

# Social Services Commission Meeting Agenda Announcement

On September 16, 2021, Governor Newsom signed into law Assembly Bill 361, which allows Brown Act bodies to attend meetings telephonically. Please be advised that some, or all, Whittier Social Services Commissioners may attend this meeting telephonically.

To submit Public Comments/Questions:

- Email: [hhollmann@cityofwhittier.org](mailto:hhollmann@cityofwhittier.org)
- Voicemail: (562) 567-9400
- In person at City Hall 13230 Penn St., Whittier, CA 90602, Council Chamber

To view live meetings remotely:

- Video and audio: <https://us06web.zoom.us/j/96391049442>  
Use 'Raise Hand' feature.
- Audio only: Dial 1(253)215-8782 (Meeting ID: 963 9104 9442)  
Press \*9 to 'Raise Hand' and then \*6 to unmute yourself when prompted.
- In person at City Hall 13230 Penn St., Whittier, CA 90602, Council Chamber

Please submit email comments by 5:30 p.m. on the date of the meeting to ensure Social Service Commissioners receive and have time to review them. All emails received by 5:30 p.m. are forwarded to the Commission. Emails received after 5:30 p.m. but before the conclusion of public comments will be entered into the record.

## **Americans with Disabilities Act**

Disability-related services are available to enable persons with a disability to participate in this meeting, consistent with the Federal Americans with Disabilities Act of 1990. Spanish interpreters are also available. For information or to request services, please contact the Parks, Recreation and Community Services Department at least 24 hours in advance of the meeting at (562) 567-9400.

**AGENDA  
CITY OF WHITTIER  
SOCIAL SERVICES COMMISSION  
COUNCIL CHAMBER, 13230 PENN STREET  
MAY 3, 2022, 6:30 PM**

**1. CALL TO ORDER**

**2. ROLL CALL**

Commissioner Marisol Enriquez-Santos  
Commissioner Jose Luevano  
Commissioner Kathleen McDonnell  
Vice Chair Loletta Barrett  
Chair Carlos Illingworth

**3. PLEDGE OF ALLEGIANCE**

**4. PUBLIC COMMENTS**

The public is invited to address the Social Services Commission regarding any item of business, or any matter within the body's subject matter jurisdiction. Consistent with Executive Order No. N-29-20 public comments can be made via:

- Email: [hhollmann@cityofwhittier.org](mailto:hhollmann@cityofwhittier.org)
- Voicemail: (562) 567-9400
- In person at City Hall 13230 Penn St., Whittier, CA 90602, Council Chamber

Please submit email and voicemail public comments by 5:30 p.m. on the date of the meeting to ensure Commissioners receive and have time to review them. All emails and voicemails received by 5:30 p.m. are forwarded to the Commission. Emails and voicemails received after 5:30 p.m. but before the conclusion of public comments will be entered into the record.

Pursuant to State law, the Commission cannot take action or express a consensus of approval or disapproval on any communications which do not appear on the printed agenda.

**5. STAFF REPORTS**

**5.A. APPROVAL OF MINUTES**

Recommendation: Approve the Minutes of the Regular Meeting of April 5, 2022.

**5.B. INFORMATION AND REFERRAL REPORT**

Recommendation: Receive and file the Information and Referral Report for April 2022.

**5.C. SOCIAL SERVICES FUNDING APPLICATION**

Recommendation: Review and recommend improvements for FY 2022-23 Social Services Funding application.

**6. SECRETARY COMMENTS**

**7. COMMISSION MEMBER COMMENTS/CONFERENCE REPORTS**

**8. ADJOURNMENT**

Disability-related services are available to enable persons with a disability to participate in this meeting, consistent with the Federal Americans with Disabilities Act of 1990. Spanish interpreters are also available. For information or to request services, please contact the Parks, Recreation and Community Services Department at least 24 hours in advance of the meeting at (562) 567-9400.

