



BOARD OF SUPERVISORS
AGENDA LETTER

Agenda Number:

Clerk of the Board of Supervisors
105 E. Anapamu Street, Suite 407
Santa Barbara, CA 93101
(805) 568-2240

Department Name: Community Services
Department No.: 057
For Agenda Of: December 13, 2016
Placement: Administrative
Estimated Time: N/A
Continued Item: No
If Yes, date from: N/A
Vote Required: Majority

TO: Board of Supervisors
FROM: Department George Chapjian, Community Services Director (805-568-2467)
Director
Contact Info: Dinah Lockhart, Deputy Director (805-568-3523)
A.J. Quinoveva, Sr. Housing Program Specialist (805-560-1090)
SUBJECT: **United Way of Northern Santa Barbara County General Fund Grant Agreement of \$15,000 for the Biennial Point in Time Count**

County Counsel Concurrence

As to form: Yes

Other Concurrence: Risk Management

As to form: Yes

Recommended Actions:

That the Board of Supervisors:

- a) Approve and authorize the Chair of the Board of Supervisors to execute a General Fund Grant Agreement for \$15,000 with the United Way of Northern Santa Barbara County (United Way of NSBC), which is the fiscal agent for the Central Coast Collaborative on Homelessness (C3H), to conduct the biannual Point in Time (PIT) count of homeless persons during the contract period November 1, 2016 to May 1, 2017 (Attachment A);
- b) Determine that the approval of the Fiscal Year (FY) 2016-17 General Fund Grant Agreement is not an approval of projects that are subject to environmental review under the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15378(b)(4), finding that the project is a creation of government funding mechanisms or other government fiscal activities, which does not involve any commitment to any specific project which may result in a potentially significant physical impact on the environment, and direct staff to file a Notice of Exemption (Attachment B).

Summary Text:

Staff is requesting the Board to approve and authorize a \$15,000 General Fund Grant Agreement for FY 2016-17 with the United Way of Northern Santa Barbara County (United Way of NSBC), which is the fiscal agent for the Central Coast Collaborative on Homelessness (C3H). These funds will provide a

portion (\$15,000) of the total estimated C3H budget (\$41,660) to oversee and coordinate the Point in Time (PIT) count efforts. The PIT count of homeless persons will be conducted on January 26, 2017. C3H will print flyers, release forms, agendas and surveys; train volunteers and service providers to correctly administer the PIT count survey; distribute incentive gift cards to homeless interviewees; provide refreshments to volunteers and homeless interviewees; analyze data collected; conduct a media report-back event; and provide data to the Community Services Department for required reporting to the U.S. Department of Housing and Urban Development (HUD). The County's contribution of \$15,000 will specifically reimburse C3H for refreshments for volunteers and homeless interviewees, supplies and incentive gift cards for interviewees.

The Community Services Department will submit data collected during the PIT count to HUD via the Homelessness Data Exchange (HDX). Data will also be used as part of the Fiscal Year 2017 Continuum of Care (CoC) Program Competition.

Background:

The U.S. Department of Housing and Urban Development (HUD) competitively awards funds through the CoC Program for the provision of housing and support services to homeless individuals. A CoC is a regional or local planning body that plan to organize and deliver housing and services to meet the specific needs of people who are homeless as they move to stable housing to maximize self-sufficiency. The Santa Maria/Santa Barbara County CoC, the homelessness assistance planning body for Santa Barbara County, is responsible for the implementation of the CoC Program.

HUD requires CoCs to carry out the PIT count on one night during the last 10 calendar days of each January at least once every two years (biannually). The PIT count consists of data collection from sheltered and unsheltered homeless persons. Each PIT count is planned, coordinated, and carried out locally. People experiencing homelessness are asked specific pieces of information that are required by HUD. Some of those questions include information on household size, race, ethnicity, Veteran status, and any possible medical condition.

Data obtained from the PIT count informs Congress about the number of people experiencing homelessness in the U.S. and the effectiveness of HUD's programs and policies in decreasing those numbers. On the local level, the PIT count helps communities plan services and programs to appropriately address local needs, measure progress in decreasing homelessness, and identify strengths and gaps in a community's current homelessness assistance system. CoCs will submit their PIT count data via HUD's Homelessness Data Exchange (HDX); this data is also a component of the annual CoC Consolidated Application for funding.

The County serves as both the Homeless Management Information System (HMIS) Lead and also the Collaborative Applicant for the Santa Maria/Santa Barbara County CoC. As the HMIS lead, the County supports the collection of information on homeless families and individuals by housing and service providers. On behalf of the CoC and in its capacity as the Collaborative Applicant, the County submits the data obtained through the PIT count to HUD. Additionally, as Collaborative Applicant, the County is the designated eligible applicant that collects and submits the CoC Registration, CoC Consolidated Application, and applies for CoC planning funds on behalf of the CoC during the CoC Program Competition.

The task of overseeing and coordinating the PIT count will be done by the Central Coast Collaborative on Homelessness (C3H), which functions as the lead agency for the Santa Maria/Santa Barbara County CoC. C3H is a county-wide agency that works in partnership with a broad group of service providers and stakeholders, including government agencies, non-profit organizations, business leaders, foundations, faith communities and volunteers to harness all resources available to reduce the number of people experiencing homelessness, as well as minimize the impact of homelessness in Santa Barbara County. The County will grant the \$15,000 to the fiscal agent for C3H, United Way of NSBC. The budget C3H has allotted for the PIT count is \$41,660. This budgeted amount includes the County’s contribution of \$15,000, which will pay for the following: \$3,000 for refreshments (food and snacks for volunteers and homeless interviewees); \$2,000 for supplies (flashlights; batteries; and printing flyers, posters, release forms, agendas and final data reports) and \$10,000 for participant incentives (2,000 \$5 gift cards).

Fiscal and Facilities Impacts:

Budgeted: Yes

Fiscal Analysis:

<u>Funding Sources</u>	<u>Current FY Cost:</u>	<u>Annualized On-going Cost:</u>	<u>Total One-Time Project Cost</u>
General Fund			\$ 15,000.00
State			
Federal			
Fees			
Other:			
Total	\$ -	\$ -	\$ 15,000.00

Performance Measures:

C3H will provide the PIT count data to the County’s Community Services Department (CSD) and the Housing and Community Development (HCD) Division to be reported to HUD. PIT count data, including the methodology used to collect data, is evaluated by HUD in the annual CoC Application. The General Fund contribution of \$15,000 will be used to reimburse C3H for eligible expenses for the PIT count.

Key Contract Risks:

United Way of NSBC and C3H have no known fiscal concerns with the completion of prior Contracts. C3H has prior experience conducting the PIT count. The County will provide payment after demonstration that reimbursable services were provided and invoices shall include documentation verifying expenses for which reimbursement is sought.

Special Instructions:

Please email an electronic copy of the Minute Order to A.J. Quinoveva at aquinoveva@co.santa-barbara.ca.us. Please execute three (3) original copies of the General Fund Grant Agreement and send two (2) copies to A.J. Quinoveva (x1090).

Attachments:

- Attachment A: United Way of Northern Santa Barbara County General Fund Grant Agreement
- Attachment B: CEQA Notice of Exemption