



TEMPE
Community
Council

Agency Review **Pre-Application Training**



HUMAN SERVICES FUNDING 2024-25

Housekeeping

- **Welcome**
- **All lines are muted**
- **Please use the chat function to ask questions throughout the session**
- **These slides in PDF form and recording will be posted to our website**
- **<https://www.tempecommunitycouncil.org>**

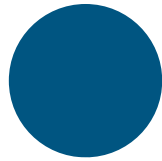
Agenda



- Thank You & Introductions
- Agency Review Funding Overview
- Timeline
- What's new?
- Performance Measures
- ZoomGrants Overview
- Questions



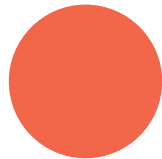
Why Agency Review?



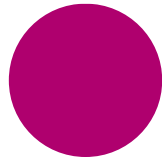
Connecting those in need to those that care



Council-initiated community-driven process since 1985



Agencies providing high quality services



Citizens recommend funding, engage in human service solutions and give back through interest, time and generous donations



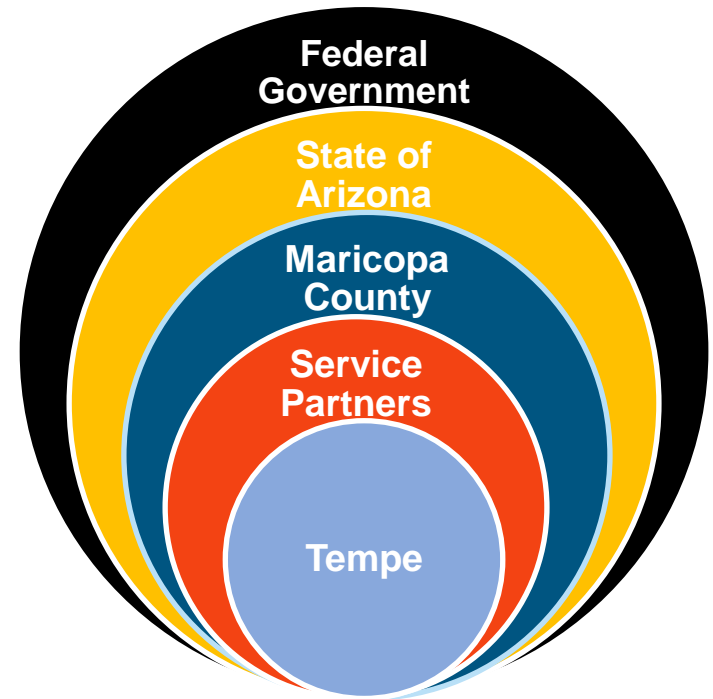
Quality of Life

Tempe City Council Strategic Priority 3.10

Ensure that agencies who receive human service grants from the City, achieve their performance goals related to homeless, youth, domestic violence, working poor, seniors, and individuals with disabilities.