The agenda packet is available three days before the meeting in the Parks, Recreation and Community Services Department at City Hall (13230 Penn Street), Whittier Central Library (7344 Washington Avenue) and the East Whittier Branch Library (10537 Santa Gertrudes Avenue). Additionally, the agenda packet can be viewed on the City's website. Materials distributed to the Commission within 72 hours of the Social Services Commission meeting are available for public inspection in the Parks, Recreation and Community Services Department Office.

Los servicios relacionados con la discapacidad están disponibles para permitir que las personas con discapacidad participen en esta reunión, de conformidad con la Ley Federal de Estadounidenses con Discapacidades de 1990. También hay intérpretes en español disponibles. Para obtener información o para solicitar servicios, comuníquese con el Departamento de recreación y Parques al Servicio a la Comunidad de la reunión al (562) 567-9400.

El paquete de la agenda está disponible tres días antes de la reunión el Departamento Parques Recreación y Servicio a la Comunidad en el Ayuntamiento (13230 Penn Street), Whittier Central Library (7344 Washington Avenue) y Biblioteca sucursal del este de Whittier (10537 Santa Gertrudes Avenue). Además, el paquete de la agenda se puede ver en el sitio web de la Ciudad. Los materiales distribuidos al Concejo Municipal dentro de las 72 horas de la reunión del Comisión de Servicios Sociales están disponibles para inspección pública en el Departamento de Recreación y Parques al Servicio a la Comunidad.

I hereby certify under penalty of perjury, under the laws of the State of California that the foregoing agenda was posted in accordance with the applicable legal requirements. Regular and Adjourned Regular meeting agendas may be amended up to 72 hours in advance of the meeting. Dated this 29 day of April 2022.

/s/ Holly Hollmann

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Holly Hollmann, Secretary



# Agenda Report

Social Services Commission

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**Date:** May 3, 2022

**To:** Social Services Commission

**From:** Virginia Santana, Director of Parks, Recreation and Community Services

**Subject:** Approval of Minutes

## **RECOMMENDATION**

Approve the Minutes of the Regular Meeting of April 5, 2022.

## **BACKGROUND**

None.

## **DISCUSSION**

Staff prepared draft minutes and hereby submits the Minutes for Commission approval.

## **FISCAL IMPACT**

There is no fiscal impact associated with this report.

## **STRATEGIC PLANNING GOAL**

Goal 4: Transparent & Open Government

## **ATTACHMENTS**

A. Minutes of the Regular Meeting of April 5, 2022

**MINUTES  
CITY OF WHITTIER  
SOCIAL SERVICES COMMISSION  
REGULAR MEETING  
CITY COUNCIL CHAMBER, 13230 PENN STREET  
APRIL 5, 2022 – 6:30 P.M.**

**1. CALL TO ORDER:**

Chair Illingworth called the regular meeting of the Social Services Commission to order at 6:33 p.m. on April 5, 2022.

**2. ROLL CALL**

**PRESENT:** Jose Luevano, Commissioner  
Kathleen McDonnell, Commissioner  
Loletta Barrett, Vice Chair  
Carlos Illingworth, Chair

**ABSENT:** Marisol Enriquez-Santos, Commissioner

**STAFF PRESENT:**

Virginia Santana, Director of Parks, Recreation and Community Services  
Erin Hamilton, Community Services Manager  
Roxanne Gonzalez, Administrative Secretary  
Holly Hollmann, Secretary  
Nakiea Sandoval, Office Specialist I/II  
Janet Rivera, Information and Referral Specialist

**3. PLEDGE OF ALLEGIANCE**

Commissioner Luevano led the Pledge of Allegiance.

**4. PUBLIC COMMENTS**

Secretary Hollmann reported no public comments were received.

**5. STAFF REPORTS**

**5.A. Approval of Minutes**

It was moved by Commissioner McDonnell, seconded by Commissioner Luevano, and carried 4-0 by roll call vote, to approve the Minutes of the Regular Meeting of March 1, 2022 (Absent Commissioner Enriquez-Santos).

