



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: March 10, 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 Services Director (805-568-2467)
Director(s)
Contact Info: Dinah Lockhart, Deputy Director (805-568-3523)
Kimberlee Albers, Homeless Programs Manager (805-560-1090)
SUBJECT: Execution of Sub-recipient Agreement for Expansion of Safe Parking Program
with New Beginnings Counseling Center

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 a sub-recipient agreement for the distribution of \$280,000 of State of California Homeless Emergency Aid Program (HEAP) funds, and \$203,400 of CA Emergency Solutions and Housing (CESH) program funds to New Beginnings Counseling Center, totalling \$483,400, for expansion of their Safe Parking Program (Attachment A);
- b) Determine that the recommended actions are not the acceptance and approval of a project that is 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 do not involve any commitment to any specific project which may result in a potentially significant physical impact on the environment.

Summary Text:

Staff is requesting that the Board of Supervisors approve, ratify and authorize the Chair to execute a sub-recipient agreement with New Beginnings Counseling Center. The funding is provided by both the State of California Homeless Emergency Aid Program (HEAP) and the California Emergency Solutions and

Housing (CESH) Program. The State awarded the local Santa Maria/Santa Barbara County Continuum of Care (CoC) \$9.385 million in Homeless Emergency Aid Program funds. The recommended action is part of the County of Santa Barbara's Multidisciplinary Approach to Housing the Most Vulnerable Program HEAP project presented to the Board of Supervisors for approval on February 25, 2020. County HCD is the administrative entity for the CoC. The term of the sub-recipient agreements begins on March 10, 2020; all CESH program funds must be expended by June 30, 2023 and all HEAP program funds must be expended by June 30, 2021. The Board of Supervisors approved the application for and acceptance of HEAP funds on September 11, 2018 and the 2019 CESH funds on June 4, 2019.

Background:

The 2018-19 California state budget provided significant funding to address homelessness. Senate Bill 850 established the HEAP and CESH funding program guidelines. The HEAP program is a flexible block grant to Continuums of Care to address immediate homelessness challenges administered by the Business Consumer Services and Housing Agency (BCSHA). On March 21, 2019, the 2019 CESH NOFA was released for \$29 million in revenue from the third and fourth quarters of 2018 deposited in the Building Homes and Job Act Trust Fund. The CESH program is administered by the State Department of Housing and Community Development (State HCD).

On December 20, 2018 the State of California announced that the County had been awarded \$9,385,185 in HEAP funding on behalf of the local CoC. Five (5%) percent of program funds (\$469,259) will be retained by the County and used for administrative costs, including staff positions approved by the Board on December 11, 2018. The remaining HEAP allocation of \$8,915,926 is being distributed to local non-profits and government agencies to conduct eligible HEAP activities based on 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. HEAP funds are being distributed based on funding recommendations from the CoC's local funding review process. The County of Santa Barbara's Multidisciplinary Approach to Housing the Most Vulnerable Program was awarded funds as the highest scoring originally unfunded applicant when the Salvation Army relinquished their HEAP funding conditionally awarded by the CoC.

The expansion of overnight parking has been included in the County's HEAP project. The County Work Plan to Address Homelessness presented to the Board of Supervisors in April 2019 identified an action step to expand safe overnight parking options by 80 spots. The vehicular homeless population, persons living in their vehicles, was quantified as 27% of the overall homeless population in Santa Barbara County by the 2019 Point in Time Count of persons experiencing homelessness. A Request for Proposals was released by the County of Santa Barbara on January 13, 2020. New Beginning Counseling Center's (NBCC) Safe Parking program was the only respondent and is often cited as a national model for overnight parking. Safe Parking currently has 120 spots available for persons living in their vehicles in the southern areas of the County. NBCC will identify and secure new lots for overnight parking within Santa Barbara County. The new lots must provide safe and secure locations for homeless individuals living in their vehicles. The program will provide a lot attendant, access to restroom facilities, and housing focused case management services.

Discussion:

NBCC will provide quarterly reports to the County on services provided and the outcomes, or performance measures, which have been mandated by the State. Table 2 summarizes the number of persons/households served and instances of service. Table 3 summarizes outcomes/performance measures for the project.

Table 2: Goals – Individuals/Households Served

Goal	New Beginnings
Unduplicated number of homeless persons or persons at imminent or at risk of homelessness served	100
Unduplicated number of homeless households or households at imminent or at risk of homelessness served	95
Number of instances of service (all services must be documented)	76,800

Table 4: Performance Measures

Measure	New Beginnings
Number of participants exiting to permanent housing	20
% of adult participants who will obtain earned income at project exit	5%
% of adult participants who will increase cash/non-cash benefits at project exit	10%
% of project participants that will retain permanent housing at 1 year	90%

The sub-recipient agreement identifies the terms and conditions by which the HEAP and CESH 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 nine (8) 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), Federal Terms and Conditions (Exhibit E), Indemnification and Insurance Requirements (Exhibit F), Certification of Standards for Financial Management Systems (Exhibit G), and State Terms and Conditions (Exhibit H).

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			
State	\$ 483,400.00		\$ 483,400.00
Federal			
Fees			
Other:			
Total	\$ 483,400.00	\$ -	\$ 483,400.00

The sub-recipient agreement which combines both HEAP and CESH funding for a 3-year period is for a total of \$483,400, \$280,000 in HEAP funding and \$203,400 in CESH funding. These funds are currently available for distribution to providers for the delivery of eligible activities.

Key Contract Risks:

The County assumes responsibility for the administration of HEAP and CESH in accordance with all state requirements governing their use. In addition, it would be held liable if it or any provider to which it sub-grants funds is found to be non-compliant with applicable requirements. New Beginnings Counseling Center has successfully operated State and/or federally-funded homeless assistance projects in the past which have had similar regulatory and administrative requirements. State HEAP and CESH contract requirements and regulations are consistent enough that a single contract funded by both programs is feasible.

The HEAP/CESH Program Sub-recipient Agreement is a cost-reimbursement contract. This allows CSD/HCD to disburse state funds to the sub-recipient for eligible incurred costs to the extent prescribed by the Agreement. The County will only reimburse the sub-recipient for costs that are eligible under the Agreements and documented in a manner that is acceptable to the CSD/HCD. CSD/HCD staff will assess the performance of the sub-recipient to determine if the services provided are adequate and as outlined in the Agreement.

Special Instructions:

- 1) Please email an electronic copy of the Minute Order to Dinah Lockhart at dlockhart@co.santa-barbara.ca.us.
- 2) Please execute three (3) original copies of each of the following documents and send to Dinah Lockhart (x3523):
 - a. Sub-recipient Agreement for \$483,400 to New Beginnings Counseling Center for the Safe Parking Program.

Attachments:

- A) Sub-recipient Agreement for \$483,400 to New Beginnings Counseling Center for the Safe Parking Program.
- B) Exhibit A through Exhibit G

Author: Kimberlee Albers, Homeless Programs Manager
Roc Lowry, Department Business Specialist II