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**Meeting Agenda  
Continuum of Care (CoC) Board  
Wednesday, January 12, 2022  
3:30pm-5pm**

Join Zoom Meeting

<https://us02web.zoom.us/j/86114542711?pwd=T1FneFo5TzV1M1RMYWNldDhYT2RTQT09>

Meeting ID: 861 1454 2711

Passcode: 674778

**IN ACCORDANCE WITH GOVERNMENT CODE SECTION 54953(e)(1)(A) AND IN RESPONSE TO THE DECLARED STATE AND LOCAL EMERGENCIES DUE TO THE NOVEL CORONAVIRUS AND LOCAL HEALTH OFFICER RECOMMENDATION REGARDING SOCIAL DISTANCING, THE VENTURA COUNTY CONTINUUM OF CARE IS HOLDING ALL BOARD, ALLIANCE AND COMMITTEE MEETINGS ELECTRONICALLY WHICH ARE ACCESSIBLE ONLINE VIA ZOOM WITH LINKS POSTED ON [www.venturacoc.org](http://www.venturacoc.org) TO FIND OUT HOW TO PROVIDE PUBLIC COMMENT, SEE INFORMATION CONTAINED BELOW ON THIS AGENDA.**

1. Call to Order
2. Board Comments
3. CoC Staff Comments
4. Public Comments: Public Comment is an opportunity for the public to participate in public meetings by addressing the Ventura County Continuum of Care Board in connection with one or more agenda or non-agenda items. This meeting is subject to the Public comments may be submitted by using one of the following options.

**Email in advance of the meeting:**

If you wish to make public comment on an agenda item via email, please submit your comment via email by 4:30pm on the day prior to the Board meeting. Send emails to: [venturacoc@ventura.org](mailto:venturacoc@ventura.org)  
Please indicate the agenda item you would like to speak on if relevant and whether you would like your message read by staff or you will be participating and would like to provide your comments during the live meeting.

**During the meeting:** Participants may use the chat or raise hand function in zoom to indicate they would like to make a comment. Staff will call on participants during the public comment section of the meeting or during specific item following staff presentation of the item.

Continuum of Care Governance Board Business

5. Approval of Board Minutes from December 8, 2021.
6. Ratification of CoC Board membership and selection of Board Chair and Vice-Chair.
7. Receive a Quarterly Update on the Ventura County Homeless Management Information System (HMIS) and Pathways to Home Coordinated Entry System (CES).
8. Review of the California Homeless, Housing, Assistance and Prevention (HHAP) Round 3 Program Tentative Timeline with Authorization to Begin Solicitation of Stakeholder Input, Update the Homelessness Plan and Develop Local Goals.
9. Authorization for Continuum of Care (CoC) Staff to Request a Waiver from the U.S. Department of Housing and Urban Development (HUD) to Postpone the 2022 Point-In-Time Homeless Count to February 23<sup>rd</sup> to Ensure Safety of Staff, Volunteers and People Experiencing Homelessness Related to the Current COVID-19 Surge.



**Meeting Agenda  
Continuum of Care (CoC) Board  
December 8, 2021  
3:30pm-5pm**

Join Zoom Meeting

<https://us02web.zoom.us/j/89912875647?pwd=ZVkwbnHNpVk9jK0ZuK1dIMDJDRU93UT09>

Meeting ID: 814 4026 6829

Passcode: 553591

**IN ACCORDANCE WITH GOVERNMENT CODE SECTION 54953(e)(1)(A) AND IN RESPONSE TO THE DECLARED STATE AND LOCAL EMERGENCIES DUE TO THE NOVEL CORONAVIRUS AND LOCAL HEALTH OFFICER RECOMMENDATION REGARDING SOCIAL DISTANCING, THE VENTURA COUNTY CONTINUUM OF CARE IS HOLDING ALL BOARD, ALLIANCE AND COMMITTEE MEETINGS ELECTRONICALLY WHICH ARE ACCESSIBLE ONLINE VIA ZOOM WITH LINKS POSTED ON [www.venturacoc.org](http://www.venturacoc.org) TO FIND OUT HOW TO PROVIDE PUBLIC COMMENT, SEE INFORMATION CONTAINED BELOW ON THIS AGENDA.**

1. **Call to Order:** Dawn Dyer, CoC Board Chair, called the meeting to order at **3:33 pm**

**Board Members:** Dawn Dyer, Carmen Ramirez, Susan Englund, Manuel Minjares, Michael Nigh, Carolyn Briggs, Pam Marshall, Michael Powers

**Absent:** *Emilio Hernandez, Kevin Clerici*

**Staff:** Felipe Flores, Jennifer Harkey, Tara Carruth, Christy Madden

**HMIS Staff:** Alicia Morales-McKinney, Chris Russell,

**Public Attendees:** Tracy McAulay, Susan White Wood, Aaron Silverman, Doug Landon, Deanna Handel, Nancy Wharfield, Barbara Macri-Ortiz, Jaydon Gaines, Mara Malch, Dan Jaeger

2. **Board Comments:** There were no Board comments.
3. **CoC Staff Comments:** Tara informed the Board that the current year's CoC Notice of Funding Opportunity (NOFO) was submitted. She shared that she felt a competitive application was submitted and said thank you to all the partners for their support with submittals, especially to community service providers for good data. She also indicated that a reply was expected from HUD soon, but with no precise date.

Tara then introduced the newest Staff member joining the Community Development Team, Alicia Morales-McKinney of the Ventura County Human Services Agency (HSA). Tara further shared that Chris Russell of HSA has also been promoted to a Senior Program Manager position overseeing Homeless Management Information System (HMIS) work. As a result of the move and will be looking to fill Alicia's vacancy. Alicia and Chris both expressed gratitude and enthusiasm moving forward.

Tara then mentioned she was tardy in reviewing CoC Board member terms in preparation for renewals but is working to have them ready for review and discussion at the next January Board meeting.

In closing, Dawn shared that Housing Trust Fund Ventura's Annual Meeting will be held via Zoom on 1/26/22 from 11:30 am to 1 pm.

**CoC Board – Meeting Minutes**

December 8, 2021

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4. **Public Comments:** No in-person or email comments were submitted.

Continuum of Care Governance Board Business

**5. Approval of Board Minutes from October 28, 2021**

Manuel Minjares, CoC Board member moved to approve; Carolyn Briggs CoC Board member was second. All in favor.

**6. Receive a Presentation from the County of Ventura Health Care Agency on CalAIM.**

Deanna Handel with HCA presented on California Advancing and Innovating Medi-Cal (CalAIM). Among the highlights of the presentation were:

- Through the Whole Person Care (WPC) model, consistent multi-disciplinary care and service coordination is provided to community members
- Chronic disease management has vastly improved and health care utilization services have been greatly reduced
- The WPC program ends in December 2021 and will transition into CalAIM
- CalAIM's objectives are to care for those most at risk within Medi-Cal users and to improve overall quality outcomes
  - Full integration of programs and services is projected by 2027
- CalAIM will have Enhanced Case Management and Community Supports and will include among its components: housing transition/navigation services, recuperative care, personal care/homemaker services and (medically tailored) meal service
- Existing WPC members will be grandfathered into CalAIM and are expected to keep same case manager and community supports.

Jaydon Gaines, public attendee meeting from the Independent Living Resource Center (ILRC), asked about Supportive Housing and how CalAIM might interface with non-profit partners or housing developers to offer supportive services to tenants or properties. Deanna replied that the goal is to support Medi-Cal patients in being successful with housing placements and that if they are current Medi-Cal members, they can continue receiving support through CalAIM and HSA. She further offered that if there are concentrations of Medi-Cal patients at a housing development, CalAIM would be happy and able to work with partner agencies or developers to provide housing support/services. Pam Marshall, CoC Board member, asked if the program would blend with Seniors who are receiving Medicare benefits. Deanna explained that CalAIM is primarily a Medi-Cal benefit and that dual-benefits may be possible however, standalone MediCare may not be eligible. Pam indicated that there are many seniors that need assistance and Deanna said that CalAIM would be an expansion of current WPC benefits. Dawn reaffirmed the program's highlights and Michael Powers, Ventura County Executive Officer, expressed praise and gratitude for the program and the big change in health benefits.