**5.B. Information and Referral Report**

Specialist Rivera presented the Information and Referral Report; she stated we have records from December 2021 through March 2022 with the highest

volume of calls inquiring about taxes because of the ongoing tax season. She stated that in March there is an increase in calls for El Monte Tax Assistance, she anticipates the percentage of calls to continue to increase as tax season ends and people begin to inquire about how to pay their bill or fix a mistake. She stated that there is a typical percentage of calls for housing, transportation, benefits, and legal assistance. She stated that she has noticed a decline in calls for veteran's services because we have two very good organizations present in the community.

Chair Illingworth asked Specialist Rivera why the calls for senior housing dropped from 11.4% in December to 7% in January and February, and now back up to almost 10% in March. Specialist Rivera explained that due to COVID-19 many housing locations put a hold on their waitlist, so they stopped accepting application; the increase in calls occurs when there is an announcement that they have begun taking applications again.

It was moved by Commissioner Luevano, seconded by Commissioner McDonnell, and carried 4-0 by roll call vote, to receive and file the December 2021-March 2022 Information and Referral Report (Absent Commissioner Enriquez-Santos).

#### **5.C. 2021 Whittier Volunteer Recognition Program**

Secretary Santana opened the discussion for the Volunteer of the Year Nominations. She stated that the first nomination up for discussion is Deirdre Shatzen who volunteered with the Assistance League of Whittier. Commissioner Luevano stated he would accept this nomination. Commissioner McDonnell concurred; she stated that Deirdre has an impressive 20 plus years of service, with 8,000 service hours this past year making her a strong candidate. Vice Chair Barrett and Chair Illingworth both agreed.

Secretary Santana opened the discussion for the next nomination, Erin Grace with the Boys and Girls Club. Commissioner Luevano stated that he recognizes the great work she does for the organization, however, because she only has one year of service, he is hesitant about approving the nomination. Commissioner McDonnell stated that Erin is doing great work however, the number of services years may not be enough compared to the other nominations. Chair Illingworth concurred, he stated she has given wonderful efforts, but the level of service may not meet the level the Commission is looking for. Vice Chair Barrett agreed. The Commission agreed not to approve this nomination.

Secretary Santana opened the discussion for the nomination of Marcello Infusino with Boy Scouts of America, Troop #985. Commissioner Luevano stated he would approve this nomination; he stated that Marcello brought up his sons through the Boy Scouts and then stayed on as a volunteer; he stated that Marcello is the epitome of the individual who would qualify. Commissioner McDonnell agreed, she stated that often we join organizations for our child but the fact that he stayed on is impressive; she stated that he oversaw 15 eagle

scout projects which is a huge time commitment. Chair Illingworth and Vice Chair Barrett agreed.

Secretary Santana opened the discussion for the nomination of Neal Welland with CAPC, Inc. Commissioner Luevano stated that he is on the fence with this nomination because Mr. Welland was focused on only one project. Commissioner McDonnell stated that she would support this nomination; she stated that 15-20 years is a long time to commit to one agency; she stated that CAPC, Inc. has transitioned to a new director which is a difficult time for a non-profit and the fact that he remained on as president to recruit and transition the new director helped the agency continue. Chair Illingworth stated that 15-20 years of service with an agency is incredible, he would approve this nomination. Vice Chair Barrett stated that she would approve this nomination because the sentiments made by the Commission, but also because he served as the volunteer director during the transition period.

Secretary Santana opened the discussion for the nomination of Elizabeth Watts with L.A. CADA. Commissioner Luevano stated he would accept this nomination based on the number of years of service. Commissioner McDonnell stated that she would support this nominee; she stated that 11-15 years of service is impressive; she also stated that Elizabeth is very forward thinking by collecting data before it was required, putting L.A. CADA is a good position to apply for grants; moreover, she was first on board with the LGBTQ+ Youth of Whittier, which shows her compassion and inclusion and she found ways to volunteer throughout the pandemic. Chair Illingworth agreed; he stated that it is great to see someone who has not forgotten their roots. Vice Chair Barrett agreed.

