



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: October 14, 2014
Placement: Administrative
Estimated Tme: N/A
Continued Item: No
If Yes, date from: N/A
Vote Required: Majority

TO: Board of Supervisors
FROM: Department Renée E. Bahl, Interim Community Services Director (805) 568-2467
Director(s)
Contact Info: Dinah Lockhart, Deputy Director (805) 568-3523
SUBJECT: Memorandum of Understanding for Continuum of Care Program Activities and Project Applications for the Fiscal Year 2014 Continuum of Care Program Competition.

County Counsel Concurrence

As to form: Yes

Auditor-Controller Concurrence

As to form: N/A

Recommended Actions:

That the Board of Supervisors:

- a) Approve and authorize the Chair of the Board of Supervisors to execute a Memorandum of Understanding (MOU) with the Santa Maria/Santa Barbara County Continuum of Care (Local CoC) regarding the County of Santa Barbara's roles as the Collaborative Applicant and Homeless Management Information System (HMIS) Lead Agency (Attachment A);
- b) Authorize the Community Services Director or designee to submit project applications and all certifications, standard forms, and other related documents to the Local CoC and the United States Department of Housing and Urban Development (HUD) for Clean and Sober Living, Continuum of Care (CoC) Planning, HMIS, HMIS Expansion I, and Lompoc Transformative Housing for the Fiscal Year (FY) 2014 CoC Program Competition; and
- c) Determine that the recommended actions do not constitute a project subject to environmental review under the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15378(b)(5), finding that the project is an organizational or administrative activity of governments that will not result in direct or indirect physical changes in the environment, and direct staff to file a Notice of Exemption (NOE) (Attachment B).

Summary Text:

On April 1, 2014, the Board of Supervisors received an update on the implementation of the Continuum of Care (CoC) Program, a federally-funded homelessness assistance program, and approved roles for the

County of Santa Barbara in the Santa Maria/Santa Barbara County CoC (Local CoC). These roles include acting as the Collaborative Applicant and Homeless Management Information System (HMIS) Lead Agency for the Local CoC and serving as the administrator of certain grants awarded under the CoC Program. The Local CoC formally designated the County of Santa Barbara as the Collaborative Applicant and HMIS Lead Agency on August 7, 2014. A Memorandum of Understanding (MOU) between the County of Santa Barbara and the Local CoC regarding these designations (Attachment A) was considered by the newly formed CoC Board on September 11, 2014.

The recommended actions are intended to (1) establish agreements between the County of Santa Barbara and the Local CoC regarding the County's roles as Collaborative Applicant and HMIS Lead Agency and (2) allow the Community Services Department (CSD), acting on behalf of the County as grant administrator, to apply for funding for five (5) projects—the Clean and Sober Living, CoC Planning, HMIS, HMIS Expansion I, and Lompoc Transformative Housing projects—through the Fiscal Year (FY) 2014 CoC Program Competition.

The proposed MOU would accomplish these goals. However, the Local CoC is a collaboration of interested stakeholders but not a local agency, corporation or partnership clearly subject to enforcement by litigation in the event of a disagreement.

Background:

Authorized by the McKinney-Vento Homeless Assistance Act, as amended by the Homeless Emergency Assistance and Rapid Transition to Housing Act of 2009, the CoC Program is designed to assist homeless individuals and families and provide them with the services needed to help them move into transitional and permanent housing with the goal of long-term stability. Funds awarded through the CoC Program may be used to pay for costs of establishing and operating projects under five program components: permanent housing, transitional housing, supportive services only, HMIS, and, for eligible communities, homelessness prevention.

In order to qualify for funds through the CoC Program, a community must establish a CoC, or homeless services planning and coordinating body, for its geographic area. A CoC is not required to be a legal entity; however, a CoC must designate legal entities to carry out key responsibilities on its behalf, such as compiling and submitting the annual Consolidated Application for CoC Program funds as the "Collaborative Applicant" and managing the HMIS as the "HMIS Lead Agency." The Central Coast Collaborative on Homelessness (C3H) has taken a lead role with respect to establishing a CoC in Santa Barbara County and facilitating the designation of a legal entity to fulfill these responsibilities on behalf of the local CoC.

