



City of Santa Barbara
Community Development Department

www.SantaBarbaraCA.gov

April 7, 2016

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Rental Housing

Mediation Task Force

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Adriana de Bruin
Business Manager, County Executive Office
105 E. Anapamu Street, Room 406
Santa Barbara, CA 93101

via email: outsideagency@countyofsb.org

RE: FY 2016-17 Rental Housing Mediation Program Outside Agency
Funding Request

Dear Ms. de Bruin,

Please find enclosed the FY 2016-17 Rental Housing Mediation Program's Outside Agency Funding Request and Line Item Budget.

The County of Santa Barbara Department of Community Services, Division of Housing and Community Development (HCD) has contracted with the City of Santa Barbara's Rental Housing Mediation Program (RHMP) at the rate of \$25,000 per year since 1999. In Fiscal Year 2014-15 the Board of Supervisors (BOS) approved a one-time increase of \$2,500 for a total of \$27,500. In Fiscal Year 2015-16 the BOS approved a one-time increase of \$10,000 for a total of \$35,000. Our request is that the HCD budget be increased by \$18,626 to a total of \$43,626 on an ongoing basis.

In order for the RHMP program to continue serving residents outside of the City of Santa Barbara, each jurisdiction must pay an amount equal to the percentage of the RHMP operating budget based upon the percentage of that jurisdiction's clients served. For example, in Fiscal Year 2014-15 residents covered by the HCD contract represented eighteen percent (18%) of total clients served by RHMP; however the County's contribution represented only thirteen percent (13%) of the program's operating budget. The program budget is estimated at \$242,371 for Fiscal Year 2016-17 and based on the clients served in Fiscal Year 2015, the County's portion totals \$43,626.

We have been informed that the HCD budget for Fiscal Year 2016-17 again includes only \$25,000 for RHMP services. This amount is insufficient to cover the costs of providing services to residents residing in the unincorporated areas of the County (including Isla Vista).

I understand that budget hearings are scheduled for June 13, 15, and 17, and Outside Agency Requests will be considered on one of those days. Please contact me of the date and time Outside Agency Requests will be considered.

Sincerely,

Deirdre Randolph
Community Development Programs Supervisor

Cc: George Buell, Community Development Director
Sue Gray, Community Development Business Manager
Andrea Bifano, Sr. Rental Housing Mediation Specialist



FY 2016-17 Outside Agency Funding Request Form

Deadline for Submission: Monday, May 2, 2016, 5:00 p.m.

The Board of Supervisors *may* consider funding requests from outside agencies during the **FY 2016-17** budget hearings in June 2016, if funding is available. An allocation of funding to outside agencies is not guaranteed.

Please submit the following by **5:00 p.m., Monday, May 2, 2016, NO EXCEPTIONS, via Email or Hardy Copy (postmarks will not be accepted)**:

1. Provide a cover letter explaining your request; and
2. Fill out this application (no more than 2 pages); and
3. Attach the Line Item Budget spreadsheet (no more than 2 pages) for the agency's program request

Hearings are scheduled for June 13, 15, and 17, and Outside Agency Requests will be considered on one of those days yet to be determined. The **requesting agency must be represented and present**; please plan accordingly.

Total Request: \$ _____

Name of Organization: _____

Title of Program: _____ New or ongoing program? _____

Location(s) of services delivered: _____

Name of Agency Executive Director: _____

Phone #: _____ Email: _____ Website: _____

1. Briefly summarize the purpose of the program, why the funds are needed, and the benefit to the community:

2. Briefly summarize the service to be provided and how many people will be served:

3. Detail the timeline for providing the service:

4. Describe key outcomes to be achieved with the funding and how they will be measured:

5. Describe if this is a one-time or ongoing request, and if funded in prior years and amounts:

6. Describe the agency's expertise and capacity to deliver services including fiscal stability:

7. Agency staff responsible for application: _____

County Staff Comments Only:

Address submittals to:

Adriana de Bruin
Business Manager, County Executive Office
105 E. Anapamu Street, Room 406
Santa Barbara, CA 93101

Requests can also be emailed to: outsideagency@countyofsb.org

Questions: Please contact Adriana de Bruin, Business Manager, County Executive Office, at 560-3400.

**FY 2016-17 Line Item Budget
For Program**

#6

Agency: City of Santa Barbara
 Program Name: Rental Housing Mediation Program
 Amount \$\$ Requested: \$18,626

Program Budget Funding Sources/Revenues	FY 2016-17	
	Committed	Uncommitted
County of Santa Barbara HCD Budget	\$ 25,000	
County of Santa Barbara Request		\$ 18,626
<i>City of Santa Barbara</i>		\$ 122,069
<i>City of SB: Human Services</i>	\$ 24,000	
<i>City of Goleta</i>		\$ 28,676
<i>City of Carpinteria</i>		\$ 12,000
<i>City Housing Authority</i>	\$ 12,000	
Total	\$ 61,000	\$ 181,371
		\$ 242,371

Funding Uses/Expenses	Budget
<i>Salaries, Benefits, Payroll Taxes</i>	\$ 219,522
<i>Consultants/Contracts</i>	\$ 1,000
<i>Facility, Utilities, Maintenance</i>	\$ 3,166
<i>Internet, Telephone, Fax</i>	\$ 14,650
<i>Supplies</i>	\$ 1,000
<i>Postage, Shipping</i>	\$ 100
<i>Marketing (Printing, Advertising)</i>	\$ 300
<i>Travel, Mileage, Training</i>	\$ 300
<i>Equipment Rental / Maintenance</i>	\$ 1,530
<i>Debt Service Contribution</i>	\$ 803
Total	\$ 242,371