Secretary Santana opened the discussion for the nomination of Erica Ortega with Murphy Ranch Little League. Commissioner Luevano stated that he would support this nomination; he stated that he is impressed that she is also a team mom and prepares the snack shack. Commissioner McDonnell agreed. Chair Illingworth stated that she did a lot of heavy lifting to get the team ready for play this year, he stated that little league baseball was back before major league; he would approve this nomination. Vice Chair Barrett agreed.

Secretary Santana opened the discussion for the nomination of Monica Piedra with Shelter's Right Hand. Commissioner Luevano stated he would approve this nomination because she was able to reinvent the 5k walk fundraiser. Commissioner McDonnell stated that she would support this nomination; she stated that six to ten years is a lengthy time. Chair Illingworth agreed. Vice Chair Barrett stated that she participated in the 5k walk last year, it was an interesting and impressive event; she would approve this nomination.

Secretary Santana opened the discussion for the nomination of Bill Wood with Whittier National Junior Basketball League. Commissioner Luevano would approve this nomination; he stated that he liked that Bill is being nominated by one of his former students and Bill held many positions within the organization. Commissioner McDonnell stated that she would support this nomination; she

stated that to maintain his level of enthusiasm for over 20 years is impressive. Chair Illingworth stated that he would support this nomination; he stated that the youth sports had to do some extra heavy lifting through the pandemic. Vice Chair Barrett agreed.

Secretary Santana opened the discussion for the nomination of Robert Verzani with the Whittier Police Department. Commissioner Luevano stated that it seems like a lot of work, so simply yes, he would approve. Commissioner McDonnell stated she would approve and compliments to Dominic Iraldo for the wonderful application. Chair Illingworth would approve. Vice Chair Barrett agreed; she stated that this is the kind of volunteer an agency would want, and he has done it all.

Secretary Santana opened the discussion for the nomination of Glenn Costello with Whittier Pony Baseball. Commissioner Luevano would support this nomination. Commissioner McDonnell would approve; she stated that over 20 years with a youth sports organization is a long time to maintain that energy level. Chair Illingworth would approve. Vice Chair Barrett agreed; she stated that his work with the umpires is noted since it is not an easy feat, and she really liked that Glenn supports players with special needs.

Secretary Santana opened the discussion for the nomination of Vince Banagas with Whittier Pony Baseball. Vice Chair Barrett would support this nomination; she stated that he has over 20 years of service, has served as a commissioner, and maintains the equipment which shows his willingness to do all the jobs. Chair Illingworth would approve. Commissioner McDonnell stated that he has over 20 years of service which is hard to beat so she would support this nomination. Commissioner Luevano agreed.

Secretary Santana opened the discussion for the nomination of Glen McClure from the Whittier Public Works Department. Vice Chair Barrett stated she had two concerns with this application, the first being that it was submitted late and the second being that his volunteer service was centered around only one project; she stated that it is a wonderful project but does not hold the same weight of service compared to other nominations. Chair Illingworth stated that he would approve this nomination; he stated that not many residents would put in this kind of work, it is a unique project, and the project hold longevity and will be something the community can enjoy for years. Commissioner McDonnell stated that she agrees with the sentiments expressed by Vice Chair Barrett; she stated that she is interested to see if he continues this type of volunteer work with the Public Works Department. Commissioner Luevano stated that he would not approve this nomination since he chose not to approve Erin Grace who also only had one year of service; he stated that he hopes he continues this type of volunteer work, and the Commission can recognize him in the future. Chair Illingworth stated that this application holds a lot of weight because of the longevity of the project but also because he was recognized by city staff. Commissioner Luevano stated that we accept applications annually so even if the Commission says no now, they can always resubmit in the future. Vice



Chair Barrett stated that she would encourage staff to resubmit. The Commission agreed to not approve this nomination.