**7. Approval of the California Housing & Community Development (HCD) Emergency Solutions Grant (ESG) Funding Recommendations for FY 2021-22 and Authorize Staff to Submit the Final State ESG Application by December 17, 2021.**

Jenn Harkey, CoC Staff, informed that the current Emergency Solutions Grant (ESG) funding will be Pass-Through the State and as a result, all Federal regulations and guidance will apply. In addition, Jenn also indicated that 100% matching funds is required and 40% of program funds must be dedicated to Rapid Rehousing (RRH). With this requirement, the CoC Data Committee met to review and partner proposals that were submitted by 11/19/21 deadline. A full analysis was completed and the scores/results, including request amounts are attached. Jenn shared that not all typical service providers applied for funding and that is due to a significant amount of ESG Cares Act (ESG-CV) that remain, which are still in the process of being expended. The noted funding has gone towards RRH, Street Outreach (SO), Emergency Shelters (ES) and non-congregate shelters through Project RoomKey (PRK) (which has been officially extended through 4/1/22). CoC Staff was looking for approval from the Board by 12/17/21. Supervisor Ramirez asked about a previous conversation regarding a grant where clients that were on a waiting list couldn't qualify for service. Tara replied she didn't recall and Jenn added that it might have been Project RoomKey (PRK). Carolyn Briggs moved; Supervisor Carmen Ramirez was second. All in favor.

**8. Provide Stakeholder Input and Approve the Ventura County Urban County Entitlement Area/HOME Consortium County of Ventura's Home Investment Partnerships Program – American Rescue Plan (HOME-ARP) Allocation Plan**

Tara explained that the HOME Consortium was a recipient of American Rescue Plan funds as were the cities of Oxnard and Ventura. She also indicated that the following report was a consultation with the CoC since target populations include people experiencing homelessness or who are at risk of. She further explained that the program looked more like HOME rather than Project HomeKey (PHK) however, this was done by Federal partners to encourage creative solutions as with PHK. To help determine allocation amounts, data was pulled from HMIS, CES and from Veterans and Domestic Violence service providers. The timing of this data pull was opportune and relevant since the data analysis for the CoC grant application was still fresh. Tara further indicated that the qualifying populations for this plan include those experiencing homelessness, at-risk of becoming homeless and persons fleeing Domestic Violence (DV). Eligible uses include, non-congregate shelters, operational subsidies, capital improvements and supportive services. Through this data collection, she further shared that the highest priorities are believed to be developing supportive and affordable housing. Tara also informed that one of the focuses for permanent supportive housing is an increase in site-based support housing. Targeted outreach to city and service providers was conducted and some comments have been received. Tracy McAulay, CEO/Community Development Staff reaffirmed the need to develop new permanent supportive housing, including items that are not allowed under HOME, more specifically, operating subsidies and being able to cover funding gaps. Mara Malch, City of Simi Valley Staff, public attendee, asked to confirm if developing affordable housing for low and very low-income families was eligible to receive funding. Tracy reaffirmed that lower income families, which are targeted for assistance, could benefit from it. Tara added that per HUD, the at-risk population earning less 30% AMI or less would be served. Mara then asked if affordability could be extended to the qualifying populations under this plan. Tracy replied that the family occupying the affordable unit would still have to meet the qualifying population definition but that it may be difficult to demonstrate since the unit is already occupied but that more information/clarification from HUD would need to be obtained.

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Mara then asked if there was a plan to get funding to developers. Tracy answered that the County released Letter of Interest regarding HomeKey and the idea was to pair current proposals with this plan. The City of Thousand Oaks had previously published an RFQ and this plan could help cover any funding gaps. Tracy also indicated that if any funding was left over, these would be released annually on a competitive basis along with the other grant funding the County offers and the idea to pair with current HomeKey proposals was to help create housing quickly. Tara informed that this item has been agendaized as a formal Public Hearing at the next County Board of Supervisor's meeting, in case there are stakeholders who missed this CoC meeting. In closing, Mara asked how would Consortium funds that represent multiple jurisdictions be affected if HomeKey projects were being coupled and if there would be any barriers between communities or residents searching for housing. Tracy replied that the County would not have preferences and Tara confirmed by stating the referrals would come through CES and these would be solely based on eligibility. Preferences for work-live within the community would not apply to units destined for homeless individuals. Dawn proceeded to ask for a motion to approve the plan. Supervisor Ramirez moved; Carolyn Briggs was second. All in favor.

### **9. Receive an Update on Ventura County 2022 Ventura County Homeless Count Implementation Plan and Volunteer Recruitment Efforts in Preparation for the 2022 Point in Time (PIT) Homeless Count and Subpopulation Survey to be Conducted on the Morning of Wednesday January 26, 2022.**

Tara reminded the CoC Board that last year's Point in Time (PIT) Homeless Count could not be conducted in-person in a safe manner. After holding out until the CoC Grant application was submitted, HUD guidance on what was required was received shortly after. CoC's must conduct unsheltered in-person counts on odd years (2021) and there has been pushback from many communities. Waivers to skip the in-person count such as last year are not accepted by HUD however, methodology shifts are. Tara further informed that she reached out to Ventura County Public Health about recruiting volunteers. She shared that usually, a complete canvassing of the County is conducted and typically, 300 – 500 volunteers are recruited. VCPH indicated that it is safe to conduct the count, given the local numbers/tendencies. However, this will continue to be monitored if things change. VCPH has also recommended that all volunteers be fully vaccinated, have a flu shot and wear a face covering. VCPH was also less concerned since volunteer's own mobile tools would be used, minimizing contact. Tara also mentioned that the mobile software to be used for this year, ESRI 123, will be different than last year's (improved) and at no cost. Lastly, she shared that volunteer recruitment this year is at a much slower pace than others. As a result, sampling and estimating may need to be implemented. Tara closed by inviting the CoC Board to spread the word and invite volunteers to join the count.

Dawn adjourned the meeting at **4:38 pm.**

January 12, 2022

CoC Governance Board

**SUBJECT:** Ratification of CoC Board membership and selection of Board Chair and Vice-Chair.

**BACKGROUND:** The CoC Alliance Governance Board includes representatives of relevant stakeholders, private and public officials, philanthropic representatives, business and service organizations and projects serving homeless populations. Representation of a broad array of stakeholders will enhance the capacity to coordinate and leverage resources from various community sectors across the Region.

The CoC Governance Charter allows for a minimum of 7 and maximum of 13 Board members. In the event of a vacancy, the Governing Board may appoint qualified person(s) necessary to fill the vacancy. The person(s) appointment shall serve the unexpired term of the previous Board member and is subject to re-election by the Board and ratification by the full Alliance membership.

Nominations for board members are solicited through open invitation (social media, direct invitation and by Alliance membership).

**DISCUSSION:** The terms of the following board members expired in December 2021 and are willing to continue serving on the Board if confirmed by the remaining membership:

- Mara Malch, City of Simi Valley
- Susan England, United Way of Ventura County (final term)
- Dawn Dyer, Dyer Sheehan Group

The following board members are in their final year of their final term per the Ventura County CoC Governance Charter:

- Pam Marshall, Advocate

If any Board Members choose to vacate their seat early, staff will work with the Board and Alliance to solicit new membership applications for the Board to consider. Staff hold several applications for interested community members that wish to serve on the CoC Board.

