

**COUNTY OF RIVERSIDE
COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM**

APPLICATION FOR CITY OF Lake Elsinore

2025-2026 CDBG ALLOCATION

I. GENERAL INFORMATION

Applying Organization Name: Boys & Girls Club of Southwest County

Type of Organization: Non-Profit Organization ☒ Faith Based Organization ☐
 For-Profit Organization ☐ Institution of Higher Education ☐

Organization Address: 16275 Grand Avenue

City: Lake Elsinore

Zip Code: 92530

Mailing Address: PO Box 892349

City: Temecula

Zip Code: 92589

Telephone Number: [REDACTED]

Fax Number: [REDACTED]

Executive Director: Carly Bennett-Valle

Telephone Number: [REDACTED]

E-mail: [REDACTED]

Program Manager: Joe Sorenson

Telephone Number: [REDACTED]

E-mail: [REDACTED]

Grant Writer: Carly Bennett-Valle

Address (If different from above): _____

Telephone Number: [REDACTED]

E-mail: [REDACTED]

II. ORGANIZATIONAL HISTORY *(This is applicable only if you are a non-profit organization)*

Date Organization founded: 8/27/1990

Date Organization incorporated as a non-profit organization *(Attach Articles of Incorporation and Bylaws):* 8/27/1990

Federal identification number: [REDACTED]

DUNS Number: [REDACTED]

Organization Web Address: www.bgcswc.org

Does your Organization expend \$750,000 or more a year in federal funds? Y ☐ or N ☒

Number of paid staff: 39

Number of volunteers: 65

Members/Board of Directors (*Attach*): 24

III. PROJECT ACTIVITY

A. Name of Project: After School/Day Camp Scholarship Program

B. Specific Location of Project

(Attach Project Map - include street address; if a street address has not been assigned provide APN)

Street or APN: 16275 Grand Avenue

City: Lake Elsinore

Zip Code: 92530

C. CDBG Funds Requested: 10,000 *(total amount for the project only)*

D. Where will the proposed activity occur (be specific as to the geographic boundaries)? If the project involves a new or existing facility, what is the proposed service/benefit area for the facility?

The proposed activity will occur at the Lake Elsinore Clubhouse location in Lakeland Village.

E. In which City (ies)/Communities does the activity occur?

City (ies): Lake Elsinore

Community (ies): Lakeland Village

NOTE: HWS will make the final determination of the appropriate service area of all proposals.

F. If this project benefits residents of more than one community or jurisdiction, have requests been submitted to those other entitlement jurisdictions? (i.e., County district(s) 1st, 2nd, 3rd, 4th, and/or 5th, City of Palm Springs, City of Moreno Valley, City of Riverside, etc.)

N/A

G. Check **ONLY** the applicable category your application represents.

- ☒ Public Service
- ☐ Homeless Activities
- ☐ Real Property Acquisition (Must consult with HWS prior to submitting application)
- ☐ Housing
- ☐ Rehabilitation/Preservation (please provide picture of structure) Public
- ☐ Facilities (construction)
- ☐ Infrastructure (i.e. Streets, Sewer, Sidewalk, etc.)
- ☐ Other: (provide description) _____

H. Respond to A & B **only** if this application is for a **public service** project.

(a) Is this a NEW service provided by your agency? Yes ☐ No ☒

(b) If service is not new, will the existing public service activity level be substantially increased or improved?

The service will be increased because there is a need for more scholarships and financial assistance. Program quality is always being evaluated and improved.

IV. PROJECT NARRATIVE

A. Provide a detailed Project Description. The description should only address or discuss the specific activities, services, or project that is to be assisted with CDBG funds. If CDBG funds will assist the entire program or activity, then provide a description of the entire program or activity:

The Boys & Girls Club of Southwest County(BGC) has over 30 years of experience working with young people, ages 6-17, from all socio-economic backgrounds and family circumstances. CDBG funds will provide scholarships to at least 10 youth from low-moderate income households, enabling them to participate in the BGC After School/Day Camp Program (the Program). The Program has a formula for success that is installed in every member. We provide youth and teens with environments, relationships and experiences that build essential skills and quip them to achieve positive outcomes. Essential skills include: Health & Well-Being, Character & Leadership, Academic Success, and Life & Workforce Readiness.

