

2024/2025  
Community Needs Assessment and  
Community Action Plan

California Department of Community Services  
and Development

Community Services Block Grant

**DRAFT**



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## Introduction

The Department of Community Services and Development (CSD) has developed the 2024/2025 Community Needs Assessment (CNA) and Community Action Plan (CAP) template for the Community Services Block Grant (CSBG) Service Providers network. Each agency must submit a completed CAP, including a CNA to CSD on or before **June 30, 2023**. Changes from the previous template are detailed below in the “What’s New for 2024/2025?” section. Provide all narrative responses in 12-point Arial font with 1.15 spacing. When the CNA and CAP are complete, they should not exceed 65 pages, excluding the appendices.

## Purpose

Public Law 105-285 (the CSBG Act) and the California Government Code require that CSD secure a CAP, including a CNA from each agency. Section 676(b)(11) of the CSBG Act directs that receipt of a CAP is a condition to receive funding. Section 12747(a) of the California Government Code requires the CAP to assess poverty-related needs, available resources, feasible goals, and strategies that yield program priorities consistent with standards of effectiveness established for the program. Although CSD may prescribe statewide priorities or strategies that shall be considered and addressed at the local level, each agency is authorized to set its own program priorities in conformance to its determination of local needs. The CAP supported by the CNA is a two-year plan that shows how agencies will deliver CSBG services. CSBG funds are by their nature designed to be flexible. They shall be used to support activities that increase the capacity of low-income families and individuals to become self-sufficient.

## Federal CSBG Programmatic Assurances and Certification

The Federal CSBG Programmatic Assurances are found in section 676(b) of the CSBG Act. These assurances are an integral part of the information included in the CSBG State Plan. A list of the assurances that are applicable to CSBG agencies has been provided in the Federal Programmatic Assurances section of this template. CSBG agencies should review these assurances and certify that they are complying.

## State Assurances and Certification

As required by the CSBG Act, states are required to submit a State Plan as a condition to receive funding. Information provided in agencies’ CAPs will be included in the CSBG State Plan. Alongside Organizational Standards, the state will be reporting on [State Accountability Measures](#) in order to ensure accountability and program performance improvement. A list of the applicable State Assurances and the agency certification for them are found in the State Assurances section of this template.

## Compliance with CSBG Organizational Standards

As described in the Office of Community Services (OCS) [Information Memorandum \(IM\) #138](#) dated January 26, 2015, CSBG agencies will comply with implementation of the Organizational Standards. CSD has identified the Organizational Standards that are met through the completion of the CAP and the CNA. A list of Organizational Standards that will be met upon completion of the CAP can be found in the Organizational Standards section of this template. Agencies are encouraged to utilize this list as a resource when reporting on the Organizational Standards annually.

## What's New for 2024/2025?

**Community Action Plan Workgroup (CAPWG)**. In summer 2022, CSD organized a workgroup to inform the development of the 2024/2025 CNA and CAP. Workgroup members were selected from the CSBG Service Provider network and the ROMA Coalition. The feedback CSD received from the workgroup has informed not only the 2024/2025 template but also the accompanying CAP training scheduled for mid-December 2022.

**Public Hearings – Additional Guidance**. The public hearing requirement has been modified. Two years ago, we were in an active pandemic due to the COVID-19 virus. The public health guidelines throughout the state advised communities against large gatherings. CSD advised agencies to follow public health protocols and hold public meeting virtually if an in-person meeting was not an option. For the public hearing on the 2024/2025 draft CAP, CSD requests that agencies conduct in-person, virtual, or hybrid public hearings. While transmission rates of COVID-19 remain high in many communities, agencies are requested to follow their local public health guidelines when deciding in which format to conduct the public hearing. For more information, please see the Public Hearing section of this template.

**CNA Helpful Resources**. The Helpful Resources section in Part I: Community Needs Assessment contains additional data sets and resources. On recommendation of the CAPWG, CSD has added data sets from the Massachusetts Institute of Technology, the University of Wisconsin, and a point-in-time data set from the U.S. Department of Housing and Urban Development. We have also added links to the Local Agencies Portal where you can find examples of completed Community Needs Assessments and project timelines from the CSBG Service Providers network.

**Part II: Community Action Plan**. The number of questions in the Tripartite Board of Directors, Service Delivery System, Linkages and Funding Coordination, and Monitoring sections has changed. Questions were removed because it was determined that agencies meet these reporting requirements through other CSBG work products such as monitoring and Organizational Standards. In the Service Delivery System and Linkages and Funding Coordination sections, new questions were added. These questions will be covered during the template training webinar.

**Sunset of COVID-19 Flexibilities**. In the 2022/2023 template, CSD allowed agencies to indicate on selected questions whether there were changes to the response provided in the 2020-2021 CAP or whether agencies would like CSD to accept the 2020-2021 response without adaptations. This option was an effort to reduce administrative burden on agencies during the COVID-19 pandemic. While

CSD has retained some of the flexibilities developed in the previous template, the option for agencies to reference responses in their prior CAP has been discontinued.

**Response and Community Awareness.** This section replaces the “Additional Information” section in the previous template. For 2024/2025 CSD has included questions pertaining to Diversity, Equity, and Inclusion (DEI). The questions about disaster preparedness have been retained from the previous template. While none of this information is directly mandated by statute, CSD is requesting the information to gauge where the CSBG Service Provider network is as a whole on these topics. Responses to the questions in this section are mandatory.

**ROMA Certification Requirement.** Under section 676(b)(12) of the CSBG Act, CSD and all CSBG agencies are required to assure that we will participate in a Results Oriented Management and Accountability System “not later than fiscal year 2001.” CSD and the CSBG Service Providers have fulfilled this requirement through various approaches. With respect to the ROMA certification of the network CAPs (Organizational Standard 4.3), CSD has allowed agencies to submit their CAP without the signature of a ROMA trainer or implementer if the agency did not have a ROMA trainer or implementer on staff. CSD staff who had the requisite training would certify those CAPs on behalf of the agencies. This process will still be in place for the 2024/2025 template. However, for the 2026/2027 template, CSD will require that CSBG Service Providers provide their own ROMA certification either by staff who have the required ROMA training or in partnership with another agency or organization. CSBG Service Providers should begin formulating a plan to fulfill this requirement.

## Checklist

- Cover Page and Certification**
- Public Hearing(s)**

### **Part I: Community Needs Assessment**

- Narrative**
- Results**

### **Part II: Community Action Plan**

- Vision Statement**
- Mission Statement**
- Tripartite Board of Directors**
- Service Delivery System**
- Linkages and Funding Coordination**
- Monitoring**
- Data Analysis, Evaluation, and ROMA Application**
- Response and Community Awareness**
- Federal CSBG Programmatic Assurances and Certification**
- State Assurances and Certification**
- Organizational Standards**
- Appendices**

**COMMUNITY SERVICES BLOCK GRANT (CSBG)**  
**2024/2025 Community Needs Assessment and Community Action Plan**  
**Cover Page and Certification**

<b>Agency Name</b>	Los Angeles City/County Native American Indian Commission
<b>Name of CAP Contact</b>	Alexandra Ferguson Valdes
<b>Title</b>	Executive Director
<b>Phone</b>	213-595-4827
<b>Email</b>	aferguson@lanaic.lacounty.gov

**CNA Completed MM/DD/YYYY:**  
 (Organizational Standard 3.1)

April 27, 2023
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**Board and Agency Certification**

The undersigned hereby certifies that this agency complies with the Federal CSBG Programmatic, and State Assurances as outlined in the CSBG Act and California Government Code, respectively for services provided under the Federal Fiscal Year 2024/2025 Community Action Plan. The undersigned further certifies the information in this Community Needs Assessment and the Community Action Plan is correct and has been authorized by the governing body of this organization. (Organizational Standard 3.5)

Dawn Jackson		
<b>Board Chair (printed name)</b>	<b>Board Chair (signature)</b>	<b>Date</b>
Alexandra Ferguson Valdes		
<b>Executive Director (printed name)</b>	<b>Executive Director (signature)</b>	<b>Date</b>

**Certification of ROMA Trainer/Implementer (If applicable)**

The undersigned hereby certifies that this agency's Community Action Plan and strategic plan documents the continuous use of the Results Oriented Management and Accountability (ROMA) system (assessment, planning, implementation, achievement of results, and evaluation).

N/A		
<b>NCRT/NCRI (printed name)</b>	<b>NCRT/NCRI (signature)</b>	<b>Date</b>

**CSD Use Only**

Dates CAP (Parts I & II)		Accepted By
Received	Accepted	

## Public Hearing(s)

California Government Code Section 12747(b)-(d)

### State Statute Requirements

As required by California Government Code Section 12747(b)-(d), agencies are required to conduct a public hearing for the purpose of reviewing the draft CAP. All testimony presented by low-income individuals and families during the public hearing shall be identified in the final CAP. Agencies shall indicate whether or not the concerns expressed by low-income individuals and families have been addressed. If an agency determines that any of the concerns have not been addressed in the CAP, the agency shall include in its response document, information about the concerns and comment as to their validity.

