



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:** CEO  
**Department No.:** 012  
**For Agenda Of:** November 4, 2014  
**Placement:** Departmental  
**Estimated Tme:** 45 minutes  
**Continued Item:** N/A  
**If Yes, date from:** N/A  
**Vote Required:** Majority

---

**TO:** Board of Supervisors

**FROM:** Department            Mona Miyasato, County Executive Officer, 568-3400  
Director(s):  
Contact Info:            Terri Maus-Nisich, Assistant CEO, 568-3400

**SUBJECT:**            **Human Services Commission – Recommendation for Proposed New Funding  
Cycle Concept for FY’s 2015/16, 2016/17 and 2017/18 General Fund Grants for the  
Delivery of Human Services**

---

**County Counsel Concurrence**

As to form: YES

**Auditor-Controller Concurrence**

As to form: YES

**Recommended Actions:**

That the Board of Supervisors:

1. Receive and consider recommendations from the County of Santa Barbara Human Services Commission for the proposed New Funding Cycle Concept for the three-year 2015-2016, 2016-2017 and 2017-2018 funding cycle for the delivery of Human Services (the “Three-Year Funding Cycle Concept”) (Attachment A);
2. Approve the Three-Year Funding Cycle Concept recommended by the Human Services Commission including any modifications made by the Board during the public hearing; and
3. Provide direction to the Human Services Commission (HSC) and Staff to:
  - a. Prioritize funding for homeless shelter operations in upcoming grant process given reduction in available shelter funding; or,
  - b. Allow the process to go forward as proposed, (Recommendation #2 above) wherein shelter providers apply directly to the HSC program for funding, and depending on the outcome, address any potential shortfall for homeless shelter services as part of the FY15-16 budget, in conjunction with other competing countywide funding needs, or;
  - c. Provide other direction to staff as determined by the Board of Supervisors, and;
4. Determine that the approval of the Three-Year Funding Cycle Concept is 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)(4), finding that the action 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 impact on the environment, and direct staff to file a Notice of Exemption (Attachment B).

**Summary Text:**

The Board of Supervisors funds Human Services Commission (HSC) grants annually with County General Funds. The amount of HSC grant funds proposed to be budgeted for fiscal years 2015-16 through 2017-18 is \$1,200,000 annually. This includes administration fees used to support the County’s administration of these grants. Grants have historically been awarded on three-year cycles. The last three-year cycle ended with fiscal year 2013-14 and was extended one year through FY 2014-15 while the Commission completed an assessment of data to develop a new three-year cycle concept.

For the upcoming 2015-16 through 2017-18 three-year cycle, the Commission worked diligently to address the Board’s direction to develop a more strategic approach to awarding grants with the overarching goal of achieving a greater impact with funding available. The New Funding Cycle Concept outlined briefly below and in more depth in the attached Power Point (Attachment C), includes a three-tier funding concept that is meant to serve as a guideline. Depending on the overall characteristic of the applications, demonstrated needs of service providers and availability of funding within the categories, the Commission may recommend funding outside of the stated parameters for the Board of Supervisors consideration during the formal budget approval process:

1. A one-year mini-grant between \$5,000 to \$7,000 per grant; with approximately \$50,000 available for the first tier, to assist agencies with capacity building (i.e., organizational development, collaboration, training, education, research, and advocacy);
2. Basic needs/safety net grant between \$20,000 to \$50,000 per grant; with approximately \$500,000 available for the second tier. These grants are similar to the programs funded during the past four fiscal years that help to maintain stability for an individual or family; and,
3. Best practices evidence-based grants between \$50,000 to \$100,000 per grant; with approximately \$450,000 for the third tier. These grants would be tied to proven evidence-based models that can be replicated.

For all three tiers, the Commission is emphasizing better access to services including language access and transportation access.

The Commission is preparing for a Notice of Funding Availability (NOFA) to be released in mid to late November 2014. Applications will be due mid-January 2015. The Commission will interview all applicants in February 2015 and return to the Board with funding recommendations in the spring of 2015. All Human Services Commission recommended grant awards will be contingent upon the formal allocation of funds by the Board of Supervisors during the budget process.

**Background:**

The Santa Barbara County Human Services Commission (HSC) was established in 1977. The all-volunteer Commission is comprised of three Commissioners per Supervisorial District who have experience with Human Services activities in the County. The Supervisors appoint the Commissioners. Meetings are generally held the first Thursday of every month with sub-committees meeting as necessary. All Commission meetings and standing committee meetings are publicly noticed according to the Brown Act and held at a mid-County location accessible to north and south County participants and interested citizens. The Human Services Commission makes recommendations regarding the allocation

of Human Serves Funds. Final approval of all funding is at the sole authority of the Board of Supervisors.

In order to develop the revised funding proposal provided to the Board of Supervisors for review and consideration, the Human Services Commission worked with staff and other County agencies, including First 5 and Public Health, over the past year to develop the new Three-year Funding Cycle Concept (FY 2015-16, 2016-17 and 2017-18). The Commission conducted an in-depth analysis, which included data collection, agency site visits and interviews, a survey of community-based organizations and many open meetings. Commissioners and staff personally visited every service provider currently funded to review performance and discuss emerging needs. All of the information helped the Commission develop the new Three-Year Funding Cycle Concept being proposed. In addition, the Human Services Commission and staff conducted extensive analysis reviewing the Poverty Report, data from a 211 survey conducted by Interface, review of multiple Public Health Community Assessments, Foundation reports and data from First 5. The data identified the high priority needs that the Human Services Commission supports:

- Food
- Shelter
- Transportation
- Freedom from abuse
- Non-English Speaking Services
- Mental Health

The Commission held many working meetings that were publically noticed to develop the new Three-Year Funding Cycle Concept. In addition, on October 2, 2014, the Commission held a noticed public meeting in mid-County specifically for purposes of obtaining public input on the proposed Three-Year Funding Cycle Concept. Members of the public in attendance supported the Three-Year Funding Cycle Concept but did ask that the Commission be flexible with regard to the best practices evidence-based grants since not all entities have the capacity to fully implement evidence-based funding. Based on public feedback, the Commission is recommending that entities be eligible to apply for all three tiers or for more than one grant in a tier and annually for the mini grant. Grants are to provide for the delivery of vital human services through non-profit organizations Countywide. The Commission will return to the Board in the spring of 2015 with individual program funding recommendations following the release of a Notice of Funding Availability tentatively set for November 17, 2014, and subsequent application review process.

#### *Other Considerations – Homeless Shelter Services*

Through special revenue funds, various grant funding and the General Fund, the County of Santa Barbara has supported operational, programmatic and service components of homeless sheltering services countywide. General Fund contributions are made through the Community Services Department and allocation of direct funding by the Board of Supervisors at Budget adoption, as well as other special revenue departments (ADHMS, Social Services and Probation) for bed nights for clients. Further, historically the Human Services Commission has recommended funding for programs and services delivered by the shelters in support of overall efforts to address the most vulnerable in our communities. On average the Human Services Commission has recommended allocations approximately \$81,000 to the shelters for homeless support programs and services from the General Fund program. The Commission has recommended allocations of approximately \$40,000 annually from the Federal Community Development Block Grant Public Services Program and \$75,000 annually from the Federal Emergency Solutions Grant Program. The Board of Supervisors has affirmed these recommendations.

The County also provides assistance for homeless services through funding of 1 staff position in CSD for the Continuum of Care in the amount of \$137,000 and a second staff position in CSD for \$108,000 to administer the required Homeless Information and Management System (HMIS). The County contributed direct funding of \$90,000 in FY 2014/2015 as well as extensive in-kind services for the activities associated with the Central Coast Collaborative on Homelessness (C3H).

However, in the FY 2014-15 Budget, due to departmental funding constraints, the Community Services Department proposed a service level reduction of \$165,000 for shelter services (reducing the contribution from \$345,000 to \$180,000) to balance the department's budget. The CEO recommended, and the Board approved, a one-time restoration for this fiscal year of \$165,000 noting: "*department to apply for Human Services grant funding in FY 2015-16*" to address this ongoing need when the three-year grant cycle opens.

In addition in January 2014, HUD alerted the County of Santa Barbara that it will not receive an Emergency Solutions Grant (ESG) allocation in FY 15-16. HUD revised data used in the formula for the allocation of CDBG and ESG funds, and is now using information from the American Community Survey (ACS) and the 2010 Census data. In FY 14/15 the County received \$126,795 for ESG and awarded funds to 7 entities, including Casa Esperanza, Domestic Violence Solutions, Good Samaritan, Legal Aid, Transition House, Santa Ynez People Helping People and Willbridge, generally for shelter, rental assistance, and other support services. These entities may or may not be seeking replacement funds for the loss of these federal dollars.

Under the parameters and current bylaws for the program, a County department cannot presently apply for HSC grants; however, per the proposed Human Services Commission recommendations for granting, homeless shelter non-profits may apply for a maximum of \$50,000 in the proposed "Basic Needs" grants. Multiple applications may be submitted by each organization in the "Basic Needs" category. In addition in the proposed program, shelters employing evidence-based practices in their provision of programs and services may also apply in the "Best Practices" category. This category also allows for multiple grants to an organization yet proposed funding is up to \$100,000 per grant.

Should the Board of Supervisors however wish to pursue other options to address Homeless Shelter Funding as part of the proposed Human Services Commission proposed funding model, direction is necessary at this stage of the process. If the Board desires to ensure funding for this need, the Board could:

- Provide direction to the Human Services Commission (HSC) to prioritize funding for homeless shelter funding in upcoming grant process given reduction in available shelter funding; or,
- Allow the process to go forward as proposed, (Recommendation #2) wherein shelter providers apply directly to the HSC program for funding, and depending on the outcome, address any potential shortfall for homeless shelter services as part of the FY15-16 budget, in conjunction with other competing countywide funding needs, or;
- Provide other direction to staff as determined by the Board of Supervisors.

**Performance Measure:**

*2015-17 Fiscal Years:*

All grantees must attend training. They will be required to submit reasonable performance targets before an award of Human Services grant funds and will be required to report on them quarterly. Evidence-based grants may be required to report monthly. Staff will conduct desk monitoring on an on-going basis and perform site visits as necessary.

**Fiscal and Facilities Impacts:**

Budgeted: YES

**Fiscal Analysis:**

<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	\$1,200,000	\$0.00	\$1,200,000.00
State			
Federal			
Fees			
Other:			
Total	\$ 1,200,000.00	\$ -	\$ 1,200,000.00

Narrative: The \$1.2 million in general funds includes staffing, supplies, and meetings for the County to administer Human Services Commission grants.

**Key Contract Risks (if applicable):**

N/A

**Staffing Impacts:**

**Legal Positions: 0**

**FTEs: 0**

**Special Instructions:**

**Attachments:**

Attachment A: Human Services Commission Proposed New Funding Cycle Concept

Attachment B: CEQA Notice of Exemption

**Authored by:**

Susan Foley, Department Business Specialist, 805-568-3522