

California Emergency Solutions and Housing (CESH) Program

2018 Application



**State of California
Governor Edmund G. Brown Jr.**

**Alexis Podesta, Secretary
Business, Consumer Services and Housing Agency**

**Ben Metcalf, Director
Department of Housing and Community Development**

NOFA Section, CESH Program
2020 West El Camino Avenue, Suite 650, Sacramento, CA 95833
CESH Program Email: CESH@hcd.ca.gov

**Final Filing Date for November 2018 Award: 9/27/2018 at 5:00 p.m.
Final Filing Date: 10/15/2018 at 5:00 p.m.**

Overview - Applicant Information

Rev. 8/16/18

Instructions

- This application is subject to the California Emergency Solutions and Housing (CESH) program requirements of Health and Safety Code (HSC) Part 2 of Division 31 Chapter 2.8, commencing with §50490 and including §50490.1, 50490.2, 50490.3, 50490.4, and 50490.5, and the 2018 CESH Notice of Funding Availability (NOFA).
- A. Download and review the [2018 NOFA for the CESH Program](#) and Section 4 of [SB 850 \(Chapter 48, Statutes of 2018\)](#)
 - B. **Application Submittal:** Submit one original (hard copy) application with wet, original signatures in a 3-ring binder with pockets, and one CD or USB flash drive that includes a copy of the application with signatures with all files uploaded. Applicants are required to submit the Application Forms in this Excel Workbook as instructed on each form.
 - C. Application forms for the CESH Program are available at <http://www.hcd.ca.gov/grants-funding/active-funding/cesh.shtml>
 - D. All application forms from applicants that wish to receive an award by November 5, 2018 must be postmarked or received no later than 5 p.m. Pacific Standard Time (PST) on **September 27, 2018** as set forth in the NOFA Section I(B).
 - E. All other application forms must be postmarked or received no later than 5 p.m. PST on **October 15, 2018**. Application forms not submitted by the deadline will result in a denial of funds to your CoC Service Area. AEs are responsible for ensuring that all required materials are submitted by the deadline as set forth in the NOFA Section I(B).

General Application Requirements §50490.3

File Name: Administrative Entity (AE) Certification from CoC	Attach certification from the CoC documenting that the AE has been designated by the CoC to administer CESH funds per §50490(a)	Attached and uploaded?	Yes
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AE and Authorized Representative (Per Board Resolution)	Entity Name	County of Santa Barbara Housing and Community Development Division
Applicant Type	Unit of general purpose local government.	

Address	123 E. Anapamu St., Second Floor	City	Santa Barbara	State	CA	Zip	93101
Auth Rep Name	Dinah Lockhart	Title	Deputy Director	Authorized Rep. Email	dlockhart@co.santa-barbara.ca.us	Phone	805-568-3523

Federal Tax ID Number (FEIN):	95-6002833	Data Universal Numbering System (DUNS):	1318451003				
Address	123 E. Anapamu St., Second Floor	City	Santa Barbara	State	CA	Zip	93101

Administrative Fiscal Representative (i.e., CFO, Accountant/Bookkeeper)	Name	Ryder Bailey	Title	CFO	Authorized Rep. Email	rbailey@co.santa-barbara.ca.us	Phone	805-568-3526
Contact Name	Steven Fung	Title	Accountant	Contact Email	sfung@co.santa-barbara.ca.us	Contact Phone	805-568-2477	

Address	123 E. Anapamu St., Second Floor	City	Santa Barbara	State	CA	Zip	93101
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Continuum of Care (CoC)	CoC Service Area	Santa Maria/Santa Barbara County CoC
CoC Name	CA-603 Santa Maria/Santa Barbara CoC	

Address	123 E. Anapamu St., Second Floor	City	Santa Barbara	State	CA	Zip	93101
Rep Name	Kimberlee Albers	Title	Homeless Asst. Prog. Manager	Authorized Rep. Email	kalbers@co.santa-barbara.ca.us	Phone	805-560-1090

Contact Name	Miriam Moreno	Title	Housing Program Specialist I	Contact Email	mmoreno@co.santa-barbara.ca.us	Contact Phone	805-568-2479
Address	123 E. Anapamu St., Second Floor	City	Santa Barbara	State	CA	Zip	93101

Application requests an allocation in order to carry out one or more eligible activity within the CoC service area §50490.3(a)(1)? (See Estimated Budget and Goals Worksheet)	Yes
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Applicant has prior experience administering the eligible activities described in the application or has partnered with one or more local governments or other entities with in the relevant CoC service area that have the necessary prior experience to administer the requested funds §50490.3(a)(2)(A&B)? (See Estimated Budget and Goals Worksheet)	Yes
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Does CoC service area have a functioning CES and HMIS that meet the applicable HUD requirements, as set forth in the NOFA Section II(e)(3) per §50490.3(a)(3)(A)?	Yes
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File Name: HUD Coordinated Entry Process Self-Assessment	Attach HUD Coordinated Entry Process Self-Assessment documenting that CES meets at a minimum the required aspects of coordinated entry	Attached and uploaded?	Yes
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If self-assessment is not attached, application documents that a minimum of 20 percent of the allocation to the CoC service area will be used to implement or update its systems to comply with the applicable HUD requirements §50490.3(a)(3)(B)? (See Estimated Budget and Goals Worksheet)	
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File Name: Local Program or Project Selection Process Documentation	Attach documentation, if available, demonstrating that local program or project selection process anticipated to be used to allocate available funds to subrecipients qualified to carry out the eligible activities is consistent with §50490.3(a)(4)	Attached and uploaded?	Yes
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If local program or project selection process documentation not attached, describe how the local program or project selection process to allocate available funds to subrecipients is consistent with §50490.3(a)(4):

§50490.3(a)(4) The application describes or provides documentation of the local program or project selection process anticipated to be used to allocate available funds to subrecipients qualified to carry out the eligible activities. In order to satisfy the requirements of this subdivision, the applicant's proposed program or project selection process shall avoid conflicts of interest in program or project selection and shall be easily accessible to the public.

Current Plan Addressing Actions to be Taken with in the Continuum of Care Service Area §50490.3(b)?	No
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File Name: Current Homelessness Plan	If yes, attach the most current plan addressing actions to be taken within the Continuum of Care service	Attached and uploaded?	No
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If not, funding requested to develop a homelessness plan §50490.3(b)? (See Estimated Budget and Goals Worksheet)	Yes
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Other Documents

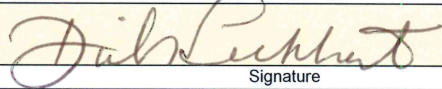
File Name: STD-204	Applicants that are not a government agency must submit a Payee Data Record (STD-204)	Attached and uploaded?	Yes
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File Name: Government TIN Form	Applicants that are a government agency must submit a Government TIN Form	Attached and uploaded?	Yes
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File Name: Resolution	Resolutions (Refer to Resolution Instructions and Sample Resolution on CESH Program website)	Attached and uploaded?	Yes
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Certifications

On behalf of the entity identified below, I certify that: The information, statements and attachments included in this application are, to the best of my knowledge and belief, true and correct and I possess the legal authority to submit this application on behalf of the entity identified in the signature block.

Dinah Lockhart, Deputy Director, Housing and Community Development Division		Date					
Printed Name and Title of Signatory		Signature					
Entity name:	County of Santa Barbara Housing and Community Development Div	Phone Number:	805-568-3523				
Entity Address	123 E. Anapamu Street, Second Floor	City	Santa Barbara	State	CA	Zip	93001

Estimated Budget and Goals §50490.3(a)(5)

CoC Service Area Allocation requested §50490.2: \$914,745

Activity #1	Rental assistance, housing relocation & stabilization services to ensure housing affordability to individuals experiencing homelessness or who are at risk of homelessness.
Activity #2	Operating subsidies in the form of 15-year capitalized operating reserves for new and existing affordable permanent housing units for homeless individuals and/or families.
Activity #3	Flexible housing subsidy funds for local programs that establish or support the provision of rental subsidies in permanent housing to assist homeless individuals & families.
Activity #4	Operating support for emergency housing interventions including but not limited to: navigation centers, street outreach, and shelter diversion.
Activity #5	Systems support for activities necessary to maintain a comprehensive homeless services and housing delivery system, including Coordinated Entry System (CES) data, and Homeless Management Information System (HMIS) reporting, and homelessness planning activities.
Activity #6a	Develop or update a CES, if the CoC does not have a system in place that meets the applicable HUD requirements, as set forth in Section II.E.3.A of the NOFA.
Activity #6b	Development of a plan addressing actions to be taken within the CoC service area if no such plan exists.