### Guidelines

#### Notice of Public Hearing

1. Notice of the public hearing and comment period must be published at least 15 calendar days prior to the public hearing.
2. The notice may be published on the agency's website, social media channels, and/or in newspaper(s) of local distribution.
3. The notice must include information about the draft CAP; where members of the community may review, or how they may receive a copy of, the draft CAP; the dates of the comment period; where written comments may be sent; date, time, and location of the public hearing; and the agency contact information.
4. The comment period should be open for at least 15 calendar days prior to the public hearing. Agencies may opt to extend the comment period for a selected number of days after the hearing.
5. The draft CAP must be made available for public review and inspection at least 30 days prior to the public hearing. The draft CAP can be posted on the agency's website, social media channels, and distributed electronically or in paper format.
6. Attach a copy of the Notice(s) of Public Hearing as Appendix A to the final CAP.

#### Public Hearing

1. Agencies must conduct at least one public hearing on the draft CAP.
2. Public hearing(s) will be held in the designated CSBG service area(s).
3. Low-income testimony presented at the hearing or received during the comment period must be memorialized verbatim in the Low-Income Testimony and Agency's Response document and appended to the final CAP as Appendix B.
4. The Low-Income Testimony and Agency's Response document should include the name of low-income individual, his/her verbatim testimony, an indication of whether or not the need was addressed in the draft CAP, and the agency's response to the testimony if the concern was not addressed in the draft CAP.



### **Additional Guidance**

COVID-19 poses unique challenges to fulfilling the public hearing requirement. CSD asks that agencies continue to adhere to state and local public health guidance to slow the spread of the virus and ensure public safety. The health and safety of agency staff and the communities you serve is paramount. Therefore, for the purposes of fulfilling the public hearing requirement on the draft CAP, agencies may conduct the public hearing in-person, remotely, or using a hybrid model (in-person and remotely) based on the public health protocols in place in their communities.

### **Public Hearing Report**

Date(s) of Public Hearing(s)	Thursday, May 25, 2023
Location(s) of Public Hearing(s)	Los Angeles City College
Dates of the Comment Period(s)	May 13, 2023– May 31, 2023
Where was the Notice of Public Hearing published? (agency website, newspaper, social media channels)	Agency website: LANAIC.lacounty.gov
Date the Notice(s) of Public Hearing(s) was published	Friday, April 28, 2023
Number of Attendees at the Public Hearing(s) (Approximately)	TBD

## Part I: Community Needs Assessment

CSBG Act Section 676(b)(11)

California Government Code Section 12747(a)

### Helpful Resources

In 2011, NASCSP published a [Community Action to Comprehensive Community Needs Assessment Tool](#) that supports planning and implementing a comprehensive CNA. The tool lays out design choices, planning steps, implementation practices, analysis, and presentation options.

The National Community Action Partnership has an [Assessment Tool](#) designed specifically for the community needs assessment process. Here you can select from a variety of county-specific data sets.

Examples of Community Needs Assessments and project timelines from agencies within the California CSBG Providers network can be found on the [Local Agencies Portal](#) under the CSBG – Resources tab. If you do not have an account or have not received CSD login credentials, please email CSD at [ExternalAccess@csd.ca.gov](mailto:ExternalAccess@csd.ca.gov).

To provide a comprehensive “picture” of the community needs in your service area(s), agencies will collect and analyze both quantitative and qualitative data. Links to several national and state quantitative data sets are given below. Local and agency data also provide information about the needs of the community.

Sample Data Sets			
U.S. Census Bureau <a href="#">Poverty Data</a>	U.S. Bureau of Labor Statistics <a href="#">Economic Data</a>	U.S. Department of Housing and Urban Development <a href="#">Housing Data &amp; Report</a>	
HUD Exchange <a href="#">PIT and HIC Data Since 2007</a>	National Low-Income Housing Coalition <a href="#">Housing Needs by State</a>	National Center for Education Statistics <a href="#">IPEDS</a>	
Massachusetts Institute of Technology <a href="#">Living Wage Calculator</a>		University of Wisconsin Robert Wood Johnson Foundation <a href="#">County Health Rankings</a>	
California Department of Education <a href="#">School Data via DataQuest</a>	California Employment Development Department <a href="#">UI Data by County</a>	California Department of Public Health <a href="#">Various Data Sets</a>	
California Department of Finance <a href="#">Demographics</a>	California Attorney General <a href="#">Open Justice</a>	California Governor’s Office <a href="#">Covid-19 Data</a>	California Health and Human Services <a href="#">Data Portal</a>
CSD Census Tableau <a href="#">Data by County</a>			Population Reference Bureau <a href="#">KidsData</a>

## Community Needs Assessment Narrative

CSBG Act Sections 676(b)(3)(C), 676(b)(9)

Organizational Standards 1.1, 1.2, 1.3, 2.2, 3.2, 3.3, 3.4

1. Describe how your agency collected and included current data specific to poverty and its prevalence related to gender, age, and race/ethnicity for your service area. (Organizational Standard 3.2)

It is critical that it is acknowledged that there are serious and pervasive limitations to data collection and reporting methods as it pertains to American Indians and Alaska Natives (AIAN). This is because many times data is both collected and reported in ways that underreports, omits, or presents highly inaccurate demographic data related to AIAN. Because of data omission and accuracy issues on the local level, when necessary, this assessment utilizes California statewide data for AIAN. As LAC has the largest population of AIAN in the State of California, we are confident using this data as a proxy when LAC data is not available. However, because of the data issues with any AIAN quantitative data it is critical that it is complemented with qualitative data especially data that is collected by and informed by AIAN.

The County of Los Angeles/Los Angeles City/County Native American Indian Commission Self Governance Board (LANAIC SGB) utilized the following sources to collect current data specific to poverty and its prevalence related to gender, age and the AI/AN population:

- 2020 Census
- 2021 Community Health Profile – Los Angeles County (Urban Indian Health Institute)
- Los Angeles City/County Native American Indian Commission's Self Governance Board's 2023 Community Needs Assessment Survey Findings
- *Native American Care First Community Investment Listening Session Findings* (March 4, 2023)
- *We the Resilient: Stories and Data from American Indians & Alaska Natives in California* (May 2021) (California Native Vote Project, California Consortium for Urban Indian Health (CCUIH) and the Advancement Project California)
- *Understanding Native American Homelessness in Los Angeles County: A Progress Report from the Community Forum on Native American Homelessness* (Los Angeles City/County Native American Indian Commission)
- *AIAN Homelessness Data Brief* (Homelessness Policy Research Institute)
- *Telling Our Story about the Data: Community Report Back and Listening Session* (2018) – (Healthy LA Natives Initiatives)

2. Describe the geographic location(s) that your agency is funded to serve with CSBG. If applicable, include a description of the various pockets, high-need areas, or neighborhoods of poverty that are being served by your agency.

The LANAIC SGB is funded to provide services to all income eligible individuals and families in Los Angeles County (LAC) and targets services to American Indians and Alaska Natives (AIAN). LAC is the most populous county in the country and spans 4,084 square miles. Unlike seen in other racial and ethnic groups, LAC's AIAN community does not have an enclave in LAC but rather is a non-geographically concentrated community and as such AIAN clients come from all parts of LAC to seek services at the 3 current subrecipient agencies located in Downtown Los Angeles, San Gabriel Valley, and San Fernando Valley.

3. Indicate from which sources your agency collected and analyzed quantitative data for the CNA. (Check all that apply.) (Organizational Standard 3.3)

**Federal Government/National Data Sets**

- Census Bureau
- Bureau of Labor Statistics
- Department of Housing & Urban Development
- Department of Health & Human Services
- National Low-Income Housing Coalition
- National Center for Education Statistics
- Academic data resources
- Other online data resources
- Other

**Local Data Sets**

- Local crime statistics
- High school graduation rate
- School district school readiness
- Local employers
- Local labor market
- Childcare providers
- Public benefits usage
- County Public Health Department
- Other

**California State Data Sets**

- Employment Development Department
- Department of Education
- Department of Public Health
- Attorney General
- Department of Finance
- State Covid-19 Data
- Other

**Surveys**

- Clients
- Partners and other service providers
- General public
- Staff
- Board members
- Private sector
- Public sector
- Educational institutions

**Agency Data Sets**

- Client demographics
- Service data
- CSBG Annual Report
- Client satisfaction data
- Other

4. If you selected "Other" in any of the data sets in Question 4, list the additional sources.

N/A

5. Indicate the approaches your agency took to gather qualitative data for the CNA. (Check all that apply.) (Organizational Standard 3.3)

**Surveys**

- Clients
- Partners and other service providers
- General public
- Staff
- Board members
- Private sector
- Public sector
- Educational institutions

**Interviews**

- Local leaders
- Elected officials
- Partner organizations' leadership
- Board members
- New and potential partners
- Clients

**Focus Groups**

- Local leaders
- Elected officials
- Partner organizations' leadership
- Board members
- New and potential partners
- Clients
- Staff

 **Community Forums** **Asset Mapping** **Other**

6. If you selected “Other” in Question 6, please list the additional approaches your agency took to gather qualitative data.

