

## **FY2010 Appropriations Request Form**

Office of Congresswoman Jackie Speier  
211 Cannon House Office Building  
Washington, D.C. 20515  
Phone: 202/225-3531  
Fax: 202/226-4183  
Website: [www.speier.house.gov](http://www.speier.house.gov)

Individuals/Organizations must respond to all questions on the form. Incomplete proposals will not be considered.

All requests will be evaluated before the 12<sup>th</sup> Congressional District's Citizens Oversight Panel. Appointments to appear before the panel must be made through Cookab Hashemi, chief of staff, at 202/225-3531 or [Cookab.Hashemi@mail.house.gov](mailto:Cookab.Hashemi@mail.house.gov). The panel will convene on the following days; Saturday, March 7, Friday, March 13 and Friday, March 20, 2009. All proposals must be submitted by March 2, 2009.

**Date Submitted:** March 2, 2009

**Project Name:** Shelter Network of San Mateo County – In-Kind Donation Truck

**Individual/Organization:** *(Is the grantee located in the 12<sup>th</sup> Congressional District?): Yes*

**Amount Requested** *(if requesting report language, please attach.):* \$88,000.00

**Appropriations Bill/Account/Relevant Authorization law/bill/status** *(e.g., "Public Law 107-111"; "FY2008 DOD Authorization", "Currently pursuing authorization through Agriculture Committee", "Safe Drinking Water Act" or "Hatch Act"):*

FY2010 Department of Transportation

**Local Contact** *(Please provide full contact information, including any relevant phone extensions, and indicate if there is a separate D.C. contact.):*

Michele Jackson  
Executive Director  
Shelter Network of San Mateo County  
1450 Chapin Avenue, 2nd Floor  
Burlingame, CA 94010  
Phone: (650) 685-5880 ext. 21  
Mobile: (650) 222-5608  
Fax: (650) 685-5881  
[mjackson@shelternetwork.org](mailto:mjackson@shelternetwork.org)

**Organization’s Main Activities.** *(Please limit your response to 250 words and indicate whether it is a public, private, non-profit or private for-profit entity.)*

Shelter Network of San Mateo County (a non-profit corporation) was established in 1987 to address the problem of homelessness on the San Francisco Peninsula. The organization now operates 13 programs located throughout San Mateo County: *Family Crossroads* in Daly City, *First Step for Families* and the *Vendome Hotel* in San Mateo, *Redwood Family House* in Redwood City, *Maple Street Shelter* in Redwood City, *Haven Family House* in Menlo Park, and *Bridges*, a program with sites throughout the county.

Shelter Network provides four types of programs: **short-term transitional shelter** (immediate housing and services for up to 60 days), **transitional housing** (housing and services for up to 6 months, while families search for apartments and jobs), **longer-term transitional housing** (rental assistance and case management for up to 1 year, while individuals complete job training or community college programs), and **permanent supportive housing**, for the chronically homeless. All programs provide shelter and food, as well as comprehensive support services, including: one-on-one case management, life skills workshops, a children’s program, a mandatory savings program, health care referrals, job and housing search assistance, and a six month follow-up program. At our programs in Menlo Park and San Mateo, families also receive free on-site licensed child care for toddlers and preschoolers.

Each year, Shelter Network serves nearly 3,700 homeless adults and children and provides over 150,000 nights of shelter. All of Shelter Network’s programs are designed to help families and individuals break the cycle of homelessness, permanently. In fact, over 90% of families and single adults successfully return to permanent housing after completing Shelter Network’s transitional programs.

**Please show main items in the project and total cost in a simplified chart form.** *(Please include the amount of any Federal/State/Local/Private funds, including any in-kind resources.)*

<b>Capital</b>		<b>Other Funding</b>
Truck for In-Kind Donations -- Bobtail with lift gate	\$ 50,000	\$ -
Insurance	\$ 1,000	\$ -
In-Kind Donation Driver	\$ 37,000	\$ -
<b>Subtotal</b>	<b>\$ 88,000</b>	<b>\$ -</b>

**Project Description, including a timeline, goals, expected outcomes and specific uses of Federal Funds.** *(Your response must focus on the requested funds rather than the organization’s mission and general activities. Please limit your response to 250 – 500 words.)*

The requested funds would be used for the purchase, insurance and maintenance for a bobtail truck with lift. This truck would allow for critical growth of Shelter Network’s In-Kind Donation Program. Funding will also support the salary and benefits of an In-Kind donation driver. Within four weeks of funding, Shelter Network would obtain the vehicle, following a competitive pricing comparison from multiple truck dealers. This process would consider both new and used vehicles and determine the best price and reliability option. Once the truck was

purchased and properly licensed and insured, its usage within the organization would begin immediately and would be ongoing throughout the calendar year.

The truck's primary goal would be the expansion of Shelter Network's In Kind Donation Program to offer expanded services to donors and increased function to our clients. Specific outcomes would include: 1. Overall organizational increase of 10% in number of in-kind donations annually. Shelter Network would no longer lose donations because we are either unable to pick them up from the donor, or because the wait-time for pick-up is too long for the donor to hold a donation. 2. Expanded service and capacity to pick up donations from donor homes/corporate locations upon request. Anticipated outcome would be a response time (from request to pick up) of ten days on average (currently approximately 30 days). Shelter Network's limited equipment results in furniture and large item pick-up occurring once a month. As a result, Shelter Network is forced to miss many opportunities to accept donations of large items, or large quantities of household goods that donors cannot or will not drop off at our sites. 3. Implementation of process to provide no-cost move-in assistance for clients transitioning into market-rate housing. The truck would be used to transport client belongings and donated items into clients' new homes.

**How will this earmark serve to expand the capacity of your organization and how will your organization sustain this work beyond the federal funding?** *(Your response must focus on the impact of the requested funds rather than the organization's long-term goals.)*

The purchase of a truck for Shelter Network's In-Kind Donation Program will expand the program and its positive impacts for our clients. Currently, organizational capacity is limited to accepting in-kind donations, which primarily donors must bring to our various program sites. Limited service is available to pick up some larger items as requested by individual donors and corporate donors. A truck would allow Shelter Network to offer routine and reliable pick-up of large items in a responsive manner. Shelter Network's residential units are fully furnished and equipped with household items such as pots and pans, dishes, and linens. When clients exit Shelter Network to enter market-rate housing of their own, they take all of these items with them, and when available, donated furniture, at no cost, into their new homes. As a result, the organization is in constant need of furniture and home furnishings to replenish units as they are turned over. The truck would increase the quantity of goods we are able to receive, and alleviate some of the challenges related to the frequency of refurbishing our apartments. Similarly, the truck would provide ease for moving furniture and other necessities between program sites, to make the organization more efficient with its existing resources. Finally, the truck would expand Shelter Network's service to its clients, by eliminating the expense of hiring a moving truck to transport their belongings into their new home when they graduate from Shelter Network's program. At a time when client savings is critical to their success and retention of permanent housing, this no-cost service would ensure that clients transition with the least possible personal expense.

Federal funds would be used for the purchase of the truck and for initial insurance expenses. Shelter Network would assume financial responsibility for the ongoing maintenance, licensing, and insurance following the initial funding period. Shelter Network's support in San Mateo County is both broad and deep. A wide range of private foundations, corporations, and

individual donors partner with the agency to make possible our cost efficient and effective services. Shelter Network has a strong history of success in transitioning funding to private and public funders once an initial grant or funding period has ended. The organization continues to explore funding opportunities from individuals through Major Gifts, from private and family foundations, from corporations and from other public sources. As the ongoing expenses for maintenance and insurance would be significantly less than the initial costs for purchase, Shelter Network is confident that alternate funding sources will be identified to ensure the continued success of the program.

**What is the local significance of this project?**

Shelter Network is the primary provider of housing and comprehensive services in San Mateo County. The demand for our agency's services continues to increase in the current economic climate. In July 2008, Shelter Network had a waiting list of 46 families. In contrast, the same waiting list in December 2008, hit an all-time high of 135 families—**tripling the request for services**. For every family that Shelter Network is able to accept into shelter, approximately three families are not able to access our services because of limited staff and site resources. In-kind donations are a critical component in Shelter Network's spectrum of services. Shelter Network relies on the generous donations of individuals and companies in the community to provide, at no cost to our clients, furniture, household supplies, baby items, toys and recreational equipment and more. Shelter Network's clients often arrive in our shelters with little to no belongings. In-Kind Donations make possible Shelter Network's ability to provide clothing, household necessities, and other items—both comforts and necessities—to our clients to both begin their transition back to permanent housing, and to help ensure future housing permanence as they take all of these donated items with them upon exiting the program.

**How many residents of the 12<sup>th</sup> CD will benefit from this project? (i.e. jobs created, services rendered to, how many people, etc.)**

In 2008, Shelter Network received 3,256 in-kind donations from individuals living in the 12<sup>th</sup> Congressional District. Additionally, Shelter Network must turn away a monthly average of 20 offers of donations of furniture, large items, or large quantities of items that need to be picked up from the donor. An In-Kind Donation truck would allow Shelter Network to accept these generous donations, and in turn impact a greater number of clients through these donations.

In the past year, Shelter Network served 1,919 residents of the 12<sup>th</sup> Congressional District in all of our programs. ALL Shelter Network clients benefit from the In-kind Donation program either through the direct receipt of donated goods—including diapers, clothing, household items, and furniture—or indirectly through the benefit of our programs, whose resources are greater due to our numerous in-kind donations.

Approximately 20 automotive manufacturing jobs, 3 trucking jobs, 5 purchasing, customer service and maintenance jobs will be maintained.

**List any other organizations or state/local elected officials who have expressed support for the project in writing.** *(Please submit copies of support letters along with the proposal.)*

- Mayor of Hillsborough, Christine Krolik
- San Mateo County Supervisor, Adrienne Tissier
- CA State Assembly Member, Jerry Hill
- CA State Assembly Member, Leland Yee

**Does the organization have any other funding requests for this project?** *(Federal, State, Local or private pending?)*

Not at this time.

**Has the organization previously received Federal funds for this project?** *(Please list any funds received [by fiscal year] and briefly describe how those funds were spent.)*

No.

**Please attach a list of your organization's staff and board members** *(if any).*

Attached.

**Please attach any additional relevant materials.**

# Shelter Network Board of Directors 2009

## **David Weir (Chair)**

*Partner*  
Spring Creek Advisors, LLC

## **Michael McCall (Vice Chair/Treasurer, Finance/Personnel Committee Chair)**

*Retired Investment Banker*

## **Joanne Wondolowski (Secretary)**

*Vice President*  
Alain Pinel Realtors

## **Mary Lou Schoone (Development Committee Chair)**

*Education Consultant*

## **Jennifer Bolt**

*COO*  
Franklin Templeton Investments

## **Brian P. Burns, Jr.**

*President*  
BF Enterprises, Inc.

## **Albert Camarillo**

*Professor of History and Miriam & Peter Haas  
Centennial Professor in Public Service  
Department of History  
Stanford University*

## **Jennifer Cass**

*Administrator*  
Sling Media  
Program Graduate

## **Christina Dickerson**

*Director, Corporate Dev. & Planning*  
Corium International, Inc.

## **Janet Chun**

*Principal,*  
Crocker Middle School, Hillsborough, CA.

