



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: July 7, 2020
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 Service Director 805-568-2485
Director(s)
Contact Info: Dinah Lockhart, Deputy Director 805-568-3523
Kimberlee Albers, Homeless Assistance Programs Manager, 805-560-1090

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

County Counsel Concurrence

As to form: Yes

Auditor-Controller Concurrence

As to form: Yes

Other Concurrence Risk Management

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 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) funding allocation and the County of Santa Barbara allocations with the following providers in the specified amounts:
 - a. \$ 380,403 to Good Samaritan Shelter for Rapid Re-Housing (Attachment A);
 - b. \$ 380,404 to NBCC, dba New Beginnings for New Beginnings Rental Assistance and Rapid Rehousing Project (Attachment B);
 - c. \$299,154 to Partners in Housing Solutions, Inc. for Partners in Housing Solutions: Landlord Incentives (Attachment C); and
 - d. \$327,330 to Youth and Family Services YMCA, a branch of the Channel Islands YMCA for My Home First (Attachment D).
- b) Determine that the 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 Section 15378(b)(5) and 15378(b)(4), finding that the recommended actions consist of administrative or fiscal activities of governments that will not result in direct or indirect physical changes in the environment.

Summary Text:

The Board of Supervisors approved the application for and acceptance of HHAP funds on February 11, 2020. The State awarded \$2,123,943 in HHAP funding to the Santa Maria/Santa Barbara County Continuum of Care (CoC), and \$1,967,681 in HHAP funding to the County of Santa Barbara, for a total of \$4,091,625. The CoC and County staff worked collaboratively to address critical gaps in the system of care. Funding was dedicated to rental assistance/rapid rehousing, incentives to landlords to provide housing units for use by persons experiencing homelessness, development of a Crisis Respite Navigation Center located in South County, outreach and coordination to assist vulnerable populations in accessing permanent housing and to promote housing stability in supportive housing, and allowed administrative and system support costs.

Staff is requesting that the Board of Supervisors approve, ratify and authorize the Chair to execute four 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 \$157,414 of the awards to Youth and Family Services, which represents the County Youth Set-Aside.

1. HHAP Sub-recipient Agreement for \$380,403 to Good Samaritan Shelter for Rapid Re-Housing
2. HHAP Sub-recipient Agreement for \$380,404 to NBCC, dba New Beginnings for New Beginnings Rental Assistance and Rapid Rehousing Project
3. HHAP Sub-recipient Agreement for \$299,154 to Partners in Housing Solutions, Inc. for Partners in Housing Solutions: Landlord Incentives
4. HHAP Sub-recipient Agreement for \$327,330 to Youth and Family Services YMCA, a branch of the Channel Islands YMCA for My Home First

The recommended actions approve funding recommendations from the CoC Review and Rank Committee and approved by the CoC Board for the distribution of these funds; County HCD is the administrative entity for the CoC. The term of the sub-recipient agreements begins on July 1, 2020 and all program funds must be expended by June 30, 2023. These four sub-recipient agreements represent projects ready for immediate implementation.

In response to the COVID-19 emergency, the signing of EO N-32-20 by the Governor allowed for HHAP funds to be used for preparing and addressing the impacts of the COVID-19 pandemic on homeless individuals, including through expanding shelter and housing capacity. On April 2, the CoC approved a proposed funding package to assist a COVID-19 funding response that combines funding sources to cover activities not reimbursable by FEMA or the Stafford Act. The approval at that time included both the County and CoC HHAP funds previously dedicated for the Crisis Respite Navigation Center (\$1.69 million in County and CoC HHAP) to be redirected to COVID-19 response if needed. Funding for the development of a Crisis Respite Navigation Center located in South County under a COVID-19-informed model will likely be preserved because alternative funding for COVID-19 has been identified. Community Services Department will enter into an MOU with participating departments once the final HHAP uses are decided later this fall when more about costs associated with COVID-19 are known.

Background:

The 2019-20 California State Budget included significant investments in both housing and homelessness. HHAP is a \$650 million one-time investment allocated to the 44 Continuums of Care, the 13 large cities and 58 Counties. Allocations were based on the 2019 Point in Time Count of persons experiencing homelessness.

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 R & R members, facilitating the CoC R & R Committee meeting and approval of the CoC Board, and administering the grants.