**RECOMMENDATIONS:**

1. Ratify board membership
2. Select Chair and Vice-Chair for 2022



January 12, 2022

CoC Governance Board

**SUBJECT:** Receive and File the VC Homeless Management Information System and Pathways to Home/Coordinated Entry (VC HMIS/PTH CES) priorities and updates report and Fiscal Year (FY) 2020/2021 data.

**BACKGROUND:** The County of Ventura, Human Services Agency operates and manages the VC HMIS/PTH CES. The VCHMIS/PTH CES team drafts annual goals and a strategic plan in accordance with the Alliance Strategic Plan, for approval by the VC HMIS/PTH CES Steering Committee. All major initiatives, including Policies and Procedures, are reviewed and approved by the Steering Committee and then presented to the CoC Governance Board for approval.

**DISCUSSION:** Review the VC HMIS/PTH CES priorities & updates for Fiscal Year (FY) 2020/ 2021 data.

## HMIS / CoC Board Report Out

### **Current Priorities:**

- System Performance Metrics
- Bed and Unit Inventory
- Online Training Mapping
- Community Vulnerability Tool Workgroup
- Community Dashboard
- Supporting end users and subscribing agencies.

### **Continuous Process Improvement:**

As part of the ongoing strategic planning efforts, the VC HMIS/CES team conducted a process improvement analysis for Coordinated Entry System (CES). The goal was to evaluate the strengths, weaknesses and areas of improvement within the CES framework.

Over the last 5 years, CES/PTH has expanded with adding more agencies to participate in the HMIS system. Depending on the agencies funding type, some agencies are unable to provide ongoing case management services. The overall goal was to address the gaps in order to identify how the need could be managed. Through research and analysis, it was determined that incorporating a liaison agency could support the missing case management link that is vital to provide case management or supportive services when individuals or households are housed and incorporating an additional program assistant staff could support the referrals and support agencies designated to provide supportive services to those specifically in need of supportive housing.

The VC HMIS/CES team continues to work on funding strategies and research grant opportunities that will be able to support the need.

### **Onboarding activities:**

During fiscal year 21/22 the HMIS team onboarded 1 new agency & added 18 new projects.

### **Vulnerability tool revision:**

The HMIS team assembled a Vulnerability Tool Workgroup as CoC's were notified the most current model, the VI-SPDAT, will no longer be a supported tool.

VCHMIS/CES Providers are in stage II of Tabletop Testing. The HMIS/CES is working with providers and reviewing samplings of data to compare currently prioritized clients, looking at their current VI score and completing a new Vulnerability tool with them. The next meeting is scheduled for January 15<sup>th</sup> to reconvene with the Vulnerability Tool Workgroup to address Tabletop Testing Findings and make recommendations on how to proceed.

### **Online training development:**

The receipt of HHAP funds has allowed for the HMIS team to begin the process of developing an online learning management system to be accessible and verifiable for all HMIS end users. A project plan has been established with goals of having a solid system in place by end of February 2022.

### **Staffing Search:**

In early December HMIS Program Coordinator, Alicia Morales accepted a position with the CoC under the CEO's office. A recruitment to backfill her position has been commenced. Additionally, approval to hire an administrative support staff has been approved via grant funding.

**System Performance / Bed inventory counts:**

The VC HMIS team has worked closely with the CoC staff and our partnering agencies over the last year to update all the bed and unit count inventories. This has improved the data quality regarding project setup and has bridged the gap between the Housing Inventory Count and HMIS Data. This should be reflected in our recent Longitudinal System Analysis (LSA) submission to HUD. We have also included non-participating agencies bed and unit inventory's into HMIS capturing more community wide information within system.

**Community Dashboard:**

A community dashboard has been created and uploaded to the CoC website. It reflects the Federal Fiscal Year (10/1/2020-9/30/2021) and captures information regarding the total number of clients served, project utilization, and information regarding agencies and projects. The entire year is captured and is also displayed by quarter. Along with the community dashboard a Client Demographic dashboard was also created and uploaded to the CoC website. This dashboard captures all of the universal data elements as well as information regarding disability and income determination.

December 28, 2021

CoC Governance Board

**SUBJECT:** Review of the California Homeless, Housing, Assistance and Prevention (HHAP) Round 3 Program Tentative Timeline with Authorization to Begin Solicitation of Stakeholder Input, Update the Homelessness Plan and Develop Local Goals.

**BACKGROUND:** The Homeless Coordinating and Financing Council (HCFC) announced the availability of Homeless Housing, Assistance and Prevention (HHAP) Program Round 3 grant funding on December 17, 2021 with a Notice of Funding Availability. HHAP Round 3 is a \$1 billion block grant program authorized by AB 140 (Health & Safety Code § 50218.6, et seq.), which was signed into law by Governor Gavin Newsom on July 19, 2021.

HHAP Round 3 is designed to build on regional coordination developed through previous rounds of HCFC Homeless Emergency Aid Program (HEAP), HHAP, and COVID-19 funding. Round 3 funds should be used to continue to build regional coordination and a unified regional response to reduce and end homelessness informed by a best-practices framework focused on moving homeless individuals and families into permanent housing and supporting the efforts of those individuals and families to maintain their permanent housing. HCFC also expects communities to:

- 1) Strategically pair HHAP Round 3 funds with other federal, state and local resources.
- 2) Demonstrate a commitment to address racial disproportionality in homeless service systems and achieve equitable provision of services and outcomes for Black, Latinx, Asian, Pacific Islanders, and other People of Color that are disproportionately impacted by homelessness and COVID-19.
- 3) Establish a mechanism for people with lived experience of homelessness to have meaningful and purposeful opportunities to shape and inform all levels of planning and implementation including through opportunities to hire people with lived experience.
- 4) Fund projects that provide housing and services that are Housing First compliant, per Health and Safety Code Section 50220.5(g) and delivered in a low barrier, trauma-informed and culturally sensitive manner.
- 5) HCFC strongly encourages applicants to prioritize the use of HHAP funds to assist people experiencing literal homelessness move into safe, stable housing with a particular focus on rehousing individuals in Project Roomkey sites.
- 6) HHAP funds should be housing-focused, either funding permanent housing interventions directly or, if used for emergency shelter or street outreach, have clear pathways to connect people to permanent housing.

Eligible uses include but are not limited to:

- Initial Disbursement (25% allocation/ \$1,207,356)
  - Technical assistance or contracted entities to support the completion of the homelessness action plan
  - Capacity building and workforce development for service providers within the jurisdiction, including removing barriers to contracting with culturally specific service providers and building capacity of providers to administer culturally specific services.
  - Funding existing evidence-based programs serving people experiencing homelessness.
  - Investing in data systems to meet reporting requirements or strengthen the recipient's Homeless Management Information System.
  - Improving homeless point-in-time counts.
- Improving coordinated entry systems to eliminate racial bias or to create a youth-specific coordinated entry system.
- Remainder Disbursement (the remainder disbursement of HHAP Round 3 funds must be expended on one or more of the following eligible uses):
  - 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, 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 housing solutions, such as hotel and motel conversions.
  - Prevention and shelter diversion to permanent housing, including rental subsidies.
  - Interim sheltering, limited to newly developed clinically enhanced congregate shelters, new or existing non-congregate shelters, and operations of existing navigation centers and shelters based on demonstrated need. Demonstrated need for purposes of this paragraph shall be based on the following:
    - a. The number of available shelter beds in the city, county, or region served by a continuum of care.
    - b. The number of people experiencing unsheltered homelessness in the homeless point-in-time count.
    - c. Shelter vacancy rate in the summer and winter months.
    - d. Percentage of exits from emergency shelters to permanent housing solutions.

- e. A plan to connect residents to permanent housing.
- f. Any new interim sheltering funded by round 3 funds must be low barrier, comply with Housing First, and prioritize interventions other than congregate shelters.
- Improvements to existing emergency shelters to lower barriers and increase privacy.
- YOUTH SET ASIDE Health and Safety Code section 50218.6(e) requires that a program recipient use at least 10 percent (\$482,942.43) of its allocation for services for homeless youth populations, which are defined as unaccompanied youth who are between 12 and 24 years old and experiencing homelessness.
- ADMINISTRATIVE COSTS Health and Safety Code section 50220.7(f) mandates that grantees comply with the following:
  - a. No more than 7 percent (\$338,059.70) of an applicant's Round 3 program allocation may be expended on administrative costs incurred by the city, county, or continuum of care to administer its program allocation. "Administrative costs" do not include staff or other costs directly related to implementing activities funded by the program allocation.

HHAP funding will be awarded to the local CoC with an agreement for a joint application between the County and the CoC. The total combined allocations total \$4,829,424.30. The State is requiring regional collaboration with this funding with CoCs, counties and cities. The State has released the attached overview and timeline which includes the anticipated program application to be published in February 2022. Applicants are required to engage with HCFC before submitting a complete application for Round 3 funding by scheduling a meeting with HCFC staff to review the proposed homelessness action plan and outcome goals prior to submission of the application. HHAP applications will be due to the State by June 30, 2022.

**DISCUSSION:** Before submitting the application, CoC staff must:

- Prepare the application including:
  - Evaluate three years of system performance metrics data to identify trends,
  - Conduct a needs/gaps analysis aligning with system performance metrics trends,
  - Identify outcome goals and measures
  - Submit/ update the VCCoC local homelessness action plan with stakeholder and persons with lived experiences feedback,
- Meet with HCFC staff for a required application consultation meeting.

Include steps needed to prepare to submit application including evaluating data, needs/gaps, aligning with SPM (details found in the Application Narrative Section of the HHAP 3 NOFA)

**Proposed Local Timeline for HHAP-3 funding:**

<b>Activity</b>	<b>Deadline</b>
Board to approve a tentative timeline with authorization to begin to gather stakeholder input and update the Homelessness Plan	January 8, 2022
Meet with HCFC to review goals and Homeless Plan	January-February 2022
Present needs/ gaps/priorities to providers (Hold a special meeting- 2-3 stakeholders to participate, persons w/ lived experiences, include jurisdictions and cities)	February 2022
Share presentation to Board and approval for RFP Process	TBD
RFP Process (announcement)	TBD
Data Performance and Evaluation Committee Meeting-Recommendation Process	TBD
Deadline for HHAP-3 application	The HHAP-3 application (including the Action Plan) is due no later than June 30, 2022.
HCFC approves application and issues a notice of award or requests amended application	Within 30 days of receiving a final application (no later than 7/30/22)
Applicants respond to request for amended application	Within 30 days of request (no later than 8/29/22)
HCFC approves amended applications*	Within 30 days of receipt (no later than 9/28/22)

**RECOMMENDATIONS:**

1. Approval of tentative timeline
2. Authorization to begin to gather stakeholder input and update the Homelessness Plan

# Homeless Housing, Assistance, and Prevention (HHAP) Grant Program



## Side-by-Side Comparison of HHAP Rounds 1–4

Document Published: 12/17/2021

### I. Authority, Eligible Applicants, Allocations, and Disbursements

	HHAP-1 (Round 1)	HHAP-2 (Round 2)	HHAP-3 (Round 3)	HHAP-4 (Round 4)
<b>Authority</b>	<a href="#">Chapter 159, Statutes of 2019, (AB 101)</a>	<a href="#">Chapter 15, Statutes of 2020, (AB 83)</a>	<a href="#">Chapter 111, Statutes of 2021, (AB 140)</a>	<a href="#">Chapter 111, Statutes of 2021, (AB 140)</a>
<b>Chapered</b>	<a href="#">Cal. Health &amp; Safety Code §§ 50216–50223</a>	<a href="#">Cal. Health &amp; Safety Code §§ 50216–50223</a>	<a href="#">Cal. Health &amp; Safety Code §§ 50216–50223</a>	<a href="#">Cal. Health &amp; Safety Code §§ 50216–50223</a>
<b>Appropriation</b>	\$650 M in <b>FY 19–20</b>	\$300 M in <b>FY 20–21</b>	\$1 B in <b>FY 21–22</b>	\$1 B in <b>FY 22–23</b>
<b>Eligible Applicants</b>	13 Largest Cities (300,000+ population) 58 Counties 44 CoC	13 Largest Cities (300,000+ population) 58 Counties 44 CoC	13 Largest Cities (300,000+ population) 58 Counties 44 CoC Federally recognized Tribal Governments	13 Largest Cities (300,000+ population) 58 Counties 44 CoC Federally recognized Tribal Governments
<b>Allocations &amp; Disbursements</b>	Cities \$275 M Counties \$175 M CoC \$190 M	Cities \$130 M Counties \$80 M CoC \$90 M	Cities \$336 M Counties \$224 M CoC \$240 M	Cities \$336 M Counties \$224 M CoC \$240 M
	*Palm Springs received \$10 M		Tribal <sup>1</sup> \$20 M Bonus \$180 M	Tribal \$20 M Bonus \$180 M
	1 Disbursement	1 Disbursement	2, potentially 3 Disbursements:  1 <sup>st</sup> "Initial" Disbursement: <ul style="list-style-type: none"> <li>• 20% of base if applying individually</li> <li>• 25% of base if applying jointly</li> </ul> 2 <sup>nd</sup> "Remainder" Disbursement <ul style="list-style-type: none"> <li>• 80% of base if applying individually</li> <li>• 75% of base if applying jointly</li> </ul> Potential "Bonus" Disbursement: Dependent on meeting performance conditions. Amount will vary depending on number of eligible recipients.	2, potentially 3 Disbursements:  1 <sup>st</sup> "Initial" Disbursement: <ul style="list-style-type: none"> <li>• 50% of base</li> </ul> 2 <sup>nd</sup> "Remainder" Disbursement <ul style="list-style-type: none"> <li>• 50% of base – dependent on sufficient spenddown and projected performance</li> </ul> Potential "Bonus" Disbursement: Dependent on meeting performance conditions. Amount will vary depending on number of eligible recipients

<sup>1</sup> Guidance for Tribal Governments will be released at a future date.