## **Ed Everett**

*Former City Manager*  
City of Redwood City

## **Rod Ferguson**

*Managing Director*  
Panorama Capital

## **Norma Gomez**

*City Clerk*  
City of San Mateo

## **Steve Herbert**

*Senior Loan Consultant*  
Washington Mutual

## **Justin Kao**

*Graduate Student*  
Stanford MBA Board Fellow Program

## **Christine Krolik**

*Mayor*  
City of Hillsborough

## **Stevan N. Luzaich**

*Attorney*  
Corey, Luzaich, Pliska, De Ghetaldi, &  
Nastari, LLP

## **Bruce McAuley**

*Cardiologist/CMCI*

## **Cam Nelson**

*Program Manager, Philanthropy & Education*  
Hewlett-Packard Company

## **Adrienne J. Tissier**

*Supervisor*  
San Mateo County

## **Cathy Tsai**

*Graduate Student*  
Stanford MBA Board Fellow Program

## **Jeff Van Zanten**

*Chief Financial Officer*  
Symphony Services

## **Michele Jackson (Staff)**

*Executive Director*  
Shelter Network



# TOWN OF HILLSBOROUGH

1600 FLORIBUNDA AVENUE  
HILLSBOROUGH  
CALIFORNIA  
94010-6418

March 2, 2009

Ms. Cookab Hashemi  
Chief of Staff  
Office of Congresswoman Jackie Speier  
211 Cannon House Office Building  
Washington, D.C. 20515

Dear Ms. Hashemi,

I am writing to express my support for Shelter Network of San Mateo County's Appropriations Request for their In-Kind Donations Program.

Shelter Network of San Mateo County (a non-profit corporation) was established in 1987 to address the problem of homelessness on the San Francisco Peninsula. Now the primary provider of homeless programs on the Peninsula, the organization operates seven site-based programs located throughout San Mateo County: *Family Crossroads* in Daly City, *First Step for Families* and the *Vendome Hotel* in San Mateo, *Redwood Family House* in Redwood City, *Maple Street Shelter* in Redwood City, *Haven Family House* in Menlo Park, and six scattered-site programs which effectively serve the need of the 12<sup>th</sup> Congressional District.

Each year, Shelter Network serves over 3,700 homeless adults and children and provides over 150,000 nights of shelter. All of Shelter Network's programs are designed to help families and individuals break the cycle of homelessness, permanently. In fact, over 90% of families and single adults successfully return to permanent housing after completing Shelter Network's transitional programs.

In my opinion, this is a highly effective organization which will maximize the use of Federal funds for their intended projects.

Sincerely,

Christine M. Krolik  
Mayor, Town of Hillsborough

# Adrienne J. Tissier

Member • Board of Supervisors • San Mateo County

March 2, 2009

Ms. Cookab Hashemi  
Chief of Staff  
Office of Congresswoman Jackie Speier  
211 Cannon House Office Building  
Washington, D.C. 20515

Dear Ms. Hashemi:

I am writing to express my support for Shelter Network of San Mateo County's Appropriations Request for their In-Kind Donations Program.

Shelter Network of San Mateo County (a non-profit corporation) was established in 1987 to address the problem of homelessness on the San Francisco Peninsula. Now the primary provider of homeless programs on the Peninsula, the organization operates seven site-based programs located throughout San Mateo County: *Family Crossroads* in Daly City, *First Step for Families* and the *Vendome Hotel* in San Mateo; *Redwood Family House* in Redwood City, *Maple Street Shelter* in Redwood City, *Haven Family House* in Menlo Park, and six scattered-site programs which effectively serve the need of the 12<sup>th</sup> Congressional District.

Each year, Shelter Network serves over 3,700 homeless adults and children and provides over 150,000 nights of shelter. All of Shelter Network's programs are designed to help families and individuals break the cycle of homelessness, permanently. In fact, over 90% of families and single adults successfully return to permanent housing after completing Shelter Network's transitional programs.

In my opinion this is a highly effective organization which will maximize the use of Federal funds for their intended projects.

Sincerely,



Supervisor Adrienne J. Tissier  
County of San Mateo

400 County Center, Redwood City, California 94063

Direct Line (650) 363-4572 • Fax (650) 599-1027

STATE CAPITOL  
P.O. BOX 942849  
SACRAMENTO, CA 94249-0019  
(916) 319-2019  
FAX (916) 319-2119

# Assembly California Legislature



JERRY HILL  
ASSEMBLYMEMBER NINETEENTH DISTRICT

March 2, 2009

Ms. Cookab Hashemi  
Chief of Staff  
Office of Congresswoman Jackie Speier  
211 Cannon House Office Building  
Washington, D.C. 20515

Dear Ms. Hashemi:

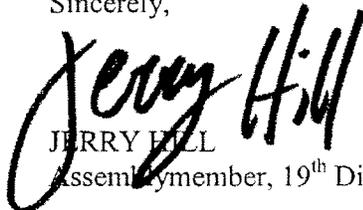
I am writing to express my support for Shelter Network of San Mateo County's Appropriations Request for their In-Kind Donations Program.

