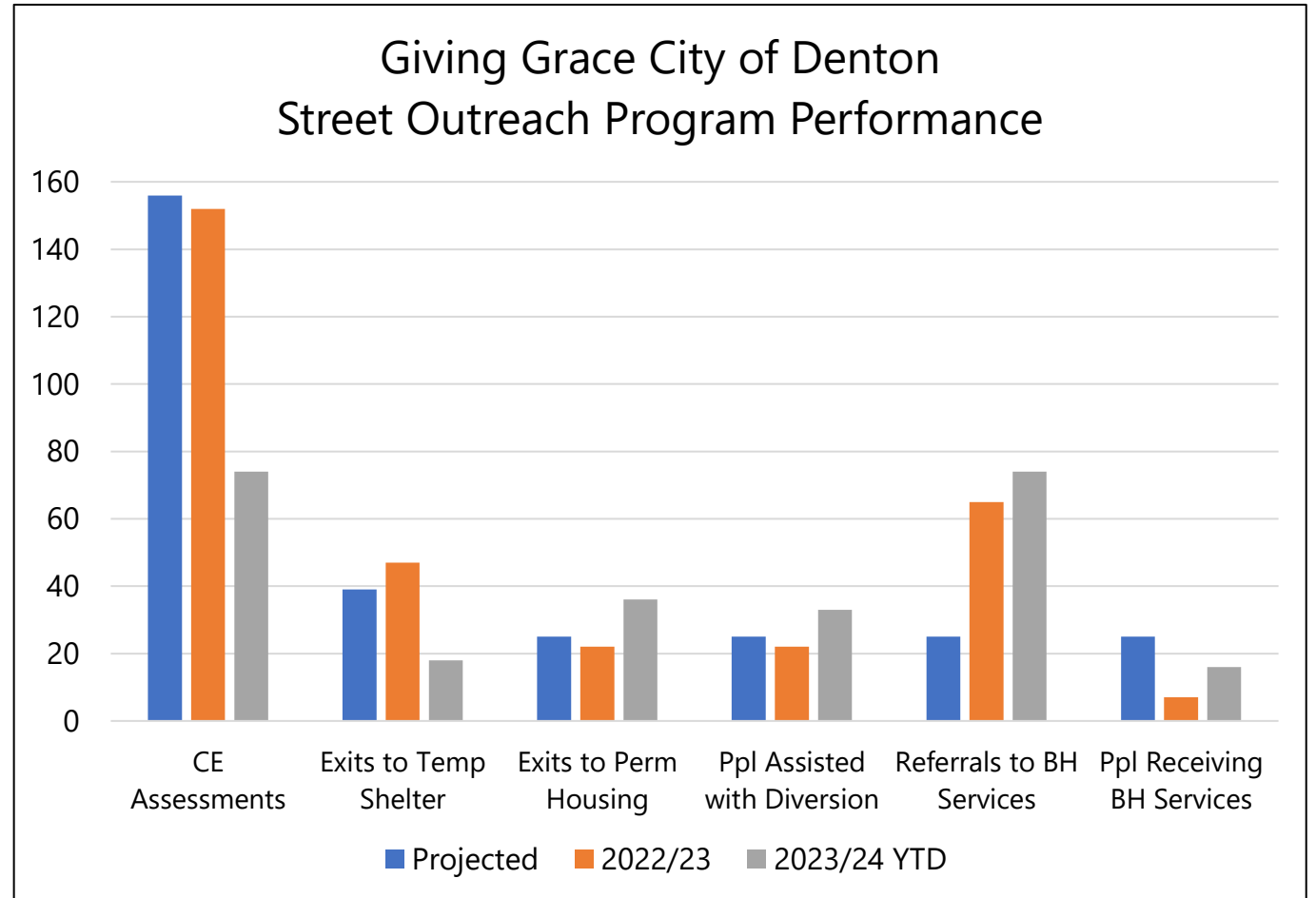
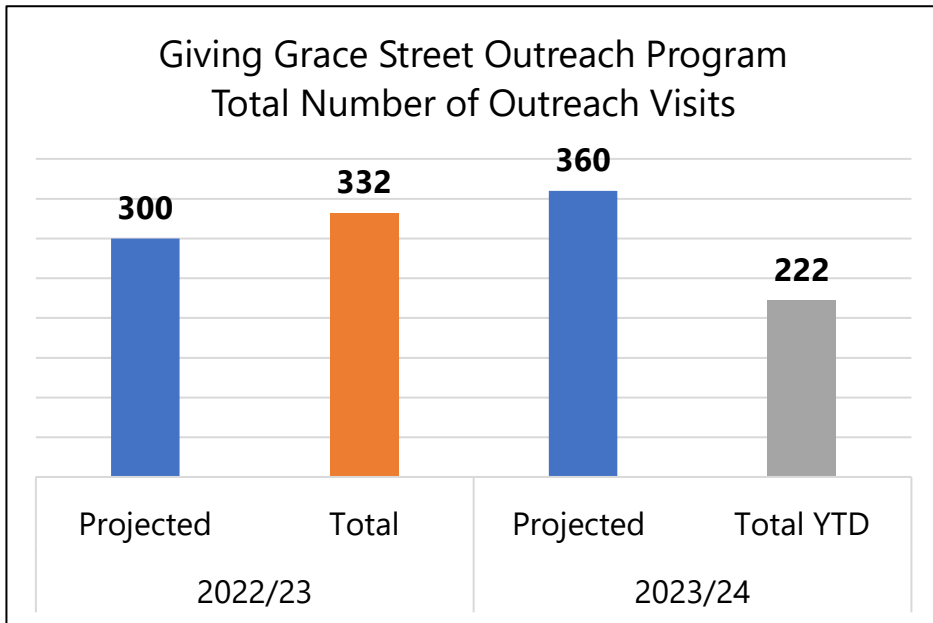
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Denton Community Shelter	\$400,000	Our Daily Bread	Funds support the operations and management of the low-barrier shelter on Loop 288.
Annual Total	\$703,450		

*Funding awarded annually through competitive application process.

Street Outreach Grant Review

- **Purpose:** Street Outreach provides services to unhoused people through information and referrals, using diversion problem-solving skills to resolve homelessness quickly when possible, and connecting to the Coordinated Entry assessment for placement in a supportive housing program when openings become available.
- **CSAC 22-025:** Committee voted to approve reallocating funds to increase Street Outreach grant funding amount and add diversion as an eligible expense
- **Eligible Diversion Costs:** Transportation, Food, Utilities, Housing Costs, 30-day hotel stay, and any other cost that would assist a household with gaining permanent housing.
- **Funding:** Currently awarded on an annual basis

Street Outreach Performance Outcomes



Seeking Committee Direction

- Staff recommendation:
 - Extend the term of the Street Outreach Grant term and service agreement to 2 years, pending council approval of annual budget
 - Eligible non-profits must have a current Street Outreach program