Human Services

COLLABORATING FOR POSITIVE OUTCOMES



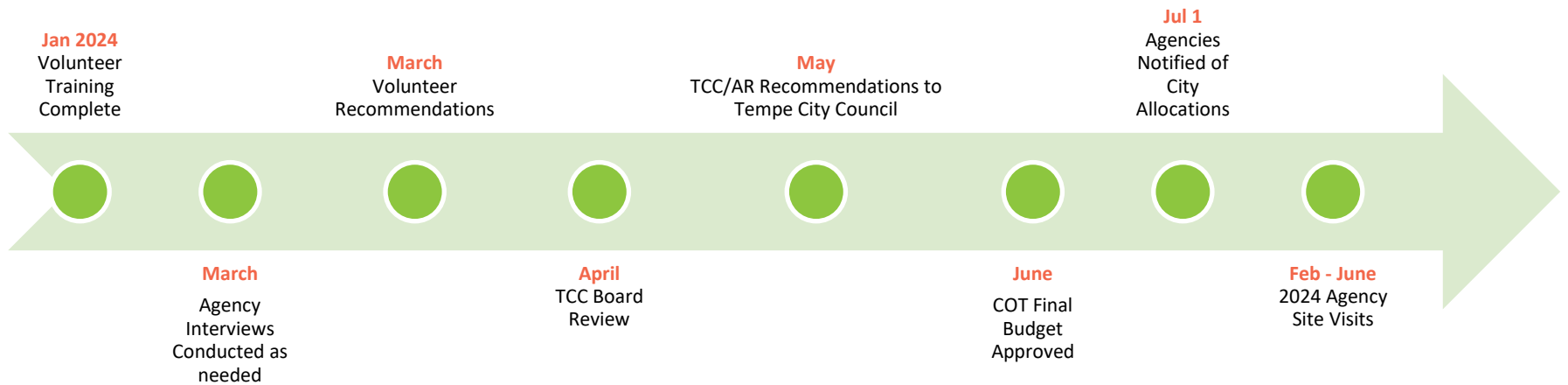
TCC and City of Tempe

PARTNERSHIPS

Tempe Community Council	City of Tempe (Community Health & Human Services)
Agency Review	CARE 7
Care Fair and Don Carlos	Community Supervision
Youth & Families – Threadz, Teen Positive Parenting Program, Open Horizons	Family & Community Support
Tempe Coalition	Family Justice Commission
Tempe Community Foundation	Homeless Solutions
Tempe VITA Tax Site	Housing Services
Community Resources/Non-profit Partners	Veterans/Military Resources

Agency Review

HIGH LEVEL TIMELINE



Applications DUE
Friday, December 8
Before 4:00 PM Arizona Time

Timeline

FUNDING PROCESS SCHEDULE

City of Tempe Human Service Funding FY 2023/24 AGENCY REVIEW TIMELINE

WHEN	ACTION
November 9, 2023 9:30-11:00 am	Pre-Application Grant & Technical Training via ZOOM Human Services Funding Training Link Organizations interested in applying for funds should attend this orientation. New agencies (not funded in the previous year) are highly encouraged to attend. All returning agencies should also attend since there are changes to the application process. If you have a scheduling conflict OR unable to attend the training, please contact TCC. Contact: Kim_VanNimwegen@tempe.gov or 480.858.2300 for more information.
November 13, 2023 12:00/Noon	Application opens in Zoom Grants https://www.zoomgrants.com/zgf/Tempe_Community_Council/City_of_Tempe_Human_Services_Grants_2024-2025
December 8, 2023 <u>Before</u> 4:00 pm Arizona time	Application due in ZoomGrants (late proposals <u>will not be accepted</u>)
February & March 2024	Agency Interviews (as needed)
May 2024	Recommendations presented to Tempe City Council at a Work Study Session
June 2024	City of Tempe final budget approval
July 1, 2024	Agencies are officially notified of City allocations

Funding Sources



City of Tempe General Funds
Together Tempe - Voluntary Donations via Utility Payment
Together Tempe - Tempe Community Council
Approximately \$1,100,000

Minimum Agency Requirements



501(c)3 Status

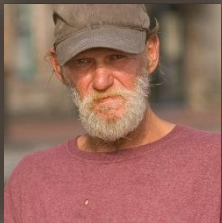


**Human Services
Focused**



**Serve Tempe
Residents**

Target Populations



Homelessness



Working Poor



Youth



Sexual and
Domestic Abuse



Individuals with
Disabilities



Older Adults

Agency Review Reviewers

Volunteer Info

- Live/Work in Tempe
- Attend Orientation/Training
- Confidentiality/Conflict of Interest Contract

Read/Score/Interview

Initial Recommendations


- Written Proposal
- Interview (only as needed)
- Allocation Discussion and Consensus

Application


What's new/highlighted again in 2024?

- **Renewal funding– NEW!**
- **Interviews as needed**
- **Mental health and wellness for all populations - Ongoing**

Final Report Summary




Comprehensive Human Services Needs Assessment
2021
Prepared for Tempe Community Council




Prepared By: Corona Insight | Coronainsights.com

2021 Human Services Needs Assessment Summary



PROCESS



The Tempe Community Council (TCC) identifies and supports needed human service programs. In 2021, TCC hired Corona Insights, a third-party research and evaluation company, to conduct a comprehensive human services needs assessment.

Read the entire assessment report at TempeCommunityCouncil.org/Needs-Assessment

FINDINGS

HOUSING

Trends: 2010 to 2019

- Renting became more common (53% to 59%)
- Rented households became slightly more crowded
- More seniors began renting (21% to 27%)
- Rent prices increased, but so did income

Current State

- 17% of surveyed residents worried a lot about needing to move
- 5% were evicted or forced to move in the past year

MENTAL HEALTH

46% of surveyed residents had a day when their mental health was NOT good in the past month, yet only 8% of those surveyed were getting the help they needed to access mental health care.