CDBG funds will enable BGC to continue and expand its essential services, ensuring that more children and families in the Lake Elsinore area have access to high-quality, affordable programs that foster academic success, leadership, and personal growth. These programs play a vital role in leveling the playing field for LMI youth, providing them with the tools and opportunities to reach their full potential.

- B. Provide a detailed description of the proposed use of the CDBG funds only (e.g. client scholarships, purchase of specific equipment, rent, supplies, utilities, salaries, etc.):

CDBG funds will be used to provide 10 scholarship for children from low-moderate-income households, helping to offset the cost of our after-school and camp programs. The full fee for the program is \$180 per month per child; however, BGC offers scholarships that can cover up to 100% of the program fees for qualifying families. With the assistance of CDBG funds, families receiving these scholarships may pay as little as \$45 per month, depending on their financial circumstances. These scholarships ensure that children from financially disadvantaged backgrounds have access to critical academic support, leadership development, and recreational programs, giving them the opportunity to participate regardless of their family's ability to pay. The CDBG funds will directly reduce the financial burden on these families and provide greater access to the programs, allowing children to benefit from a safe and enriching environment that promotes academic success and personal growth.

- C. What are the goals and objectives of the project, service, or activity? How will you measure and evaluate the success of the project to meet these goals and objectives (measures should be qualitative)?

The BGC services were developed to assist youth by providing a safe and supervised environment for children who might otherwise be left home alone. The goals of the Program are to ensure all youth who walk through our doors develop skills to make informed, healthy decisions; stay true to their values, demonstrate good citizenship and drive positive change; are self-directed learners who succeed academically; and are equipped to navigate adulthood and pursue a fulfilling, economically viable career path. Our objective is to provide an average of 150 visits to 10 youth from LMI households with CDBG funds assistance. We will use our annual NYOI survey responses to measure our impact on our youth members. Firsthand accounts from Club members and parents can also be provided to show how individuals and families benefit from the Program. These methods will be used to evaluate the success of the project.

- D. Please identify the project milestones using an Estimated Timeline for Project Implementation:

July 2025- August 2025: Begin recruitment of members and identify 10 youth to receive scholarships from the program.

August 2025-May 2026: Provide Club After School and Camp programming to 10 youth receiving scholarships.

V. PROJECT BENEFIT

- A. Indicate the number of people or households that will directly benefit from your proposal using CDBG funds: *Note: This is based on the expected number of clients to be served if the County funds your project for the requested amount.*

10 youth members and their families.

- B. Indicate the number of unduplicated clients that will be served (*An unduplicated client is counted only once, no matter how many direct services the client receives during a funding year*):

10 youth members.

- C. Length of proposed CDBG-funded activities or service (weeks, months, year):

45 weeks.

- D. Service will be provided to (check one or more):

☐ Men

☐ Women

☒ Children (Range of children's ages : 6-17)

☐ Homeless (Number of beds at facility :)

☐ Seniors

☐ Severely Disabled Adults

☐ Migrant Farm Workers

☐ Families

- E. What methods will be used for community involvement to assure that all who might benefit from the project are provided an opportunity to participate?

BGC works with the Lake Elsinore Unified School District and other non-profit and community organizations to publicize and recruit members who need us through flyers, print media, group presentations, online newsletters, social media, community events and outreach, and the organization's website.

- F. What evidence is there of a long-term commitment to the proposal? Describe how you plan to continue the work (project) after the CDBG funds are expended?

The Club has provided direct service to youth in Southwest Riverside County for more than 30 years. We have operated and provided services in the Lakeland Village community since 2017 and we remain committed to area youth and families. We will continue to provide needed services once CDBG funds are expended through ongoing fundraising efforts, grants, and special events.

VI. National Objective

All CDBG-funded activities must meet at least one of the following National Objectives of the CDBG program. Indicate the category of National Objective to be met by your activity.

CATEGORY A: Benefit to low-moderate income persons (must be documented). Please choose either subcategory 1 or 2:

1. Limited Clientele:

The project serves clientele that will provide documentation of their family size, income, and ethnicity. Identify the procedure you currently have in place to document that at least 51% of the clientele you serve are low-moderate income persons.

BGC requires income verification at the time of application for a scholarship. Required documentation includes copies of the last two current pay stubs and bank statements, as well as a copy of the previous year's federal tax return, verification of social service benefits and a letter of need. BGC will use the County of Riverside's financial guidelines for the CDBG paperwork to be completed at the time of application. The information will be updated at least annually for all participants.

2. Clientele presumed to be principally low- and moderate-income persons:

The following groups are presumed by HUD to meet this criterion. You will be required to submit a certification from the client (s) that they fall into one of the following presumed categories.

The activity will benefit (check one or more)

- | | |
|---|---|
| <input type="checkbox"/> Abused children | <input type="checkbox"/> Homeless persons |
| <input type="checkbox"/> Battered spouses | <input type="checkbox"/> Illiterate adults |
| <input type="checkbox"/> Elderly persons | <input type="checkbox"/> Persons living with AIDS |
| <input type="checkbox"/> Severely disabled adults | <input type="checkbox"/> Migrant Farm workers |

a. Describe the clientele above to be served by this activity:

b. Discuss how this project directly benefits low- and moderate- income residents:

CATEGORY B: Area Benefit - The project or facility serves, or is available to, ALL persons located within an area where at least 51% of the residents are low/moderate-income. (Applicant is welcome to contact a County of Riverside, HWS CDBG Program Manager for Census Information)

2020 Census Tract and Block Group numbers:

Total population in Census Tract(s) / block group(s): _____

Total percentage of low-moderate population in Census Tract(s) / block group(s): _____

CATEGORY C: Activities undertaken to create or retain permanent jobs, at least 51% of which will be made available to or held by low/moderate-income persons.

Proposed Job Creation/Retention

Total Jobs Expected to Create: _____

Total Jobs Expected to Retain: _____

CATEGORY D: Activities that provide assistance to micro-enterprise owners/developers who are low/moderate-income.

Proposed Assistance to Businesses

New Businesses expected to assist: _____

Existing Businesses expected to assist: _____

Enter Total Businesses expected to assist: _____

VII. FINANCIAL INFORMATION

A. Proposed Project Budget

Complete the following annual program budget to begin July 1, 2025. If your proposed CDBG-funded activity will start on a date other than July 1, 2025, please indicate starting date. Provide total Budget information and distribution of CDBG funds in the proposed budget.

The budgeted items are for the specific activity for which you are requesting CDBG funding - NOT for the budget of the "entire" organization or agency. (Note: CDBG funds requested must match amount requested in Project Activity, C above.)

(EXAMPLE: The Valley Senior Center is requesting funding for a new Senior Nutritional Program. The total cost of the program is \$15,000 and \$10,000 in CDBG funds is being requested for operating expenses associated with the proposed activity. The total Activity/Project Budget will include \$5,000 of other non-CDBG funding and \$10,000 in CDBG funds for a Grand Total of \$15,000).

	TOTAL ACTIVITY/ PROJECT BUDGET (Include non-CDBG Funds and CDBG Funds)	CDBG FUNDS REQUESTED-Only
I. Personnel		
A. Salaries & Wages	\$ 198,000	\$ _____
B. Fringe Benefits	\$ _____	\$ _____
C. Consultants & Contract Services	\$ _____	\$ _____
PERSONNEL SUB-TOTAL	\$ 198,000	\$ _____

II. Non-Personnel

A. Space Costs	\$ 26,000	\$
B. Rental, Lease or Purchase of Equipment	\$	\$
C. Consumable Supplies	\$ 4,000	\$
D. Travel	\$	\$
E. Telephone	\$ 1,000	\$
F. Utilities	\$	\$
G. Other Costs	\$ 40,000	\$ 10,000
NON-PERSONNEL SUB-TOTAL:	\$ 71,000	\$ 10,000

III. Other

A. Architectural/Engineering Design	\$	\$
B. Acquisition of Real Property	\$	\$
C. Construction/Rehabilitation	\$	\$
D. Indirect Costs	\$	\$
E. Other	\$	\$
OTHER SUB-TOTAL:	\$	\$
GRAND TOTAL:	\$ 269,000	\$ 10,000

B. Leveraging

List other funding sources and amounts (commitments or applications) which will assist in the implementation of this activity. Current and pending evidence of leveraging commitments/applications must be submitted with application. (Attach)

Federal:

State/Local:

Private: Private Grants - \$13,000

Fees: Program service fees - \$125,000

Donations: Corporate Contributions - \$10,000

Other: Special Events - \$121,000

- C. What type of long-term financial commitment is there to the proposal? Describe how you plan to continue the work (project) after the CDBG funds are expended?

BGC is fully committed to ensuring the sustainability of the proposed project after CDBG funds are expended. We have a diversified funding strategy that includes securing grants, corporate sponsorships, and individual donations. We actively pursue new grant opportunities at the local, state, and national levels. Additionally, we conduct fundraising campaigns and events to engage current and new donors. Our board of directors plays a crucial role in advocating and building relationships with key supporters. We also seek in-kind donations and volunteer support from the local community, reducing operational costs. Regular program evaluations will help us demonstrate impact and justify further investment from funders and partners. This comprehensive approach ensures that we can continue to provide vital services to the youth in our community well beyond the CDBG funding period.

- D. Provide a summary by line item of your organization's previous year's income and expense statement. (Attach)

See attachment.

- E. Does this project benefit residents of more than one community or jurisdiction, have requests been submitted to those other jurisdictions? Yes ☐ No ☒

If yes, identify sources and indicate outcome.

If no, please explain.

Only serves Lake Elsinore residents.

- F. Was this project or activity previously funded with CDBG? Yes ☒ No ☐

If yes, when?

FY2024-2025; FY2023-2024; FY 2022-2023; FY 2021-2022; FY 2020-2021; FY2019-2020

Is this activity a continuation of a previously funded (CDBG) project? Yes ☒ No ☐

If yes, explain:

There is a continuous need to support LMI households.

VIII. MANAGEMENT CAPACITY

- A. Describe your organization's experience in managing and operating project or activities funded with CDBG or other Federal funds.

The Club has managed CDBG funds in at least one of its service areas (Lake Elsinore, Murrieta, Temecula) since FY 2006-2007 and currently manages CDBG funds in all three areas. In addition, the Club has currently and for many years managed Federal Office of Justice Program grants.

B. Management Systems

Does your organization have written and adopted management systems (i.e., policies and procedures) including personnel, procurement, property management, record keeping, financial management, etc.?

Yes, BGC has written and adopted management systems, including comprehensive policies and procedures, that cover personnel, procurement, property management, record keeping, and financial management. These policies and procedures are formally approved by the Board of Directors to ensure effective governance and compliance.

Additionally, the organization undergoes an independent audit annually. This audit includes a thorough assessment of internal controls and the policies in place, ensuring that our financial and operational management meets the highest standards of transparency and accountability. These systems and audits help maintain strong internal controls and ensure that the Club is operating efficiently and ethically.

C. Capacity

Please provide the names and qualifications of the person(s) that will be primarily responsible for the implementation and completion of the proposed project.

Carly Bennett-Valle, CEO/CFO - Carly has over 8 years experience with Boys & Girls Club of Southwest County and more than 12 years of experience with non-profit management. Carly has experience in managing federal and state funded grants.

Joe Sorenson, COO - Joe has been with the Club since January 2019. He has managed CDBG and Federal Office of Justice Programs during his tenure.

IX. APPLICATION CERTIFICATION

Undersigned hereby certifies that (check box after reading each statement and digitally sign the document):

1. The information contained in the project application is complete and accurate. ✓
2. The applicant agrees to comply with all Federal and County policies and requirements imposed upon the project or activity funded by the CDBG program. ✓
3. The applicant acknowledges that the Federal assistance made available through the CDBG program funding will not be used to substantially reduce prior levels of local, (NON-CDBG) financial support for community development activities. ✓
4. The applicant fully understands that any facility built or equipment purchased with CDBG funds shall be maintained and/or operated for the approved use throughout its economic life, pursuant to CDBG regulation. ✓
5. If CDBG funds are approved, the applicant acknowledges that sufficient non-CDBG funds are available or will be available to complete the project as described within a reasonable timeframe. ✓
6. On behalf of the applying organization, I have obtained authorization to submit this application for CDBG funding. (DOCUMENTATION ATTACHED Minute Action and/or written Board Approval signed by the Board President) ✓

DATE: 10/16/2024

Signature: 

Print Name/Title Carly Bennett-Valle, CEO/CFO

Authorized Representative: _____