Staff from the Housing and Community Development Division of the Community Services Department (CSD/HCD) facilitated community outreach, gathered funding amounts for housing and services dedicated to homelessness in Santa Barbara County for a 12-month period, and analyzed recent state and federal investments to address homelessness. Housing and shelter needs identified were based on a gaps analysis conducted which included system modeling using data from the Homeless Management Information System (HMIS), the Coordinated Entry System (CES), Point in Time (PIT) Count and other data sources. Gaps identified included (but were not limited to) need for additional rental assistance and rapid rehousing; incentives for landlords; shelter beds; and assistance for Transitional Aged Youth. These critical steps assisted both the CoC and County to identify eligible uses and meet threshold criteria for the CoC and County to apply for the HHAP funds. The CoC Board established local priorities for HHAP funding at their meeting held on February 6, 2020, and the Board of Supervisors approved the application for, and acceptance of, HHAP funds on February 11, 2020.

Discussion

On March 18, the County of Santa Barbara Emergency Operations established the COVID-19 Homelessness Task Force to initiate efforts to protect the health and safety of populations experiencing homelessness by reducing the spread of COVID-19 and further protect the community at large. The Task Force established four key objectives approved by the Santa Maria/Santa Barbara County Continuum of Care on April 2, 2020:

1. Prevent and mitigate COVID-19 impacts for persons who remain unsheltered through support centers and outreach re-establishing access to showers, device charging, food and hygiene supplies.
2. Sustain (congregate) shelter capacity for persons not experiencing COVID-19 symptoms.
3. Establish non-congregate sheltering for persons at highest risk of COVID-19 complications.
4. Enhance homelessness prevention and housing activities through increased funding for rental assistance and supportive services.

A portion of the shelter costs associated with the COVID-19 objectives and the activities below will be reimbursable by FEMA. The County of Santa Barbara received COVID-19 funding through the California Department of Social Services and State COVID-19 Emergency Funds. Activities have included:

1. Support centers to prevent and mitigate impacts to unsheltered persons such as installation of hand washing stations county-wide, adding meals and wi-fi access to mobile shower sites, and provision of hygiene and sanitation kits.

2. Operation of a congregate shelter at Santa Maria High School to meet a critical gap in services while following all CDC guidance to provide health and safety. The site opened under direct management of County EOC Operations and later transitioned to Good Samaritan. The SMHS shelter served 249 unduplicated guests in the 67 days of operations, providing 3,200 bed nights.
3. Operation of non-congregate shelter sites: service providers and county-initiated efforts average 120 rooms nightly for isolation and quarantine at 16 hotels. The largest site is Roomkey South, operated by the County EOC Operations in partnership with PATH. The site provides shelter to elderly and medically vulnerable guests. Every attempt will be made to permanently house non-congregate shelter guests so that they do not return to homelessness. Average daily occupancy at Roomkey South is 70 persons.
4. Permanent housing provides a place to self-isolate and prevent the spread of COVID-19 through access to hygiene and individual living quarters. Five contracts were approved by the Board of Supervisors at their meeting on June 16, 2020 utilizing redirected State Homeless Emergency Aid Program (HEAP) for financial assistance and services for guests in shelter. Persons needing longer term assistance will be transitioned from non-congregate shelter to alternate housing programs including Housing Choice Vouchers.

All housing activities described align with the COVID-19 Task Force Objectives, CDC and State guidance and will assist in protecting the health and safety of the homeless population during the pandemic.

Homeless service providers will continue to intervene through prevention, street engagement, emergency shelter, transitional housing, rapid re-housing and permanent supportive housing. With prolonged economic impacts on low income individuals and families, addressing the demand on the homeless system of care will be challenging even with additional resources.

The County is trying to preserve Homeless Housing Assistance and Prevention (HHAP) funds, redirected for COVID-19 response, for a South County Navigation Center, by using upcoming CARES funding. Funding for the South County Navigation Center is allocated as follows in Table 1: \$699,999 in HHAP funding on behalf of the local CoC, and \$1,574,145 in HHAP funding as a county. The county allocation is comprised of \$1 million to support the development of a Crisis Respite Navigation Center and \$574,145 for outreach and coordination to assist vulnerable populations in accessing permanent housing and to promote housing stability in supportive housing. The outreach and coordination allocation will support the continuation of the County's Housing Assistance for Vulnerable Emerging Neighbors - Engagement Service Team (HAVENEST) Program initially supported by one-time State Homeless Emergency Aid Program (HEAP) funds. Community Services Department plans to enter into an MOU with HAVENEST funded departments, Behavioral Wellness, Public Health and the Public Defender.