26% of human service providers mentioned mental health problems when describing COVID's impact on the people they serve.

% of Tempe organizations that are over capacity to help residents address...

45%	38%	37%
...alcohol or drug use	...finding housing	...accessing mental healthcare

Identifying Critical Needs



Top 5 Priority Areas

(out of 16 identified)

- Improve access to mental health services
- Support children and youth
- Help residents pay rent, mortgage, or utilities
- Provide emergency shelter
- Help residents find homes they can afford

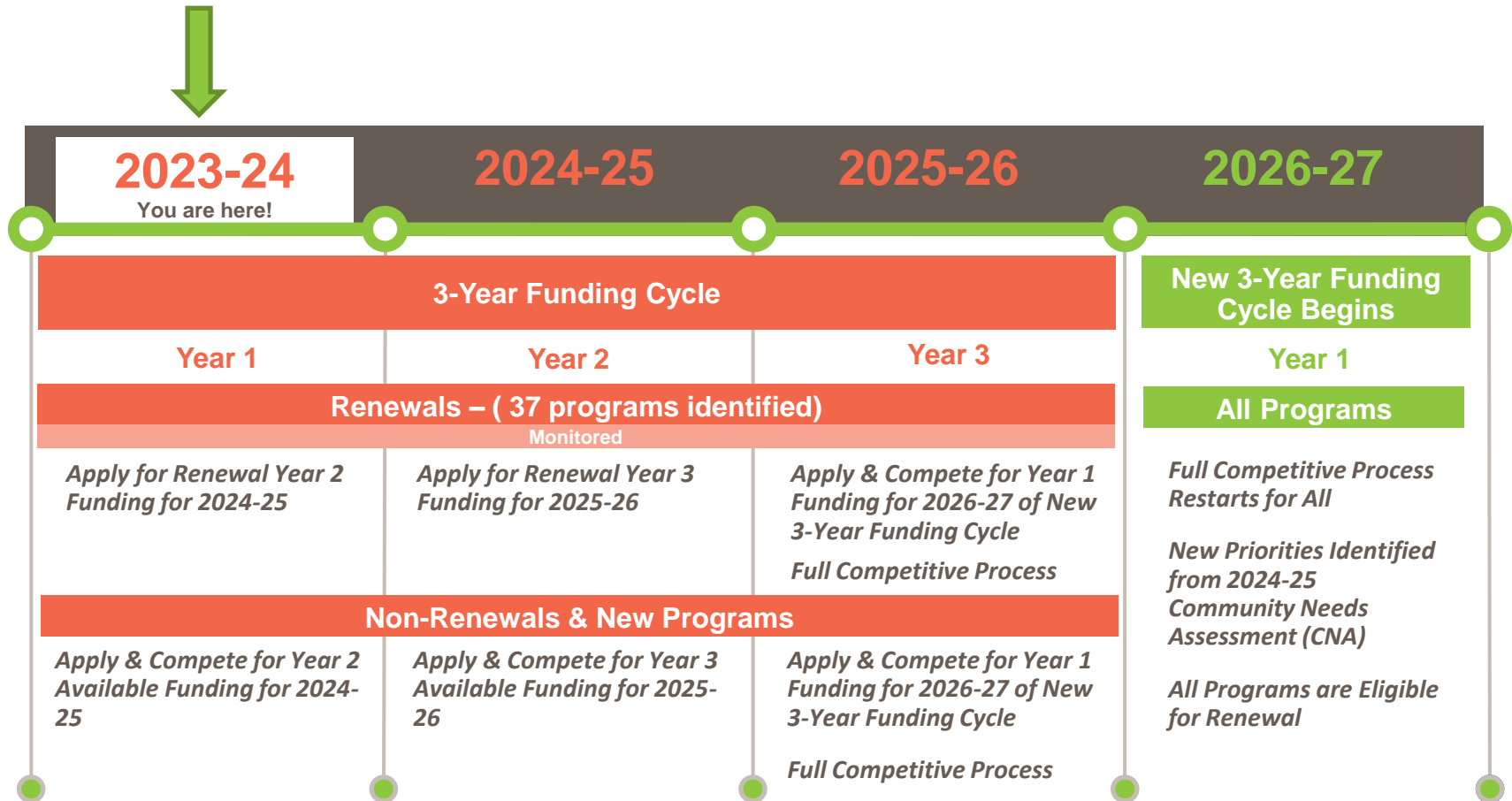
Renewal Application Criteria

There is a renewal option!