It was moved by Vice Chair Barrett, seconded by Commissioner McDonnell, and carried 4-0 by roll call vote, to approve the 10 candidates discussed for the 2021-2022 Volunteer of the Year Award (Absent Commissioner Enriquez-Santos).

#### **5.D. 2022 Whittier Scholarship Program**

Secretary Santana opened the discussion on the essay applications received for the 2022 Whittier Scholarship Program; she stated we received four applications for the Athens service area and three applications for the Republic service area.

Secretary Santana opened the discussion, beginning with the essay submitted by Alexis Sotelo. Commissioner McDonnell stated that she would award this individual; she stated that there were many good ideas addressed in her essay liked the national recycling day, an increase in social media presence, and a vote to ask the residents if they would like a composting service. The Commission agreed to award this individual.

Secretary Santana opened the discussion for Esther Morrison's submission. Commissioner McDonnell stated that she is hesitant to approve her application because her essay lacked citations and did not extensively discuss the food waste issue. Commissioner Luevano agreed and would recommend that Esther resubmit her essay to citations. Vice Chair Barrett and Chair Illingworth agreed that they should not approve based on the lack of citations.

Secretary Santana opened the discussion for Eva Martinez's submission. Commissioner McDonnell stated that she would award this individual; she stated that she was impressed by Eva's idea to have a different approach for each age group. Commissioner Luevano stated that he liked the essay and would approve with only the one citation. Vice Chair Barrett stated that she liked all the essays submitted and would approve all the applications; she stated that she withdraws her no on Esther's application and says yes to both submissions. Chair Illingworth stated that he liked the way Eva's essay was written, however would like to see more citation; he stated that he would agree with Commissioner Luevano that we could offer them to revise and resubmit.

Secretary Santana opened the discussion for Zoe Espinal's submission. Commissioner McDonnell stated that she would award this individual; she stated that she liked that Zoe gave her program a name, and she liked the idea of high school students doing service hours for their big "E." The Commission agreed.

Secretary Santana reopened the discussion on Esther Morrison with Vice Chair Barrett's resending denial. Chair Illingworth asked how many scholarships we could award; Secretary Santana responded there are five scholarships

available for Athens and four for Republic. Chair Illingworth stated that he can appreciate the effort it took to apply, and he liked all the essays; he stated that he would award all the applications if they revised and resubmitted to included citations. Commissioner McDonnell stated that she agreed with Vice Chair Barrett's earlier sentiment, and she would accept all the essays as they are; she stated that asking them to revise may send the wrong message of having a second chance at everything when you do not always have that opportunity; she stated that they all have enthusiasm and passion and took the time to apply. Vice Chair Barrett stated that they all brought innovative and creative ideas to the table. Chair Illingworth stated he would agree with Commissioner McDonnell; he stated that he noticed a couple of the essay referenced Tik Tok and social media, which is like a modern-day citation, it was a reminder that teens communicate in a different way.

Secretary Santana opened the discussion on the three applications for the Republic service area, beginning with Aidan Nasser's submission. Chair Illingworth stated that he would award this individual; he stated he was very impressed that he referenced the "Triple R" slogan and history. Vice Chair Barrett stated she liked Aidan's ideas such as the recycling bin sticker and the sister town competition. The Commission agreed to award this individual.

Secretary Santana opened the discussion on Delaney Carroll's submission. Chair Illingworth would award this individual; he stated he liked the idea of campaigning door to door, and he thought it was very well written. Commissioner McDonnell agreed; she stated that she really liked the idea of vermicomposting. Commissioner Luevano and Vice Chair Barrett agreed.

