



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: June 25, 2024
Placement: Administrative
Estimated Time: N/A
Continued Item: No
If Yes, date from:
Vote Required: Majority

TO: Board of Supervisors

FROM: Department Jesús Armas, Community Services Director, (805) 568-2467
Director(s)
Contact Info: Joe Dzvonic, Housing & Community Development Deputy
Director (805) 568-3523

SUBJECT: **First Amendment to the Professional Services Agreement with Fighting Back Santa Maria Valley**

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 and authorize the Chair of the Board to execute an amendment (Amendment) to the Professional Services Agreement (Agreement) with Fighting Back Santa Maria Valley (FBSMV) that extends the period of performance to September 30, 2024 and increases funding in the amount of \$125,340, for a total contract amount of \$206,188, to provide administrative and coordination support for the Youth Homelessness Demonstration Program Planning Grant from the U.S. Department of Housing and Urban Development;
- b) Authorize the Director of the County's Community Services Department to execute further amendment(s) of the Agreement to further extend the Term to March 31, 2025, should the pending six (6) month extension be granted by the Department of Housing and Urban Development (HUD); and
- c) 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 mechanism 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:

The Youth Homelessness Demonstration Program (YHDP), administered by the U.S. Department of Housing and Urban Development (HUD), has provided funding to 16 selected “YHDP Communities” nationwide to develop and implement a coordinated community approach to prevent and end youth homelessness. The population to be served by this demonstration program is youth experiencing homelessness, including unaccompanied and pregnant or parenting youth, where no member of the household is older than 24 years of age. HUD has awarded \$5,167,564 to projects identified by the Santa Maria/Santa Barbara County Continuum of Care Youth Action Board (Youth Action Board). Ten percent (10%) of the funding (\$516,756) has been allocated as non-renewable planning funds to support the first three years of the program. As the fiscal agent for the Santa Maria/Santa Barbara County Continuum of Care (CoC), the County of Santa Barbara is administering these funds. The 3-year projection approved by the Board of Supervisors on December 13, 2022 for the planning funds included youth compensation for drafting the Coordinated Community Plan, evaluating project applications, and monitoring selected projects.

Staff recommends approving and authorizing the Chair of the Board to execute an amendment to the Professional Services Agreement with Fighting Back Santa Maria Valley that extends the period of performance to September 30, 2024 and increases funding in the amount of \$125,340, for a total contract amount of \$206,188, to provide administrative and coordination support for the Youth Homelessness Demonstration Program Planning Grant from the U.S. Department of Housing and Urban Development;

Background:

HUD has awarded approximately \$72 million to the selected YHDP Communities, with grant awards ranging from \$1 million to \$15 million per community, based on the service area’s youth population size and poverty rate. Once the YHDP Communities are selected by HUD, they must develop and implement a Coordinated Community Plan, which includes specific structural components, including: 1) statement of need; 2) list of community stakeholders, 3) discussion of vision and action steps; 4) potential new projects; 5) governance structure; and, 6) signatures of official representatives from key systems. YHDP funding is renewable under the Continuum of Care Program and requires cost sharing, matching, or leveraging matched with no less than 25 percent of funds or in-kind contributions from other sources as described in 24 CFR 578.73.

YHDP has seven primary objectives:

- Build national momentum.
- Promote equity in the delivery and outcomes of homeless assistance.
- Highlight the importance of youth leadership.
- Evaluate the coordinated community approach.
- Expand capacity.
- Evaluate performance measures.
- Establish a framework for Federal program and Technical Assistance collaboration.

County Community Services Department (CSD) staff is working with the CoC, the Youth Action Board Committee, and local community groups to prepare the Coordinated Community Plan. The Youth Action Board Committee is a group of community leaders between the ages of 14-24 that have served as a subcommittee of the CoC since 2018. This group was instrumental in the development of the Coordinated Community Plan by carefully reviewing applications and recommending youth-specific projects for funding that include two permanent supportive housing facilities, two transitional housing facilities, and

the expansion of county wide drop-in centers, all of which focus on youth ages 18 to 24 experiencing homelessness. These projects are up and running and serve our community every day.

Fighting Back Santa Maria Valley facilitated the Youth Action Board and YHDP planning activities over the past year and staff recommends the Board of Supervisors approve the extension and enhancement of that partnership through the end of the HUD Planning Grant contract period.

Performance Measures:

FBSMV will be reimbursed using specific performance measures that include: selecting and reimbursing youth for developing the Coordinated Community Plan, administration of a Notice of Funding Opportunity, convening of a Review and Rank and Project Monitoring process, facilitating in-person meetings, marketing and recruitment of new Youth Action Board members, funding professional development opportunities for youth, convening Youth Action Board meetings, taking attendance, and managing meetings.

Table 1 summarizes the proposed budget items associated with this contract amendment.

Table 1

Activity #	Activity Description	Original Contract Amount	Amendment Addition	Total
1	Youth Contributors Compensation and Technical Support	\$39,000	\$62,400	\$85,800
2	General YAB Compensation	\$6,000	\$1,800	\$7,800
3	FBSMV Staff Compensation	\$35,848	\$37,284	\$74,588
4	YAB in Person Events, Marketing and Outreach, and Professional Development Opportunities	\$0	\$23,856	\$38,000
Total		\$80,848	\$125,340	\$206,188

Contract Renewals and Performance Outcomes:

Fighting Back Santa Maria Valley will provide crucial assistance to the County in its role of planning and carrying out the Youth Homelessness Demonstration Program. Their assistance will ensure the County effectively utilizes YHDP Planning funds and fulfills its responsibilities as the Collaborative Applicant for YHDP and CoC Funds. In turn, this will enhance the Santa Maria/Santa Barbara CoC’s opportunity to maintain and increase future programmatic grant funding allocations to local homeless assistance providers. After the initial 2-year period planning funds are not renewable under the CoC Program. Should it become apparent through spending rates that Fighting Back Santa Maria Valley will not be able to meet the expenditure deadline, the County will reserve the right to recapture the funds and reallocate them to a more appropriate item.

Fiscal Analysis:

Funding Sources	Current FY Cost:	Annualized On-going Cost:	Total One-Time Project Cost
General Fund			
State			
Federal			\$ 125,340.00
Fees			
Other:			
Total	\$ -	\$ -	\$ 125,340.00

These funds have already been budgeted for fiscal year 2024/2025.

Key Contract Risks:

The County assumes responsibility for the administration of YHDP Planning funds in accordance with all federal requirements governing their use. In addition, it would be held liable if it or Fighting Back Santa Maria Valley is found to be non-compliant with applicable requirements. Fighting Back Santa Maria Valley has successfully operated State and/or federally-funded homeless assistance projects in the past.

Special Instructions:

Please email an electronic copy of the Minute Order and one fully executed Professional Services Agreement to Kimberlee Albers (x1090) at kalbers@countyofsb.org.

Attachments:

Attachment A – Proposed First Amendment to Professional Services Agreement with FBSMV

Authored by:

Jett Black-Maertz, Housing and Community Development Division