



### Agenda Item Details

Meeting	Jun 08, 2022 - City Commission Meeting
Category	13. POLICY FORMATION AND DIRECTION
Subject	13.02 Community Human Services Funding Policy -- Kimball Thomas, Housing & Community Resilience
Access	Public
Type	Action, Discussion
Fiscal Impact	No
Recommended Action	Option 1: Adopt the Community Human Services Funding Policy.

### Public Content

For more information, please contact: Kimball Thomas, Housing & Community Resilience Director, 850-891-8770

### Statement of Issue

At the May 18, 2022 City Commission Budget Workshop, the Commission directed staff to prepare a policy requiring agencies that provide human services to seek City funding solely through the Community Human Services Partnership (CHSP) program and Bridge-to-CHSP programs. The overall purpose of these programs is to provide a more efficient and effective method for allocating human services grant funds. Since its inception in 1997, the CHSP program has allocated approximately \$108 million to local nonprofit organizations. For the FY22-FY24 cycle, the City allocated \$6.6 million and the County \$4.6 million.

Under the proposed policy, funding requests from human service providers would no longer be accepted outside of the formal CHSP and Bridge-to-CHSP processes. Attachment 1 outlines the proposed Community Human Services Funding policy.

This item provides an overview of the CHSP process, including the Bridge-to-CHSP Program, and seeks City Commission approval to adopt the Community Human Services Funding policy.

### Recommended Action

Option 1: Adopt the Community Human Services Funding Policy.

### Supplemental Material/Issue Analysis

#### History/Facts & Issues

Each year, the City of Tallahassee (City) provides funding to non-profit human services organizations to provide safety net services to vulnerable citizens. In 1997, the City and Leon County collaborated to form the Community Human Service Partnership (CHSP), which was granted a Best Practice award by the U.S. Department of Housing and Urban Development. The overall purpose of the partnership is to provide a more efficient and effective method for allocating human services grant funds. This initiative, which requires greater coordination and cooperation between funding partners and agencies, affords easy recognition of duplication and gaps in service delivery and provides the ability to target funds accordingly.

Agencies providing direct human services to Tallahassee/Leon County residents may apply for funding to support a specific program. Biennial funding is allocated through a grant review process that utilizes teams of citizen volunteers, referred to as Citizens Review Teams (CRT), to review, rank and award funding to applicant agencies. Extensive efforts are made to ensure that each CRT is representative of the community's demographics. The CRTs are responsible for reviewing agency capacity and

performance; matching requests for program funding to community needs; and distributing the available funds to assure a balanced, effective, and efficient human services delivery system.

The CHSP grant process requires agencies to submit funding proposals that address at least one of the following 11 human service categories (Attachment 2 – Section 4):

- Children’s Services
- Community Support Services
- Services for Persons with Disabilities
- Basic Needs and Emergency Services
- Family Support Services
- Physical Health Services
- Senior Services
- Youth Recreation, Character Building and Mentorship Services
- Youth Education, Employment and Training Services
- Promise Zone
- Homeless Services

Agencies are given approximately six weeks to complete their applications. During this period, staff is available upon request to provide technical assistance. The CHSP grant process allocates funding for a two-year period, subject to the annual appropriation by the City and County commissions.

The two-year cycle of CHSP is an efficient process for citizen evaluators, CHSP staff, and human-service providers. The effort in writing applications, judging submissions, and executing contracts creates an unnecessary burden when conducted annually. It is beneficial to agencies’ administrative staffs and ability to plan around their amount of funding.

#### Bridge-to-CHSP Program

In FY2020, the City established the Bridge-to-CHSP program to support local organizations, proposing to implement innovative solutions to community needs, that are not eligible to participate in the Community Human Service Partnership (CHSP) grant process. Through the Bridge-to-CHSP Program, local organizations receive individualized technical assistance and preparation to apply for CHSP grant funding. The assistance includes guidance on meeting CHSP’s legal requirements, developing policies and procedures, program design and evaluation, and mentorship opportunities with executives from peer agencies.

Applicants are evaluated by a citizen committee on their potential to provide impactful and innovative services, potential capacity, ability to eventually meet the CHSP eligibility requirements, and ability to achieve one the goals and respective measures of the CHSP program (Attachment 2 – Section 8). Bridge-to-CHSP has fewer requirements than CHSP to give new or developing agencies the opportunity to receive funds to build their capacity and compete for CHSP rewards in future years.

The total annual funding available for the Bridge-to-CHSP Program is \$50,000, contingent on annual budget approval by the City Commission. Successful applicants may receive up to \$10,000. The application process takes place in the Summer; however, if funds are available, a second window for applications may open in the Spring. Unlike the CHSP application cycle, the Bridge-to-CHSP program allocates funding annually. Organizations may apply for Bridge-to-CHSP funding for up to two years.

#### Community Impact

For more than 20 years the coordination and cooperation between the City of Tallahassee and Leon County within CHSP has enabled easy recognition of service duplication and gaps in service delivery to target funds in a more systematic manner. CHSP engages dozens of citizen volunteers and agencies that provide human services in a continuous process to plan and fund programs that serve to improve the quality of life of the citizens most in need.

To-date, the CHSP grant process has achieved the following results:

- During FY2020-2022, CHSP provided over \$4 million to 50 nonprofit agencies, to support a total of 84 human services programs across ten human services categories that help address needs in the community.

- CHSP agencies spent over \$200 million last year, stimulating the local economy, with over \$65 million used as grants or direct assistance to citizens.
- Over 62,000 individuals received services from all areas of Leon County and the Big Bend Area in 2021, impacting the lives of almost 20% of the community.
- An estimated 52% of services are delivered to people living in zip codes containing Frenchtown, Bond, and South City neighborhoods.

Overall, since the inception of the CHSP process, the City and County have allocated over \$108 million to local nonprofit organizations. The CHSP process was established to ensure efficiency, effectiveness, and accountability, and it continues to be a national best practice for its streamlined funding application process.

### Non-CHSP Eligible Agencies

By definition, human services help people in achieving stability and self-sufficiency through guidance, counseling, treatment, and/or the provision of basic needs. While not all local non-profit agencies provide direct human services, many do provide activities that align with the City's mission and values. Some agencies, due to their organizational structure and the nature of their services, are ineligible for the CHSP process. Such organizations may offer community benefits through a variety of ways, including animal services, crime prevention, performing arts, advocacy, and more. Over the years, non-CHSP eligible organizations have solicited the City for funding assistance, and the City provided direct grant funding to select agencies. This funding process has occurred separate from the formal CHSP process, and resources are not guaranteed to be available from year to year.

The following are three examples of non-CHSP eligible agencies:

- **Organizations Providing Non-Human Services** – *Example:* St. Francis Wildlife Association provides critical services to orphaned or sick wildlife. While the City's Animal Services provides services for dogs, cats, and other pets, it is not the department's mission to serve wildlife. As such, St. Francis benefits the community in an auxiliary capacity to the City's Animal Services.
- **Citizen Advisory Boards and Committees** – *Example:* The Commission on the Status of Women and Girls (CSWG) is an advisory board of the City Commission and Board of County Commissioners. Its primary purpose is to educate, promote, and recommend public policy. While it advocates and works to develop collaborative strategies to improve the lives of women and girls in Tallahassee and Leon County, CSWG does not provide direct human services.
- **Arts Service Organizations** – *Example:* The Council on Culture & Arts (COCA) serves the community by promoting and advocating for arts and culture in Florida's capital region. The arts enhance quality of life and can be used in therapeutic interventions as part of human services. However, the primary focus of COCA is the provision of grants, marketing and technical services, not direct human services.

At the May 18, 2022 City Commission Budget Workshop, the Commission directed staff to prepare a policy requiring all agencies that provide human services to seek City funding solely through CHSP. Under the proposed policy, funding requests from agencies that provide human services would no longer be accepted outside of the formal CHSP or Bridge-to-CHSP process. Attachment 1 outlines the proposed Community Human Services Funding policy.

### *Options*

1. Adopt the Community Agency Funding Request City Commission policy.

Pros:

- Reduces duplication of funding requests and aligns with the established CHSP process.
- Supports the optimal level of human services possible with the resources available.
- Helps ensure available resources are targeted towards the areas of greater need and opportunity within the community.

2. Do not adopt the Community Agency Funding Request City Commission policy and provide direction to staff.

Cons:

- Community agencies may continue to request funds directly from the City Commission and staff, outside of the CHSP process.
- Duplication of services.
- Discourage agencies to maximize resources available within the community.

*Attachments/References*

Attachment 1 – Proposed Community Human Services Funding policy

Attachment 2 – CHSP Manual

Attachment 3 – Bridge-to-CHSP Manual

Attachment 1 - Proposed Community Human Services Funding policy.pdf (134 KB)

Attachment 2 - CHSP Manual.pdf (502 KB)

Attachment 3 - Bridge Program Manual.pdf (261 KB)