

REQUIRED FORMAT

SCOPE OF WORK

Program Description

Describe the program and how CDBG CARES Act funds will be used and how the program prevents, prepares for or responds to COVID-19. Be concise in stating the nature of the program, provide a clear description of activities and provide the program costs, positions, and operating expenses that will be funded with CDBG CARES Act funds.

Describe the program delivery method and services provided. How the program will be carried out and what services will be provided. Do not list measurable program objectives in this section.

Service Location

List address(es) where services will be delivered.

Organization Background

Provide background information (include administrative office location(s)). Describe mission, purpose and the types of services provided.

Target Population

Provide a description of the client target population that the program will serve.

Outcomes/Impact/Goals

Describe the program's measurable outcomes. Outcomes and objectives should be results oriented, specific and measurable. Each outcome and objective should include the time frame for the accomplishment of the particular activity and indicate how many clients will be served by this outcome.

Please reference the "example scope of work" below.

EXAMPLE SCOPE OF WORK

Program Description

The \$50,000 in CDBG CARES Act funding will allow Central Shelter Services to directly respond to the coronavirus pandemic by assisting low- and moderate-income individuals and families mitigate the financial impact of COVID-19 by providing eviction prevention, rapid rehousing and supportive services. The program will serve includes low- and moderate- income individuals and families, residing in Phoenix, that have experienced a reduction or loss in income as result of recent social distancing requirements and/or the economic downturn experienced as a result of COVID-19.

Service Location

Program services will be provided at 1234 N. Central Ave, Phoenix.

Organization Background

We are a non-profit organization established in 1985 to provide programs and services to address the ever-increasing homelessness problem in Phoenix. Our administrative offices are located at same address where we offer our programs. Our mission is to offer outreach services and supportive programs to individuals and their families.

Target Population

The target population is low- and moderate-income individuals and their families, who need emergency shelter services.

Outcomes/Impact/Goals

- Outcome 1. Beneficiaries served: 300 during contract year.
- Outcome 2. Eviction Prevention: 150 beneficiaries will receive services during contract year.
- Outcome 3. Rapid Housing: 100 beneficiaries will receive services during contract year.
- Outcome 4. Supportive Services: 50 beneficiaries will receive services during contract year.