

## EXHIBIT A

### Central Coast Collaborative on Homelessness -- C3H (CONTRACTOR)

#### SCOPE OF WORK

##### I. Policy Council

**Purpose Statement:** C3H shall harness all resources available to reduce the number of people experiencing homelessness, as well as minimize the impacts of homelessness in Santa Barbara County.

**Services:** CONTRACTOR shall convene a bi-monthly public meeting of elected officials from the County of Santa Barbara and the Cities of Carpinteria, Santa Barbara, Goleta, Buellton, Lompoc and Santa Maria that focuses on a range of issues related to ending homelessness and reducing the impacts of homelessness in Santa Barbara County.

**Service Delivery:** CONTRACTOR shall deliver agendas, minutes and any follow-up actions deemed necessary by the C3H Policy Council and shall facilitate the broad participation of stakeholders from a host of organizations throughout the county, including, people who are currently or formerly homeless, County and City staff, nonprofit providers of services to homeless people, businesses, law enforcement, public health and private healthcare providers, and any people interested in issues pertaining to homelessness.

##### II. Continuum of Care

**Services:** CONTRACTOR has been identified as the Lead Agency according to the Continuum of Care Charter. As part of this contract C3H shall deliver the services specified in this charter and quoted herein:

**Service Delivery:** CONTRACTOR shall serve as staff to the CoC Board and is responsible for meeting preparation, which includes:

- a. Locating, reserving, and preparing the meeting space;
- b. Sending agendas, minutes, meeting time/date/location to the C3H Partner distribution list, and posting on the website managed and operated by C3H, c3homes.org;
- c. Compiling background materials;
- d. Planning the meeting in collaboration with the CoC Board Chair and/or Vice Chair;
- e. Taking attendance at meetings;
- f. Providing facilitation as needed; and
- g. Taking minutes.

CONTRACTOR is also responsible for designing and implementing the biennial Point In Time Count that is a requirement for HUD funding. For the 2017 Point in Time Count CONTRACTOR shall ensure that data collection teams are recruited and trained and led in the gathering of data on all sheltered and unsheltered homeless people in Santa Barbara County.

### **III. Regional Coordination**

**Services:** CONTRACTOR shall conduct regional coordination in Carpinteria, Santa Barbara (including unincorporated areas), Goleta, Isla Vista, Buellton/Santa Ynez (South County) and Lompoc and Santa Maria (including unincorporated areas) (North County).

**Service Delivery:**

- a. **Regional Coordination:** On a monthly basis, CONTRACTOR shall convene meetings with regional stakeholders including, but not limited to: county and city staff, mental health providers, homeless services providers, churches, law enforcement, and business associations. These meetings shall discuss local and systemic issues that contribute to homelessness and strategies for reducing homelessness and its impacts on the regional community.
- b. **Coordinated Outreach Teams:** In the communities of Carpinteria, Santa Barbara, Isla Vista, Goleta, Lompoc and Santa Maria CONTRACTOR shall lead weekly Coordinated Outreach Teams to identify homeless people most in need of services (as defined by a consensus process), and rapidly place them in housing. Each housed resident shall be provided with case management and appropriate services to maintain their housing, improve their quality of life, and ultimately, gain employment. Each region shall set its own goals for number of people housed, with preliminary annual goals as follows: Carpinteria (5), Santa Barbara (20), Isla Vista (5), Lompoc (5), and Santa Maria (5). The Goleta team is still in formation.

**Suspension for Convenience.** COUNTY may, without cause, order CONTRACTOR in writing to suspend, delay, or interrupt the services under this Agreement in whole or in part for up to 30 days. COUNTY shall incur not liability for suspension under this provision and suspension shall not constitute a breach of this Agreement.