LANAIC SGB staff attended the monthly American Indian and Alaska Native COVID Working Group meeting on March 17, 2023, to gain input from staff from AIAN serving organizations in Los Angeles County regarding what are the greatest needs that their respective clients have.

7. Describe your agency’s analysis of the quantitative and qualitative data collected from low-income individuals and families. (Organizational Standards 1.1, 1.2, 3.3)

The LANAIC SGB uses the Engage client and case management system developed by Community Software Group to gather data from CSBG subrecipient agencies. The program and services outcome data is submitted monthly and is reviewed by the LANAIC SGB’s staff who follow up with subrecipient agencies if there are any discrepancies or incomplete reports. Along with quantitative data elements, such as demographic and outcome performance measurements, agencies also provide qualitative narratives to support their customer satisfaction and outcome data. The LANAIC SGB’s staff encourage subrecipient agencies to collaborate and share best practices to promote the quality of service and meet the needs of low-income individuals and families. The ED shares program and financial reports to the LANAIC SGB on monthly basis at their regularly scheduled meetings on the third Tuesday of each month at 6 PM. SGB members are given the opportunity to ask questions of the ED, and to request more information from agencies.

The LANAIC SGB developed and distributed a community needs assessment survey to the public. There was an electronic version of the survey accessible via Survey Monkey and a hard copy version. LANAIC SGB members distributed the surveys at the Cal State Long Beach Pow Wow (March 11, 2023) and Chumash Days Pow Wow (April 2, 2023). LANAIC SGB also analyzed findings from the Native American Care First and Community Investment Listening Session hosted by California Native Vote Project (March 4, 2023).

8. Summarize the data gathered from each sector of the community listed below and detail how your agency used the information to assess needs and resources in your agency’s service area(s). Your agency must demonstrate that each sector was included in the needs assessment; A response for each sector is required. (CSBG Act Sections 676(b)(3)(C), 676(b)(9), Organizational Standard 2.2)

A. Community-based organizations

The needs assessment begins with community survey responses, which are then correlated to publicly available data from a variety of sources, including community-based organizations. The LANAIC SGB as previously mentioned is a member organization of the LA Native COVID Response Working Group, which is a collective of LAC-based AIAN serving organizations that have been working in concert throughout the pandemic to meet the needs of community. This Working Group has provided a constant stream of qualitative data to the LANAIC SGB regarding AIAN community needs.

The CSBG subrecipient agencies, which are all AIAN serving CBOs, also provide constant feedback to the LANAIC's SGB staff regarding what they are hearing and seeing from community regarding their needs. The information gathered by community-based partners provides information on needs of community members, existing resources, outcomes of services, and challenges. The LANAIC SGB also utilized reports recreated by AIAN CBOs to inform its assessment of community needs. This included the *We the Resilient* report by the California Native Vote Project, the California Consortium for Urban Indian Health and the Advancement Project.

B. Faith-based organizations

TBD

C. Private sector (local utility companies, charitable organizations, local food banks)

The LANAIC SGB receives input from various representatives of the private sector who serve on the LANAIC SGB.

D. Public sector (social services departments, state agencies)

The LANAICs SGB utilized data from various County of Los Angeles Departments including the Department of Public Health and the Department of Economic Opportunity. Top priorities identified by utilizing County department data include services to addressing housing insecurity and homelessness, affordable childcare, employment services and various services to help offset the high cost of living in LAC.

The LANAIC SGB also looked to various actions taken by local elected officials as data points. On January 10, 2023, the LA County Board of Supervisors declared a state of emergency because of the homelessness crisis in LAC. The County became the third jurisdiction in Southern California to announce a state of emergency over homelessness. Both Los Angeles Mayor Karen Bass and Long Beach Mayor Rex Richardson began working on similar declarations immediately after their respective offices. These emergency declarations coupled with the respective investments to meet the moment were utilized as evidence of the vast community level and family level needs related to housing and homelessness in LA County.

E. Educational institutions (local school districts, colleges)

The LANAIC SGB utilized data in reports issued by LAUSD and the California Department of Education including information related the number of unhoused students. In 2021 to 2022 more than 7,500 students in LAUSD were considered homeless. Additionally, education data pertaining to the Statewide AIAN community was assessed from the *We*

*Are Resilient* report.

9. “Causes of poverty” are the negative factors that create or foster barriers to self-sufficiency and/or reduce access to resources in communities in which low-income individuals live. After review and analysis of the data, describe the causes of poverty in your agency’s service area(s). (Organizational Standard 3.4)



Poverty is a multi-dimensional issue in which current systems were structured to reinforce racism, disparities, privilege, and oppression across population groups, and to perpetuate the cycle of poverty.

### **Racial Discrimination**

Centuries of anti-AIAN policy, colonization, and land dispossession have contributed to the high rates of poverty seen today in the AIAN population nationally and in Los Angeles County. As a result, AIAN endure disproportionate symptoms of structural racism and subsequent intergenerational trauma which increases the risk of living in poverty. One example of how anti-AIAN policy has contributed to a pipeline into poverty is the Indian Relocation Act of 1956. This Act encouraged and incentivized Native people to leave reservations and move to urban centers in order to assimilate into the general population. The Urban Indian Relocation Program offered to pay moving expenses and provide vocational training for those who moved from the reservations to certain government-designated cities. These incentives were being offered at a time when subsidies provided to reservation-residing Native people were being cut. There were four relocation sites in California including Los Angeles which was designated as vocational training center. More than 30,000 of the 155,000 relocation participants moved to Los Angeles. The federal government failed to follow through on the promises they made with the Urban Indian Relocation Program including helping participants transition to urban living. Consequently, this adjustment proved incredibly difficult for many participants. Like other minority populations at the time, urban AIAN faced racial discrimination in the form of redlining, school segregation and discriminatory law enforcement practices that dramatically impacted their ability to achieve self-sufficiency.

### **Lack of or Access to Safe and Affordable Housing**

LAC's poverty issue is greatly impacted by a high cost of living and low affordable housing stock. Unaffordable, unstable, and poor-quality housing are closely connected to health problems and socioeconomic inequities. LAC is considered one of the least affordable rental markets in the country making housing out of reach for most middleclass families and almost impossible for those making minimum wage. Cuts in federal and state funding reduced LAC's investment in affordable housing by 62% between 2008 and 2014. A study conducted by the California Housing Partnership and the Southern California Association of Nonprofit Housing found that 568,255 new affordable housing units would be needed to meet demand in LAC. Rent-burden rates are 2.6% higher for AIAN households than for all California households, leaving AIAN households with less income after paying for rental housing and rates of low-quality housing are higher in areas with more AIAN Californians than in areas with more White Californians (American Community Survey 2018 5-year Public Use Microdata Sample (PUMS)). Finally, according to data obtained through the Home Mortgage Disclosure Act AIAN applicants and co applicants in California were denied mortgages at more than double the rate of white applicants and co-applicants during the time period of 2013-2017.

The high cost of living and lack of affordable housing in Los Angeles County is one of the many causes of homelessness and an economical burden to the area. In Los Angeles County, Fair Market Rent, according to HUD, for a one-bedroom apartment during the year 2020 was \$1,517, which was 69% of the monthly income of a family of four living at the federal poverty line of \$2,184. According to

the Los Angeles Homeless Services Authority, as of January 2020, there are approximately 66,436 homeless individuals within LA County on a given night. More investment in public and private low-income affordable housing is needed. An estimated 161,000 unhoused individuals live in California, more than a quarter of the nationwide total (580,000) according to the U.S. Department of Housing and Urban Development. While the state's acute housing affordability crisis is decades in the making, we are at a tipping point to take the steps necessary to turn the tide. Governor Gavin Newsom's recent California Comeback Plan includes a historic \$22 billion worth of investments in affordable housing and other strategies to address homelessness.

### **High Cost of Living**

Los Angeles County has an incredibly high cost of living. According to the Insight Center's Family Needs Calculator self-sufficiency in LAC for a family of 4 (2 adults and 2 school aged children) is \$95,358.00 a year. That means a family of 4 with 2 adults living in LAC would need to have 3 fulltime minimum wage jobs to achieve self-sufficiency. The Needs Calculator measures the minimum income necessary to cover all of a non-elderly (under 65 years old) and non-disabled individual or family's basic expenses – housing, food, childcare, health care, transportation, and taxes – without public or private assistance.

### **Lack of or Limited Economic Opportunity**

LACs AIAN population experiences access to limited economic opportunity. According to the American Community Survey's 2018 5-year Estimates AIAN labor force participation rates were the lowest among racial/ethnic groups in California. ACS 2018 5-year Estimates' data also shows that AIAN workers in California are less likely to be employed as officials and managers than White workers or the workforce as a whole, with AIAN officials and managers numbered at 42.4 per 1,000 AIAN people, while the California average is 55.5 per 1,000 Californians.

### **Lack of or Access to Education**

The digital divide that the COVID-19 pandemic exposed, has exacerbated existing educational disparities amongst LAC's AIAN population. This is because AIAN households in California have less access to high-speed internet than the state as a whole. (ACS 5-year Estimates, 2014-2018).

### **Lack of Access to Medical or Health Services**

According to the American Community Survey 2018 5-year Estimates (2014-2018) California AIAN residents were more than twice as likely to lack health insurance than White residents and less likely to have a usual source of care than the White population.

### **Discriminatory Law Enforcement & Justice Practices**

According to PrisonPolicy.org AIAN in California are one-and-a-half times more likely to be incarcerated than overall California rate. AIAN civilians are also more likely to be injured in law enforcement incidents than the population as a whole (Open Justice Data, California Department of Justice).

10. “Conditions of poverty” are the negative environmental, safety, health and/or economic conditions that may reduce investment or growth in communities where low-income individuals live. After review and analysis of the data, describe the conditions of poverty in your agency’s service area(s). (Organizational Standard 3.4)

DRAFT

Los Angeles County (LAC) sits on the ancestral homelands of the Tongva, Tataviam, Kizh, Serrano and Chumash peoples. Due to policies such as a Relocation, LAC is now home to the largest population of American Indian and Alaska Native (AIAN) people in the nation (327,930) (US Census Bureau, 2020 Census), representing over 200 tribal nations. AIAN are geographically dispersed throughout the County, with no particular ethnic enclave as often seen in other racial/ethnic communities.

Los Angeles County (LAC) is the most populous county in the country, with an estimated 10,014,009 residents. The poverty rate in LAC is 14.9% (151,436,254) versus the National poverty rate of 12.3% (40,063,459) (U.S. Census Bureau, Quick Facts 2017.) AIAN in LAC are 3.4 times more likely than non-Hispanic Whites (NHW) to live in households with an income below the federal poverty level with approximately one in three urban AIAN children living in households with an income below the federal poverty level (UIHI, Community Health Profile – 2021)

### **High Rates of Homelessness and Housing Insecurity**

In June 2019 the Los Angeles Housing Services Authority (LAHSA) released the LAC's homeless count. 59,000 people were counted as unhoused in LAC, a 12% increase over the prior year; and 36,300 homeless people within the city limits of Los Angeles, a 16% increase over the previous year's count. The COVID-19 pandemic and economic consequences have only exacerbated this crisis. While homelessness is a crisis that impacts all communities in LAC, AIAN are the most disproportionately impacted by it. AIAN in LAC are 5.5 times more likely to experience homelessness according to their share of the population. Compared to the general population, AIAN in LAC are also disproportionately impacted by eviction or foreclosure, uninhabitable living conditions, and medical disability as reasons for homelessness (USC AIAN Homelessness Brief). A more critical analysis of the root causes of AIAN homelessness has concluded, "... modern indigenous homelessness is a direct extension of colonialism and structural racism." (Understanding Native American Homelessness in Los Angeles County). As such, it is no surprise that the largest barriers for AIAN people in LAC accessing services is a lack of cultural sensitivity in mainstream housing services, combined with a lack of accessibility by trusted community-based organizations to the proper systems, partners, and resources (Understanding Native American Homelessness in Los Angeles County). These barriers may, at least in part, explain the alarming finding that 90% of AIAN in LAC who experience homelessness are unsheltered (USC AIAN Homelessness Brief).

### **High Rates of Unemployment**

According to the American Community Survey's 2018 5-year estimates to AIANs in California had the second lowest employment to population ratio among racial/ethnic groups and AIAN and Black Californians posted employment to population ratios at least 5 percentage points below every other group over this 5-year period.

### **Poor Educational Outcomes**

The extent of the damage the COVID-19 pandemic has had on educational outcomes of AIAN students are yet to be reported in the data however even prior to the COVID-19 pandemic California schools graduated the fewest AIAN students as a percentage of their population compared to all other racial/ ethnic groups in the 2018-19 school year, according to the California Department of Education. Black and AIAN graduation rates were 5 percentage points lower than the next highest graduation rate (Latinx). Additionally, California schools ensured AIAN third graders were proficient in math at less than half the rate of Asian students who had the highest proficiency rate and the AIAN proficiency rate was the second lowest proficiency rate among racial/ ethnic groups. Furthermore, California schools ensure AIAN 3rd graders are proficient in English at half the rate that they ensure the proficiency of Asian students who had the highest proficiency rate. California schools suspended AIAN students at a rate seven times higher than the least suspended racial/ethnic group (Asian), and twice as high as the total rate. It is of note that with policy changes reducing suspension rates statewide over the past five years, AIAN students are the only group that experienced an increase in suspension rates. AIAN students are also the most likely among racial/ethnic groups to be chronically absent. According to California Department of Education statistics, AIAN students are six times more chronically absent than Asian students, the racial/ ethnic group with the lowest rate. Furthermore, AI/AN students in the Los Angeles Unified School District (LAUSD) have a 67% graduation rate (LAUSD, 2019.) Finally, nearly a third of urban AI/AN in LAC who are 25 years and older have not completed high school or passed the General Educational Development (GED) exam compared to 6% of the NHW population (US Census Bureau, 2010 Census.)

### **Health Disparities**

The health of individuals and populations is greatly influenced by social determinants including the conditions in which people live, learn, work and play. Research shows greater social disadvantages lead to poor health outcomes. This is evident in the significant number of health disparities affecting the AIAN population throughout the country and the urban AIAN population in LAC.

The CDC reports that the AIAN low birthweight rate is the second highest among California race/ethnicities, trailing only the Black low birthweight rate. The diabetes mortality rate for AIAN is more than twice that of all races in LAC, and suicidal ideation among AIAN is more than 3 times higher than all races in (Healthy LA Natives Initiative, 2018.) Alcohol and pain reliever abuse or dependence is also twice as high nationally for urban AIAN compared to NHW (Healthy LA Natives Initiative, 2018.) AIAN living in California are more likely to have asthma than any racial/ethnic group (California Health Interview Survey, 2011-2019). These statistics along with many others not

shared here relating to health and violence result in California American Indians and Alaska Natives having life expectancies seven years shorter than Asians, the racial/ethnic group with the longest life expectancy (Measure of America 2010-12 from Portrait of California 2014-15).

### **High Rates of Food Insecurity**

The California Health Interview Survey 2011-2019 found that AIAN Californians had the lowest rate of food insecurity among racial/ethnic groups, with about half of AIAN adults experiencing food insecurity over the sampled period. It is of note that the sample period was prior to the pandemic. Because the COVID-19 disproportionately impacted the AIAN community it can only be assumed that levels of food insecurity were exacerbated as a result. The Los Angeles Regional Food Bank (LARFB) and the majority of the agencies that LARFB works with do not track demographics on a regular basis however, their 2019 agency network survey showed that 4% of their food recipients were AIAN. In 2020, they served an average of 900,000 people monthly. Using 4%, they served 36,000 Native American and Alaskan Native American people monthly. In 2020, the percentage of AIAN served most likely increased due to regular distributions through a partnership with the LANAIC and the LANAIC's SGB.

11. Describe your agency's approach or system for collecting, analyzing, and reporting customer satisfaction data to the governing board. (Organizational Standard 1.3)

LANAIC SGB convenes once a month to review all program and financial reports. Additionally, they are responsible for guiding the overall strategy of the Community Service Block Grant program and utilize the findings from the biannual Community Needs Assessments to ensure that funded services are meeting the greatest needs of the low-income AIAN community. Additionally, SGB members participate in site visits and relational building meetings with subcontracting agencies.

## Community Needs Assessment Results

CSBG Act Section 676(b)(11)

California Government Code Section 12747(a)

State Plan 14.1a

**Table 1: Needs Table**

Complete the table below. Insert row(s) if additional space is needed.

Needs Identified	Level	Agency Mission (Y/N)	Currently Addressing (Y/N)	Agency Priority (Y/N)
Affordable Housing	Community	Y	Y	Y
Rental Assistance	Family	Y	Y	Y
Homelessness Prevention & Reduction	Family	Y	Y	Y
Utility Assistance	Community	Y	Y	Y
Nutrition Assistance & Basic Needs	Community	Y	Y	Y

**Needs Identified:** List the needs identified in your most recent CNA.

**Level:** List the need level, i.e., community or family. **Community Level:** Does the issue impact the community, not just clients or potential clients of the agency? For example, a community level employment need is: There is a lack of good paying jobs in our community. **Family Level:** Does the need concern individuals/families who have identified things in their own life that are lacking? An example of a family level employment need would be: Individuals do not have good paying jobs.

**Essential to Agency Mission:** Indicate if the identified need aligns with your agency's mission.

**Currently Addressing:** Indicate if your agency is already addressing the identified need.

**Agency Priority:** Indicate if the identified need will be addressed either directly or indirectly.

**Table 2: Priority Ranking Table**

List all needs identified as an agency priority in Table 1. Insert row(s) if additional space is needed.

Agency Priorities	Description of programs, services, activities	Indicator(s) or Service(s) Category	Why is the need a priority?
1.TBD			
2.			
3.			
4.			
5.			

**Agency Priorities:** Rank your agency’s planned programs, services and activities to address the needs identified in Table 1 as agency priorities.

**Description of programs, services, activities:** Briefly describe the program, services or activities that your agency will provide to address the need. Identify the number of clients to be served or the number of units offered, including timeframes for each.

**Indicator/Service Category:** List the indicator(s) (CNPI, FNPI) or service(s) (SRV) that will be reported in CSBG Annual Report.

**Why is this need a priority:** Provide a brief explanation about why this need has been identified as a priority. Connect the need with the data. (CSBG Act Section 676(b)(3)(A))



## Part II: Community Action Plan

CSBG Act Section 676(b)(11)

California Government Code Sections 12745(e), 12747(a)

California Code of Regulations, Title 22, Division 11, Chapter 1, Sections 100651 and 100655

### Vision and Mission Statement

#### 1. Provide your agency's Vision Statement.

The LA City/County Native American Indian Commission's Self Governance Board envisions a future where all American Indian and Alaska Native residents of Los Angeles County live in vibrant, resilient, places where they can take advantage of a range of opportunities for personal, cultural and professional fulfillment.

#### 2. Provide your agency's Mission Statement.

The mission of LA City/County Native American Indian Commission's Self Governance Board is to improve the quality of life for present and future generations of American Indians and Alaska Natives in Los Angeles County.

## Tripartite Board of Directors

CSBG Act Sections 676B(a) and (b); 676(b)(10)

California Code of Regulations, Title 22, Division 11, Chapter 1, Section 100605

1. Describe your agency's procedures under which a low-income individual, community organization, religious organization, or representative of low-income individuals that considers its organization or low-income individuals to be inadequately represented on your agency's board to petition for adequate representation. (CSBG Act Section 676(b)(10))

There are established procedures and avenues for the low-income population, community organization, religious organization, or representative of low-income individuals that considers its organization or low-income individuals to be inadequately represented to voice their needs or petition for adequate representation on the LANAIC SGB.

The LANAIC holds democratically held elections every four years for five community elected positions that serve on both the LANAIC and LANAIC SGB. The public may also contact LANAIC SGB staff directly, contact a SGB member, attend a LANAIC SGB public meeting or a Board of Supervisors meeting to voice their needs. All LANAIC SGB meetings are public meetings that offer the public a forum to express concerns and provide recommendations for their community.

## Service Delivery System

CSBG Act Section 676(b)(3)(A)

State Plan 14.3

1. Describe your agency's service delivery system. Include a description of your client intake process or system and specify whether services are delivered via direct services or subcontractors, or a combination of both. (CSBG Act Section 676(b)(3)(A), State Plan 14.3)

The LANAIC SGB is a pass-through agency that subcontracts with organizations to provide direct services. In 2018 the LANAIC SGB procured a client management and case management system through an open competitive process. The system is used by the 3 current subcontracting agencies to 1) ensure we are able to report unduplicated client data and 2) to automate and help to improve efficiency around subcontracting agencies' case management processes.

2. Describe how the poverty data related to gender, age, and race/ethnicity referenced in Part I, Question 1 informs your service delivery and strategies in your service area?

The poverty data referenced in Part I Question 1 reinforces the importance of subrecipient agencies being able to provide services for all of Los Angeles County and not by Supervisorial District or SPA.

## Linkages and Funding Coordination

CSBG Act Sections 676(b)(1)(B) and (C); (3)(B), (C) and (D); 676(b)(4), (5), (6), and (9)

California Government Code Sections 12747, 12760

Organizational Standards 2.1, 2.4

State Plan 9.3a, 9.3b, 9.4b, 9.6, 9.7, 14.1b, 14.1c, 14.3d, 14.4

1. Describe how your agency coordinates funding with other providers in your service area. If there is a formalized coalition of social service providers in your service area, list the coalition(s) by name and methods used to coordinate services/funding. (CSBG Act Sections 676(b)(1)(C), 676(b)(3)(C); Organizational Standard 2.1; State Plan 14.1c, 9.6, 9.7)

Two of the current LANAIC SGB'S subrecipient agencies, United American Indian Involvement, Inc. and Pukuu Cultural Community Services are member organizations of the Natives in LA COVID Response Working Group (Working Group). The Working Group is a collective of LAC-based Native serving organizations that the LANAIC convened at the onset of the COVID-19 pandemic in March 2020. The Working Group works to address the emergent needs of the AIAN community. The Working Group meets monthly and collaborates on a variety of services, projects and Initiatives. UAI and Pukuu are also both members of the Los Angeles Homelessness Services Authority AIAN All Hands monthly meetings and Pukuu is a member of the AIAN Housing Coalition.

2. Provide information on any memorandums of understanding and/or service agreements your agency has with other entities regarding coordination of services/funding. (CSBG Act Section 676(b)(9), Organizational Standard 2.1; State Plan 14.1c, 9.6, 9.7)

The LANAIC SGB operates as a pass-through entity subcontracting funds to direct service providing agencies. The 3 current contracting agencies are trusted AIAN serving CBOs who provide culturally competent services to the AIAN community in LAC. The CBOs utilize CSBG funding along with other sources of funding to provide a wide array of services needed for the community. Each CBO conducts their intake process and provides direct CSBG services at their location(s). Contracts are entered in accordance with the County of Los Angeles' procurement policies. Specific contracts administered by the LANAIC SGB are referenced below:

Gabrieleno Tongva Tribal Council – Contract #CSAIBG 1701

Pukuu Cultural Community Services – Contract #CSAIBG 1702

United American Indian Involvement, Inc. – Contract #CSAIBG 1703

Subrecipient agencies have MOUs with other entities.

3. Describe how your agency ensures delivery of services to low-income individuals while avoiding duplication of services in the service area(s). (CSBG Act Section 676(b)(5), State Plan 9.3a, California Government Code 12760)

LANAIC SGB staff regularly reviews client information from all 3 subcontractors to ensure duplication of services is avoided. LANAIC SGB staff is currently developing a Duplication of Benefits Affidavit for CSBG subcontractors to utilize in their client eligibility determination.

4. Describe how your agency will leverage other funding sources and increase programmatic and/or organizational capacity. (California Government Code Section 12747)

In 2021 the LANAIC SGB was successful at leveraging CSAIBG funding to secure County Care First Community Investment (CFCI) funding to address homelessness and housing insecurity experienced by the AIAN population. The LANAIC SGB was awarded \$500,000 in Care First Community Investment (CFCI) funding for FY21-22, FY22-23 and FY23-24.

In partnership with the LANAIC SGB's previous home department, Department of Workforce Development, Aging & Community Services, the LANAIC SGB released a competitive Request for Statement of Interest (RFSI) solicitation in January 2022. Two subrecipient agencies were selected to provide various services to support AIAN individuals and families experiencing housing insecurity and homelessness: Pukuu Cultural Community Services and United American Indian Involvement, Inc. In February 2022 both agencies began providing rental burden subsidies, rental assistance and utility assistance services to individuals and families at our below 80% AMI. Funds were also used to increase the organizational capacity of both entities to better serve AIAN individuals and families experiencing homelessness and housing insecurity. This funding has supported the addition of dedicated housing navigator and housing case worker positions.

5. Describe your agency's contingency plan for potential funding reductions. (California Government Code Section 12747)

The LANAIC SGB has identified that it is important to support our subcontracting agencies increase their programmatic and organizational capacity in order to help them leverage additional funding sources. The network of CBOs that the LANAIC SGB works with are more nimble than the County of Los Angeles and have the ability to more efficiently administer and leverage their funds and in turn provide greater resources to our the community we serve. Additionally, the current CSBG subcontracts contain language addressing any reduction in funding allocation and termination of any contractual agreements, if necessary due to funding reductions

6. Describe how your agency documents the number of volunteers and hours mobilized to support your activities. (Organizational Standard 2.4)

The Executive Director and Administrative Manager maintain records of the number of volunteers and hours mobilized to support the activities of LANAIC SGB.

