



Substantial Amendment to the FY 2009-10 Action Plan

The City of McKinney, 222 North Tennessee Street, McKinney, Texas, 76069 gives the public notice that it proposes changes to the Community Development Block Grant (CDBG) 2009-10 Action Plan. The CDBG Citizen Participation Plan states that in certain changes to the Annual Action Plan or Consolidated Plan, the city will propose a substantial amendment and invite public comment, per Federal regulation 24 CFR subpart b, section 91.105 (c) and section 91.505(a)(b). After a 30-day comment period, the McKinney City Council will hold a public hearing on March 2, 2010, before the amendment is forwarded to the U.S. Department of Housing and Urban Development.

Request: The agency, The YMCA of Metropolitan Dallas was granted \$5,003 under the CDBG Public Services funding, to provide youth residing in the McKinney Housing Authority with summer day camp services. The agency requested a change of venue from the McKinney Branch, located at 300 Ridge Road, to its YMCA Collin County Adventure Camp location at 1180 West Houston Street in Anna, Texas. CDBG funding is required to benefit McKinney residents and therefore, youth ages 6-12 residing in the McKinney Housing Authority continue to receive the benefit. The agency will expend all funding under the program year, which ends September 30, 2010. The Community Grants Advisory Commission approved the amendment in activity funding on January 27, 2010.

All interested persons, agencies or groups disagreeing with the proposed change or have questions are invited to submit written comments for consideration by the City to the CDBG Office. Such written comments must include the name of the person making the comment, address and telephone number of the person submitting the comment, along with the basis for the objection. All comments must be signed, dated and received no later than February 27, 2010. Please forward comments to the City of McKinney, Community Services Department – CDBG Office, 314 S. Chestnut Street, Suite 101, McKinney, TX 75069.

To review the substantial amendment, please visit the Reception Desk of the Community Services Department (Annex B Building), 314 S. Chestnut Street during the hours of 8 a.m. – 5 p.m., or you may visit the Reference Desk of the Roy and Helen Hall Memorial Library, 101 E. Hunt Street during regular library hours. The report will also be available online at www.mckinneytexas.org/Community_Services/CDBG. All comments received will be considered and presented to the City Council at the public hearing held on March 2, 2010 at the regular meeting, to consider and act on these changes.



YMCA

We build strong kids,
strong families, strong communities.

January 14, 2010

Shirletta Best
CDBG Administrator
City of McKinney
Community Services Department
314 S. Chestnut Street
McKinney, TX 75069

Dear Ms. Best:

The YMCA of Metropolitan Dallas respectfully requests that CDBG funds in the amount of \$5003. awarded to the YMCA of Metropolitan Dallas – McKinney YMCA be transferred to the YMCA of Metropolitan Dallas – Collin County Adventure Camp YMCA. The McKinney YMCA will not be operating any summer day camp programs during the summer in 2010.

Because the YMCA would still like to give youth residing in the McKinney Housing Authority an opportunity to enjoy a summer day camp experience, we are requesting that the CDBG funds go to our Collin County Adventure Camp (CCAC) located in Anna, TX. The Executive Director of CCAC is Kevin Spaeth and he is committed to fulfilling all requirements of the contract between the City of McKinney and the YMCA of Metropolitan Dallas.

Enclosed please find an amended Summary Sheet and Application replacing references to the McKinney YMCA with YMCA Collin County Adventure Camp.

Please let me know if you need any additional information in order to process this request.

Sincerely,

Gordon Echtenkamp
President/CEO



YMCA of Metropolitan Dallas • 601 N. Akard St. • Dallas, TX 75201
214-880-9622 • fax: 214-871-3014 • www.ymcadallas.org

YMCA mission: To put Christian values into practice through programs that build healthy spirit, mind and body for all.



