

2022 American Rescue Plan: Services to Undocumented Immigrants

Submit Application to: CDDapplications@cityofmadison.com

Deadline: 12:00 pm CST (noon) January 28, 2022

Late applications will not be accepted

Please limit your proposal and responses to the spaces provided in this form. Any materials submitted in addition to this application form will not be considered in the evaluation of the proposal. Please *do not attempt to unlock or alter this form*. **If you need assistance with this proposal or are unclear about how to respond to any questions listed below, please contact CDD staff at 266-6520**

Agency Name:	North Madison Collaborators	Amount Requested:	\$ 80,625
Title of Proposal:	Direct Assistance for Northside Undocumented Households		
Contact Person:	Abha Thakkar	Email:	director@khcommunitycenter.org
Agency Address:	199 Kennedy Heights, Madison, WI 53704	Telephone:	608-213-6879
Is this Group a 501 (C) (3)?	Yes or No No	If no, applicant will need to secure a fiscal agent with 501 (C) (3) status.	
Name of Fiscal Agent (if Applicable):	Kennedy Heights Neighborhood Association Inc.	Fiscal Agent Phone:	608-213-6879
Fiscal Agent Contact Person:	Abha Thakkar	Fiscal Agent Email:	director@khcommunitycenter.org

Project Goal:

1. Please describe your proposal's goal of supporting undocumented immigrant households as they deal with the negative impacts of the COVID-19 pandemic.
The COVID-19 pandemic has been extremely destabilizing for our households with undocumented residents on the Northside. Along with the ongoing stress and risk of adapting to changing public health conditions and virtual schooling, families have been impacted by unstable employment, leading to food insecurity and housing insecurity. Undocumented households face the added disadvantage of not qualifying for certain COVID relief programs, leaving them without even the basic supports that many of us have depended on to sustain throughout this pandemic.

We will seek to use these funds to help bolster household stability by reaching out to 60 households with undocumented residents to assess their needs and then purchase gift cards, whether that be for food, gas or basic personal/household products, or make direct utility payments to meet those needs. We will look to disburse an average of \$1250 per household to help provide some much needed relief.

Along with the critical goal of supporting households, these funds will help us build trust and relationships with our undocumented community.

2. Please describe the demographics of the immigrant population(s) your organization serves. (e.g. age groups, ethnicity, economic status, holders, , specific income ranges, etc.).
We anticipate that most of households we will serve will include low-income children, adults and seniors, as we will be getting our referrals from service providers who already have relationships in place with these families, including school social workers and community school resource coordinators, food pantry staff, neighborhood center staff and other nonprofit, city and county staff. We will be prepared and ready to translate and interpret as needed.

3. Describe how your project will address any formal and informal barriers that prevent undocumented immigrants from accessing needed services.

By providing gift cards and assistance in paying for utilities and other basic needs, we are hoping to offset the inequities our undocumented households faced in their inability to access many financial assistance opportunities that were created via COVID relief responses. Our goal is to maximize the amount of financial relief we can provide to each household, for an average of \$1250 for each of 60 households, varying slightly with household size.

4. Describe the process your clients/participant will need to follow to receive assistance.

We will develop a safe, confidential, self-identification process for Northside households that will be loosely verified through our relationships with numerous Northside service providers in our network. This will likely look like a simple Google form that either the household can complete or a trusted service provider can complete on their behalf. The enrollment process will include an opportunity for households to tell us about their needs and how they would like their funds to be disbursed to them - in the form of gift cards or payments for utilities, etc.

We will document the requests on a shared spreadsheet and divide up the tasks of acquiring gift cards and gathering information about direct utility payments. Kennedy Heights will then disburse funds for the expenditures and collect receipts and needed documentation.

Staff:

5. Please briefly describe any relevant lived experience, as well as formal training, possessed by your staff, and how it will help make this project successful.

Our network includes dozens of service providers, social workers, nonprofit staff and resident leaders who interface with households all over the Northside. We range from seasoned nonprofit administrators to long-time Northside residents with deep networks of relationships and former neighborhood navigators with lived experience. The most critical features is our commitment and investment in collaborating. We have a multi-year history of successful project implementation and come together in work groups on a regular basis. Every neighborhood and community center, both of our community schools, almost every city and county agency, and almost every nonprofit that serves Northside residents is part of our ongoing collaborative work. We have Spanish- and Hmong-speaking staff and access to translators and interpreters. And we are looking forward to this as an opportunity to further connect with the Northside schools that don't have community school programs in place. Along with each person's professional credentials, training and experience, our group of collaborators has been through multiple trainings together: restorative justice, trauma-informed care, crisis de-escalation, nonviolent communication, motivational interviewing, and mental health first aid.

Timeline:

6. Describe the anticipated timeline for your proposal.

Program Start Date July 1, 2022	Program End Date June 30, 2023
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<p>Second week of July 2022: We will convene our collaborators group to develop a safe, confidential, self-identification and enrollment process for undocumented households. Households will be able to share their specific needs through this mechanism.</p> <p>Second week of September 2022: We will begin gathering referrals from our various partners and then reaching out to families to enroll them in the program.</p> <p>The first week of each month, 2022-2023: during the first week of each month, we will disburse funds in the form of gift cards or direct assistance via utility payments to the families identified during that previous month.</p>	<p>We will finish distributing gift cards and financial assistance within 12 months</p>
<p>Remember funds will be allocated by the second quarter of 2022, and are available until 12/31/24.</p>	

7. Budget: Summarize your project budget by estimated costs for staff and participants.

BUDGET EXPENDITURES	TOTAL PROJECT COSTS	AMOUNT OF CITY \$ REQUESTED
A. Personnel Costs		
Salaries/Wages (show detail below)	\$10,000	\$4,220
Fringe Benefits and Payroll Taxes	\$2,500	\$1,405
B. Estimated Program Costs		
Utility Bills	\$30,000	\$30,000
Internet Bill		
House Supplies		
Transportation		
Job Training Assistance		
Language Learners Assistance		
Meal Programs		
Telephone		
Other (explain below):	\$45,000	\$45,000
TOTAL (A + B)	\$87,500	\$80,625

Other please explain:

We will purchase gift cards for households to grocery stores, gas stations, and home supply stores (Target, Walmart, Walgreen) to help them meet basic needs. We will give families the opportunity to choose where they would like their gift cards to be purchased from during the enrollment process.

Our budget is an approximate breakdown - on average, each of the 60 households will receive \$500 in direct utility payments and \$750 in gift cards. If a household prefers that all of their funds go to either gift cards or utility payments, we will respect and document that.

The staffing costs that we are requesting are a 7.5% fiscal agency fee for Kennedy Heights Community Center.