7. Describe how your agency will address the needs of youth in low-income communities through youth development programs and promote increased community coordination and collaboration in meeting the needs of youth. (CSBG Act Section 676(b)(1)(B), State Plan 14.1b)

Currently, LANAIC SGB subcontracting agencies do not use CSBG funding to directly support youth programming however all three entities utilize other funding sources or resources to provide youth programming. For example, United American Indian Involvement, Inc. provides a number of youth programs through their American Indian Clubhouse including leadership programs, wellness programs and sports and Pukuu provides the Tutčint Youth Empowerment program.

8. Describe how your agency will promote increased community coordination and collaboration in meeting the needs of youth, and support development and expansion of innovative community-based youth development programs such as the establishment of violence-free zones, youth mediation, youth mentoring, life skills training, job creation, entrepreneurship programs, after after-school childcare. (CSBG Act Section 676(b)(1)(B), State Plan 14.1b)

The LANAIC SGB is committed to continued assessment of the needs of the low-income AI/AN community in LA County and ensuring that the Community Services Block Grant funds are allocated to culturally responsible subcontracting agencies that further the purpose of these funds. Youth development programs were not identified as a priority need in this year's Community Needs Assessment however the LANAIC's SGB acknowledges the importance of investing in our youth in order to develop self-sufficient adults. The LANAIC SGB will work to identify youth development programs through Los Angeles County and share those opportunities with AIAN serving CBOs.

9. Describe the coordination of employment and training activities as defined in Section 3 of the Workforce and Innovation and Opportunity Act [29 U.S.C. 3102]. (CSBG Act Section 676(b)(5); State Plan 9.4b)

Currently, LANAIC SGB subcontracting agencies do not use CSBG funding to directly support employment and training activities. CSBG subcontracting entity United American Indian Involvement, Inc. does administer WIOA funding and has an MOU with the County of Los Angeles Workforce Development Board.

10. Describe how your agency will provide emergency supplies and services, nutritious foods, and related services, as may be necessary, to counteract conditions of starvation and malnutrition among low-income individuals. (CSBG Act Section 676(b)(4), State Plan 14.4)

All 3 of the current LANAIC SGB contracting agencies provide services related to food insecurity.

- Gabrieleno Tongva Tribal Council – Hot Meals & Emergency Food Distribution
- Pukuu Cultural Community Services – Emergency Food Distribution.
- United American Indian Involvement – Congregate Meals

11. Describe how your agency coordinates with other antipoverty programs in your area, including the emergency energy crisis intervention programs under Title XXVI, relating to low-income home energy assistance (LIHEAP) that are conducted in the community. (CSBG Act Section 676(b)(6))

Use of CSBG funds for weatherization and LIHEAP are not offered by the LANAIC SGB, since other agencies located within Los Angeles County area have been identified by the state as having that responsibility. LANAIC SGB subcontracting agencies assist their clients by making referrals to the agencies that do provide low-income home energy assistance.

12. Describe how your agency coordinates services with your local LIHEAP service provider?

See number 11.

13. Describe how your agency will use funds to support innovative community and neighborhood-based initiatives, which may include fatherhood and other initiatives, with the goal of strengthening families and encouraging effective parenting. (CSBG Act Section 676(b)(3)(D), State Plan 14.3d)

Due to limited CSBG funding and identified family level needs, CSBG funding will not be able to be used to support innovative community and neighborhood-based initiatives. However, the CSBG funding will continue to be administered by agencies that provide several community-based initiatives to strengthen the AIAN community and families in LAC.

14. Describe how your agency will develop linkages to fill identified gaps in the services, through the provision of information, referrals, case management, and follow-up consultations. (CSBG Act Section 676(b)(3)(B), State Plan 9.3b)

The LANAIC SGB will continue to share internal County programs, services and opportunities with the CSBG subrecipient entities to share with their clients. As well as advocate to County and City about the ongoing unmet needs of the AIAN community.

## Monitoring

### CSBG Act Section 678D(a)(1)(A) and (B)

1. Describe how your agency's monitoring activities are related to establishing and maintaining the integrity of the CSBG program. Include your process for maintaining high standards of program and fiscal performance.

In October 2022 the LANAIC SGB moved to the County of Los Angeles Department of Arts and Culture. The LANAIC SGB will now be procuring fiscal and programmatic monitoring services from the County Auditor Controller. Subcontractor performance monitoring is an opportunity to evaluate whether subcontracting entities are meeting their goals and objectives. This process also allows the LANAIC SGB staff to identify problems, barriers, or systemic factors that service providers may be encountering in serving the target population. By monitoring contractors' performance through desk audits and annual site visits, staff can determine if the program design is having the intended impacts on the low-income families served through CSBG programs. In addition, as a part of contract monitoring, the LANAIC SGB ensures fiscal integrity by aligning expenditures against program outcomes and ensuring that contractor claims are 1) accurate and 2) supporting the overarching goals of the LANAIC SGB and CSBG.

2. If your agency utilizes subcontractors, please describe your process for monitoring the subcontractors. Include the frequency, type of monitoring, i.e., onsite, desk review, or both, follow-up on corrective action, and issuance of formal monitoring reports.

LANAIC SGB and our home department, the Department of Arts and Culture will be developing and following a monitoring plan for all contracts to ensure compliance with contract provisions and integrity to the goals and outcomes related to CSBG. Below are previously utilized approaches that will likely be a part of the updated plan:

- Contractor Audits – Arts and Culture/LANAIC SGB will contract with the LA County Auditor Controllers office to perform programmatic and fiscal monitoring of contractors annually. This will be conducted in a 3-year cycle with the years 1 and 2 being desk reviews and year 3 being an on-site monitoring.
- Site Visits –LANAIC SGB staff visit contractors throughout year to evaluate contract compliance through observation and staff meetings.
- Invoice Validation – As part of performance-based contracting, the payment structure parallels the performance work statement. Payments are closely aligned with the outcomes. Therefore, LANAIC SGB monitoring system includes invoice validation as part of the routine monitoring. Invoice validation activities include review of pay points claimed and supporting documentation to ensure validity of claim, checking accuracy of calculations and validity of costs against the contract budget for cost reimbursement line items, resolving any identified discrepancies, approving the claim and forwarding it for payment, and periodic on-site validation of contractor expenses for approved line items and pay points claimed.
- Technical Assistance – LANAIC SGB staff clarifies and interprets policies and procedures and



makes referrals to appropriate resources to help contractors improve systems.

- Corrective Action Notices (CAN) – When contractor performance fails to meet acceptable standards and technical assistance does not achieve the desired results, notices of noncompliance are issued to ensure contract compliance. Contractor failure to respond to a CAN that specifies what actions need to be taken to address the area of non-compliance may result in suspension of reimbursement.

## Data Analysis, Evaluation, and ROMA Application

CSBG Act Section 676(b)(12)

Organizational Standards 4.2, 4.3

1. Describe your agency's method for evaluating the effectiveness of programs and services. Include information about the types of measurement tools, the data sources and collection procedures, and the frequency of data collection and reporting. (Organizational Standard 4.3)

The LANAIC SGB regularly reviews data to ensure services are addressing the priorities of the communities being served and meeting anticipated outcomes. When data indicates that changes to programs or services are needed, the LANAIC SGB takes action and continues to evaluate for impact. Evaluation happens the following way:

- LANAIC SGB collects and monitors outcome data from all service contractors to determine if progress is being made towards the goal of the program and whether there are any risks that need to be mitigated.
- LANAIC SGB staff conduct invoice review, and ongoing monitoring to evaluate and ensure compliance and effective delivery of CSBG services to low-income individuals and families.

2. Applying the Results Oriented Management and Accountability (ROMA) cycle of assessment, planning, implementation, achievement of results, and evaluation, describe one change your agency made to improve low-income individuals' and families' capacity for self-sufficiency. (CSBG Act Section 676(b)(12), Organizational Standard 4.2)

LANAIC SGB staff regular reviews data and feedback to ensure services are addressing the priorities of the communities being served and meeting anticipated outcomes. We consistently heard that due to the high cost of living in Los Angeles County that many individuals and families that sought services were not income eligible for the CSBG program however had demonstrated needs including rental burden. This demonstrated need to support community members at a higher income threshold inspired the LANAIC SGB to pursue to County Care First Community Investment funding. We are now able to continue to support community members at 200% FPL and below with CSBG and communities between 200% FPL and 80% AMI with CFCI.

3. Applying the full ROMA cycle, describe one change your agency facilitated to help revitalize the low-income communities in your agency's service area(s). (CSBG Act Section 676(b)(12), Organizational Standard 4.2)

After decades of advocating for the need for an additional staff person, the LANAIC and LANAIC SGB were able to hire an Administrative Services Manager I (functional title: Administrative Manager) item in December 2022. This increased capacity has already resulted in noteworthy improvements to processes and procedures related to the CSBG program. This 100% increase in staff capacity has allowed the LANAIC SGB to provide improved technical assistance to our 3 subrecipient agencies including onsite one-on-one meetings. We are looking forward to 2023 and all

of the improvements Stephanie will bring with her deep knowledge of contracts and experience supporting community-based organizations.

In January, the LANAIC SGB's new Administrative Manager began attending CalCAPA trainings and she is learning best practices from other agencies who are ROMA certified. The LANAIC SGB is planning to get her ROMA certified in FY23-24 so that she can then train staff at subrecipient agencies.

DRAFT

# Response and Community Awareness

## Diversity, Equity, and Inclusion

1. Does your agency have Diversity, Equity, and Inclusion (DEI) programs in place that promote the representation and participation of different groups of individuals, including people of different ages, races and ethnicities, abilities and disabilities, genders, religions, cultures, and sexual orientations?

Yes

No

2. If yes, please describe.

In July 2020, the County of Los Angeles Board of Supervisors passed a motion that created the Board's eighth Board-directed priority known as the Anti-Racism, Diversity, & Inclusion (ARDI) Initiative. The Board's motion boldly articulated an anti-racist agenda that will guide, govern, and increase the County's ongoing commitment to fighting racism in all its dimensions. ARDI guides the County by offering training and capacity building, technical assistance and planning, policy analysis and development, data collection, analysis and reporting, community and stakeholder engagement, and equity infused resourcing and programming to help reach its goals.

The County of Los Angeles has a number of Preference Programs for County solicitations and business opportunities. The Community Business Enterprise Program encourages business owners who are minorities, women, disabled veterans, or disadvantaged to capitalize on opportunities in government and private-sector procurement programs.

3. Does your agency have Diversity, Equity and Inclusion (DEI) policies in place that promote the representation and participation of different groups of individuals, including people of different ages, races and ethnicities, abilities and disabilities, genders, religions, cultures and sexual orientations?

Yes

No

4. If yes, please describe.

The County of Los Angeles Policy of Equity (CPOE) is intended to preserve the dignity and professionalism of the workplace as well as protect the right of employees to be free from discrimination, unlawful harassment, retaliation, and inappropriate conduct toward others based on a protected status.

## Disaster Preparedness

1. Does your agency have a disaster plan in place that includes strategies on how to remain operational and continue providing services to low-income individuals and families during and following a disaster? The term disaster is used in broad terms including, but not limited to, a natural disaster, pandemic, etc.

Yes

No

2. If yes, when was the disaster plan last updated?

The Department of Arts and Culture, the administrative home of the LANAIC SGB, updates the Disaster Preparedness plan annually and is included with the County's overall plan and submitted to the County's Emergency Operations Center. The Department of Arts and Culture's Continuity of Operations Plan was last updated in Spring 2022 and is currently being updated again.

3. Briefly describe your agency's main strategies to remain operational during and after a disaster.

The Department of Arts and Culture and the LANAIC SGB are equipped to be 100% remote.

Additionally, the Department has worked with the Auditor Controller Shared Services to develop a plan to ensure payments to subcontracting entities continue with limited interruption in the event of an emergency.

# Federal CSBG Programmatic Assurances and Certification

CSBG Act 676(b)

## Use of CSBG Funds Supporting Local Activities

**676(b)(1)(A):** The state will assure “that funds made available through grant or allotment will be used – (A) to support activities that are designed to assist low-income families and individuals, including families and individuals receiving assistance under title IV of the Social Security Act, homeless families and individuals, migrant or seasonal farmworkers, and elderly low-income individuals and families, and a description of how such activities will enable the families and individuals--

- i. to remove obstacles and solve problems that block the achievement of self-sufficiency (particularly for families and individuals who are attempting to transition off a State program carried out under part A of title IV of the Social Security Act);
  - ii. to secure and retain meaningful employment;
  - iii. to attain an adequate education with particular attention toward improving literacy skills of the low-income families in the community, which may include family literacy initiatives;
  - iv. to make better use of available income;
  - v. to obtain and maintain adequate housing and a suitable living environment;
  - vi. to obtain emergency assistance through loans, grants, or other means to meet immediate and urgent individual and family needs;
  - vii. to achieve greater participation in the affairs of the communities involved, including the development of public and private grassroots
  - viii. partnerships with local law enforcement agencies, local housing authorities, private foundations, and other public and private partners to
- 
- I. document best practices based on successful grassroots intervention in urban areas, to develop methodologies for wide-spread replication; and
  - II. strengthen and improve relationships with local law enforcement agencies, which may include participation in activities such as neighborhood or community policing efforts;

## Needs of Youth

**676(b)(1)(B)** The state will assure “that funds made available through grant or allotment will be used – (B) to address the needs of youth in low-income communities through youth development programs that support the primary role of the family, give priority to the prevention of youth problems and crime, and promote increased community coordination and collaboration in meeting the needs of youth, and support development and expansion of innovative community-based youth development programs that have demonstrated success in preventing or reducing youth crime, such as--

- I. programs for the establishment of violence-free zones that would involve youth development and intervention models (such as models involving youth mediation, youth mentoring, life skills training, job creation, and entrepreneurship programs); and
- II. after-school childcare programs.

## **Coordination of Other Programs**

**676(b)(1)(C)** The state will assure “that funds made available through grant or allotment will be used – (C) to make more effective use of, and to coordinate with, other programs related to the purposes of this subtitle (including state welfare reform efforts)

## **Eligible Entity Service Delivery System**

**676(b)(3)(A)** Eligible entities will describe “the service delivery system, for services provided or coordinated with funds made available through grants made under 675C(a), targeted to low-income individuals and families in communities within the state;

## **Eligible Entity Linkages – Approach to Filling Service Gaps**

**676(b)(3)(B)** Eligible entities will describe “how linkages will be developed to fill identified gaps in the services, through the provision of information, referrals, case management, and follow-up consultations.”

## **Coordination of Eligible Entity Allocation 90 Percent Funds with Public/Private Resources**

**676(b)(3)(C)** Eligible entities will describe how funds made available through grants made under 675C(a) will be coordinated with other public and private resources.”

## **Eligible Entity Innovative Community and Neighborhood Initiatives, Including Fatherhood/Parental Responsibility**

**676(b)(3)(D)** Eligible entities will describe “how the local entity will use the funds [made available under 675C(a)] to support innovative community and neighborhood-based initiatives related to the purposes of this subtitle, which may include fatherhood initiatives and other initiatives with the goal of strengthening families and encouraging parenting.”

## **Eligible Entity Emergency Food and Nutrition Services**

**676(b)(4)** An assurance “that eligible entities in the state will provide, on an emergency basis, for the provision of such supplies and services, nutritious foods, and related services, as may be necessary to counteract conditions of starvation and malnutrition among low-income individuals.”

## **State and Eligible Entity Coordination/linkages and Workforce Innovation and Opportunity Act Employment and Training Activities**

**676(b)(5)** An assurance “that the State and eligible entities in the State will coordinate, and establish linkages between, governmental and other social services programs to assure the effective delivery of such services, and [describe] how the State and the eligible entities will coordinate the provision of employment and training activities, as defined in section 3 of the Workforce Innovation and Opportunity Act, in the State and in communities with entities providing activities through statewide and local workforce development systems under such Act.”

## **State Coordination/Linkages and Low-income Home Energy Assistance**

**676(b)(6)** “[A]n assurance that the State will ensure coordination between antipoverty programs in each community in the State, and ensure, where appropriate, that emergency energy crisis intervention programs under title XXVI (relating to low-income home energy assistance) are conducted in such community.”

## **Community Organizations**

**676(b)(9)** An assurance “that the State and eligible entities in the state will, to the maximum extent possible, coordinate programs with and form partnerships with other organizations serving low-income residents of the communities and members of the groups served by the State, including religious organizations, charitable groups, and community organizations.”

### **Eligible Entity Tripartite Board Representation**

**676(b)(10)** “[T]he State will require each eligible entity in the State to establish procedures under which a low-income individual, community organization, or religious organization, or representative of low-income individuals that considers its organization, or low-income individuals, to be inadequately represented on the board (or other mechanism) of the eligible entity to petition for adequate representation.”

### **Eligible Entity Community Action Plans and Community Needs Assessments**

**676(b)(11)** “[A]n assurance that the State will secure from each eligible entity in the State, as a condition to receipt of funding by the entity through a community service block grant made under this subtitle for a program, a community action plan (which shall be submitted to the Secretary, at the request of the Secretary, with the State Plan) that includes a community needs assessment for the community serviced, which may be coordinated with the community needs assessment conducted for other programs.”