Changes to the process for 2024-2025 - Renewal Applicants:

1. Program is currently funded for 2023-24 Agency Review funding year.
2. Program/agency must have been **continuously** funded through Agency Review for the prior 5 years (since FY 2018–19).
3. Program must be continuing into renewal year with the same or *very similar* program, and program objectives and intended results for continued funding are expected to be broadly consistent with original approved scope of work.
4. Program must currently be meeting or exceeding stated outcomes and contracted goals at the time of application for renewal.
5. Program/agency must have been approved by the Community Impact Committee of Tempe Community Council's board to participate in this renewal opportunity.

Proposed 3-Year Funding Cycle



Evaluation Criteria

SAMPLE

	Proposal Evaluation Categories
1	Management and Documents
2	Services/Program Design
3	Performance Outcomes & Indicators
4	Budget
5	Interviews (as needed)
6	Accessibility/Equity/Diversity for Tempe clients
7	Serves a significant number of Tempe clients respective to the needed service
8	Amount requested is reasonable for the clients and impact projected.

Scoring Criteria

NEW APPLICATIONS



Approx. 100%
of Final Score

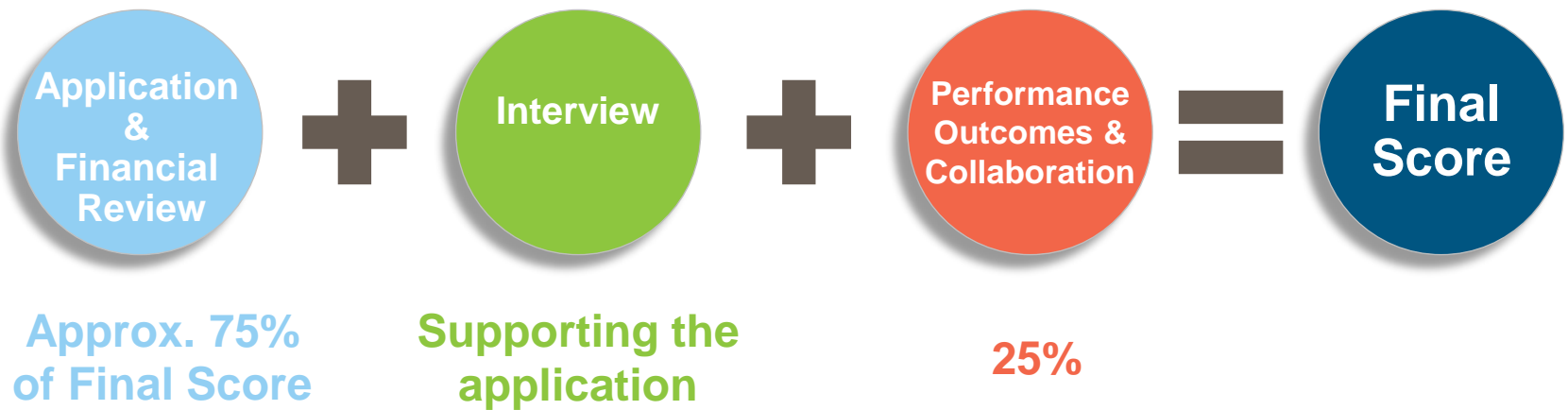


Supporting the
application



Scoring Criteria

RENEWAL APPLICATIONS



Reporting Requirements

CONSIDERED IN SCORING

- **Quarterly Reports**
- **Site Visits**
- **Past Performance**
- **Collaboration**
- **Participation**
(Care Fair, Roundtables/Community of Practice, Community Needs Assessment)

Application

BUDGET

- Program Budget for all
- Agency Budget for those requesting more than \$10,000
- Budget Narrative



Application

COMPLIANCE DOCUMENTS

- Human Services Agency Review Policy and Procedures
- Board of Directors Roster
- 501(c)3
- 990
- Audit
- Management Letter/Auditor Recommendation
- Balance Sheet
- Financial Review Worksheet
- List of Assurances
- Certification Form
- Photo of Services



