



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.:** 57  
**For Agenda Of:** October 4, 2022  
**Placement:** Administrative  
**Estimated Time:** N/A  
**Continued Item:** No  
**If Yes, date from:**  
**Vote Required:** Majority

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**TO:** Board of Supervisors  
**FROM:** Department George Chapjian, Community Services Director (805) 568-2485  
Director(s)  
Contact Info: Dinah Lockhart, Deputy Director (805) 568-3523  
**SUBJECT:** Homeless Housing, Assistance and Prevention (HHAP) Subrecipient Agreements for the Santa Maria/Santa Barbara County Continuum of Care and the County of Santa Barbara Allocations

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**County Counsel Concurrence**

As to form: Yes

**Other Concurrence:** Risk Management

As to form: Yes

**Auditor-Controller Concurrence**

As to form: Yes

**Recommended Actions:**

That the Board of Supervisors:

- A. Approve, ratify and authorize the Chair of the Board of Supervisors to execute sub-recipient agreements, effective October 1, 2022 through June 30, 2025, for the distribution of State of California Homeless Housing, Assistance and Prevention (HHAP) funding from the Santa Maria/Santa Barbara County Continuum of Care (CoC) and the County of Santa Barbara allocations with the following providers in the specified not to exceed amounts, subject to annual appropriations and adopted budget funds:
  - i. \$251,151 to NBCC, dba New Beginnings for Rapid Re-Housing (Attachment A)
  - ii. \$205,014 to Good Samaritan Shelter for Rapid Re-Housing (Attachment B);
  - iii. \$521,716 to Fighting Back Santa Maria Valley for Services Coordination and Rapid Re-Housing (Attachment C).
  
- B. Determine that the above recommended actions are not the approval of a project that is subject to environmental review under the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Sections 15378(b)(4) as the actions involve the creation of government funding

mechanisms or other government fiscal activities which do not involve a commitment to any specific project which may result in a potentially significant physical impact on the environment; and 15378(b)(5), finding that the recommended actions consist of administrative activities of governments that will not result in direct or indirect physical changes in the environment.

**Summary Text:**

The State awarded \$2,698,534 in HHAP Round 3 funding to the Santa Maria/Santa Barbara County Continuum of Care (CoC), and \$2,518,632 in HHAP funding to the County of Santa Barbara, for a total of \$5,217,166. Today's agenda item obligates \$977,881 of the \$5,217,166 for Rapid Re-Housing and Services Coordination. The Good Samaritan Shelter and NBCC agreements are funded by CoC awarded HHAP funds, and the agreement with Fighting Back Santa Maria Valley is combined CoC and County awarded HHAP funds.

Staff is requesting that the Board of Supervisors approve, ratify and authorize the Chair to execute three State of California Homeless Housing, Assistance and Prevention (HHAP) sub-recipient agreements with local homeless service providers. The agreements before the Board of Supervisors today represent funding awarded to the CoC and County, including:

- i. HHAP Sub-recipient Agreement for \$251,151 to NBCC, dba New Beginnings for Rapid Re-Housing Project;
- ii. HHAP Sub-recipient Agreement for \$205,014 to Good Samaritan Shelter for Rapid Re-Housing; and
- iii. HHAP Sub-recipient Agreement for \$521,716 to Fighting Back Santa Maria Valley for Services Coordination and Rapid Re-Housing (Attachment C).

The recommended actions approve funding recommendations from the CoC Review and Rank Committee as approved by the CoC Board; County HCD is the administrative entity for the CoC. The term of the sub-recipient agreements will begin on October 1, 2022, and all program funds must be expended by June 30, 2025. These three sub-recipient agreements represent projects ready for immediate implementation.

**Background:**

The State of California has made significant investments in both housing and homelessness. HHAP is a multi-round funding source allocated to 44 Continuums of Care, 13 large cities and 58 Counties. Allocations have been based on the 2019 Point in Time Count of persons experiencing homelessness. The State of California announced the County had been allocated \$2,698,534 in HHAP Round 3 funding on behalf of the local CoC, and \$2,518,632 in HHAP funding as a county (Table 1).