County as Collaborative Applicant and HMIS Lead Agency

Pursuant to approval granted by the Board of Supervisors on April 1, 2014, the Local CoC designated the County as Collaborative Applicant and HMIS Lead Agency on August 7, 2014. Under these designations, the County will perform critical administrative tasks for the local CoC, such as preparing the Consolidated Application for the annual CoC Program Competition, and managing the local HMIS. CSD staff, in consultation with C3H staff, prepared a Memorandum of Understanding (MOU) (Attachment A) that sets forth the terms of agreement between the County and the local CoC regarding these key activities. The MOU defines the responsibilities of the local CoC and those of the County with respect to its designations.

County as Grant Administrator

In addition to performing responsibilities under its designations as Collaborative Applicant and HMIS Lead Agency, the County, as grant administrator, applies annually for funding through the CoC Program for individual projects. These projects, which will be eligible for renewal funding totaling \$252,046 in the FY 2014 CoC Program Competition, are described in the table below.

Table 1: Renewal Projects

<i>Project Title</i>	<i>Recipient</i>	<i>Subrecipient</i>	<i>Description</i>	<i>Annual Renewal Amount</i>
Clean and Sober Living	County of Santa Barbara	Good Samaritan Shelter	Supports the delivery of permanent supportive housing in the Santa Maria to homeless individuals who are disabled and have histories of chronic substance abuse and mental illness	\$19,210
HMIS	County of Santa Barbara	Not Applicable	Supports the operation of the county-wide HMIS managed by CSD	\$104,767
HMIS Expansion I	County of Santa Barbara	Not Applicable	Supports the participation of programs new to the county-wide HMIS	\$64,283
Lompoc Transformative Housing	County of Santa Barbara	Good Samaritan Shelter	Supports the delivery of transitional housing and supportive services to homeless families in the Lompoc Valley	\$63,786

As Collaborative Applicant, the County is also able to apply for new project funding for CoC Planning. For the FY 2014 CoC Program Competition, the County may request a maximum of \$20,374 through the CoC Program to support activities such as preparing and submitting the Consolidated Application, evaluating outcomes of projects funded through the CoC and Emergency Solutions Grants Programs, and monitoring and enforcing compliance with CoC Program requirements among CoC Program project recipients and subrecipients.

Table 2: New Project

<i>Project Title</i>	<i>Recipient</i>	<i>Subrecipient</i>	<i>Description</i>	<i>Maximum Request Amount</i>
CoC Planning	County of Santa Barbara	Not Applicable	Supports planning activities related to the implementation of the CoC Program	\$20,374

The United States Department of Housing and Urban Development (HUD) released the Notice of Funding Availability for the FY 2014 CoC Program Competition on September 16, 2014, which officially opened the FY 2014 CoC Program Competition. Authorization from the Board of Supervisors is needed to submit the aforementioned project applications to the Local CoC. The Local CoC will

review and rank or reject project applications originating in Santa Barbara County according to past performance and HUD priorities. Ranked project applications will then be included in the Consolidated Application and Project Priority Listings and submitted by the County as Collaborative Applicant to HUD for funding consideration.

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		\$ 137,000.00	
State			
Federal			\$ 272,420.00
Fees			
Other:			
Total	\$ -	\$ 137,000.00	\$ 272,420.00

The County anticipates submitting applications to the FY 2014 CoC Program Competition requesting a total of \$272,420 for the Clean and Sober Living, CoC Planning, HMIS, HMIS Expansion I, and Lompoc Transformative Housing projects. If HUD ultimately awards the Clean and Sober Living and Lompoc Transformative Housing projects, \$80,315 will be passed to Good Samaritan Shelter, as subrecipient, to carry out the projects and \$2,681 will be retained by the County for grant administration. If HUD ultimately awards the CoC Planning, HMIS, and HMIS Expansion I projects, the total award for those projects, or \$189,424, will be retained by the County for CoC planning activities and HMIS management.

For FY 2014-2015, the Board of Supervisors authorized one additional full-time equivalent position in CSD at an annual on-going cost of \$137,000 funded through the General Fund to carry out CoC Program-related activities, including those pertaining to the County’s designation as Collaborative Applicant and its role as grant administrator.

Special Instructions:

Please email an electronic copy of the Minute Order to A.J. Quinoveva (x1090) at aquinoveva@co.santa-barbara.ca.us.

Attachments:

- Attachment A: Memorandum of Understanding between County of Santa Barbara and Santa Maria/Santa Barbara County Continuum of Care
- Attachment B: CEQA Notice of Exemption

Authored by:

A.J. Quinoveva, Housing and Community Development Division