TEMPE
Community
Council

Agency Review

Pre-Application Training: **PERFORMANCE MEASURES**



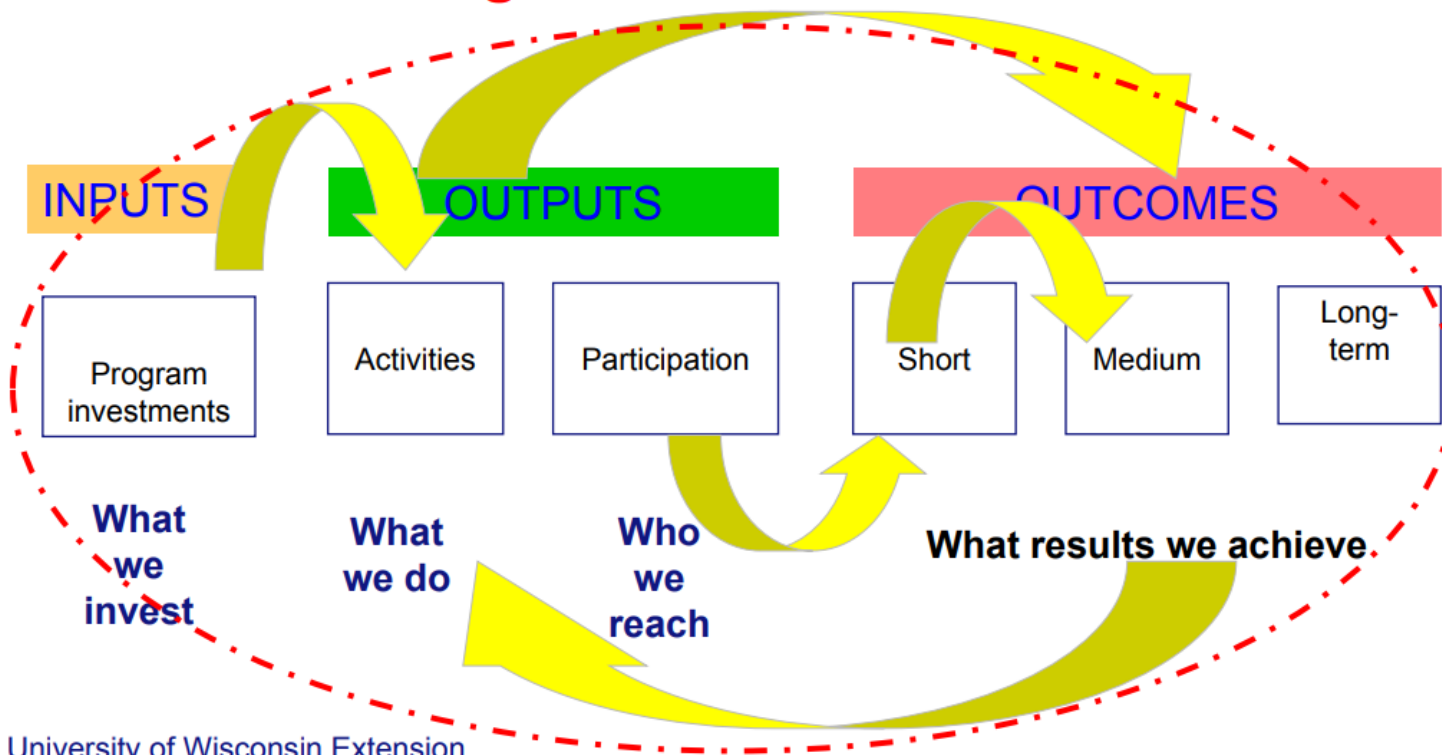
HUMAN SERVICES FUNDING 2024-25

Outcome Measures

Remember, a logic model is a representation. In real life:



Programs are not linear!



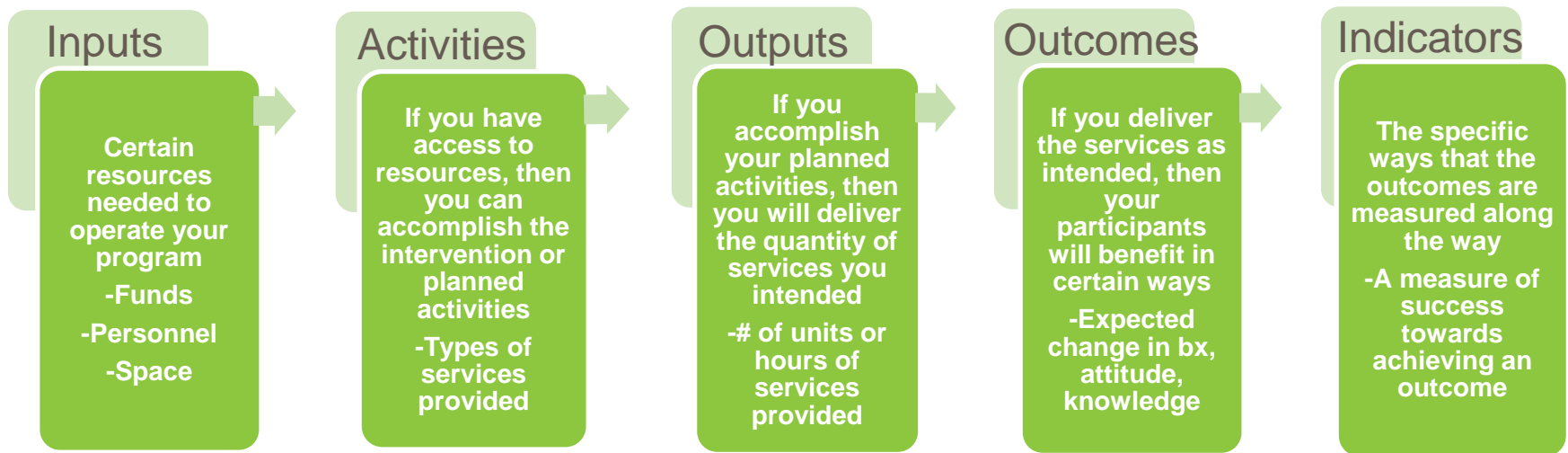
University of Wisconsin Extension

Goals, Outcomes, and Indicators

	Definition	Example
Goal	An aspirational “big picture” statement about what you hope to achieve with this program.	Our goal is to alleviate food scarcity for seniors in Tempe.
Outcome	A specific statement about the changes you expect to make in pursuit of this goal and how many people you intend to reach in the fiscal year.	90% or 90 participants aged 60-85 will have increased food sufficiency.
Indicator	The way that an outcome can be measured which indicates success towards the outcome. There may be multiple indicators per outcome.	80% or 80 Tempeans aged 60-85 will report having had at least 2 meals per day in the last month, as measured by a survey administered every 3-months.

Outcome Measures

Thinking of logic models as a series of *If...Then* statements



Outcome statements are created from your intended outcomes on your program logic model. They are written as a change in **behavior, attitude, knowledge, skill, status, or condition** as a result of your services.

Writing Outcomes

Essential
Components of an
Outcome Statement



- ✓ % of Tempe participants
- ✓ # of Tempe participants
- ✓ Type of participants
- ✓ Direction of change
- ✓ Type of change
- ✓ Area of change

“85% or 50 elementary school youth will increase their knowledge of healthy eating habits”

Indicators

- Similar format as outcome statements
- Specific, quantifiable, and based on data that will be available
- Track a program's success on the defined outcomes
- Focus on how success is defined and measured
- Includes a method of data collection
- There are often multiple indicators for one outcome statement

Outcome	Indicators	Relevant Clients for the Indicator	Performance Target	Data Source	Methods
Youth in the Norwich Youth Club will improve their school grades.	Of youth participants who attend at least 5 sessions, the #% who get at least a C in English, Math, Soc. Studies & Science	A participant is any youth in Grades 3-5 who attends at least 5 Homework Helper sessions during the school year	80% of youth participants	Grades are taken from the participants' report cards. Parent permission on annual enrollment form.	Report cards copied on each 9-week reporting day. Incentives used. Baseline grades are from first report card. Year-end report from last report card. Grades are entered into client database by Program Manager within 2 weeks.

“80% or 20 youth who attended at least 5 sessions will achieve a C or above in English, Math, Social Studies, and Science courses, as measured by report cards collected every 9 weeks.”

Writing Indicators

Essential Components of an Indicator



- ✓ % of Tempe participants
- ✓ # of Tempe participants
- ✓ Type of participants
- ✓ Direction of change
 - ✓ Success defined
- ✓ Data collection method
 - ✓ Time bound

“On the final day of the program, 85% or 50 elementary school youth who attend at least 3 of the 5 program sessions will achieve a score of at least 75% on the Healthy Habits test, as measured by test scores recorded by facilitators.”

Example A

Goal

The goal of providing in-home services is to help empower older adults and adults with disabilities to remain at home as long as possible.

Outcome

90% or 13 adults with disabilities will improve their ability to remain in their home safely.

Indicator

90% or 13 clients served will report fewer or no in-home falls on the 3-month post-feedback survey.