Shelter Network of San Mateo County (a non-profit corporation) was established in 1987 to address the problem of homelessness on the San Francisco Peninsula. Now the primary provider of homeless programs on the Peninsula, the organization operates seven site-based programs located throughout San Mateo County: *Family Crossroads* in Daly City, *First Step for Families* and the *Vendome Hotel* in San Mateo, *Redwood Family House* in Redwood City, *Maple Street Shelter* in Redwood City, *Haven Family House* in Menlo Park, and six scattered-site programs which effectively serve the need of the 12<sup>th</sup> Congressional District.

Each year, Shelter Network serves over 3,700 homeless adults and children and provides over 150,000 nights of shelter. All of Shelter Network's programs are designed to help families and individuals break the cycle of homelessness, permanently. In fact, over 90% of families and single adults successfully return to permanent housing after completing Shelter Network's transitional programs.

In my opinion this is a highly effective organization which will maximize the use of Federal funds for their intended projects.

Sincerely,

  
JERRY HILL  
Assemblymember, 19<sup>th</sup> District

STATE CAPITOL  
SACRAMENTO, CA 95814  
TEL (916) 651-4008  
FAX (916) 327-2186

DISTRICT OFFICES  
400 S. EL CAMINO REAL  
SUITE 630  
SAN MATEO, CA 94402  
TEL (650) 340-8840  
FAX (650) 340-1661

HIRAM JOHNSON  
STATE OFFICE BUILDING  
455 GOLDEN GATE AVE.  
SUITE 14200  
SAN FRANCISCO, CA 94102  
TEL (415) 557-7857  
FAX (415) 557-7864

SENATOR.YEE@SENATE.CA.GOV

WWW.SEN.CA.GOV/YEE

# California State Senate

SENATOR  
LELAND Y. YEE, PH.D.  
EIGHTH SENATE DISTRICT

余胤良博士  
加州參議院副執行主席



**STANDING COMMITTEES**  
APPROPRIATIONS  
BUSINESS, PROFESSIONS  
AND ECONOMIC  
DEVELOPMENT  
GOVERNMENTAL  
ORGANIZATION  
HEALTH  
HUMAN SERVICES  
TRANSPORTATION &  
HOUSING

**SELECT COMMITTEES**  
ASIAN PACIFIC ISLANDER  
AFFAIRS  
BAY AREA SUSTAINABLE  
DEVELOPMENT AND  
ECONOMIC PROGRESS  
ASIAN PACIFIC RIM  
ECONOMIC DEVELOPMENT

March 2, 2009

Ms. Cookab Hashemi  
Chief of Staff  
Office of Congresswoman Jackie Speier  
211 Cannon House Office Building  
Washington, D.C. 20515

Subject: FY2010 Federal Appropriation Support for Shelter Network of San Mateo's In-Kind Donation Program

Dear Ms. Hashemi:

I am writing to express my support of FY2010 Federal Appropriation funding for the In-Kind Donations Program being submitted by Shelter Network of San Mateo.

Shelter Network of San Mateo County, a non-profit corporation, is seeking federal funding for the purchase, insurance and maintenance for a bobtail truck with a lift. The truck's primary goal would be the expansion of the Shelter Network's In-Kind Donation Program to offer services to donors and increased function to clients. The organization would no longer lose donations because they were unable to pick them up and decrease the wait-time for pick up. The truck would also be used to transport client belongings and donated items into client's new homes.

Each year, Shelter Network serves over 3,700 homeless adults and children and provides over 150,000 nights of shelter. All of Shelter Network's programs are designed to help families and individuals break the cycle of homelessness, permanently. In fact, over 90 percent of families and single adults successfully return to permanent housing after completing Shelter Network's transitional programs.

Thank you for your consideration for Shelter Network's request. If my office can be of additional assistance, please contact my District Office Director, David Burruto, at 650-340-8840

Sincerely,

Senator Leland Y. Yee, Ph.D  
Assistant President Pro Tempore  
California State Senate  
LLY:sd