Instructions:
 Complete the following chart by listing the anticipated estimated amounts to be used for the specific eligible activities the AE and/or local partner will carry out with the allocation requested above. Describe each activity and the experience the AE or local partner has administering it. Identify numerical goals and performance measures to be used to evaluate success in implementing each eligible activity. Certify that each activity will be administered consistent with Housing First as described in §II.G of the NOFA.

Projected administrative costs §50490.2(b): \$45,737

Eligible Activities §50490.4(a)			Prior Experience §50490.3(a)(2)(A&B)	Projected Performance Measures §50490.3(a)(5)										Housing First §50490.4(d,e)		
Activity	Estimated amount for eligible activity	Activity as a % of Allocation amount requested	Describe Activity and prior AE experience administering Activity	If no relevant experience, describe activity and prior experience of local government or other entity in CoC service area that AE will partner with to administer activity	(A) Number of homeless persons served	(B1) Number of unsheltered homeless persons served	(B2) Average length of time spent as homeless before entry into program or project	(C) Number of homeless persons exiting the program or project into permanent housing	(D) Number of persons that return to homelessness after exiting the program or project	Other applicant identified performance measure #1	Numerical goal (#)	Other applicant identified performance measure #2	Numerical goal (#)	Other applicant identified performance measure #3	Numerical goal (#)	AE or subrecipient will administer activity consistent with Housing First NOFA §II.G?
Activity #4	\$365,898	40.0%	The Co. of Santa Barbara, Div. of Housing and Com. Dev. (HCD) has administered CoC, ESG, and HPRP funding for emergency housing interventions for 10 years. HCD is the lead agency, collaborative applicant, and HMIS lead agency for the local CoC. HCD conducts procurement processes, reviews expense and match documentation, monitors program performance, and conducts program and fiscal monitoring. These funds will be used for homelessness prevention activities an identified community need. HCD will contract with experienced HP sub-recipients. HCD conducts training on issues related to administering rental assistance/housing stabilization programs that cover housing quality standards and housing retention strategies.		40 at risk	0	0	39	1	95% of recipients will retain housing for 1 year after assistance ends.	38					Yes
Activity #5	\$493,110	53.9%	The funding requested will be used to provide systems support for the Continuum of Care coordinated by HCD through planning activities, Point in Time count consultant support, HMIS Staffing and HMIS User and License Fees. 1 FTE HMIS staffing to set up new programs, enhance user training and data quality. User license fees for between up to 50 users will bring new providers into the system for more comprehensive coverage. PIT Count support and data- driven planning will facilitate accurate tracking of the homeless population and support system performance. CESH funds will be leveraged with other Federal, State and local funds.							Reduction in PIT Count over 5 year period.	20%	New agencies and projects in HMIS.	15			Yes
Activity #6b	\$10,000	1.1%	HCD will be completing a new Plan to End Homelessness during the grant term, and will conduct an extensive community engagement processes involving a range of stakeholders countywide. HCD has experience in this area through the completion of a prior 10-Year Plan to Address Homelessness in 2006, and through managing the HUD-required five-year Consolidated Plans and annual Action Plans. HCD has contracted an experienced firm to draft plan and facilitate community support, Homebase (a HUD approved Technical Assistance provider). CESH funds will be leveraged with other local funds.							Completed Comprehensive Homeless Plan	1	Minimum number of community engagement events	4			Yes
Total:	\$914,745															

CoC Certification of AE Designation to Administer Funds

By signing below, the CoC Representative certifies
CoC to administer 2018 CESH funds.

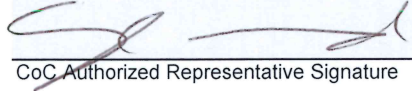
County of Santa Barbara, Community Services Dept., Housing & Community Dev.

is designated by the

Certification of AE Designation to Administer Funds

Sylvia Barnard
Printed Name of CoC Authorized Representative

Chair, Sta Maria/Sta Barbara CoC
Title


CoC Authorized Representative Signature

8/28/2018
DATE