**COMMUNITY DEVELOPMENT
BLOCK GRANT (CDBG)
PUBLIC SERVICES APPLICATION**

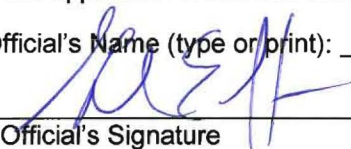
**FY 2009-10 SUMMARY SHEET
PLEASE TYPE YOUR APPLICATION**

APPLICANT INFORMATION		
Organization Name: YMCA of Metropolitan Dallas – YMCA Collin County Adventure Camp		
Address: 1180 West Houston St. Anna, TX 75409		
Director's Name: Kevin Spaeth	Phone: 2124-667-5600	Fax: 972-924-8587
Director's Title: Executive Director	E-Mail Address: kspaeth@ymcadallas.org	
Tax I. D. Number: 75-0800696	Agency Website: www.ymcadallas.org	
PROJECT DESCRIPTION AND BUDGET		
1. Project Name/Description: YMCA Day Camp – services to youth ages 6-12 from the McKinney Housing Authority.		
2. Project Manager: Kevin Spaeth		
3. Proposed Project Location: YMCA Collin County Adventure Camp		
4. Total CDBG Funding Requested: \$10,000.		
5. Percentage (%) of Total Project Cost: 12%		
6. Cost Per Client for Project: \$500 (Actual cost for 4 weeks of camp = \$800 per youth)		
7. Percentage of Clients from McKinney who are Low to Moderate Income: <u>100</u> %		
8. Abbreviated Project Budget: Staff, camp shirts, meals & snacks, camp supplies = \$82,612.		
9. Which National Objective Meets Your Proposed Project?		
<input checked="" type="checkbox"/> Benefit Low/Moderate Income Persons/Households <input type="checkbox"/> Prevention of Slums/Blight <input type="checkbox"/> Urgent Need		
10. Indicate the Priority Need that Best Identifies Your Project:		
<input type="checkbox"/> Clothing	<input type="checkbox"/> Rent/Mortgage and Utility Assistance (<i>Homeless Prevention</i>)	
<input type="checkbox"/> Food	<input type="checkbox"/> Housing	
<input type="checkbox"/> Shelter	<input type="checkbox"/> Homeless Shelter/Transitional Housing	
<input type="checkbox"/> Preventive Health	<input type="checkbox"/> Neighborhood Revitalization	
<input type="checkbox"/> Public Facility	<input type="checkbox"/> Other:	
<input checked="" type="checkbox"/> Youth Services		

CERTIFICATION

There is no guarantee, expressed or implied that funds will be provided to the applicant. The applicant agrees to comply with all Federal and City policies and requirements affecting the CDBG program. The signatory declares that he/she is an official of the application, is authorized to make this application, and certifies that the information in this application is true and correct, to the best of his/her knowledge.

Authorized Official's Name (type or print): Gordon Echtenkamp, President/CEO

By:  1-14-10
 Official's Signature Date

**CITY OF MCKINNEY
COMMUNITY DEVELOPMENT BLOCK GRANT
FUNDING APPLICATION FOR FY 2009-2010**

1. Activity Eligibility:

Consolidated Plan Goal - Select the Best Strategy That Fits The Proposed Project.
<input type="checkbox"/> Strategy 1. Provide safe, secure housing for very low and extremely low-income homeowners
<input checked="" type="checkbox"/> Strategy 2. Provide supportive services to shelter residents.
<input type="checkbox"/> Strategy 3. Support organizations that assist the City's special needs population.
<input type="checkbox"/> Strategy 4. Promote community development projects.

Do you currently have a contract with the City for CDBG, Community Support Grant (CSG) or other City funds? Yes No

List: ___CDBG grant for \$5,870. ___

Are all taxes paid and up to date? Yes No

Is the agency in good standing with the State of Texas? Yes No

Is the agency/organization's Board of Directors in compliance with IRS Section (c) (3) certification? Yes No

Before April 30, 2009, the agency has been in operation since 1885. (Fill in blank).

2. Description of Grant Request (Max. 1 Page Response):

Describe the activities to be carried out through this grant request, including the population to be served and the number of persons to be served. The description should define the full details of the activity (who, what, where and how). It should specifically describe and quantify the services or products to be provided as a result of the expenditure of CDBG funds, and how these services will be delivered. Where appropriate, specify how the project will ensure that the intended beneficiaries are being served.

This grant request is to help serve youth ages 6 -12 years old from the McKinney Housing Authority by providing YMCA Day Camp Services 5 days a week for 4 weeks for the summer of 2010. Youth will be transported from their homes in the McKinney Housing Authority to the Collin County Adventure Camp's Day Camp site where they will participate in daily camp activities conducted by YMCA camp employees. Grant funds requested will assist in underwriting the cost of staffing for 20 youth, and daily lunch meals for 20 youth. The YMCA will work with the McKinney Housing Authority to select 20 youth to participate in this program and will reserve the space for the youth to participate.

2a. Is this a New or Existing Project? (Check one: ___ New **X Existing)**

- *If this is a new project, demonstrate how the proposed program will continue if it were only funded for one year. N/A*
- *If this is an existing project, please state past achievements attained and include actual numbers achieved. (If you were a past CDBG sub recipient in FY 08-09, use numbers reported to the City at the time of application).*

We have not utilized the City funding yet – it will be utilized this summer and then we will be able to report on achievements and numbers served.

- *If this is not an ongoing public service, state how long it will take to complete the project. N/A*

3. Need Justification:

Describe why the project is needed in the community and why CDBG funds, specifically, are needed to support the project.

Parents of children ages 6-12, from Collin County need places where their children are well-supervised, and in caring, safe and fun environments during their “out-of-school” hours.

YMCA day camp staff plan a variety of activities for school-age children that meet their physical, emotional, social and cognitive needs and interests; Y programs give each child the opportunity to grow personally, appreciate diversity, clarify values, become leaders, build family relationships, and learn specific skills.

Parents of elementary school youth need safe and affordable places for their children to spend their time during summer months so that they can work and attend school. Children need a supervised, safe environment in which to participate in age-appropriate activities delivered by qualified, well-trained and caring adults during out-of-school hours.

Quality summer day camp programs provide engaging learning activities in a safe and supportive environment. These programs can meet children’s needs for personal attention from adults, inclusion in positive peer groups, and enjoyable experiential activities that build self-esteem. Dallas Indicators web site states that out-of-school opportunities help children grow socially and emotionally. They also provide an opportunity for mentoring and life skills development. Children who are engaged in structured activities during out of school times such as sports and/or recreational programs are less likely to engage in at-risk and antisocial behaviors. They are less likely to engage in delinquent behavior and less likely to engage in sexual behaviors.

The McKinney Housing Authority strives to serve the needs of low-income families and promote self-sufficiency and asset development of families and individuals in addition to improving the individual’s quality of life. During the summer month’s youth whom reside in this community need an opportunity to become engaged in structured activities. The YMCA and Housing Authority are always looking for collaboration opportunities to increase the program opportunities for youth and families in this community. The YMCA will provide day camp activities to the youth and a family day to enhance the family’s connection to their community.

4. Benefit to Low to Moderate Income Clientele:

Agency must insure that unduplicated persons/households benefiting from the grant are low and moderate income. This information will be used to measure the project's performance outcome.

Part I. Describe the clientele you intend to serve.

- If there is a target population selected, explain how the population is selected, qualified and monitored. **The target population for the YMCA's grant is youth ages 6-12 from the McKinney Housing Authority.**
- Explain how you currently conduct outreach to the cultural, minority or hard-to reach component of your target population. Will there be any outreach changes in FY 2009-10? Describe the process of collecting unduplicated data for persons or households, including staff contact that will collect program and data.
The McKinney YMCA will work directly with the McKinney Housing Authority to recruit youth to serve in the YMCA's summer day camp program this coming summer and summer 2010 if funded..
- Are there other programs in the community that address similar issues as that of your agency? If yes, how is your proposal different? **YMCA programs teach character development to youth, stressing the values trustworthiness, respect, caring, responsibility, fairness and citizenship.**
- Explain in detail what documentation your agency collects to determine income status (i.e. pay stubs, tax forms, bank statements, sworn statements, etc.)
Because all the children who will be served using CDBG grant funds reside in McKinney Housing Authority residences, they automatically qualify for funding from the City of McKinney.