Secretary Santana opened the discussion on Lisa Cabezas' submission. Commissioner McDonnell stated she would award this individual; she stated that she enjoyed that the essay was written like a campaign speech and not just an informational essay. Commissioner Luevano agreed. Vice Chair Barrett agreed; she stated that she liked the idea of small garbage cans to force the residents to think about their amount of waste, also that Lisa had the confidence to address herself as the director since the prompt mentioned that the author is the new director. Chair Illingworth agreed.

It was moved by Commissioner McDonnell, seconded by Vice Chair Barrett, and carried 4-0 by roll call vote, to approve the 2022 Whittier Scholarship recipients from the Athens and Republic Service areas (Absent Commissioner Enriquez-Santos).

## **6. SECRETARY'S COMMENTS**

Secretary Santana thanked the Commission for their time reviewing and grading the nominations and essays received. Manager Hamilton stated that the Volunteer of the Year reception will be held on April 21, 2022. Secretary Santana stated that the Scholarship Award Reception will be help on May 10, 2022.

Secretary Santana stated that the Keep Whittier Prettier event will be held on April 23, 2022, will be cleaning up the Greenway Trail and hopefully we will be able to identify other problem areas. She stated that Mr. McClure is hoping to identify and set up some heavy duty clean-up events. Vice Chair Barrett mentioned that April 23 is the same date as the Shelter's Right Hand 5K.

Secretary Santana stated that our department held the Eggxtravaganza event last Saturday, it was our first big event back since the COVID-19 protocols were lifted. She stated it was a successful event.

## **7. COMMISSIONERS' COMMENTS**

Commissioner Luevano thanked the Staff for gathering all the applications. He stated that he was able to move with more ease through the scholarship applications because of the word limit; he stated that it may be helpful to place a word limit on other applications like that grant funding.

Commissioner McDonnell offered compliments to the staff that takes the minutes; she stated that the conversations are captured very well.

Chair Illingworth thanked the Staff. He commends the department for producing such high-quality programs.

## **8. ADJOURNMENT**

The meeting was adjourned at 7:36 p.m.

Approved and adopted by the Social Services Commission on \_\_\_\_\_.

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Virginia Santana, Secretary



# Agenda Report

Social Services Commission

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**Date:** May 3, 2022

**To:** Social Services Commission

**From:** Virginia Santana, Director of Parks, Recreation and Community Services

**Subject:** Information and Referral Report

## **RECOMMENDATION**

Receive and file the Information and Referral Report for April 2022.

## **BACKGROUND**

None.

## **DISCUSSION**

Staff prepared the Information and Referral report and hereby submits the report for Commission's review. The report will provide a summary of the calls for service, the information presented, and a summary of any local events or trainings offered to residents (Attachment A).

## **FISCAL IMPACT**

There is no fiscal impact associated with this report.

## **STRATEGIC PLANNING GOAL**

Goal 4: Transparent & Open Government

## **ATTACHMENTS**

A. I & R Report – April 2022

## I & R Summary Report April 2022

In the month of April 2022, we received a total of 102 calls, which consisted of senior and family housing, transit, and home repairs along with benefit resources as well as legal aid calls.

### *Senior Transportation (23.53%)*

- City of Whittier- DAR
- LA County DAR
- Health Insurance plans
- Access

### *Housing (15.69%)*

- TSA housing
- Rental Directory
- LACDA

### *Legal (9.43%):*

- LAFLA
- Christian Legal
- Bet Tzedek (Trust & Wills)
- Housing Rights

### *Benefits (20.75%)*

- SASSFA (Caregiving, Meals, and Social Worker)
- Cal-fresh
- General Relief

### *Utilities (13.21%)*

- Edison
- LIHEAP
- Salvation army

### *City/County Services (15.09%)*

- Habitat for Humanity
- Community Development
- Maravilla Foundation
- SCRS



# Agenda Report

Social Services Commission

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**Date:** May 3, 2022

**To:** Social Services Commission

**From:** Virginia Santana, Director of Parks, Recreation and Community Services

**Subject:** Social Services Funding Application

## **RECOMMENDATION**

Review and recommend improvements for FY 2022-23 Social Services Funding application.

## **BACKGROUND**

Annually, City Council allocates funds to aid local non-profit agencies by providing grant funds for various social services programs with a priority for proposals that have an emphasis on homeless services and housing.

## **DISCUSSION**

The Commission will discuss and review the application for the Social Services Funding Program to recommend improvements for the FY 2022-23 Social Services Funding application.

## **FISCAL IMPACT**

There is no fiscal impact associated with the report.

## **CITY COUNCIL PRIORITY/GOAL**

Goal 4: Transparent and Open Government

## **ATTACHMENTS**

A. 2022-23 Draft Social Services Grant Funding Application

## Social Services Grant Funding Application - 2022/23

The Social Services Commission was established by the City Council to study and make recommendations regarding matters pertaining to the social services needs of the community. The City Council's philosophy is that the City should not provide direct social services, but utilize City funds to support social service agencies providing much needed services to our homeless community and to those agencies providing general social services to our community at-large.

To accomplish this goal, the Commission is now inviting non-profit organizations, with innovative ideas, to apply for funding in two separate focus groups. Total grant funds available: \$XXX,XXX for the 2022/23 Fiscal Year.

Grant Award Focus Groups:

Focus Group #1: X% or \$XXX, XXX available to non-profit organizations who serve those who are experiencing homelessness, Whittier families at risk, and/or Whittier families that are food insecure.

Focus Group #2: X% or \$XX, XXX available to non-profit organizations who serve our Whittier residents with social service needs, other than those described in Focus Group #1.

Applicants should take special care to read all instructions before completing the attached application.

### APPLICATION INSTRUCTIONS

All applications must be submitted via the Google Forms survey clickable link [HERE](#) or a fillable PDF by [DATE & TIME](#) for consideration for possible funding for the current 2022/23 fiscal year.

- Use the survey link when completing your request and upload files as appropriate.
- Incomplete applications may result in denial.
- Do not send excess information. Information submitted that was not requested will not be considered.
- Eligible projects for funding include operations and capital expenses.
- Applicant agency must have a current 501(c)3 or 501(c)6, and in good standing.
- Please label each of your attachments with agency name and document name.
- There is no restriction on the dollar amount requested by each agency.
- A separate application, budget, and project description is needed for Focus Group 1 and

Focus Group 2 projects, and each agency may apply for one project in each focus group.

- Proposed projects must be completed by June 30, 2023.

If assistance is needed with technology to complete the application, please contact the City of Whittier Parks, Recreation and Community Services Department and a staff member will assist your agency.

Any questions, please contact us at (562) 567-9400.

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\*Required

### Preliminary Information

1. Agency Name \*

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2. Agency Address \*

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3. Agency Website \*

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4. Agency's Contact Name \*

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5. Contact Title \*

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6. Contact Email \*

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7. Contact Phone Number \*

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8. Head of Agency's Name & Title \*

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9. Do you provide services to the homeless community in the City of Whittier? \*

*Mark only one oval.*

Yes (Focus Group #1)

No (Focus Group #2)

Other: \_\_\_\_\_

10. Do you provide services to help families and children in need, in the City of Whittier? \*

*Mark only one oval.*

Yes (Focus Group #1)

No (Focus Group #2)

Other: \_\_\_\_\_

11. Based upon the previous questions: Are you applying for Focus Group #1: \*  
available to non-profit organizations who serve our Whittier homeless  
community, Whittier families at risk, and/or Whittier families that are food  
insecure; or Focus Group #2: available to non-profit organizations who serve our  
Whittier residents with social service needs other than those described in #1?

*Mark only one oval.*

- Focus Group #1  
 Focus Group #2

### Agency Information

12. Agency's Mission Statement (150 words max.) \*

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13. How long has your agency been in operation? \*

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14. Geographical area(s) your agency services? (Please indicate City of Whittier, \*  
Unincorporated Whittier, and LA County as separate areas).

