



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:** January 12, 2021  
**Placement:** Administrative  
**Estimated Time:**  
**Continued Item:**  
**If Yes, date from:**  
**Vote Required:** Majority

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**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) Round 2 Applications for the Santa Maria/Santa Barbara County Continuum of Care and the County of Santa Barbara**

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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) Authorize the Community Services Director, or designee, to submit a funding application and all certifications, standard forms, and other related documents to the State of California Business, Consumer Services, and Housing Agency (BCSHA) to obtain the Santa Maria/Santa Barbara County Continuum of Care (CoC) funding allocation in an amount up to \$1,004,973 from the 2020 State of California Homeless Housing, Assistance and Prevention (HHAP) Round 2 funding; and
- b) Authorize the Community Services Director, or designee, to submit a funding application and all certifications, standard forms, and other related documents to the BCSHA to obtain the County of Santa Barbara allocation in an amount up to \$899,512 from the 2020 HHAP Round 2 funding; and

- c) Authorize the Community Services Director, or designee, to execute all certifications, standard forms, and grant agreement in a form substantially similar to the 2019 State of California Homeless Housing, Assistance and Prevention grant agreement included as Attachment A, and other related documents required for the acceptance and administration of HHAP Round 2 funds allocated to the Santa Maria/Santa Barbara County Continuum of Care; and
- d) Authorize the Community Services Director, or designee, to execute all certifications, standard forms, and grant agreement in a form substantially similar to the 2019 State of California Homeless Housing, Assistance and Prevention grant agreement included as Attachment A, and other related documents required for the acceptance and administration of HHAP Round 2 funds allocated to the County of Santa Barbara; and
- e) Authorize the Community Services Director, or designee, to sign a Letter of Support for the Santa Maria/Santa Barbara County Continuum of Care to be included in the 2020 State of California Homeless Housing, Assistance and Prevention (HHAP) application for Round 2 funding (Attachment B); and
- f) 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:**

State Assembly Bill 83 included \$300 million in one-time HHAP block grants that provides local jurisdictions with funds to support regional coordination and expand or develop local capacity to address their immediate homelessness challenges. The County and the Continuum of Care each receive an allocation of funding. The Board is asked to authorize the Community Services Department (CSD) Director, or designee to submit two funding applications and all certifications, standard forms, and other related documents to BCSHA for HHAP Round 2 funding for the following eligible uses:

- *Santa Maria/Santa Barbara County Continuum of Care* \$1,004,973, of which \$803,978.40 to be dedicated for shelter diversion, \$80,397.84 youth set-aside to be dedicated for outreach and coordination, and \$120,596 administrative and system support set-aside costs;
- *County of Santa Barbara* \$899,512, of which \$719,609.60 to support creation of a Crisis Respite Navigation Center located in South County, \$71,960.96 youth set-aside, and \$107,941.44 administrative and system support set-aside costs.

CSD requests authorization to execute all certifications, standard forms, and grant agreements on behalf of the County of Santa Barbara and the Santa Maria/Santa Barbara County Continuum of Care in a form substantially similar to the 2019 State of California Homeless Housing, Assistance and Prevention (HHAP) agreement (HHAP grant agreement included as Attachment A), and other related documents required for the acceptance and administration of HHAP Round 2 funds; and authorization to sign a letter of support (Attachment B ). These actions will allow \$1,904,485 in grant funds from the State of California to be used for eligible activities as defined by HHAP Round 2 authorizing legislation.

The Homeless Housing, Assistance, and Prevention Program (HHAP) was designed to provide jurisdictions with funding to support regional coordination and expand and develop local capacity to address immediate homelessness challenges. This regional coordination will help to ensure that services and efforts within the area are not duplicated, but instead are supplemented by one another. The Homeless Coordinating and Financing Council (HCFC) is requiring applicants to submit letters of support from the other eligible applicants that are receiving grant funding within their jurisdiction. These letters shall acknowledge and agree to regional coordination and partnership, per Health and Safety Code 50675.1.2(a)(5). Letters should acknowledge that the overlapping jurisdiction(s) have reviewed and agree with how the applicant jurisdiction intends to spend their HHAP funds, and that the applicant's spending plan accurately addresses their share of the regional need to address homelessness. On January 7, 2021, the CoC Board affirmed use of the County HHAP funding to include support of the development of a Crisis Respite Navigation Center located in South County. The CoC Board is comprised of a broad range of stakeholders, including representatives from homeless service agencies, and others from the fields of behavioral health, health care, public health, law enforcement, education, youth, LGBT+, the faith community, public and private housing providers, local government, Veterans services, legal and disability services, domestic violence and victims assistance services, and formerly homeless individuals.

Applications are due to BCSHA on or before January 23, 2021 with all awards made by June 13, 2021.

**Background:**

The 2019-20 California State Budget included significant investments in both housing and homelessness. HHAP Round 2 is a \$300 million one-time investment allocated to the 44 Continuums of Care, the 13 large cities and 58 Counties (Table 1). Allocations were based on the 2019 Point in Time Count of persons experiencing homelessness.

**Table 1: State HHAP Round 2 Funding Allocations**

Eligible Applicant	Funded Amount	Funding Determination
Continuum of Care (CoC)	\$90,000,000	Based on each CoCs proportionate share of the state’s total homeless population based on the homeless point-in time count.
City/or City that is also a County, with a population of 300,000 or more, as of January 1, 2019.	\$130,000,000	Based on the city’s proportionate share of the total homeless population of the region served by the CoC within which the city is located, based on the homeless point-in time count.
County	\$80,000,000	Based on the county’s proportionate share of the total homeless population of region served by the CoC within which the county is located, based on the homeless point-in time count.

The County of Santa Barbara is both the State-recognized Administrative Entity on behalf of the Santa Maria/Santa Barbara County Continuum of Care (CoC) and the Lead Agency for the CoC. The County is the only eligible applicant on behalf of the CoC to apply to the State for HHAP Round 2 funds. The allocations of \$1,004,973 million in HHAP Round 2 funding is available for eligible homeless assistance activities within the jurisdictions served by the local CoC. An allocation of \$899,512 million in HHAP Round 2 funding is available for eligible homeless assistance activities within the County. All funds are to be expended by June 30, 2026. Grantees must administer programs in compliance with California’s Housing First Policy and may not supplant existing program funding.

The program requires grantees to expend funds on eligible uses in an evidence-based framework that address and prevent homelessness. The eligible uses are: Rapid rehousing, including rental subsidies and incentives to landlords, such as security deposits and holding fees; Operating subsidies in new and existing affordable or supportive housing units, emergency shelters, non-congregant shelters, interim or bridge housing, and navigation centers. Operating subsidies may include operating reserves.; Street outreach to assist persons experiencing homelessness to access permanent housing and services.; Services coordination, which may include access to workforce, education, and training programs, or other services needed to promote housing stability in supportive housing.; Systems support for activities necessary to create regional partnerships and maintain a homeless services and housing delivery system, particularly for vulnerable populations including families and homeless youth; Delivery of permanent housing and innovative solutions, such as hotel and motel conversions; Prevention and shelter diversion including crisis resolution, mediation and conflict resolution, creative problem solving, connection to mainstream resources, and light-touch financial assistance that directly results in a housing solution.; New navigation centers and emergency shelters, with clients obtaining housing as the primary goal, based on demonstrated need.

The Phase I Community Action Plan to Address Homelessness was adopted by the Board of Supervisors on June 18, 2019. This report identified five key strategies to address homelessness:

1. Increase access to safe, affordable housing;
2. Use best practices to deliver tailored support services;
3. Build a collective action plan;
4. Strengthen support system to obtain and maintain housing;
5. Build provider capacity to address complex needs.

The Phase II Community Action Plan to Address Homelessness community outreach involved feedback from over 400 community members, key stakeholder groups, and feedback during the Consolidated Plan process. Staff 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. The 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. This process was repeated in late 2020. Gaps identified included (but were not limited to) need for prevention and shelter diversion, services coordination, and operating subsidies. 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 Round 2 funds.

The County and CoC have determined the following eligible uses will address critical gaps in the homeless response system and strengthen current investments to address homelessness (Table 2).

**Table 2: Proposed Uses for HHAP Round 2 Funding**

HHAP Funding Categories	CoC	County	Total
<b>Allocation</b>	<b>\$ 1,004,973.00</b>	<b>\$ 899,512.00</b>	<b>\$ 1,904,485.00</b>
Youth Set-Aside (8%)	\$ 80,397.84	\$ 71,960.96	\$ 152,358.80
Plan & Infrastructure (5%)	\$ 50,248.65	\$ 44,975.60	\$ 95,224.25
Administrative (7%)	\$ 70,348.11	\$ 62,965.84	\$ 133,313.95
<b>Remaining</b>	<b>\$ 803,978.40</b>	<b>\$ 719,609.60</b>	<b>\$ 1,523,588.00</b>

HHAP Funding Recommendations	CoC	County	Total
<b>Available Funds</b>	<b>\$ 803,978.40</b>	<b>\$ 719,609.60</b>	<b>\$ 1,523,588.00</b>
<i>Shelter diversion</i>	\$ 803,978.40		\$ 803,978.40
<i>South County Navigation Center</i>		\$ 719,609.60	\$ 719,609.60
<b>Available Funds - Youth Set-Aside (8%)</b>	<b>\$ 80,397.84</b>	<b>\$ 71,960.96</b>	<b>\$ 152,358.80</b>
<i>Outreach and coordination</i>	\$ 80,397.84		\$ 80,397.84
<i>County Youth Set-Aside</i>		\$ 71,960.96	\$ 71,960.96

On behalf of the CoC, the County will apply for HHAP Round 2 funding to provide shelter diversion, as it was determined to be one of the largest unmet needs in the conducted gaps analysis; additional factors included the amount of funds available and the anticipation of increased need. Per Health and Safety Code Section 50220.5 (d), HHAP round 2 funds may be expended on: prevention and shelter diversion including crisis resolution, mediation and conflict resolution, creative problem solving, connection to mainstream resources, and light-touch financial assistance that directly results in a housing solution. The County is in the process of identifying a suitable site for a Crisis Respite Navigation Center in South County, which will provide 30-40 needed temporary beds for this identified gap in the homeless response system.