Clientele LMI Table

Low to Moderate Income (LMI)	Responses
Total Number of Unduplicated Clients (Resident or Families) Agency served YTD in FY 2008-09:	Projected number of clients benefitting from grant funds in Summer 2010 = 20
Total Number of Unduplicated McKinney Clients (Residents or Families) served YTD in FY 2008-09:	The McKinney YMCA will serve a projected 6,700 individuals in 08-09.
Percentage (%) Proportion of Agency's Services provided only to McKinney clients	90%
Percentage of McKinney Clients considered Low to Moderate Income:	100% (all youth served with grant funds are with McKinney Housing Authority)
Total number of McKinney Residents or Families expected to be served under this project? Also, select the percentage of LMI will the agency serve under the proposed grant? (Review pgs. 4 and 6 of instructions for LMI table.)	20 Residents or Families Served Select <u>LMI Percentage</u> : <input checked="" type="checkbox"/> 0 to 30% of Median Income <input type="checkbox"/> 31-50% of Median Income <input type="checkbox"/> 51-80% of Median Income <input type="checkbox"/> Above 80% of Median Income <input type="checkbox"/> No Income Target

Part II.

- Explain the intake/application process for clientele, i.e. how do you register, enroll services for clientele? **Parents will receive an enrollment packet with all the forms necessary to enroll their child in YMCA day camp.**
- Will the program charge fees to participants? Yes No
(Fees must NOT exclude low/moderate income people)
- Will your clientele under HUD's Presumed Benefit criteria? **No** If yes, select group that the agency serves primarily or serves 100% of its clientele.
 Abused Children

- ___ Abused Spouses
- ___ Elderly Persons (62+)
- ___ Severely Handicapped Persons
- ___ Homeless Persons
- ___ Illiterate Adults
- ___ Persons with AIDS
- ___ Migrant Farm Workers

4. Agency Description:

Briefly describe the mission and activities of the organization, and explain how the activities to be funded in the grant request fit in with other activities. Describe the experience of the organization in carrying out the type of activities proposed in this application and the length of time the organization has been involved in providing the proposed services. If the agency does not have prior experience in providing the proposed service, please indicate experience and successes in carrying out similar programs.

The mission of the YMCA of Metropolitan Dallas is to put Christian values into practice through programs that build a healthy spirit, mind, and body for all. The YMCA, the largest human care organization in America, is widely respected for its experience and expertise in providing comprehensive and critical social, educational, and physical fitness programs and services to people of varied ages and needs. The YMCA of Metropolitan Dallas, an IRS tax-exempt organization has been helping Dallas-area residents achieve fulfilling, successful lives since its establishment in 1885. It does this well, it does this compassionately, and, most importantly, it does this in partnership with individuals and agencies in the communities it serves. The Dallas YMCA operates 23 branches, an 800-acre resident camp, a 300-acre resident camp in Collin County and 300 program sites across seven counties. The YMCA serves a diverse population and persons of all socio-economic levels. Seventy percent of program participants are youth and thirty percent are adults. The YMCA of Metropolitan Dallas has a long history of operating camp programs to youth with over 50 years serving youth in 7 different counties and 17 different school districts. Camp services provided include special interest camps, day camps, and resident camps. The YMCA has been operating day camp, resident camp and outdoor education at Collin County Adventure Camp since opening in 2006 and has continued to expand services each year.

5. Agency Accessibility:

Please explain how accessible your agency's location is to your clients. Are you geographically easy to reach? How do your clients get to your facility? What are your hours of operation? Are your facilities handicap-accessible? If your proposed activity will be conducted in locations away from your main facility, how will clients access the services?

Youth campers from the McKinney Housing Authority will be transported to the YMCA Day Camp site by the McKinney Housing Authority. Camp is from 9:00 – 4:30.

6. Work Schedule:

Please provide a proposed schedule (include date and operation hours) for the use of grant funds and include the complete address where the activity will take place.

Funds requested are for the operation of day camp services for the summer of 2010. Program operation will begin with the hiring and training of camp counselors beginning in March of 2010 and will continue through the summer months. Recruitment and selection of camp participants will begin in during the month of April and at that time a pre-camp evaluation will be administered. Program materials will be ordered during the month of April. Day Camp services will begin being offered May 25 – August 8. Throughout the summer month's camper and parent surveys will be conducted for feedback on camper experiences. At the conclusion of the camp program a post-camp evaluation will be administered to the youth and parents that participated in the project. Ongoing reports as required by the city for the use of grant funding will be provided as needed.

Is the proposed activity in operation year-round during the program year or seasonal?

Year-round Seasonal

*If seasonal, which months of the year will this program operate? **May – August 2010***

8. Financial Review of Funds:

- *When was the most recent A-133 audit or review of your financial records?*

Date: 12 /31/07

- State the total amount of federal funds (from all sources) received in FY 2008-09.
\$426,057
- Does your agency expect to receive \$500,000 or more (as a direct recipient or a sub-recipient) from all sources of federal funds in FY 2009-10? Yes ___ No **X**___
- If the answer is "Yes," the agency is **REQUIRED** to please submit one copy of your Single Audit with the funding application.
N/A
- Who is responsible for maintaining the agency/organization's financial records?
(Name, phone number, position)
David Bornowski, CFO, 972-560-3803

9. Volunteers:

Will you utilize volunteers for the program for which your agency is requesting funds? If so, please describe how these volunteers will be utilized for the proposed activity and estimate the amount of volunteer time to be dedicated to the project.

Volunteers will be utilized to assist camp counselors with the daily activities. Day camp volunteers receive ongoing camp and leadership training to build their skills in working with our programs. An estimated 400 hours of volunteer service will be utilized in just serving the youth from the McKinney Housing Authority.

10. Partnerships:

Describe any collaboration that is currently in place (or will be) for this project. List all agencies or organizations with which you are collaborating for your project. Also, list other collaborate efforts, if any and how you interact with these organizations or programs.

The McKinney Family YMCA is collaborating with the McKinney Housing Authority (MHA) to provide day camp services to the youth. In 2010, the YMCA will transfer this program to the YMCA Collin County Adventure camp to operate day camp for MHA youth. The MHA will transport youth from the housing authority to the YMCA Day Camp site. Additional collaborative efforts with MHA include family events and fitness classes for the residents of the Newsom Home community. The Collin County Adventure Camp day camp is located at 1180 West Houston St. Anna, TX 75409.

11. Other:

Provide any other information that may be pertinent to this application that was not stated in previous questions.

For your information we have included a copy of the performance measure tools that we will be using to conduct pre and post evaluations. SPAN Child Questionnaire (School Physical Activity and Nutrition Project) and YMCA Afterschool/Summer Camp Parent Survey

12. Program Budget:

Include the agency or organization's operating budget for the current year. Next, please provide a detailed, line-item budget for the agency or organization's program/project request, showing CDBG revenue, all other revenues and expenses. Include such things as whether or not equipment is purchased or rented, nature of contractual services to be performed, staff positions to be funded for project, etc.

List as Program Budget as Exhibit A - 1 in attachments. The final program budget will be incorporated into the Statement of Work section of the agency's contract with the City.

If your agency serves COLLIN COUNTY or other counties, please submit the annual budget for the McKinney office ONLY, as it applies to the above instructions.. If you do not have a McKinney office, indicate the portion of the budget that will be designated for McKinney. Include a list of current and planned fund-raising efforts.

Please see Exhibit A – 1

12a. Funding Sources (Narrative and Chart):

Narrative Questions.

If CDBG funding is not granted, will the project go forward? What non-CDBG sources will fund the program? Will the project continue after the CDBG funds end; if yes, explain how funding will be provided, and describe any reduction in services that would result from the loss of CDBG funding?

The YMCA raises funds annually in our Partners Campaign to support families who cannot afford the full cost of YMCA programs in the form of financial assistance or scholarships. Half of the funding for this project will be grant funds and the other half will be from the YMCA's Partners Campaign. If we do not receive the grant, we will not be able to serve as many children from MHA but we will certainly try to provide scholarships to families who apply for financial assistance.

Chart.

USE LEVERAGING OF OTHER FUNDS CHART to answer the following questions:

List ALL efforts to obtain funding for this project from sources other than CDBG, including all pending or denied applications.

Please see Leveraging of Other Funds Chart.

If the agency received CDBG or any type City funding in FY 08-09, please list each amount and funding type below.

The McKinney YMCA received \$5,870 in FY 08-09 which was utilized during summer 2009 to provide summer day camp to McKinney Housing Authority youth. The McKinney YMCA is transferring the operation of the day camp program to the YMCA's Collin County Adventure Camp.

13. Performance Measurement Standards

Please see attached Performance Measurement Standards document.

Please select the best objective and outcome for the proposed project.

OBJECTIVES (Select One):

Creating Suitable Living Environments

These types of activities are designed to benefit low to moderate income persons by addressing issues in their living environment. Examples of public services under these criteria would include transportation projects, meal delivery, healthcare, education, etc.

Providing Decent, Safe, and Affordable Housing

Eligible activities would include rehabilitation or other housing projects that allow affordability for lower income families and individuals. Examples include homeowner rehabilitation, acquisition, new construction, homeowner assistance.

OUTCOMES (Select One):

- Affordability.** *Improving the provision of public services or housing activities within the City of McKinney to make it more affordable to low to moderate residents, such as transportation, affordable housing, day care.*

Performance Outputs to be determined may include:

- Numbers of low or moderate-income persons/households served*
- Numbers of households/persons assisted with new access to a service; or improved access to a service.*
- Number of beds created in overnight shelter or other emergency housing*

- Availability or Accessibility.** *Activities that include the basics of daily living will reflect availability/accessibility of public services or housing activities, to low-moderate income families.*

Performance Outputs to be determined may include:

- Number of low or moderate-income persons/households served*
- Numbers of households/persons assisted with new access to a service; or improved access to a service.*
- Number of households assisted that received emergency financial assistance, or emergency legal assistance to prevent homelessness*

Additional Documents to Be Submitted in the Following Order:

- A. Budget (Organization and Program Budget – Exhibit A1)
- B. Fund Leveraging Chart
- C. Performance Measurement Tables for Proposed Project (**Tables 1 and 2**)
- D. Resume of Executive Director AND the Project Coordinator.
- E. List of Officers and Members of the Board of Directors – **Must** include the name, telephone number, address, occupation or affiliation of each member and must identify the principal officers of the governing body.
- F. A copy of the agency's IRS Letter of Determination certifying tax-exempt status.
- G. A current copy of the agency's Certificate of Good Standing from the State Comptroller's Office. To obtain this document, go to <http://ecpa.cpa.state.tx.us/coa/Index.html>, and search by Tax ID or Company Name. At the next screen, click on the organization name, and then click on Certificate of Account Status. ** If the organization name is now different from the name registered with the Comptroller's Office, please register the correct name with them. The name on the Certificate should be the name on your application. If you are not in good standing with the State, you will be required to take whatever correction action necessary before a funding contract is executed.
- H. Proof of Liability Insurance. A copy of the agency's current ACORD Certificate of Liability Insurance. Note: If the agency does not carry liability insurance in the amounts outlined in grant section entitled "INSURANCE REQUIREMENTS" (pg. 14), it is required before a grant is awarded to you.
- I. Include one (1) copy of the most recent audit of the organization's financial records with the audit management letter attached.
- J. Conflict of Interest Questionnaire