Example B

Goal

Our goal is to ensure that people living with dementia and their care partners have the most up-to-date information regarding diagnosis, treatment, and ongoing care planning available.

Outcome

80% or 20 participants receiving services from support groups or case management will increase their knowledge about dementia and Alzheimer's disease.

Indicator

Successful completion of the outcome will be determined by participant self-reports on agency provided satisfaction surveys (CSQEI) and will be indicated by 80% or 20 participants reporting a score of "Agree" or "Strongly Agree" on a likert-type, five-point scale. Surveys are distributed to participants on a quarterly basis.

Logic Models

Helpful Online Links

- [A Guide to Developing and Outcome Logical Model and Measurement Plan](#)
- [Logic Models: A Beginner's Guide](#)
- [Templates, Examples, Bibliography](#)

ZoomGrants

Accessing ZoomGrants

Click on or copy and paste this link into your browser in order to access the application:

https://www.zoomgrants.com/zgf/Tempe_Community_Council/City_of_Tempe_Human_Services_Grants_2024-2025

[New Link will Open after November 13](#)

Technical Questions?

- Search for a quick answer at [ZoomGrants University \(help.zoomgrants.com\)](#)
- Contact ZoomGrants Technical Support at 866.323.5404 Ext. 2 or email questions@zoomgrants.com

New ZoomGrants™ Account

Email

Password

First Name

Last Name

Account Type

[New Account](#)

- Password must be 8-16 characters and contain at least 1 letter and 1 number.
- We do not sell or rent your personal information to anyone. Ever.

ZoomGrants

ZoomGrants Branching Question

3. For which type of grant are you applying?

Renewal/Multiyear option is for agencies and programs that meet all criteria for this option and have been notified by TCC that they may apply under this option. All other applicants should apply under the Yearly option.

- Renewal/Multiyear (approved by TCC only)
- Yearly (new and returning)

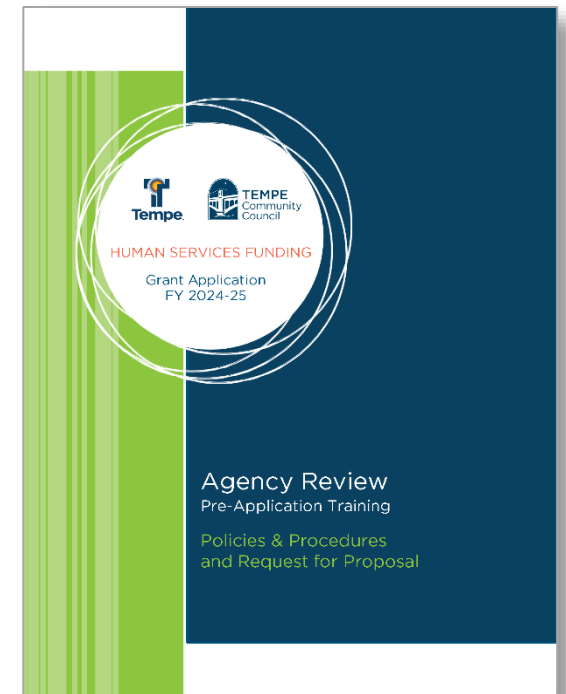
ZoomGrants

Helpful Online Links

- [Setting Up Your ZoomGrants Application Account and Creating Applications](#)
- [ZoomGrants Tech Tips for Applicants](#)
- [ZoomGrants Tech Tips for Grantwriters](#)
- [Application Owners, Collaborators, and Additional Contacts](#)
- [Gaining Account Access \(What To Do If Applicant Contact is no longer with Organization\)](#)
- [Change or Reset Applicant Account Email Address or Password](#)

Agency Review Manual

Download and read [Agency Review Pre-Application Training manual](#) for details, policies, procedures, timeline, guidelines for creation of performance measures, appeals process, and more.



Technical Assistance

Clarify Application Requirements

Kim Van Nimwegen

kim_vannimwegen@tempe.gov

480.858.2303

ZoomGrants Navigation/Technical Issues

questions@zoomgrants.com

1.866.323.5404, Ext. 2

Application Deadline

December 8, 2023 before 4:00pm (Arizona Time)

Deadline to Apply:
December 8, 2023
BEFORE 4pm (Arizona Time)

Questions?

Kim Van Nimwegen
kim_vannimwegen@tempe.gov
480.858.2303



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