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15. Non-profit status \*

Mark only one oval.

- 501 (c)3
- 501 (c)6
- Other: \_\_\_\_\_

16. Has your agency received any kind of support services or grants from the City of Whittier in the past? \*

Mark only one oval.

- Yes
- No

17. If yes, please list the year(s) and dollar amount(s) of previous successful grant funds with the City of Whittier. \*

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18. Describe your current funding sources by listing any donations (source and value) and any in-kind services that are applicable to your grant application. \*

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19. Describe what other avenues of revenue or what other types of financial support your agency has, or will use to sustain your project? \*

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20. Describe current collaborations with homeless services agencies (write N/A if none). \*

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### Funding Request

21. Title of your proposed project for 2022/23 FY \*

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22. How much are you requesting for this project? (in dollars) \*

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23. Total cost of your project? (in dollars) \*

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24. What is your local match for the grant? \*

*Mark only one oval.*

- None (We are requesting the full cost of the project)
- 1-10% (We are adding up to 10% of our own funds to the total cost of the project)
- 11-25% (We are adding 11-25% of our own funds to the total cost of the project)
- 26-50% (We are adding 26-50% of our own funds to the total cost of the project)
- 51-75% (We are adding 51-75% of our own funds to the total cost of the project)
- 76-99% (We are adding 76-99% of our own funds to the total cost of the project)

25. Have you applied to other funding sources to help with this project? \*

*Mark only one oval.*

- Yes
- No

26. Briefly describe the project. \*

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27. How did your agency identify the need for this project? \*

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28. Briefly describe the goals and objectives of the project. \*

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29. Please describe who will be served. \*

*Tick all that apply.*

	Most applicable	Somewhat applicable	Not applicable
Children up to 18 years of age	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
People with learning disabilities	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
People with physical disabilities	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
People with mental health problems	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
People with substance abuse problems	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Senior	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Low income families/individuals	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Homeless	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Youth 18-24 years of age	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Families at risk	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Food Insecure	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

30. How many City of Whittier residents will be served by this project? \*

*Mark only one oval.*

- 1-10 residents
- 11-25 residents
- 26-50 residents
- 51-75 residents
- 76-100 residents
- 100-200 residents
- 200+ residents

31. What percentage of the total participants for this project will be City of Whittier residents? \*

*Mark only one oval.*

- 100%
- 70-99%
- 50-69%
- Less than 50%

32. If your grant request is only partially funded through this application process, will the program still be offered? \*

*Mark only one oval.*

- Yes
- No
- Other: \_\_\_\_\_

33. Please describe how the project will be evaluated to measurable goals? \*

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**Supporting Documents Checklist**

- Upload all supporting documents in the following section, including:
1. Proof of Non-profit status - 501(c)3 or 501(c)6
  2. List of Board of Directors
  3. Previous year's IRS Form 990
  4. Current Annual Operating Budget
  5. Project Budget
  6. Two positive success stories from your agency in the past year.

34. Attach proof of non-profit status - 501(c)3 or 501(c)6 \*

Files submitted:

35. Attach copy of Board of Directors. \*

Files submitted:

36. Attach a copy of the previous year's IRS Form 990. \*

Files submitted:

37. Attach a copy of your current Annual Operating Budget. \*

Files submitted:



38. Submit a budget which is specific for this application's project that highlights the revenues and expenses. This enclosed budget should not be the same as your annual agency budget, submitted for an earlier questions. This budget is project specific to this application. \*

Files submitted:

39. Upload two positive success stories from your agency in the past year in one document. \*

Files submitted:

40. Please indicated that you have uploaded all required supporting documents. \*

*Tick all that apply.*

- Proof of non-profit status - 501(c)3 or 501(c)6
- List of Board of Directors
- Previous year's IRS Form 990
- Annual Operating Budget
- Project Budget
- Two positive success stories from your agency in the past year.

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