The County will apply for HHAP Round 2 funding to provide outreach and coordination to assist vulnerable populations in accessing permanent housing and to promote housing stability in supportive housing. A multi-disciplinary team proposed to be formed with the Homeless Emergency Aid Program (HEAP) funding and continued with HHAP Round 1 awarded to the County by the CoC received Board of Supervisors approval in 2020. The team will include staff from Behavioral Wellness, the Public Defender's Office and Public Health. The HHAP funding (Rounds 1 and 2) will allow the team to continue after the HEAP funding ends on June 30, 2021. As stated, the County is in the process of identifying a suitable site for a Crisis Respite Navigation Center in South County to provide temporary beds to persons experiencing homelessness.

Both applications include funding to address youth homelessness, which is defined as unaccompanied youth between the ages of 12 and 24 who are experiencing homelessness. An unaccompanied youth can be pregnant or parenting. HHAP requires a minimum of 8% of funding to be used to address youth homelessness. The County youth set-aside funds will be dedicated to a program yet to be determined. CoC youth set-aside funds will be dedicated to outreach and coordination.

Both applications include funding requests for administrative and system support costs. System support costs provide for software user fees and staff support of the HMIS and CES administered by the County's Housing and Community Development Division of the Community Services department (HCD/CSD). The State of California will be integrating the collection of HMIS data into new funding stream reporting requirements.

The State of California set the following threshold criteria to apply for HHAP Round 2 funds:

1. Demonstrate regional coordination;
2. Identification of all funds currently being used to provide housing and homeless services;
3. Data on the demographics and characteristics of homeless population (HMIS and PIT); Coordinated Entry System and HMIS.; Assessment of existing programs and gaps analysis;
4. Identification of how funds requested will complement existing investments and close gaps;
5. List of measurable goals including percentage placed in permanent housing;
6. Evidence of connection with the local homeless coordinated entry system;
7. An agreement to participate in a statewide Homeless Data Integration System.

**Performance Measure:**

Per HSC § 50220.5(b)(5), all applicants’ measurable goals must include the number of individuals they intend to serve, and the number of individuals they intend to successfully place in permanent housing with HHAP funding. This chart identifies clear, measurable goals that HHAP Round 2 will be expected to achieve in Santa Barbara County:

**Table 3: Measurable Goals to be Achieved with Homeless Housing Assistance and Prevention Program**

Proposed Activity	Measurable Goal
Shelter Diversion	Divert at least 268 households from shelter through activities including crisis resolution, mediation and conflict resolution, creative problem solving, connection to mainstream resources, and light-touch financial assistance to directly result in a housing solution.
South County Navigation Center	Lower returns to homelessness after permanent housing placement by developing 30-40 respite care beds with supportive services.
Outreach and coordination	Improve housing retention by assisting at least 15 youth in accessing permanent housing and promote housing stability in supportive housing through outreach and coordination.
County Youth Set-Aside	To be determined at a later date.

**Fiscal and Facilities Impacts:**

Approval of this Board action authorizes staff to apply for HHAP Round 2 grant funds. When combining the CoC and County allocations, Community Services will administer \$1,904,485 in HHAP funding to address homelessness in Santa Barbara County. HHAP Round 2 is a multi-year grant of one-time funds to be expended by June 30, 2026. Once the State has issued confirmation of grant award, staff will publish a local Notice of Funding Availability (NOFA). Staff will return to the Board at a later meeting to review recommendations on any subrecipient awards.

**Fiscal Analysis:**

<b>Funding Sources</b>	<b>Current FY Cost:</b>	<b>Annualized On-going Cost:</b>	<b>Total One-Time Project Cost</b>
General Fund			
State			\$ 1,904,485.00
Federal			
Fees			
Other:			
Total	\$ -	\$ -	\$ 1,904,485.00

**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 Round 2 program guidelines indicate that failure to comply with program requirements may result in the County being required to repay funds. Sub-recipients selected will 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, Behavioral Wellness, Public Health, and the Public Defender's Office.

**Special Instructions:** 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)

**Attachments:**

- A. Homeless Housing, Assistance, and Prevention Program Standard Agreement
- B. Letter of Support

**Authored by:**

Lucille Boss, Housing and Community Development Division (805-637-5129)

**cc:**