**Table 1: HHAP Round 3 Funded Activities**

<i>HHAP Round 3 Funded Activities</i>	<i>Continuum of Care</i>	<i>County</i>
<b>Interim Housing Projects</b>		\$1,686,739
<b>**Rapid Re-Housing</b>	\$456,165	
<b>Emergency Housing Voucher Program Supportive Services</b>	\$1,333,619	
<b>**Youth Set Aside</b>		
Rapid Re-Housing	\$150,000	\$150,000
Services Coordination	\$119,853	\$101,863
<b>Systems Support</b>		
Capacity Building for Underserved Populations, Homeless Management Information System, Coordinated Entry System, Point in Time Count	\$450,000	\$403,726
<b>Administration</b>	\$188,897	\$176,304
<b>HHAP Round 3 Totals</b>	<b>\$2,698,534</b>	<b>\$2,518,632</b>
<b>** Funds with Subrecipient Agreements in today's Board Recommended Actions</b>		

The program requires grantees to expend funds on eligible uses in an evidence-based framework that address and prevent homelessness. The funding recommendations are reflective of the CoC’s local funding review process. As lead agency and Administrative Entity (AE), the County’s roles are limited to issuing the NOFA (Notice of Funding Availability), verifying projects meet basic threshold criteria, training the Review and Rank committee members, coordinating the CoC Board, and administering grants.

*Sub-Recipient Funding Process*

Program funds will be retained by the County and used for administrative costs, system improvements to the Coordinated Entry System (CES), and the Homeless Management Information System (HMIS). The remaining HHAP County allocation is to be used to conduct eligible HHAP activities based on County proposed use, the recommendations of the CoC R&R Committee, the concurrence of the Santa Maria/Santa Barbara County CoC Board, and the approval of the Board of Supervisors.

On March 7, 2022, CSD/HCD released a Notice of Funding Availability (NOFA), which included funds available, application timeline, program overview, objectives and eligible uses, program requirements, and application ranking criteria. The application deadline was April 7, 2022. The CoC established a Review and Rank Committee to review applications and make funding recommendations to the CoC Board based on the process outlined in the CoC Governance Charter. The CoC Review & Rank (R&R) Committee reviewed applications online and met electronically on April 25, 2022 to make funding recommendations. The R&R Committee scored projects based on: applicant capacity; project design and approach; financial capacity, feasibility and sustainability; past performance; and coordination and collaboration. Projects are informed by a best practice framework focused on moving homeless individuals and families into permanent housing and ensuring those individuals and families maintain their permanent housing. CoC Board members who were not affiliated with or representing any

organization applying for funding approved the funding recommendations of the R&R Committee without changes on July 7, 2022.

A summary of the HHAP funding recommendations being requested for approval is provided in Table 2:

**Table 2: HHAP Funding Recommendations\***

Agency	Component	Contract Amount
NBCC	Rapid Re-Housing	\$251,151
Good Samaritan Shelter	Rapid Re-Housing	\$205,014
Fighting Back Santa Maria Valley	Services Coordination and Rapid Re-Housing	\$521,716

\*Approval of Sub-recipient Agreements for these projects requested in this Board letter.

*Sub-recipient Agreement Approval Process and Performance Measures*

The three projects recommended for funding represent local priorities decided by the CoC:

- Rental assistance and rapid rehousing (including, but not limited to, tenant-based rental assistance programs, master leasing, scattered site housing, and permanent supportive housing);
- Incentives to landlords (including, but not limited to, security deposits and holding fees); and
- Youth set-aside for services coordination and rapid re-housing to assist vulnerable populations in accessing permanent housing and to promote housing stability in supportive housing.

**Performance Measure:**

The three subrecipients will provide quarterly reports to the County on services provided. Table 3 summarizes project outcomes according to goals and performance measures. Program design, funding allocations, and the characteristics of homeless individuals and households served by each subrecipient vary and impact the project outcome percentages and numbers of persons and households served.