## II. Application Timelines

	HHAP-1 (Round 1)	HHAP-2 (Round 2)	HHAP-3 (Round 3)	HHAP-4 (Round 4)
Application's Statutory Required Timeline for Cities, Counties, and CoCs	Application Release: <ul style="list-style-type: none"> <li>• 12/6/19</li> </ul> Application Due: <ul style="list-style-type: none"> <li>• 2/15/20</li> </ul> Award Determinations By: <ul style="list-style-type: none"> <li>• 4/1/20</li> </ul>	Application Release: <ul style="list-style-type: none"> <li>• 11/24/20</li> </ul> Application Due: <ul style="list-style-type: none"> <li>• 60 days after App. available (no later than 1/23/21)</li> </ul>	2 Parts to the Application: <p><b>Part 1: Standard Agreement to Apply</b> (Determines "initial" disbursement amount)</p> <ul style="list-style-type: none"> <li>• Release no later than 9/15/21</li> <li>• Applicant submits to HCFC within 30 days</li> </ul> <p><b>Part 2: HHAP-3 Application</b> (Application for "remainder" disbursement)</p> <ul style="list-style-type: none"> <li>• Due 6/30/22 App. due for "remainder" disbursement (includes local homelessness action plan, specific outcome goals, and narrative) Applicant must engage with HCFC before submitting a complete App.</li> </ul>	Application Release: <ul style="list-style-type: none"> <li>• 9/30/22</li> </ul> "Initial" Disbursement Application <ul style="list-style-type: none"> <li>• Due 60 days from date available Applicant must engage with HCFC before submitting a complete App.</li> </ul>
		Approve or request amended App. <ul style="list-style-type: none"> <li>• Within 60 days from receiving completed App. (no later than 3/24/21)</li> </ul>	HCFC approves or returns App. If approved, posts notice of award to disburse <ul style="list-style-type: none"> <li>• 30 days from receipt</li> </ul>	HCFC approves or returns App. If approve, posts notice of award to disburse <ul style="list-style-type: none"> <li>• 30 days from receipt</li> </ul>
		Respond to request for amended App. <ul style="list-style-type: none"> <li>• Within 45 days from request (latest 5/8/21)</li> </ul>	If returned, respond and submit revised of App. <ul style="list-style-type: none"> <li>• 30 days from receipt</li> </ul>	If returned, respond and submit revised of App. <ul style="list-style-type: none"> <li>• 30 days from receipt</li> </ul>
		Approve amended App. <ul style="list-style-type: none"> <li>• Within 30 days from receipt (latest 6/7/21)</li> </ul>	HCFC evaluates revised App., posts notice of award to disburse <ul style="list-style-type: none"> <li>• 30 days from receipt</li> </ul> HCFC and grantees post approved App. <ul style="list-style-type: none"> <li>• 30 days from disbursement</li> </ul>	HCFC evaluates revised App., posts notice of award to disburse <ul style="list-style-type: none"> <li>• 30 days from receipt</li> </ul> HCFC and grantees post approved App. <ul style="list-style-type: none"> <li>• 30 days from disbursement</li> </ul>

### III. Application Requirements

	HHAP-1 (Round 1)	HHAP-2 (Round 2)	HHAP-3 (Round 3)	HHAP-4 (Round 4)
Application Requirements	<ul style="list-style-type: none"> <li>Demonstration of regional coordination to identify jurisdiction's share of regional need and how HHAP funds will meet that need</li> <li>Identification of all homelessness funds currently being used and information on programs supported by those funds</li> <li>Assessment of existing programs and identification of gaps in housing and homeless services in the jurisdiction, as identified by the CoC, including those provided by entities other than the applicant</li> <li>Outline of proposed uses of funds and identification of how HHAP funds will complement existing funds, close identified gaps, and serve the jurisdiction's homeless population</li> <li>Measurable goals, including number of people served and percentage of people successfully placed in permanent housing with HHAP funds</li> <li>Evidence of connection to CoC's CES</li> <li>Agreement to participate in statewide HMIS when it becomes available and provide data elements to the system</li> <li>For cities and counties: a plan demonstrating how funds will</li> </ul> <p style="text-align: right;"><i>(continued)</i></p>	<ul style="list-style-type: none"> <li>Demonstration of continuing regional coordination to identify jurisdiction's share of regional need and how HHAP funds will meet that need and coordinate with other regional funding</li> <li>Identification of all homelessness funds currently being used or anticipated to be used, including federal ESG, CDBG, and Coronavirus Relief Fund</li> <li>Assessment of current number of people experiencing homelessness, existing programs and funding, and detailed identification of gaps in housing and homeless services in the jurisdiction, using any relevant and available data from PIT count, CoC housing inventory count, longitudinal systems analysis, and Stella tools, and any recently conducted local needs assessments</li> <li>Outline of proposed uses of funds and explanation of how proposed funds will complement existing funds and equitably close identified gaps</li> <li>Clearly defined measurable goals, including number of people served and number of people successfully placed in permanent housing with HHAP funds</li> </ul>	<p>To apply for the "remainder" disbursement, jurisdictions must submit an Application that includes a (i) local homelessness action plan, (ii) specific outcome goals, and (iii) narrative.</p> <p><b>Local Homelessness Action Plan Req.:</b></p> <ul style="list-style-type: none"> <li>Applicants to engage with the council on its local plan and outcome goals before submitting a complete Application.</li> <li>Applicants to agendaize local plan and outcome goals at a regular meeting of the governing body, including receiving public comment, before being submitted to the council.</li> </ul> <p><b>Specific Outcome Goals Req.:</b></p> <ul style="list-style-type: none"> <li>3-year outlook.</li> <li>Metrics based on the United States Department of Housing and Urban Development's system performance measures and local homelessness action plan.               <ul style="list-style-type: none"> <li>(I) Reducing the number of persons experiencing homelessness.</li> <li>(II) Reducing the number of persons who become homeless for the first time.</li> <li>(III) Increasing the number of people exiting homelessness into permanent housing.</li> <li>(IV) Reducing the length of time persons remain homeless.</li> <li>(V) Reducing the number of persons who return to homelessness after exiting homelessness to permanent housing.</li> <li>(VI) Increasing successful placements from street outreach.</li> </ul> </li> </ul>	<p>To apply for the "initial" disbursement, jurisdictions must submit an Application that includes an updated (i) local homelessness action plan, (ii) specific outcome goals, and (iii) narrative.</p> <p><b>Local Homelessness Action Plan Req.:</b></p> <ul style="list-style-type: none"> <li>Applicants to engage with the council on its local plan and outcome goals before submitting a complete Application.</li> <li>Applicants to agendaize Application at a regular meeting of the governing body, including receiving public comment, before being submitted to the council.</li> </ul> <p><b>Updated Specific Outcome Goals Req.:</b></p> <ul style="list-style-type: none"> <li>3-year outlook.</li> <li>Metrics based on the United States Department of Housing and Urban Development's system performance measures and local homelessness action plan.               <ul style="list-style-type: none"> <li>(I) Reducing the number of persons experiencing homelessness.</li> <li>(II) Reducing the number of persons who become homeless for the first time.</li> <li>(III) Increasing the number of people exiting homelessness into permanent housing.</li> <li>(IV) Reducing the length of time persons remain homeless.</li> <li>(V) Reducing the number of persons who return to homelessness after exiting homelessness to permanent housing.</li> <li>(VI) Increasing successful placements from street outreach.</li> </ul> </li> </ul>

	<p>complement regional needs in the CoC's plan for coordinated housing and service system</p> <ul style="list-style-type: none"> <li>• For CoCs: data on demographics and characteristics of the homeless population and on current programs and services as reported through HMIS and PIT counts</li> </ul>	<ul style="list-style-type: none"> <li>• Evidence of connection with the local homeless CES</li> <li>• Agreement to participate in statewide HDIS and to enter individuals served by this funding into the local HMIS</li> </ul>	<p>Homeless Management Information System trackable data goals related to the outcome goals listed above as they apply to underserved populations and over-represented populations disproportionately impacted by homelessness.</p>	<p>Homeless Management Information System trackable data goals related to the outcome goals listed above as they apply to underserved populations and over-represented populations disproportionately impacted by homelessness.</p>
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## IV. Eligible Uses

	HHAP-1 (Round 1)	HHAP-2 (Round 2)	HHAP-3 (Round 3)	HHAP-4 (Round 4)
Eligible Uses	<b>Rental assistance and rapid rehousing.</b>	<b>Rapid rehousing</b> , including rental subsidies and incentives to landlords, such as security deposits and holding fees.	<b>Rapid rehousing</b> , including rental subsidies and incentives to landlords, such as security deposits and holding fees.	<b>Rapid rehousing</b> , including rental subsidies and incentives to landlords, such as security deposits and holding fees.
	<b>Incentives to landlords</b> , including, but not limited to, security deposits and holding fees.			
	<b>Operating subsidies</b> in new and existing affordable or supportive housing units, emergency shelters, and navigation centers. Operating subsidies may include operating reserves.	<b>Operating subsidies</b> in new and existing affordable or supportive housing units, emergency shelters, and navigation centers. Operating subsidies may include operating reserves.	<b>Operating subsidies</b> in new and existing affordable or supportive housing units, emergency shelters, and navigation centers. Operating subsidies may include operating reserves.	<b>Operating subsidies</b> in new and existing affordable or supportive housing units, emergency shelters, and navigation centers. Operating subsidies may include operating reserves.
	<b>Outreach and coordination</b> , which may include access to job programs, to assist vulnerable populations in accessing permanent housing and to promote housing stability in supportive housing.	<b>Street outreach</b> to assist persons experiencing homelessness to access permanent housing and services.	<b>Street outreach</b> to assist persons experiencing homelessness to access permanent housing and services.	<b>Street outreach</b> to assist persons experiencing homelessness to access permanent housing and services.
		<b>Services coordination</b> , which may include access to workforce, education, training programs, or other services needed to promote housing stability in supportive housing.	<b>Services coordination</b> , which may include access to workforce, education, training programs, or other services needed to promote housing stability in supportive housing.	<b>Services coordination</b> , which may include access to workforce, education, training programs, or other services needed to promote housing stability in supportive housing.
	<b>Systems support</b> 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.	<b>Systems support</b> 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.	<b>Systems support</b> 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.	<b>Systems support</b> 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.
	<b>Delivery of permanent housing and innovative housing solutions</b> such as hotel and motel conversions.	<b>Delivery of permanent housing and innovative housing solutions</b> , such as hotel and motel conversions.	<b>Delivery of permanent housing and innovative housing solutions</b> , such as hotel and motel conversions.	<b>Delivery of permanent housing and innovative housing solutions</b> , such as hotel and motel conversions.
	<b>Prevention and shelter diversion</b> to permanent housing.	<b>Prevention and shelter diversion</b> to permanent housing, including rental subsidies.	<b>Prevention and shelter diversion</b> to permanent housing, including rental subsidies.	<b>Prevention and shelter diversion</b> to permanent housing, including rental subsidies.

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<p><b>New navigation centers and emergency shelters</b> based on demonstrated need.</p>	<p><b>New navigation centers and emergency shelters</b> based on demonstrated need.</p>	<p><b>Interim sheltering, limited to</b> newly developed clinically enhanced congregate shelters, new or existing non-congregate shelters, and operations of existing navigation centers and shelters based on demonstrated need</p> <p>Any new interim sheltering funded by round 3 funds must be low barrier, comply with Housing First as provided in Chapter 6.5 (commencing with Section 8255) of Division 8 of the Welfare and Institutions Code, and prioritize interventions other than congregate shelters.</p>	<p><b>Interim sheltering, limited to</b> newly developed clinically enhanced congregate shelters, new or existing non-congregate shelters, and operations of existing navigation centers and shelters based on demonstrated need</p> <p>Any new interim sheltering funded by round 4 funds must be low barrier, comply with Housing First as provided in Chapter 6.5 (commencing with Section 8255) of Division 8 of the Welfare and Institutions Code, and prioritize interventions other than congregate shelters.</p>
		<p><b>Improvements to existing emergency shelters to lower barriers and increase privacy.</b></p>	<p><b>Improvements to existing emergency shelters to lower barriers and increase privacy.</b></p>
<p>Up to <b>5 percent</b> of an applicant's program allocation may be expended for the following uses that are intended to meet federal requirements for housing funding:  (1) <b>Strategic homelessness plan</b>, as defined in section 578.7(c) of Title 24 of the Code of Federal Regulations.  (2) <b>Infrastructure development</b> to support coordinated entry systems and Homeless Management Information Systems.</p>	<p>Up to <b>5 percent</b> of an applicant's round 2 program allocation may be expended for the following uses that are intended to meet federal requirements for housing funding:  (1) <b>Strategic homelessness plan</b>, as defined in Section 578.7(c) of Title 24 of the Code of Federal Regulations.  (2) <b>Infrastructure development</b> to support coordinated entry systems and Homeless Management Information Systems.</p>		
<p>The applicant shall not use more than <b>7 percent</b> of a program allocation for <b>administrative costs</b> incurred by the city, county, or continuum of care to administer its program allocation. For purposes of this subdivision, "administrative costs" does not include staff or other costs directly related to implementing activities funded by the program allocation.</p>	<p>The applicant shall not use more than <b>7 percent</b> of a program allocation for <b>administrative costs</b> incurred by the city, county, or continuum of care to administer its program allocation. For purposes of this subdivision, "administrative costs" does not include staff or other costs directly related to implementing activities funded by the program allocation.</p>	<p>The applicant shall not use more than <b>7 percent</b> of a program allocation for <b>administrative costs</b> incurred by the city, county, or continuum of care to administer its program allocation. For purposes of this subdivision, "administrative costs" does not include staff or other costs directly related to implementing activities funded by the program allocation.</p>	<p>The applicant shall not use more than <b>7 percent</b> of a program allocation for <b>administrative costs</b> incurred by the city, county, or continuum of care to administer its program allocation. For purposes of this subdivision, "administrative costs" does not include staff or other costs directly related to implementing activities funded by the program allocation.</p>

			<p>“Initial” allocation <b>may</b> be used for technical assistance or contracted entities <b>to support the completion of the homeless action plan.</b></p> <p><b>Priority</b> for initial funds, <b>above the costs of completing the application, shall</b> be for <b>systems improvement</b>, including, but not limited to, all of the following:</p> <p>(A) Capacity building and workforce development for the jurisdiction’s administering staff and providers, including technical assistance to culturally specific providers.</p> <p>(B) Funding existing evidence-based programs serving people experiencing homelessness.</p> <p>(C) Investing in data systems to meet reporting requirements or strengthen the recipient’s Homeless Management Information System.</p> <p>(D) Improving homeless point-in-time counts.</p> <p>(E) Improving coordinated entry systems to eliminate racial bias or to create a youth-specific coordinated entry system.</p>	
<p><b>Youth Set Aside</b></p>	<p>At least <b>8%</b> of the allocation must be expended on services for <b>unaccompanied youth</b> between 12 and 24 years old experiencing homelessness</p>	<p>At least <b>8%</b> of the allocation must be expended on services for <b>unaccompanied youth</b> between 12 and 24 years old experiencing homelessness</p>	<p>A program recipient shall use at least <b>10%</b> of the funds allocated under this section for services for <b>homeless youth</b> populations</p>	<p>A program recipient shall use at least <b>10%</b> of the funds allocated under this section for services for <b>homeless youth</b> populations</p>
<p><b>Demonstrated Need for New Shelters / Interim Housing, Based On:</b></p>	<p>The number of available shelter beds; shelter vacancy rate in the summer and winter months; percentage of exits from emergency shelters to permanent housing solutions; and a plan to connect residents to permanent housing</p>	<p>The number of available shelter beds; shelter vacancy rate in the summer and winter months; percentage of exits from emergency shelters to permanent housing solutions; and a plan to connect residents to permanent housing</p>	<p>The number of available shelter beds; <i>number of people experiencing unsheltered homelessness in the PIT count</i>; shelter vacancy rate in the summer and winter months; percentage of exits from emergency shelters to permanent housing solutions; and a plan to connect residents to permanent housing</p>	<p>The number of available shelter beds; <i>number of people experiencing unsheltered homelessness in the PIT count</i>; shelter vacancy rate in the summer and winter months; percentage of exits from emergency shelters to permanent housing solutions; and a plan to connect residents to permanent housing</p>