Sub-Recipient Funding Process

On March 31, 2020 the State of California announced the County had been awarded \$2,123,943 in HHAP funding on behalf of the local CoC, and \$1,967,681 in HHAP funding as a county. Program funds will be retained by the County and used for administrative costs, strategic homelessness planning, infrastructure development Coordinated Entry System (CES), and Homeless Management Information System (HMIS) support. The remaining HHAP 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. A summary of the funds awarded is outlined in Table 1:

Table 1: HHAP Funds Awarded by State

Santa Maria/Santa Barbara County Continuum of Care HHAP Funding Application	
Eligible Activity	Request Amount
Rental assistance and rapid rehousing	\$760,807
Outreach and Coordination/rental assistance*	\$169,915
Incentives for Landlords	\$299,154
Support for Crisis Respite Navigation Center <i>redirected to COVID-19 response</i>	\$699,999
Administrative Costs	\$87,871
System Support Costs	\$106,197
Total CoC HHAP Application	\$2,123,943
County of Santa Barbara HHAP Funding Application	
Eligible Activity	Request Amount
Rental assistance and rapid rehousing*	\$157,415
Outreach and Coordination	\$574,145
Support for Crisis Respite Navigation Center <i>redirected to COVID-19 response</i>	\$1,000,000
Administrative Costs	\$137,738
System Support Costs	\$98,384
Total County HHAP Application	\$1,967,681
*Detail of Combined Youth Set Aside (both CoC and County Allocations)	
Eligible Activity	Request Amount
Rental assistance and rapid rehousing	\$218,220
Outreach and coordination to assist vulnerable populations in accessing permanent housing and to promote housing stability in supportive housing	\$109,110
Total HHAP Dedicated to Youth Homelessness	\$327,330

On April 6, 2020, CSD/HCD released a Notice of Funding Availability (NOFA), which included funds available, application timeline, program overview, objective and eligible uses, program requirements, and application ranking criteria. The application deadline was May 15, 2020. 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) Panel reviewed applications online and met electronically on May 28, 2020 to make funding recommendations. The R&R

Panel had the difficult task of allocating \$ 1,387,291 in HHAP funding in response to over \$3 million in funding requests. The R&R Committee scored projects based: 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 to maintain their permanent housing. CoC Board members who were not affiliated with nor representing any organization applying for funding, met on Thursday, June 4, 2020, and approved the funding recommendations of the R&R Panel without changes.

A summary of all of the HHAP funding recommendations is provided in Table 2:

Table 2: HHAP Funding Recommendations*

Agency	Project Title	Recommended Award
Good Samaritan Shelter	Rapid Re-Housing	\$ 380,403.00
NBCC, dba New Beginnings	New Beginnings Rental Assistance and Rapid Rehousing Project	\$ 380,404.00
Partners in Housing Solutions, Inc.	Partners in Housing Solutions: Landlord Incentives	\$ 299,154.00
Youth and Family Services YMCA, a branch of the Channel Islands YMCA	My Home First	\$ 327,330.00

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

Sub-recipient Agreement Approval Process and Performance Measures

The four 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); and
- Incentives to landlords (including, but not limited to, security deposits and holding fees).
- Additional youth set-aside for outreach and coordination to assist vulnerable populations in accessing permanent housing and to promote housing stability in supportive housing.

The sub-recipient agreement identifies the terms and conditions by which the HHAP funds must be administered. On page 5, Section VI (“General Conditions”) the agreement indicates the sub-recipient is subject to federal, state, and county requirements. The agreement also includes seven (7) attachments which detail the Scope of Services (Exhibit A), Budget and Payment Procedures (Exhibit B), Expenditure Summary and Payment Request (ESPR) (Exhibit C), Quarterly Status Report (Exhibit D), Indemnification and Insurance Requirements (Exhibit E), Certification of Standards for Financial Management Systems (Exhibit F), and State Terms and Conditions (Exhibit G).

