



## Malibu Emergency Relief Fund

Jan 4, 2019

### I. Background

On November 11, 2018, The Boys & Girls Club of Malibu established the Malibu Emergency Relief Fund (Fund), in response to the Woolsey Wildfire that was declared a city, state and federal disaster. This fund is in partnership with The Malibu Foundation sponsored by GVNG.org, and has support from state and local city officials. Boys & Girls Club Malibu has also consulted with and implemented best practices established by disaster relief experts, Waves for Water. The Fund will be administered by the Boys & Girls Club of Malibu, which will allocate and distribute funds to support impacted individuals/ households. Currently, we are raising funds to support people living in and working in unincorporated and Malibu City limits being defined by the geographic boundaries of the Santa Monica Malibu Unified School District. This new fund allows Boys & Girls Club of Malibu to serve vulnerable members of our community through one of their most devastating life events.

### II. Purpose

Entire families and communities are impacted by wildfire devastation. The Fund is designed to support our most vulnerable neighbors whose lives and livelihood are affected by the current wildfires in Southern California, specifically Malibu. We focus on families/ individuals with demonstrated, immediate emergency needs.

### III. Allocation

The total amount of funds allocated to each individual/household will be determined based off of whichever tier of need they fall into. There will be three tiers (Tier I, Tier II, Tier III), that an individual/household can fall into if approved for emergency relief. Based on the application process that identifies various risk factors the individual/ household faces, the applicant/household will be evaluated and placed in a tier if approved for funding. The tiers progress from supporting the immediate needs of the most vulnerable populations (Tier I), to supporting the immediate needs of those impacted by the Woolsey Wildfire disaster that demonstrate a financial need (Tier II and III).

### IV. Use of Funds

Assistance from the Fund is intended to assist with immediate needs of daily living for those affected/ impacted by the Woolsey Wildfire disaster that can show financial need. Funds are intended to be used for immediate emergency relief, including interim housing, food, water, clothing, transportation, medical supplies or school materials, or other approved immediate needs. Additional criteria for recipients include providing the following information or documentation, to be collected and vetted by the Boys & Girls Club of Malibu:

- Proof of residency or employment in Malibu and the address of loss or damage
- Description of loss or damage
- Description of recipients benefitting from the funds

Funds are expected to be expended within 30 days of receipt, unless granted an extension from the Boys & Girls Club of Malibu. Recipients are expected to provide receipts or documentation for expenses that are projected to exceed \$1,000. **Currently funds are not eligible for rebuilding efforts.**

### V. Eligibility

To be eligible for emergency relief aid, the individual/ household must demonstrate a financial need for immediate emergency relief funds, which will be verified through the application process. Documentation that can help support demonstrated need includes (but is not limited to): bank statements, proof of no insurance,

proof of loss of employment, proof of residence or association to unincorporated and Malibu City limits being defined by the geographic boundaries of the Santa Monica Malibu Unified School District.

## **VI. Application**

Boys & Girls Club of Malibu, along with partners, will use social media, traditional media, website, and direct/in-person outreach to widely communicate fund availability. Potential applicants will be directed to complete either (a) a paper application, (b) an online application located on the Boys & Girls Club of Malibu's website, or (c) a fillable form that will be provided via email. The Boys & Girls Club of Malibu will also have a dedicated page on their website for the public to access with updated information about the Fund.

## **VII. Awards & Payment**

The amount of funds available for each individual/ household will be determined in accordance with the allocation schedule in section III of this document that discusses the three different Tiers of need. The Boys & Girls Club of Malibu will base funding determinations on:

- Amount of funds available
- Need of individuals and/or household proposed to be served
- Alignment of requested support with "Use of Funds" described in section IV of this document
- Financial health of applicant/ household

Once needs have been identified and fiscal allocation is determined based on need and budget available, the individual/household in need will receive a live check at designated disbursement sites, which are to be determined. Authorized personnel from the Fund will verify that funds are being distributed to correct person/household and collect appropriate receipts or documentation of expenses when needed.

## **VIII. Reporting**

The Boys & Girls Club of Malibu is committed to administering the Fund with accountability and transparency. In this respect, the Boys & Girls Club of Malibu established an oversight committee\*, comprised of local community members, to provide leadership and guidance in establishing the Fund and determining the most appropriate ways to manage and disburse funds. In accordance with the oversight committee, the Boys & Girls Club of Malibu will keep detailed records of case management efforts that occurred with all recipients of funds, how funds were allocated and spent, and in specific circumstances proof of receipt of funds on part of grantee. The Boys & Girls Club of Malibu will also keep record of the following data and information:

- Number of low-income families assisted\*\*
- Type of assistance provided
- Description of how economic status is determined for families and individuals assisted
- At least one success story

External partners and Fund donors will receive updates on a quarterly basis and will receive additional information upon request.

\*The Emergency Relief Fund Oversight Committee:

Lizzy Moore, Foundation President & Dean, Institutional Advancement, Santa Monica College Foundation

Craig Foster, Santa Monica Malibu Unified School District Board Member

Laura Rosenthal, Councilmember City of Malibu

Lou Lamonte, Councilmember City of Malibu

Karen Farrer, Councilmember Elect, City of Malibu

Trevor and Evelin Neilson, The Malibu Foundation

Kasey Earnest, Executive Director, Boys & Girls Club of Malibu

\*\* For purposes of this Fund, "low-income" is defined by the Real Cost Measure, developed by United Way of California. The Real Cost Measure factors in local costs of housing, food, transportation, child care, health care and taxes. For more information, visit <https://www.unitedwaysca.org/realcost>

**If you have questions about our Emergency Relief Fund, contact us at [emergencyrelief@bgcmalibu.org](mailto:emergencyrelief@bgcmalibu.org) or at 424.388.9862. Follow us to stay informed at: Facebook: [@bgcmalibu90265](https://www.facebook.com/bgcmalibu90265) | Instagram: [@bgcmalibu90265](https://www.instagram.com/bgcmalibu90265) | Twitter: [@bgcmalibu](https://twitter.com/bgcmalibu) Donations/ Volunteer ops at <https://bgcmalibu.org/>.**