



ERIC GARCETTI, MAYOR  
ABIGAIL R. MARQUEZ, GENERAL MANAGER

April 21, 2022

Honorable Members of the City Council Budget & Finance Committee  
Los Angeles City Hall  
200 N. Spring Street  
Los Angeles, CA 90012

**RE: COMMUNITY INVESTMENT FOR FAMILIES DEPARTMENT RESPONSE TO  
MAYOR'S PROPOSED FY 2022-23 BUDGET**

The Community Investment for Families Department (CIFD) is writing to share our appreciation of the new positions funded in the Mayor's FY 2022-23 proposed budget and is respectfully requesting further consideration of critical positions not included in the proposed budget. Our department was established in August 2021. While CIFD is a new department, our work with community partners and funders is ongoing and has delivered extraordinarily vital assistance to struggling Angelenos, especially during the pandemic. Attached, please find CIFD's program highlights and achievements to-date.

The Mayor's proposed FY 2022-23 budget adds 18 positions to increase CIFD's capacity to quickly deliver programs to our most vulnerable communities and families. Of the 18 new positions, 10 of these positions are to support new citywide priorities that emerged this past year.

We appreciate the allocation of new resources to enable the department to expand programs, enter into contracts, quickly pay invoices and report to our grantors. CIFD is quickly building the infrastructure needed to accomplish these functions with the urgency expected by the community service providers and our City, County, State and Federal funders. However, several essential positions that CIFD needs in order to deliver results during FY 2022-23 were not included in the proposed budget.

CIFD respectfully requests consideration of six positions to ensure that we can quickly implement programs approved by Council and comply with complex Federal and State funding requirements. Each of these positions is 100% grant-funded and critical to our work with vulnerable communities struggling to recover from the pandemic.

Specifically, we request consideration of these essential positions:

- **Federal Compliance - Management Analyst (1) - Capital construction projects**  
 CIFD's Capital Projects section currently oversees 131 active capital improvement projects totaling nearly \$150 million in HUD funding, and is anticipating over 18 new projects in FY 2022-2023, which add over \$12 million in new funds to our existing portfolio. CIFD is requesting an additional Management Analyst to properly monitor the increase in capital improvement projects. This includes compliance with labor laws and procurement requirements, among many other responsibilities. This position is fully funded by CDBG Program Delivery funds.
- **Community Outreach & Public Awareness - Public Information Director (1) and Public Relations Specialist (1)**  
 CIFD must ensure that the Angelenos eligible for our services know about available programs and know how to participate. Additionally, public information staff will respond to media requests and promote the new programs that City Council and Mayor have approved for local residents. CSBG and CDBG fully fund these positions.
- **Fiscal Monitoring Responsibilities - Paygrade from an Internal Auditor III to IV**  
 CIFD currently has an Internal Auditor IV on loan from the Los Angeles Housing Department to develop an annual assessment methodology and oversee auditing of 22 grant subrecipients. Adequately auditing the department's State and Federal grants is essential to reducing the number of adverse audit findings against the City. The paygrade reflects the level of expertise and responsibility necessary to perform this critical role. This position is fully funded by the CSBG and CDBG grants.
- **Cost Allocation - Paygrade from a Fiscal Systems Specialist (FSS) I to II**  
 CIFD is in great need of an experienced FSS to develop the department's Cost Accounting and Cost Allocation Plan processes to accurately allocate expenditures to the appropriate grants and comply with the Federal Office of Management and Budget's Uniform Administrative Requirements, Cost Principle, and Audit Requirements for Federal Awards.
- **Program Operations' Office of Community Wealth - Continuation of deleted Senior Project Coordinator**  
 The Office of Community Wealth will strategically administer and expand community wealth initiatives in order to measurably reduce poverty in the City of Los Angeles and strengthen the social safety net. The Senior Project Coordinator

position is currently filled and sits under the Program Operations Division soon-to-be Office of Community Wealth and is responsible for overseeing the Children's Savings Account and the BIG:LEAP programs. To avoid disruption of services, CIFD is requesting for the newly proposed Senior Project Coordinator to be deleted (BB Item 27), and the existing Senior Project Coordinator to be continued (BB Item 12).

These positions will be entirely paid for with funding from the department's allocation to administer the federal Consolidated Plan (CDBG) on behalf of the City. CIFD also looks forward to working with the CLA and CAO and the other departments to reconcile the Program Year 48 CDBG grant funding with the City's budget.

We respectfully request your support to include these additional positions in the City's FY 2022-23 budget so we can, together with our community partners, continue to lift up Angelenos in need.



ABIGAIL R. MARQUEZ  
General Manager

Attachment: Final CIFD Program Highlights



COMMUNITY  
INVESTMENT  
**FOR FAMILIES**  
DEPARTMENT  
*Paths to Prosperity*

# Program Highlights

July 1, 2021– March 31, 2022

Our vision is to break the cycle of generational poverty by creating community wealth

Manage more than **\$200M** in  
grants and **175** contracts



**62,186**  
People Served



**2,236**  
Domestic Violence and  
Human Trafficking  
Survivors Served

Prevented  
**18,565**  
People from  
Homelessness



**1,359**  
Survivors Sheltered

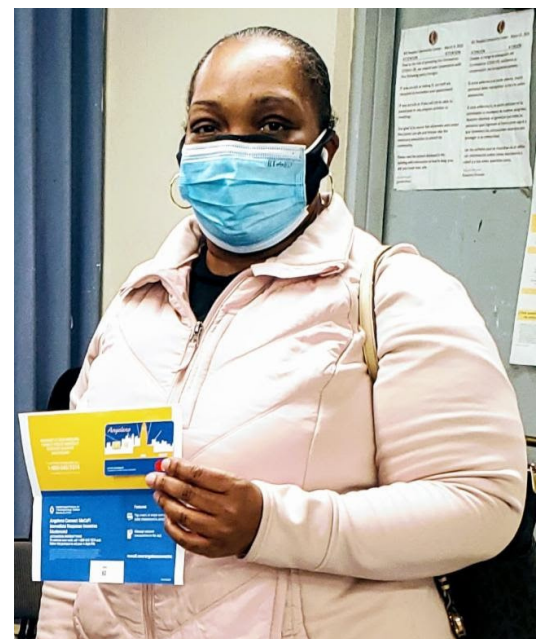
Responded to  
**24,736**  
Hotline Calls



**\$41.2M**

Increase Household  
Income

**3,203**  
Angelenos receive  
**\$1,000**  
per month for the  
next 12 months







**2,642**  
Tax Returns  
Filed

  
**\$5.8M**  
Tax Refund



**\$9.1M**  
New Income  
Generated



**10,229**  
K-12 Students  
Served

FSC College Corners  
assisted with securing  
**\$228,305**  
in Financial Aid and  
Scholarships for Post-  
Secondary Education



LA4Families



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