**Table 3: Goals and Performance Measures**

Goal	Fighting Back Santa Maria Valley	NBCC New Beginnings	Good Samaritan Shelter
Total unduplicated number of persons served	75	30	24
Number of persons exiting homelessness to permanent housing	40	27	21
Number of households exiting homelessness to permanent housing	35	20	18

Measure	Fighting Back Santa Maria Valley	NBCC New Beginnings	Good Samaritan Shelter
% of participants transitioned to permanent housing	80%	90%	90%

% of adult participants gaining new or increasing existing earned income or cash income at project exit	20%	15%	40%
% of adult participants obtaining non-cash benefits at project exit	50%	35%	75%
% of participants moving into permanent housing that will retain permanent housing for 1 year	80%	90%	95%

**Fiscal and Facilities Impacts:**

Community Services administers over \$11 million in HHAP funding to address homelessness in Santa Barbara County. HHAP is a multi-year funding stream awarded in rounds for one-time state funds. These HHAP Round 3 funds must be expended by June 30, 2025 These funds are currently budgeted and available for distribution to providers for the delivery of eligible activities.

**Fiscal Analysis:**

Today’s agenda item obligates \$977,881 of the \$5,217,166 for Rapid Re-Housing and Services Coordination. Other HHAP Round 3 funds, \$4,239,285, not addressed in this agenda item, have been allocated to projects but not contracted and will be used for improving the coordinated entry system, funding existing evidence-based programs, strengthening data systems, supportive services for emergency housing voucher participants, interim housing projects and program administration, as shown in Table 1.

<b><u>Funding Sources</u></b>	<b><u>Current FY Cost:</u></b>	<b><u>Annualized On-going Cost:</u></b>	<b><u>Total One-Time Project Cost</u></b>
General Fund			
State			\$ 977,881.00
Federal			
Fees			
Other:			
Total	\$ -	\$ -	\$ 977,881.00

**Key Contract Risks:**

CSD administers federal and state funding programs on behalf of the County and the CoC. As the recipient of state and federal funds, the County is responsible for ensuring that funds are used in accordance with all applicable requirements. HHAP program guidelines indicate that failure to comply with program requirements may result in the County being required to repay funds. Sub-recipients selected have prior experience operating homeless assistance projects.

The Program Subrecipient Agreements will be on a cost-reimbursement basis. This allows CSD to review and monitor sub-recipients for eligible costs to the extent prescribed by the state guidelines to mitigate risk. Disbursements will be made after the sub-recipients demonstrate that reimbursable services were provided and substantiate the eligibility of incurred costs to the satisfaction of CSD.

**Staffing Impacts:**

The current requested activity falls within currently budgeted staff duties.

**Special Instructions:**

- 1) Please email an electronic copy of the Minute Order to Kimberlee Albers at [kalbers@co.santa-barbara.ca.us](mailto:kalbers@co.santa-barbara.ca.us)
- 2) Please execute three (3) original copies of each of the following documents and send to Kimberlee Albers:
  1. HHAP Sub-recipient Agreement for \$251,151 to NBCC, dba New Beginnings for Rapid Re-Housing
  2. HHAP Sub-recipient Agreement for \$205,014 to Good Samaritan Shelter for Rapid Re-Housing
  3. HHAP Sub-recipient Agreement for \$521,716 to Fighting Back Santa Maria Valley

**Attachments:**

- A) HHAP-3 Sub-recipient Agreement for NBCC, dba New Beginnings for Rapid Re-Housing
- B) HHAP-3 Sub-recipient Agreement for Good Samaritan Shelter for Rapid Re-Housing
- C) HHAP-3 Sub-recipient Agreement for Fighting Back Santa Maria Valley for Services Coordination and Rapid Re-Housing

**Authored by:**

Roc Lowry, Housing Program Specialist Sr., Housing and Community Development Division

**cc:**