### **State and Eligible Entity Performance Measurement: ROMA or Alternate System**

**676(b)(12)** “[A]n assurance that the State and all eligible entities in the State will, not later than fiscal year 2001, participate in the Results Oriented Management and Accountability System, another performance measure system for which the Secretary facilitated development pursuant to section 678E(b), or an alternative system for measuring performance and results that meets the requirements of that section, and [describe] outcome measures to be used to measure eligible entity performance in promoting self-sufficiency, family stability, and community revitalization.”

### **Fiscal Controls, Audits, and Withholding**

**678D(a)(1)(B)** An assurance that cost and accounting standards of the Office of Management and Budget (OMB) are maintained.

- By checking this box and signing the Cover Page and Certification, the agency’s Executive Director and Board Chair are certifying that the agency meets the assurances set out above.**



## State Assurances and Certification

California Government Code Sections 12747(a), 12760, 12768

### **For CAA, MSFW, NAI, and LPA Agencies**

[California Government Code § 12747\(a\)](#): Community action plans shall provide for the contingency of reduced federal funding.

[California Government Code § 12760](#): CSBG agencies funded under this article shall coordinate their plans and activities with other agencies funded under Articles 7 (commencing with Section 12765) and 8 (commencing with Section 12770) that serve any part of their communities, so that funds are not used to duplicate particular services to the same beneficiaries and plans and policies affecting all grantees under this chapter are shaped, to the extent possible, so as to be equitable and beneficial to all community agencies and the populations they serve.

- By checking this box and signing the Cover Page and Certification, the agency's Executive Director and Board Chair are certifying the agency meets assurances set out above.**

### **For MSFW Agencies Only**

[California Government Code § 12768](#): Migrant and Seasonal Farmworker (MSFW) entities funded by the department shall coordinate their plans and activities with other agencies funded by the department to avoid duplication of services and to maximize services for all eligible beneficiaries.

- By checking this box and signing the Cover Page and Certification, the agency's Executive Director and Board Chair are certifying the agency meets assurances set out above.**

## Organizational Standards

### Category One: Consumer Input and Involvement

**Standard 1.1** The organization/department demonstrates low-income individuals' participation in its activities.

**Standard 1.2** The organization/department analyzes information collected directly from low-income individuals as part of the community assessment.

**Standard 1.3 (Private)** The organization has a systematic approach for collecting, analyzing, and reporting customer satisfaction data to the governing board.

**Standard 1.3 (Public)** The department has a systematic approach for collecting, analyzing, and reporting customer satisfaction data to the tripartite board/advisory body, which may be met through broader local government processes.

### Category Two: Community Engagement

**Standard 2.1** The organization/department has documented or demonstrated partnerships across the community, for specifically identified purposes; partnerships include other anti-poverty organizations in the area.

**Standard 2.2** The organization/department utilizes information gathered from key sectors of the community in assessing needs and resources, during the community assessment process or other times. These sectors would include at minimum: community-based organizations, faith-based organizations, private sector, public sector, and educational institutions.

**Standard 2.4** The organization/department documents the number of volunteers and hours mobilized in support of its activities.

### Category Three: Community Assessment

**Standard 3.1 (Private)** Organization conducted a community assessment and issued a report within the past 3 years.

**Standard 3.1 (Public)** The department conducted or was engaged in a community assessment and issued a report within the past 3-year period, if no other report exists.

**Standard 3.2** As part of the community assessment, the organization/department collects and includes current data specific to poverty and its prevalence related to gender, age, and race/ethnicity for their service area(s).

**Standard 3.3** The organization/department collects and analyzes both qualitative and quantitative data on its geographic service area(s) in the community assessment.

**Standard 3.4** The community assessment includes key findings on the causes and conditions of poverty and the needs of the communities assessed.

**Standard 3.5** The governing board or tripartite board/advisory body formally accepts the completed community assessment.

#### **Category Four: Organizational Leadership**

**Standard 4.1 (Private)** The governing board has reviewed the organization's mission statement within the past 5 years and assured that:

1. The mission addresses poverty; and
2. The organization's programs and services are in alignment with the mission.

**Standard 4.1 (Public)** The tripartite board/advisory body has reviewed the department's mission statement within the past 5 years and assured that:

1. The mission addresses poverty; and
2. The CSBG programs and services are in alignment with the mission.

**Standard 4.2** The organization's/department's Community Action Plan is outcome-based, anti-poverty focused, and ties directly to the community assessment.

**Standard 4.3** The organization's/department's Community Action Plan and strategic plan document the continuous use of the full Results Oriented Management and Accountability (ROMA) cycle or comparable system (assessment, planning, implementation, achievement of results, and evaluation). In addition, the organization documents having used the services of a ROMA-certified trainer (or equivalent) to assist in implementation.

## Appendices

Please complete the table below by entering the title of the document and its assigned appendix letter. Agencies must provide a copy of the Notice(s) of Public Hearing and the Low-Income Testimony and the Agency's Response document as appendices A and B, respectively. Other appendices such as the community need assessment, surveys, maps, graphs, executive summaries, analytical summaries are encouraged. All appendices should be labeled as an appendix (e.g., Appendix A: Copy of the Notice of Public Hearing) and submitted with the CAP.

Document Title	Appendix Location
Copy of the Notice(s) of Public Hearing	A
Low-Income Testimony and Agency's Response	Will be added
2023 LANAIC Self Governance Board Community Needs Assessment Findings	C



**2023**  
**Community Services Block Grant (CSBG)**  
**Public Hearing**

The Los Angeles City/County Native American Indian Commission Self-Governance Board (LANAIC SGB) will be conducting a Community Services Block Grant Program (CSBG) public hearing.

**When: Thursday, May 25, 2023**  
**Where: Los Angeles City College**  
**Communications Building**

**855 N. Vermont Blvd, Los Angeles, California 90029**

The information gathered at this hearing will be incorporated into the 2024-2025 Community Action Plan.

The Draft LANAIC SGB 2024-2025 Community Action Plan & Need Assessment may be viewed for comment at:

<https://lanaic.lacounty.gov>

For more information or special accommodations needed, please contact:  
Stephanie Guadron • LANAIC Administrative Manager • 213-723-8832 • SGuadron@lanaic.lacounty.gov



**Los Angeles City/County Native American Indian Self Governance Board**  
**Community Needs Assessment Survey Data Analysis**

2023

**RESPONDENTS**

- 107 survey respondents
- 10 removed because they were not in LA County or did not identify as American Indian or Alaska Native

Of the remaining 97 respondents:

- 67% Female
- 29% Male
- 3% Two-spirit, Non-binary, or Gender-fluid
- 1% declined to respond
  
- Average age = 47
- Youngest respondent age 17
- Oldest respondent age 87
  
- Average number of people per household = 2.95 (LA County average is 2.94)
- Average household income = \$56,302
- Median household income = \$43,500 (LA County average is \$76,367)
- *15 respondents declined to report their household income*
  
- 25% eligible for services at 125% of FPL
- 40% eligible for services at 200% of FLP
  
- 70% primary transport is a vehicle they own
- 15% primary transport is public transit

**RANK ORDER OF SERVICES NEEDED**

<b>EMPLOYMENT &amp; JOBS services</b>	<b>RANK</b>
Vocational Training	1
Career Counseling (workshops or coaching)	2
Computer Skills Training	3
Work Experience	4
Apprenticeship/Internship	5
Job Search Support	6
Job Readiness Training	7

<b>FINANCE services</b>	<b>RANK</b>
Financial Management	1
Tax Prep Programs (free or reduced cost)	2
Asset Building	3
Benefit Coordination/Advocacy	4

<b>HEALTH &amp; BEHAVIOR services</b>	<b>RANK</b>
Mental Health Support Groups	1
Wellness Education	2
Exercise & Fitness	3
Food Boxes/Bags of Groceries	4
Nutrition Skills	5
Emergency Hygiene Kits/Boxes (toiletries, soap, feminine products)	6
Substance Abuse Support Groups	7
Family Mentoring/Parenting Classes	8
Domestic Violence Programs/Support Groups	9
Emergency Hygiene Facility Use (showers, toilets, sinks)	10
Prepared Meals	11

<b>EDUCATION &amp; RECREATION services</b>	<b>RANK</b>
College & Graduate School Application Assistance	1
Parent Support	2
Child/Youth Education Support	3
Before/After School Activities	4
Adult Education	5
Mentoring/Tutoring	6
Youth Recreation Activities	7
Summer Program	8
English Language Classes	9

<b>HOUSING &amp; SHELTER services</b>	<b>RANK</b>
Rent Payment Assistance	1
Utility Payment Assistance	2
Deposit Payment Assistance	3
Landlord/Tenant Mediation	4
Eviction Counseling	5