## V. Reporting and Accountability

	HHAP-1 (Round 1)	HHAP-2 (Round 2)	HHAP-3 (Round 3)	HHAP-4 (Round 4)
<b>Reporting Deadlines</b>	Disbursed: Spring 2020	Disbursed: Fall 2021	Disbursed: Winter / Spring '22("Initial")	Disbursed: Winter / Spring '23 ("Initial")
	December 31, 2020 - Annual Report			
	December 31, 2021 - Annual Report	December 31, 2021 - Annual Report		
	December 31, 2022 - Annual Report	December 31, 2022 - Annual Report	December 31, 2022 - Annual Report	
	December 31, 2023 - Annual Report	December 31, 2023 - Annual Report	December 31, 2023 - Annual Report	December 31, 2023 - Annual Report
	December 31, 2024 - Annual Report	December 31, 2024 - Annual Report	December 31, 2024 - Annual Report	December 31, 2024 - Annual Report
	December 31, 2025 - Annual Report	December 31, 2025 - Annual Report	December 31, 2025 - Annual Report	December 31, 2025 - Annual Report
	December 31, 2025 - Final Report	December 31, 2025 - Annual Report	October 1, 2026 - Final Report	December 31, 2026 - Annual Report
	December 31, 2026 - Final Report		October 1, 2027 - Final Report	
	<b>June 30, 2025 - Exp. Deadline</b>	<b>June 30, 2026 - Exp. Deadline</b>	<b>June 30, 2026 - Exp. Deadline</b>	<b>June 30, 2027 - Exp. Deadline</b>
<b>Reporting and Accountability Metrics</b>	<ul style="list-style-type: none"> <li>Ongoing tracking of specific uses and expenditures of program funds by eligible uses</li> <li>Number of people served that year, total number served in all years of the program, and the homeless population served</li> <li>Types of housing assistance provided broken out by number of people</li> <li>Outcome data for individuals served with program funds, including the type of housing an individual exited to, percentage of successful housing exits, and exit types for unsuccessful housing exits</li> <li>Data collection, including demographic information regarding individuals and families served, partnerships among entities (or lack</li> </ul>	<ul style="list-style-type: none"> <li>Ongoing tracking of specific uses and expenditures of program funds by eligible uses</li> <li>Number of people served that year, total number served in all years of the program, and the homeless population served</li> <li>Types of housing assistance provided broken out by number of people</li> <li>Outcome data for individuals served with program funds, including the type of housing an individual exited to, percentage of successful housing exits, and exit types for unsuccessful housing exits</li> <li>Data collection, including demographic information regarding individuals and families</li> </ul>	<ul style="list-style-type: none"> <li>Metrics required from HHAP-1 and 2</li> <li><u>Additionally</u>, accountability metrics based on the United States Department of Housing and Urban Development's system performance measures and local homelessness action plan.               <ul style="list-style-type: none"> <li>(I) Reducing the number of persons experiencing homelessness.</li> <li>(II) Reducing the number of persons who become homeless for the first time.</li> <li>(III) Increasing the number of people exiting homelessness into permanent housing.</li> <li>(IV) Reducing the length of time persons remain homeless.</li> <li>(V) Reducing the number of persons who return to homelessness after exiting homelessness to permanent housing.</li> <li>(VI) Increasing successful placements from street outreach.</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>Metrics required from HHAP-1 and 2</li> <li><u>Additionally</u>, accountability metrics based on the United States Department of Housing and Urban Development's system performance measures and local homelessness action plan.               <ul style="list-style-type: none"> <li>(I) Reducing the number of persons experiencing homelessness.</li> <li>(II) Reducing the number of persons who become homeless for the first time.</li> <li>(III) Increasing the number of people exiting homelessness into permanent housing.</li> <li>(IV) Reducing the length of time persons remain homeless.</li> <li>(V) Reducing the number of persons who return to homelessness after exiting homelessness to permanent housing.</li> <li>(VI) Increasing successful placements from street outreach.</li> </ul> </li> </ul>

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	<p>thereof), and participant and regional outcomes</p> <ul style="list-style-type: none"> <li>• Clear metrics, including number of exits to permanent housing from unsheltered environments and interim housing, racial equity, and any other metrics deemed appropriate by HCFC in consultation with the legislature and stakeholders</li> </ul>	<p>served, partnerships among entities (or lack thereof), and participant and regional outcomes</p> <ul style="list-style-type: none"> <li>• Clear metrics, including number of exits to permanent housing from unsheltered environments and interim housing, racial equity, and any other metrics deemed appropriate by HCFC in consultation with the legislature and stakeholders</li> </ul>	<p>Homeless Management Information System trackable data goals related to the outcome goals listed above as they apply to underserved populations and over-represented populations disproportionately impacted by homelessness.</p>	<p>Homeless Management Information System trackable data goals related to the outcome goals listed above as they apply to underserved populations and over-represented populations disproportionately impacted by homelessness.</p>
<p><b>Goals and Performance Evaluation Timeline</b></p>	<p><i>Not discussed here for this round of funding.</i></p>	<p><i>Not discussed here for this round of funding.</i></p>	<ul style="list-style-type: none"> <li>• Each applicant shall determine its outcome goals in consultation with the council, and will only submit final outcomes goals after approval from the council</li> <li>• Initial outcome goals should be met no later than <b>6/30/24</b>, and outcome goals shall be updated regularly, as funding continues.</li> <li>• If by <b>7/1/24</b> that a grantee met its outcome goals as approved by the council that grantee shall be eligible for bonus funding.</li> <li>• HCFC shall determine whether a grantee met its outcome goals.</li> <li>• HCFC shall award bonus funding pursuant to this section as soon as data becomes available, but no later than <b>11/1/24</b>.</li> <li>• HCFC may provide exceptions to the performance requirement to meet</li> </ul>	<ul style="list-style-type: none"> <li>• Each applicant shall determine its outcome goals that build upon prior year goals in consultation with the council,</li> <li>• Initial outcome goals should be met no later than <b>6/30/25</b>, and outcome goals shall be updated regularly, as funding continues.</li> <li>• If by <b>7/1/25</b> that a grantee met its outcome goals as approved by the council that grantee shall be eligible for bonus funding.</li> <li>• HCFC shall determine whether a grantee met its outcome goals.</li> <li>• HCFC shall award bonus funding pursuant to this section as soon as data becomes available, but no later than <b>11/1/25</b>.</li> <li>• HCFC may provide exceptions to the performance requirement to meet outcome goals pursuant if grantee demonstrates hardship by a disaster for which a state of emergency is proclaimed</li> </ul>

			<p>outcome goals pursuant if grantee demonstrates hardship by a disaster for which a state of emergency is proclaimed</p> <ul style="list-style-type: none"> <li>• Jurisdictions that have not met their outcome goals shall not be eligible for bonus funding and shall accept technical assistance from council staff. In addition, jurisdictions that have not met their outcome goals may also be required to limit the allowable uses of these program funds, as determined by the council.</li> </ul>	<ul style="list-style-type: none"> <li>• Jurisdictions that have not met their outcome goals shall not be eligible for bonus funding and shall accept technical assistance from council staff. In addition, jurisdictions that have not met their outcome goals may also be required to limit the allowable uses of these program funds, as determined by the council.</li> <li>• Remainder allocation of 50% of 80% base. Upon demonstration by a recipient city, county, or continuum of care that it has complied with the requirement to contractually obligated and expend a minimum amount of its round 4 program allocation, and remains on track to meet its outcome goals, as determined by the HCFC, HCFC shall disburse to that recipient the remaining 50%.</li> </ul>
<p><b>Bonus Funding Methodology</b></p>			<p>The council shall determine bonus award allocations based on the proportionate share of the homeless population based on PIT relative to the total homeless population of all jurisdictions eligible for bonus funding, and using other factors necessary, so that the award allocation is equitable and reasonable for the mix of jurisdictions eligible for bonus funding.</p>	<p>The council shall determine bonus award allocations based on the proportionate share of the homeless population based on PIT relative to the total homeless population of all jurisdictions eligible for bonus funding, and using other factors necessary, so that the award allocation is equitable and reasonable for the mix of jurisdictions eligible for bonus funding.</p>

## VI. Fiscal Deadlines

	HHAP-1 (Round 1)	HHAP-2 (Round 2)	HHAP-3 (Round 3)	HHAP-4 (Round 4)
Obligation Deadline	Counties 100% by <b>5/31/23</b> Cities / CoCs 50% by <b>5/31/23</b>	Counties 100% by <b>5/31/23</b> Cities / CoCs 50% by <b>5/31/23</b>	Counties 100% by <b>5/31/24</b> All but Counties 50% by <b>5/31/24</b>	75% of "initial" disbursement by <b>5/31/25</b>
Expenditure Deadline	<b>6/30/25</b> w/ remaining funds reverting to GF	<b>6/30/26</b> w/ remaining funds reverting to GF	<b>6/30/26</b> w/ unexpended available for HHAP-4	<ul style="list-style-type: none"> <li>50% of "initial" disbursement by <b>5/31/25</b></li> <li>100% of all disbursements including bonus by <b>6/30/27</b></li> </ul>
County Failure to Obligate	If a county obligates less than 100% by <b>5/31/23</b> , any funds not contractually obligated by this date will be reverted to the CoC that serves the county	If a county obligates less than 100% by <b>5/31/23</b> , any funds not contractually obligated by this date will be reverted to the CoC that serves the county	If a county obligates less than 100% of allocations awarded to them by the council on or before <b>5/31/24</b> , any funds not contractually obligated by this date will be reverted to the CoC that serves the county	
Alternative Disbursement Plan	<ul style="list-style-type: none"> <li>If a city or CoC obligates less than 50% by <b>5/31/23</b>, the jurisdiction must not expend any remaining portion of the 50% of Round 1 allocations until they submit an alternative disbursement plan (which must be submitted by <b>6/30/23</b>) that includes an explanation for the delay which must be approved by HCFC</li> <li>Any funds not expended pursuant to the approved alternative disbursement plan by <b>12/31/23</b> will be returned to HCFC for a subsequent round of awards</li> </ul>	<ul style="list-style-type: none"> <li>If a city or CoC obligates less than 50% by <b>5/31/23</b>, the jurisdiction must not expend any remaining portion of the 50% of Round 2 allocations until they submit an alternative disbursement plan (which must be submitted by <b>6/30/23</b>) that includes an explanation for the delay which must be approved by HCFC</li> <li>Any funds not expended pursuant to the approved alternative disbursement plan by <b>12/31/23</b> will be returned to HCFC for a subsequent round of awards</li> </ul>	<p>If less than 50% is obligated by <b>5/31/24</b>, recipients that are continuums of care and cities shall cease expending until both of the following occur:</p> <p>(A) On or before <b>6/30/24</b>, the recipient submits an alternative disbursement plan that includes an explanation for the delay.</p> <p>(B) The council approves the alternative disbursement plan submitted pursuant to subparagraph (A).</p>	<p>If less than 75% is obligated or less than 50% is expended by <b>5/31/25</b>, the recipient shall not contractually obligate or expend any remaining allocation and HCFC shall not allocate to the recipient the remaining 50%, until both of the following occur:</p> <p>(A) On or before <b>6/30/25</b>, the recipient submits an alternative disbursement plan that includes an explanation for the delay.</p> <p>(B) The council approves the alternative disbursement plan submitted pursuant to subparagraph (A).</p>
Result of Untimely Obligating or Expending	<ul style="list-style-type: none"> <li>HCFC may request repayment of funds or pursue any legal remedies available for failure to comply with program requirements</li> </ul>	<ul style="list-style-type: none"> <li>HCFC may request repayment of funds or pursue any legal remedies available for failure to comply with program requirements</li> </ul>	<ul style="list-style-type: none"> <li>HCFC may request repayment of funds or pursue any legal remedies available for failure to comply with program requirements</li> <li>Recipients that do not meet the obligation requirements shall not be eligible for HHAP-3 "bonus" funding</li> </ul>	<ul style="list-style-type: none"> <li>HCFC may request repayment of funds or pursue any legal remedies available for failure to comply with program requirements</li> <li>Recipients that do not meet the obligation requirements shall not be eligible for HHAP-4 "bonus" funding</li> </ul>

This resource is provided to improve clarity for HCFC grantees. The contents of this document do not have the force and effect of law and are not binding in any way. Existing requirements under law or agency action govern.

			<ul style="list-style-type: none"> <li>• By <b>12/31/24</b>, recipients that are continuums of care and cities shall return to HCFC any unexpended funds pursuant to an alternative disbursement plan. These monies are to be allocated towards bonus awards.</li> <li>• Any remaining amounts of HHAP-3 program allocation funds not expended by <b>6/30/26</b>, shall be available for HHAP-4</li> </ul>	<ul style="list-style-type: none"> <li>• By <b>12/31/26</b>, recipients that are continuums of care and cities shall return to HCFC any unexpended funds pursuant to an alternative disbursement plan. These monies are to be allocated towards bonus awards.</li> <li>• Any remaining amounts of HHAP-4 program allocation funds, including bonus funds, not expended by <b>6/30/27</b>, shall revert to, and be paid and deposited in, the General Fund.</li> </ul>
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January 12, 2022

CoC Governance Board

**SUBJECT:** Authorization for Continuum of Care (CoC) Staff to Request a Waiver from the U.S. Department of Housing and Urban Development (HUD) to Postpone the 2022 Point-In-Time Homeless Count to February 23<sup>rd</sup> to Ensure Safety of Staff, Volunteers and People Experiencing Homelessness Related to the Current COVID-19 Surge.

**Background:** The CoC Board approved the annual Point in Time (PIT) Count to be held on January 26, 2022 at the December 2021 CoC Board meeting. Since that time the Omicron variant of COVID-19 has produced a surge of cases locally and across the nation. In consultation with Ventura County Public Health and Homeless Count leads in Ventura County cities, staff recommend requesting a waiver from HUD to postpone the PIT Count until February 23, 2022.

The unsheltered PIT count survey was not conducted in January 2021 because of the COVID-19 pandemic. HUD released a notice (CPD-21-15) on November 15, 2021 with updated guidance regarding the PIT. Continuums of Care are required to conduct an unsheltered PIT at least biennially. CoCs that did not conduct an unsheltered count in 2021 will be required to do so in 2022. In addition to this notice, HUD released a guide for safety considerations to safely conduct the unsheltered PIT count and survey. HUD recommends that volunteers are fully vaccinated against COVID-19 and take a COVID-19 test prior to participating in the count. Other recommendations include holding virtual training for volunteers, recruiting volunteers who are not in high-risk groups and utilizing masks and distancing. Staff have reviewed federal and state guidance for conducting the 2022 unsheltered survey safely and have consulted with Ventura County Public Health who recommend that community volunteers and staff are fully vaccinated against COVID-19 and influenza.

**Discussion:** Staff are working with CoC consultant, Dr. Joe Colletti with the Hub for Urban Initiatives and Southern California regional CoCs to communicate with HUD about the process for requesting a waiver to delay the PIT unsheltered survey. HUD will allow such a waiver for communities to conduct their count safely. The Ventura County CoC requested such a waiver following the Thomas Fire and delayed the count until February. Data is still required to be submitted in April 2022 regardless of the date of the survey.

Staff have launched volunteer recruitment efforts through communication with previous volunteers, social media and email listservs. Staff will continue to monitor volunteer recruitment efforts and if communities will not have adequate numbers of volunteers, will modify the plan to utilize service providers and key stakeholders over the 7-day window to complete the unsheltered survey. There are

methods allowed for sampling and extrapolation that are allowed if a community cannot conduct a full comprehensive community survey due to limited numbers of volunteers.

**Recommendations:**

- 1) Authorize staff to request a waiver from HUD to postpone the Point in Time Count until February 2022.