The services provided through the three Sub-recipient Agreements before the Board today are summarized in Table 3 below. The four providers will provide quarterly reports to the County regarding services provided and the outcomes, or performance measures, which have been mandated by the State. Table 3 summarizes the number of persons/households served and instances of service, as well as the outcomes/performance measures for each project. Program design, funding allocations, and the characteristics of individuals and households served by each sub-recipient vary and impact the project outcome percentages and numbers of persons and households served.

Table 3: Goals – Services to be Provided, Individuals/Households Served, and Performance Measures

***All grantees will be responsible for additional or refined measures according to State reporting guidance not yet released. ***

Agency	Good Samaritan Shelter	NBCC, dba New Beginnings	Partners in Housing Solutions, Inc.	Youth and Family Services YMCA, a branch of the Channel Islands YMCA
Unduplicated number of homeless persons or persons at imminent or at risk of homelessness to be served	35	40	210	N/A
Unduplicated number of homeless households or households at imminent or at risk of homelessness to be served	25	30	70	N/A
Unduplicated number of homeless youths or youths at imminent or at risk of homelessness to be served	3	9	139	54
Number of instances of service (all services must be documented)	3,000	1,400	70	2,040
Number of unsheltered homeless persons becoming sheltered	0*	0	210	12
Number of homeless persons entering permanent housing (placed into units)	30	34	210	N/A
Total number of households entering permanent housing (placed into units)	20	25	70	N/A
Total number of youths entering permanent housing (placed into units)	3	9	139	12
% of individuals successfully placed in permanent housing	80%	85%	100%	N/A
% of households successfully placed in permanent housing	75%	85%	100%	N/A
% of youths successfully placed in permanent housing	75%	100%	100%	83%
% of adult participants will obtain earned income at project exit	45%	10%	50%**	53%
% of adult participants will obtain cash/non-cash benefits at project exit	80%	15%	20%**	68%
% of project participants entering permanent housing that will retain permanent housing at 1 year	70%	80%	93%	92%

*These funds will only assist in those going into housing not outreach, however a side effect may be helping unsheltered access shelter while waiting for housing placement during RRH enrollment

**Based on services provided by intake agencies

Fiscal and Facilities Impacts:

Community Services will administer \$4,091,625 in HHAP funding to address homelessness in Santa Barbara County. HHAP is a multi-year grant of one-time state funds to be expended by June 30, 2025. These funds are currently available for distribution to providers for the delivery of eligible activities.

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			
State			\$ 4,091,625.00
Federal			
Fees			
Other:			
Total	\$ -	\$ -	\$ 4,091,625.00

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:

Staff costs or other costs directly related to implementing or carrying out activities funded by the program allocation include Community Services. CSD obtained approval for a Housing Program Specialist Senior – 1 FTE to administer the HHAP funding contracts late in 2019. Further staffing needs will be assessed.

Special Instructions:

- 1) Please email an electronic copy of the Minute Order to Kimberlee Albers at kalbers@co.santa-barbara.ca.us
- 2) Please execute four (4) original copies of each of the following documents and send to Kimberlee Albers:
 1. HHAP Sub-recipient Agreement for \$ 380,403 to Good Samaritan Shelter for Rapid Re-Housing
 2. HHAP Sub-recipient Agreement for \$ 380,404 to NBCC, dba New Beginnings for New Beginnings Rental Assistance and Rapid Rehousing Project
 3. HHAP Sub-recipient Agreement for \$299,154 to Partners in Housing Solutions, Inc. for Partners in Housing Solutions: Landlord Incentives
 4. HHAP Sub-recipient Agreement for \$327,330 to Youth and Family Services YMCA, a branch of the Channel Islands YMCA for My Home First

Attachments:

- A) HHAP Sub-recipient Agreement for \$ 380,403 to Good Samaritan Shelter for Rapid Re-Housing
- B) HHAP Sub-recipient Agreement for \$ 380,404 to NBCC, dba New Beginnings for New Beginnings Rental Assistance and Rapid Rehousing Project
- C) HHAP Sub-recipient Agreement for \$299,154 to Partners in Housing Solutions, Inc. for Partners in Housing Solutions: Landlord Incentives
- D) HHAP Sub-recipient Agreement for \$327,330 to Youth and Family Services YMCA, a branch of the Channel Islands YMCA for My Home First

Authored by:

Lucille Boss, Housing and Community Development Division (805-568-3533)

cc: