



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: November 9, 2021
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

SUBJECT: 2021 Continuum of Care Competition Application Authorization and Lead Agency Responsibilities

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) Authorize Community Services Department staff to submit to the U.S. Department of Housing and Urban Development (“HUD”) the annual Continuum of Care (CoC) consolidated application, which includes County Housing and Community Development Division project applications for FY 2021 CoC Program Competition funding in the amounts of \$169,050 for HMIS operation, \$66,789 for Santa Barbara County CoC Planning, and \$130,675 for operation of the Coordinated Entry System Projects (collectively, the “CoC Projects”) and non-County community project applications, a written commitment of General Fund match in the amount of \$91,628.50 for the CoC Projects (Attachment A), and all certifications, standard forms, and other related documents;
- B) Authorize the Community Services Director or designee to execute 2021 CoC Program Grant Agreements and Scopes of Work with HUD for the CoC Projects in a form substantially similar to the previously approved and executed FY2020 CoC grant agreements (Attachment B);
- C) Approve and Authorize the County of Santa Barbara Housing and Community Development Division to operate the Coordinated Entry System (CES) as the lead agency in compliance with HUD’s regulations, and authorize the Director of the Community Services Department or designee to execute memoranda of understanding with the Santa Maria / Santa Barbara

Continuum of Care and the entities utilizing the CES, in a form substantially similar to the attached draft Memorandum of Understanding (Attachment C); and

- D) Determine that the recommended actions do not constitute a project subject to environmental review under the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15378(b)(5), as the actions are organizational or administrative activities of governments that will not result in direct or indirect physical changes in the environment, and direct staff to file a Notice of Exemption.

Summary Text:

Since 1998, the County of Santa Barbara has applied to the U.S. Department of Housing and Urban Development (HUD) for federal funds under the Continuum of Care (CoC) Program. Annually, the CoC Program provides approximately \$2 million to support the delivery of permanent housing, transitional housing, and supportive services for homeless persons throughout Santa Barbara County. In order to receive funds under the CoC Program, communities must maintain an active Continuum of Care (CoC), which is a local homeless assistance planning network composed of various stakeholders, such as nonprofit homeless service providers, faith-based organizations, governments, businesses, advocates, school districts, hospitals, and law enforcement.

The Community Services Department (CSD), on behalf of the County, applies annually to the Santa Maria/Santa Barbara County CoC and HUD for CoC Program funds to support: a) the delivery of transitional housing and permanent supportive housing to homeless and formerly homeless individuals, respectively; b) the collection of data on individuals assisted by federally-funded homelessness assistance programs; and, c) overall implementation of the CoC Program in Santa Barbara County.

While the CoC and its board have been charged to administer the CoC Program in its geographic area, the CoC can approach other entities, such as the County, to request it to carry out specific functions. The County performs tasks critical to the local implementation of the CoC Program, such as preparing the Consolidated Application for the annual CoC Program Competition and evaluating outcomes of projects funded through the CoC Program. The County serves as the Collaborative Applicant for HUD's annual CoC Program competition, the Lead Agency for the Homeless Management Information System (HMIS), and functions as the administrative lead for all other CoC activities and grants.

The United Way of Northern Santa Barbara County had been contracted to lead the Coordinate Entry System (CES) since January, 2018. The contract for the administration of CES ended on July 31, 2021. According to the CoC's Governance Charter, the CoC Board is responsible for selecting a new CES lead agency. The CoC Board voted that the County should assume responsibilities of CES administration. Staff is also recommending that the County of Santa Barbara Housing and Community Development Division operate the Coordinated Entry System (CES) in compliance with HUD's CoC and ESG Interim Rules, CPD-17-01 and 24 CFR § 578.7, and authorize the Director of the Community Services Department to execute memoranda of understanding with the Santa Maria / Santa Barbara Continuum of Care and the entities for their use of the CES

Background:

Authorized by the McKinney-Vento Homeless Assistance Act, as amended by the Homeless Emergency Assistance and Rapid Transition to Housing Act of 2009, the CoC Program is designed to assist homeless individuals and provide them with the services needed to help them move into transitional and permanent housing with the goal of long-term stability. Funds awarded through the CoC Program may be used to pay for the costs of establishing and operating projects under five program components: permanent housing, transitional housing, supportive services only, Homeless Management Information System (HMIS), and, for eligible communities, homelessness prevention. Additionally, CoC Program funds may be used to support CoC planning activities, such as evaluating outcomes of projects funded by the CoC Program and monitoring for and enforcing compliance among recipients and subrecipients.

FY 2021 CoC Program Competition

The FY 2021 CoC Program Notice of Funding Availability was published on August 18, 2021. The CoC consolidated application due date into HUD is November 16, 2021. On October 14, 2021, the CoC Board of Directors met and voted to approve the Priority Listing for all new and renewal projects recommended by the Continuum of Care Review and Rank Committee (Table 1). CSD staff will prepare renewal applications for HMIS and Coordinated Entry System operation, as well as for \$66,789 in funding for Santa Barbara County CoC Planning, a non-renewable project. The County, as Collaborative Applicant, may apply annually for new planning funding on behalf of the Santa Maria/Santa Barbara County CoC (Local CoC) to support planning activities related to the CoC Program. The Collaborative Applicant is the only entity allowed to apply for such funding. Recipients and subrecipients of CoC Program funds must provide cash or in-kind match that is no less than 25 percent of the award amount. The anticipated requests and match amounts for the CoC Projects are identified in Table 2.

Table 1: 2021 CoC Priority Listing

Agency/Project	Renewal Amount/Amount Requested	Amount Approved	Rank
GSS/Northern SB RRH	\$ 193,880.00	\$ 193,880.00	1
Good Samaritan Shelter, Marks House	\$ 130,649.00	\$ 130,649.00	2
Housing Authority of the City of Santa Barbara	\$ 129,775.00	\$ 129,775.00	3
PATH, Rapid ReHousing	\$ 126,077.00	\$ 126,077.00	4
Good Samaritan Shelter, Oak Street	\$ 111,316.00	\$ 115,315.00	5
New Beginnings Counseling Center	\$ 110,819.00	\$ 110,819.00	6
PATH, Permanent Supportive Housing	\$ 1,040,628.00	\$ 1,040,628.00	7
PATH Permanent Supportive Housing	\$ 79,444.00	\$ 79,444.00	8
CSD, Coordinated Entry System	\$ 130,675.00	\$ 130,675.00	9
CSD, Homeless Management Information System	\$ 169,050.00	\$ 169,050.00	10
Total Tier 1	\$ 2,222,313.00	\$ 2,226,312.00	
Good Samaritan Shelter, Oak Street Bonus	\$ 111,316.00	\$ 111,316.00	11
Total Tier 2	\$ 111,316.00	\$ 111,316.00	
TBD	\$ 319,098.00	\$ 319,098.00	12
Total DV Bonus	\$ 319,098.00	\$ 319,098.00	
Planning	\$ 66,789.00	\$ 66,789.00	

Table 2: CoC Program Competition County Projects

Project Title	Subrecipient	Description	Operating Year	Application Amount	Match Amount
Coordinated Entry System	N/A	Supports the coordination of outreach and referrals across the County and matches participants to housing and services based on disabling conditions, length of time homeless, and severity of service needs.	8/1/21 – 7/31/22	\$130,675	\$32,669
HMIS Consolidation	N/A	Supports the operation of the county-wide HMIS—an information technology system used to collect data on homeless individuals assisted by federally-funded projects—administered by CSD on behalf of the County of Santa Barbara as the designated HMIS Lead Agency.	8/1/21– 7/31/22	\$169,050	\$42,263
Santa Barbara County CoC Planning	N/A	Supports planning activities related to the implementation of the CoC Program.	One-year term	\$66,7879	\$16,697
Total				\$366,514	
General Fund Match Requirement for County					\$91,628

Individual projects for inclusion in the consolidated application are approved first at the local level by the Local CoC, and then at the national level by HUD. A CoC Review and Rank Committee appointed by the Santa Maria/Santa Barbara County CoC Board to act on behalf of the Local CoC reviewed, ranked, or rejected applications for projects originating in Santa Barbara County. Ranked applications will be included in the CoC Consolidated Application and Project Priority Listings and submitted to HUD by the November 16, 2021 deadline.

Current County Roles and Responsibilities

Collaborative Applicant

In partnership with homeless service providers, community groups, and government agencies, CSD facilitates local planning efforts in regards to homelessness. Critical among them is the preparation and submission of the previously described annual consolidated application for funding. Though most funds awarded locally under the CoC Program flow directly from HUD to the operators of homeless assistance projects, CSD plays a central role in coordinating and writing the consolidated application on behalf of the local CoC. Since 1998, more than \$25 million have been awarded to projects countywide through these efforts.

CSD also performs critical administrative functions for the CoC, such as aggregating and submitting shelter and housing inventory data to HUD annually, facilitating evaluations of CoC Program-funded projects, providing technical assistance, and coordinating the review and evaluation of local Emergency Solutions Grants (ESG) Program applications to the State of California Department of Housing and Community Development. CSD receives no funding from HUD to perform any Collaborative Applicant functions.

HMIS Lead Agency

HUD requires all CoCs to implement a single Homeless Management Information System (HMIS) within their geographic areas that is capable of storing client-level information on the characteristics and service needs of homeless persons and persons at risk of homelessness. Since 2005, the County has been the lead administrator of the Santa Barbara County HMIS. In this role, CSD, on behalf of the County, oversees day-to-day system administration, provides technical support and training, and ensures system integrity and availability. CSD also applies annually for funds under the CoC Program to partially finance system and staff costs; CoC Program funds are the primary source of funding for the countywide HMIS. CSD receives \$108,950 in CoC Program funds annually specifically for staff costs. Along with a required cash match provided by the County, CoC Program funds will support one FTE position. CSD can continue to carry out this role at no additional cost should the Board of Supervisors decide that the County will continue serving in this role.

Performance Measures

The Local CoC evaluates the performance of CoC Program-funded projects that provide housing and/or services to homeless and formerly homeless individuals according to the following measurement areas: project performance (e.g., number of persons exiting to or remaining in permanent housing and number of adults with earned income at follow-up or project exit), utilization and cost effectiveness, and timely expenditure of funds.

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			\$91,628.50
State			
Federal			\$366,514
Fees			
Other:			
Total	\$ -	\$ -	

Recipients and subrecipients of CoC Program funds must provide cash or in-kind match that is no less than 25 percent of the award amount. For HMIS Consolidation, Coordinated Entry System, and Santa Barbara County CoC Planning, \$91,628 in General Fund Contributions must be used to satisfy the match requirement. Funds will be used to support CSD staff costs incurred for HMIS, CES operation, and CoC Planning activities.

Key Contract Risks: The CoC Program is a federally-funded program subject to associated federal requirements. As the recipient of federal funds, the County is responsible for ensuring that CoC Program funds are used in accordance with CoC Program requirements. CSD has experience administering CoC Program funds and funds awarded under other HUD programs on behalf of the County.

Special Instructions:

- 1) Please email an electronic copy of the Minute Order to Dinah Lockhart at dlockhart@co.santa-barbara.ca.us.
- 2) Please email an electronic copy of the Minute Order to Jett Black-Maertz at jblack@co.santa-barbara.ca.us.

Attachments:

- A. Match Commitment Letters for Planning, HMIS, and CES grants**
- B. 2020 Continuum of Care Grant Agreements**
- C. Sample Memorandum of Understanding for CES participating agencies.**

Authored by: Jett Black-Maertz, Housing and Community Development Division

cc: