



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

Zoom Meeting ID: 895 1247 6256

<https://us02web.zoom.us/j/89512476256>

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 Brown Act and 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 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 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 September 14, 2022.
6. Approval of the VC CoC Project Rankings and Funding Recommendations from the VC CoC Data Committee to be included in the FY22 U.S. Housing and Urban Development (HUD) Continuum of Care Special Notice of Funding Opportunity (NOFO) Consolidated Application to Address Unsheltered Homelessness.
7. Review and Approval of the State Homeless Housing Assistance and Prevention (HHAP) Program Round 4 Timeline and Authorize Updates, Release Letter of Intent to Apply for HHAP Round 4, and Submit the Application to the State by November 28, 2022.
8. Receive a Report on the 2022 Racial Disparities Assessment and Provide Input and Direction on Staff's

Recommended Actions to Ensure Racial Equity in the Homeless Assistance and Housing Programs in the Ventura County Continuum of Care.

9. Receive a Report on VC CoC Board Member Nominees and Approve the VC CoC Nominations Committee Recommendations to Fill Four (4) Board Seats, Effective January 1, 2023.



**Meeting Agenda
Continuum of Care (CoC) Board
Wednesday, September 14, 2022
3:30pm - 5pm**

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1. Call to Order – Manuel Minjares, CoC Board Vice - Chair, called the meeting to order at **3:31 pm**

Board Members: Susan Englund, Mara Malch, Manuel Minjares, Michael Nigh, Emilio Ramirez, Kevin Clerici, Dr. Sevet Johnson, Ingrid Hardy, Carolyn Briggs

Absent: *Dawn Dyer*

Staff: Stefanie Robbins, Felipe Flores, Alicia Morales-McKinney, Jennifer Harkey, Christy Madden

Public Attendees: Elizabeth R. Stone, Kendra Berry, Leona Rollins, Heidi Marine

2. Board Comments: There were none.
3. CoC Staff Comments: Jennifer Harkey, CoC Lead, introduced Stefanie Robbins as new Staff supporting the Team and its work. Thanks to Alicia Morales-McKinney for securing HHAP-3 grant funding.
4. Public Comments: There were none.

Continuum of Care Governance Board Business

5. **Approval of Board Minutes from July 13, 2022.**

Emilio Ramirez moved to approve, Susan Englund was second, PM abstained; The balance of the Board was in favor.

6. **Review and Approval of the VC CoC Data Performance and Evaluation Committee (DPEC) recommendation for a Qualified Organization to Engage People with Lived Experience of Homelessness and Authorize VC CoC Staff to Allocate FY22 CoC Planning Grant Funding for the Subrecipient Contract.**

Jenn shared that a proposal was received. The National Health Foundation (NHF) submitted and Peer Support Specialist, Elizabeth R. Stone will be partnering with them to run the program. Workshops to be offered were mentioned and \$95,000.00 of Planning Grant money to be used for a 1-year term. Outcomes would be evaluated upon completion. Susan Englund asked if there was a projected number of individuals to participate and Jenn replied the goal was 10 to focus more intense case
CoC Board – Meeting Minutes

management/participation. Manuel asked if a board member would need to be designated to participate and Jenn replied that a future CoC Board member would participate. Carolyn Briggs moved to approve the VC CoC Data Committee's recommendation; Kevin Clerici was second; All in favor.

7. Approval of Funding Recommendations for the State Emergency Solutions Grant (ESG) and Authorize VC CoC Staff to Submit the Proposed Budget to the State Housing and Community Development (HCD).

Felipe Flores, VC CoC Staff, reported that the submittal dates for this round of the ESG grant was rushed due to the deadline set by the State. He further shared that 10 grant applications totaling \$724,487.00 were received; however, the estimated allocation from the CA State Department of Housing and Community Development (HCD) was \$146,267.00. Of this amount, 40% must be used for Rapid Rehousing (RRH). Felipe further shared that the CoC Data Committee reviewed all applications, noting the scoring and ranking of the top 3 proposals which were Turning Point Foundation for RRH, The Salvation Army for RRH and Turning Point Foundation for Emergency Shelter (Our Place Safe Haven). A small amount (5%) for CoC grant administration was also included. Official award announcement from HCD is expected in December 2022. Manuel acknowledged that the process was difficult since the funding requests were greater than the allotted amount. Felipe also thanked the CoC Data Committee for their hard work in completing the reviews and making the funding recommendations. Jenn concluded that the applicant's funding requests demonstrated the need for assistance in the community and shared that all applicants were invited to apply for the next round of HHAP funding (Rounds 4 and 5). Michael Nigh moved to approve the ESG funding recommendations; Kevin Clerici was second; All in favor.

8. Approval of Funding Recommendations for the California Homeless Housing and Assistance Program (HHAP) Round 3 Youth Set-Aside Grant Funding as Developed by the VC CoC Data Committee and Authorize CoC Staff to Submit the Proposed Budget to the State.

Alicia Morales-McKinney, VC CoC Staff, shared that during the first Request for Proposals (RFP) for HHAP Round 3, youth specific proposals were not received. A second RFP was issued specifically for the youth set aside of 10%, as required by the State, and 6 proposals were received. More funding was requested through the RFP than what was available. Interface Children & Family Services (ICFS), who was originally recommended for funds, withdrew their application due to staffing challenges. List of awardees: Oxnard College for \$219,517 and California State University Channel Islands (CSUCI) for \$263,425.43 to serve Transitional Age Youth (TAY). Manny asked if housing would be provided at local motels. Alicia replied that financial assistance (as Homeless Prevention) would be offered. Carolyn Briggs moved; Emilio Ramirez was second; All in favor.

9. Review and Approve the U.S. Housing and Urban Development (HUD) Continuum of Care (CoC) Program Funding Recommendations as Developed by the VC CoC Data Committee and Authorize Staff to Submit the Consolidated Application to HUD by September 30, 2022.

Ingrid Hardy recused herself from this section of the meeting. Jenn shared that HUD published the CoC Notice of Funding Opportunity (NOFO) for renewals and new bonus funding project proposals. Performance was reviewed as part of the analysis for renewals. For new projects/proposals several factors were considered: 1) Compliance and Experience with Grants and Financial Management including HUD threshold criteria for new & renewal projects; 2) Program Design and Best Practices including Housing First; 3) Timeliness to achieve project goals by grant deadlines; 4) Serving Vulnerable Populations and tailoring CoC Board – Meeting Minutes

services to target population; 5) Cost Effectiveness; and 6) Alignment with local System Performance Goals, CoC priorities and plans to achieve objectives. Renewal projects were ranked, scored and presented to the VC CoC Data Committee and informed that VC CoC Staff can work with partners as they all scored above 75 points. Bonus funding was also available. Step Up, who received HomeKey funds, was awarded funds for Supportive Services for on site, intensive case management. MESA also applied for TAY. MESA scored lower for lack of experience. Domestic Violence (DV) bonus funding was available, but no applications were received. Jenn mentioned that she approached ICFS and they declined due to capacity. Also, reached out to the Coalition for Family Harmony, but they are just now receiving their allocation from this year and will be beginning that project in October and did not feel comfortable pursuing this funding. Kevin asked about the number of beds that would receive case management, if indeed only 7 beds would receive services. Jenn replied that all beds would receive attention, but the 7 proposed beds would receive the case management. Jenn shared the VC CoC Data Committee funding recommendations based on the 2 Tiers. Tier One holds 95% of the Annual Renewal Demand of \$3,305,977 which guarantees projects moving forward. The exception is Lutheran Social Services (LSS), which straddles tier one and tier two. In tier two are the applications for Lutheran Social Services and Step Up in Thousand Oaks. Tier two is considered to be "at risk" if the consolidated application does not score as well as it has done historically, we could potentially lose out on that and the bonus funding. Which would mean the LSS rapid re-housing funding amount would be reduced. Jenn also informed the Board that the current NOFO Consolidated Application is being worked on. All applicants would be notified of VC CoC Data Committee's decision. Michael Nigh asked what Step Up meant that their services would be Countywide if the HomeKey project was located in Thousand Oaks. Jenn replied that this happens since all clients/referrals would have to enter through CES, although a city preference can be made. Carolyn acknowledged VC CoC Staff's hard work in completing all the analysis and moved approval of the 4 recommendations, Kevin Clerici was second. Michael Nigh and Ingrid Hardy abstained. The balance of the Board was in favor.

10. Receive a Notice of an Unscheduled Board Member Vacancy for Carmen Ramirez.

Jenn read a statement describing the work and legacy of Supervisor Carmen Ramirez. Jenn also shared a few words in her memory. The VC CoC Nomination Committee met to discuss the seven nominations that were received. They will be presented to the CoC Board on 10/12/22. The new seats will begin term in January 2023.

11. Adjourn in memory of Ventura County Board Supervisor and VC CoC Board Member Carmen Ramirez.

Meeting was adjourned in her memory at 4:21 pm

October 12, 2022

CoC Governance Board

SUBJECT: Approval of Ventura County Continuum of Care (VC CoC) project rankings and funding recommendations from the VC CoC Data, Performance & Evaluation Committee to be included in the FY22 U.S. Housing and Urban Development (HUD) Continuum of Care (CoC) Special Notice of Funding Opportunity (NOFO) Consolidated Application to address unsheltered homelessness. Authorize VC CoC staff to submit the FY22 HUD CoC Special Consolidated Application by October 20, 2022.

BACKGROUND: The VC CoC Data, Performance & Evaluation Committee met on September 28, 2022 to review the scoring and ranking of new VC CoC applications for the FY22 HUD CoC Special NOFO to address unsheltered homelessness. All project applications were reviewed and scored with the 2022 VC CoC Ranking and Selection Policy tool and ranked by highest score and local priorities in accordance with HUD's emphasis in this Special NOFO on reducing unsheltered homelessness with a priority of Permanent Supportive Housing (PSH) projects. The scoring of new project applications factored in scores associated with the following categories:

- 1) Compliance and Experience with Grants and Financial Management (10 points);
- 2) Best Practices, Alignment with Housing First and Supportive Services Plan (20 points);
- 3) CoC Participation and Collaboration (20 points);
- 4) Timeliness to achieve project goals by grant deadlines (10 points)
- 5) Serving Vulnerable Populations to reduce unsheltered homelessness (10 points)
- 6) Cost Effectiveness (10 points);
- 7) Alignment with local System Performance Goals and VC CoC priorities (20 points)

The VC CoC is eligible to compete for \$4,295,175 in FY22 HUD CoC Special NOFO funding to address unsheltered homelessness. Four new applications were received through the FY22 VC CoC Request for Proposals (RFP) which were included in the rank & review process for the VC CoC Data, Performance & Evaluation Committee on September 28, 2022. Three of the four proposed projects met the adopted threshold of 75 points or above. Per the locally adopted policy, projects are ranked in order of their scores from highest to lowest (see attached).

Following discussion and analysis of each proposal, the Committee is recommending the following three projects be included in the Consolidated Application to HUD: 1) Many Mansions Central Terrace PSH to support 35 new units; 2) Mercy House Casa Aliento PSH to support 40 new units; and 3) Step Up in Thousand Oaks PSH to support 20 new units. The fourth application received from Ventura County Behavioral Health (VCBH) was to provide Supportive Services Only for Coordinated Entry (SSO-CE); the application did not meet threshold based upon on the rank and review process for this particular solicitation. The VC CoC Data Committee recommended that VC CoC Staff work with the remaining

applicants to refine project descriptions and improve the VC CoC's overall score in the Consolidated Application.

The Mercy House Casa Aliento PSH project proposed to provide supportive services to 40 new units with half project-based at the Casa Aliento (formerly Oxnard Vagabond) site and the remaining 20 at scattered sites. VC CoC Staff reached out to Mercy House and confirmed that they do not have a landlord/property agreement in place for the scattered site units and therefore, the committee anticipated that their inclusion would diminish competitiveness. The Mercy House recommendation for PSH has been reduced to \$2,096,488 to exclude the proposed scattered-site lease payments.

VC CoC Staff confirmed that the three PSH applicants are connecting with the County of Ventura Health Care Agency and the local managed care organization, Gold Coast Health Plan, to leverage supportive services with CalAIM and the State Housing and Homelessness Incentive Program (HHIP) funding thereby improving the health and wellbeing of PSH clients. VC CoC Staff also clarified each PSH applicant's project design and performance outcomes and have requested that applications be revised for the final Consolidated Application in order to improve overall competitiveness for the VC CoC application.

RECOMMENDATIONS:

- 1) Approve the inclusion of three new project applications in the FY22 HUD CoC Special NOFO Consolidated Application: Many Mansions Central Terrace PSH, Mercy House Casa Aliento PSH, and Step Up in Thousand Oaks PSH, based on the attached funding recommendations;
- 2) Approve the final project ranking of all new project proposals;
- 3) Authorize VC CoC Staff to submit the final consolidated application to HUD by October 20, 2022.

2022 Special Unsheltered HUD Continuum of Care Grant
 VC CoC Data Committee Priority Ranking 9.28.2022

Agency	Program	Priority Population	Funds Requested	# Units	Compliance with Grants and Financial Mgmt (10)	Best Practices/ Supportive Services (20)	CoC Participation/ Collaboration (20)	Timeliness (10)	Vulnerable Populations (10)	Cost Effectiveness (10)	Project Performance (20)	Total Score	Recommended Funding for Special NOFO
Many Manions	Central Terrace PSH	CH/Literal/MH	\$714,621	35	10	20	20	10	10	10	18	98	\$714,621
Mercy House	Casa Aliento PSH	CH/Literal/MH/ SUD	\$2,557,272	40	10	19	20	10	10	10	17	96	\$2,096,448
Step Up	Step Up in Thousand Oaks RRH	CH/Literal/MH/ SUD	\$1,193,544	20	9	18	20	10	10	10	18	95	\$1,193,544
VCBH	PSH Case Management	MH (VCBH)	\$1,201,848	N/A 3 FTE Staff	9	17	15	10	10	0	10	71	0

Total Budget: \$4,004,613



October 12, 2022

CoC Governance Board

SUBJECT: Review and Approval of the State Homeless Housing Assistance and Prevention (HHAP) Program Round 4 Timeline with Authorization to Update the Landscape Analysis, Update Funding Analysis, Update Local Outcome Goals, Strategic Funding Plans, Release Letter of Intent to Apply for HHAP Round 4, and Submit the Application to the State by November 28, 2022.

BACKGROUND: The California Interagency Council on Homelessness announced the availability of Homeless Housing, Assistance and Prevention (HHAP) Program Round 4 grant funding on September 30, 2022. HHAP Round 4 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 4 is established for the purpose of providing jurisdictions with one-time grant funds to support regional coordination and expand or develop local capacity to address their immediate homelessness challenges 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. Build on regional coordination developed through previous rounds of funding of the Homeless Emergency Aid Program (Chapter 5 (commencing with Section 50210)), the program established under this chapter, and COVID-19 funding to reduce homelessness. The California Interagency Council on Homelessness (Cal ICH) also expects communities to:

- 1) Build regional collaboration between continuums of care, counties, and cities in a given region, regardless of population, and ultimately be used to develop a unified regional response to homelessness;
- 2) Reduce the number of homeless individuals in a given region through investing in long-term solutions, such as permanent housing, and that the state be an integral partner through the provision of technical assistance, sharing of best practices, and implementing an accountability framework to guide the structure of current and future state investments;
- 3) Strategically pair HHAP Round 4 funds with other federal, state, and local resources;
- 4) 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;
- 5) 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;

- 6) 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;
- 7) Cal ICH 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; and
- 8) 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 (50% allocation):
 - 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 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 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 of an applicant's Round 2 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. Staff anticipate the total combined funding made available to the Ventura County Continuum of Care of \$4.8 million; however, HHAP-4 allocations will be announced after the 2022 PIT counts are certified and released by HUD. The State is encouraging regional collaboration with this funding with CoCs, counties and cities. The State has released the attached (Exhibit A) overview and timeline which includes the program application. HHAP applications will be due to the State by November 28, 2022 (days after application release).

Local funding priorities previously approved by the VC CoC Board:

1. Delivery of Permanent Housing-
2. Operational Subsidies-
3. Prevention and Diversion-
4. Rapid Re-Housing-
5. Interim Sheltering-
6. Coordinated Entry System Supports-
7. Services Coordination-
8. Improvements to existing emergency shelter-
9. Street Outreach-

DISCUSSION: Before submitting the application, VC 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,
- Update outcome goals and measures
- Update Landscape Analysis
- Update Strategies
- Prepare planned expenditure categories and strategic intent
- Complete the Application Narrative

Proposed Local Timeline for HHAP-4 funding:

Activity	Deadline
VC CoC Board to authorize staff to apply for HHAP Round 4 and update the Landscape Analysis, Funding Analysis, Strategic Funding Plans and Intent, Outcome Goals and Narrative Responses.	October 12, 2022
Present needs/ gaps/priorities to VC CoC Board, providers and public in support of HHAP-4 Eligible Use Priorities.	October 12, 2022
Release Letter of Intent to apply for HHAP-4 to identify program needs.	October 13, 2022
VC CoC Staff to submit the HHAP-4 grant application.	November 28, 2022
VC CoC HHAP-4 Request for Proposals (RFP) released (pending Cal ICH Final Allocation announcement).	TBD
VC CoC Data Performance and Evaluation Committee Meeting - RFP Recommendation Process.	TBD
Cal ICH approves application and issues a notice of award or requests amended application.	Within 30 days of receiving final application
VC CoC Staff respond to request for amended application.	Within 30 days of request
CAL ICH approves amended application.	Within 30 days of receipt

RECOMMENDATIONS:

1. Approval of the local HHAP-4 grant timeline;
2. Authorize VC CoC Staff to apply for HHAP-4 grant funding and update the Landscape Analysis, Funding Analysis, Planned Expenditure and Strategic Intent, Strategies, Outcome Goals and Narrative Responses;
3. Adopt and re-affirm the local funding priorities for HHAP-4;
4. Authorize VC CoC staff to release a Letter of Intent October 13, 2022 with a due date of November 3, 2022;
5. Authorize the solicitation immediately following Cal ICH allocation announcement.

Exhibit A: State of California Homeless Housing, Assistance, and Prevention (HHAP) Grant Program Side-by-Side Comparison of HHAP Rounds 1–4

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)
Authority	Chapter 159, Statutes of 2019, (AB 101)	Chapter 15, Statutes of 2020, (AB 83)	Chapter 111, Statutes of 2021, (AB 140)	Chapter 111, Statutes of 2021, (AB 140)
Chapered	Cal. Health & Safety Code §§ 50216–50223	Cal. Health & Safety Code §§ 50216–50223	Cal. Health & Safety Code §§ 50216–50223	Cal. Health & Safety Code §§ 50216–50223
Appropriation	\$650 M in FY 19–20	\$300 M in FY 20–21	\$1 B in FY 21–22	\$1 B in FY 22–23
Eligible Applicants	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
Allocations & Disbursements	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 ¹ \$20 M Bonus \$180 M	Tribal \$20 M Bonus \$180 M
	1 Disbursement	1 Disbursement	2, potentially 3 Disbursements: 1 st "Initial" Disbursement: <ul style="list-style-type: none"> • 20% of base if applying individually • 25% of base if applying jointly 2 nd "Remainder" Disbursement <ul style="list-style-type: none"> • 80% of base if applying individually • 75% of base if applying jointly Potential "Bonus" Disbursement: Dependent on meeting performance conditions. Amount will vary depending on number of eligible recipients.	2, potentially 3 Disbursements: 1 st "Initial" Disbursement: <ul style="list-style-type: none"> • 50% of base 2 nd "Remainder" Disbursement <ul style="list-style-type: none"> • 50% of base – dependent on sufficient spenddown and projected performance Potential "Bonus" Disbursement: Dependent on meeting performance conditions. Amount will vary depending on number of eligible recipients

¹ Guidance for Tribal Governments will be released at a future date.

II. Application Timelines

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

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"> Demonstration of regional coordination to identify jurisdiction’s share of regional need and how HHAP funds will meet that need Identification of all homelessness funds currently being used and information on programs supported by those funds 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 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 Measurable goals, including number of people served and percentage of people successfully placed in permanent housing with HHAP funds Evidence of connection to CoC’s CES Agreement to participate in statewide HMIS when it becomes available and provide data elements to the system For cities and counties: a plan demonstrating how funds will <p style="text-align: right;"><i>(continued)</i></p>	<ul style="list-style-type: none"> 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 Identification of all homelessness funds currently being used or anticipated to be used, including federal ESG, CDBG, and Coronavirus Relief Fund 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 Outline of proposed uses of funds and explanation of how proposed funds will complement existing funds and equitably close identified gaps Clearly defined measurable goals, including number of people served and number of people successfully placed in permanent housing with HHAP funds 	<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>Local Homelessness Action Plan Req.:</p> <ul style="list-style-type: none"> Applicants to engage with the council on its local plan and outcome goals before submitting a complete Application. Applicants to agendize local plan and outcome goals at a regular meeting of the governing body, including receiving public comment, before being submitted to the council. <p>Specific Outcome Goals Req.:</p> <ul style="list-style-type: none"> 3-year outlook. 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"> (I) Reducing the number of persons experiencing homelessness. (II) Reducing the number of persons who become homeless for the first time. (III) Increasing the number of people exiting homelessness into permanent housing. (IV) Reducing the length of time persons remain homeless. (V) Reducing the number of persons who return to homelessness after exiting homelessness to permanent housing. (VI) Increasing successful placements from street outreach. 	<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>Local Homelessness Action Plan Req.:</p> <ul style="list-style-type: none"> Applicants to engage with the council on its local plan and outcome goals before submitting a complete Application. Applicants to agendize Application at a regular meeting of the governing body, including receiving public comment, before being submitted to the council. <p>Updated Specific Outcome Goals Req.:</p> <ul style="list-style-type: none"> 3-year outlook. 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"> (I) Reducing the number of persons experiencing homelessness. (II) Reducing the number of persons who become homeless for the first time. (III) Increasing the number of people exiting homelessness into permanent housing. (IV) Reducing the length of time persons remain homeless. (V) Reducing the number of persons who return to homelessness after exiting homelessness to permanent housing. (VI) Increasing successful placements from street outreach.

	<p>complement regional needs in the CoC's plan for coordinated housing and service system</p> <ul style="list-style-type: none"> • For CoCs: data on demographics and characteristics of the homeless population and on current programs and services as reported through HMIS and PIT counts 	<ul style="list-style-type: none"> • Evidence of connection with the local homeless CES • Agreement to participate in statewide HDIS and to enter individuals served by this funding into the local HMIS 	<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	Rental assistance and rapid rehousing.	Rapid rehousing , including rental subsidies and incentives to landlords, such as security deposits and holding fees.	Rapid rehousing , including rental subsidies and incentives to landlords, such as security deposits and holding fees.	Rapid rehousing , including rental subsidies and incentives to landlords, such as security deposits and holding fees.
	Incentives to landlords , including, but not limited to, 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.	Operating subsidies in new and existing affordable or supportive housing units, emergency shelters, and navigation centers. Operating subsidies may include operating reserves.	Operating subsidies in new and existing affordable or supportive housing units, emergency shelters, and navigation centers. Operating subsidies may include operating reserves.	Operating subsidies in new and existing affordable or supportive housing units, emergency shelters, and navigation centers. Operating subsidies may include operating reserves.
	Outreach and coordination , which may include access to job programs, to assist vulnerable populations in accessing permanent housing and to promote housing stability in supportive housing.	Street outreach to assist persons experiencing homelessness to access permanent housing and services.	Street outreach to assist persons experiencing homelessness to access permanent housing and services.	Street outreach to assist persons experiencing homelessness to access permanent housing and services.
		Services coordination , which may include access to workforce, education, training programs, or other services needed to promote housing stability in supportive housing.	Services coordination , which may include access to workforce, education, training programs, or other services needed to promote housing stability in supportive housing.	Services coordination , which may include access to workforce, education, 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.	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.	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.	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.	Delivery of permanent housing and innovative housing solutions , such as hotel and motel conversions.	Delivery of permanent housing and innovative housing solutions , such as hotel and motel conversions.	Delivery of permanent housing and innovative housing solutions , such as hotel and motel conversions.
	Prevention and shelter diversion to permanent housing.	Prevention and shelter diversion to permanent housing, including rental subsidies.	Prevention and shelter diversion to permanent housing, including rental subsidies.	Prevention and shelter diversion to permanent housing, including rental subsidies.

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<p>New navigation centers and emergency shelters based on demonstrated need.</p>	<p>New navigation centers and emergency shelters based on demonstrated need.</p>	<p>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</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>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</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>Improvements to existing emergency shelters to lower barriers and increase privacy.</p>	<p>Improvements to existing emergency shelters to lower barriers and increase privacy.</p>
<p>Up to 5 percent of an applicant's program allocation may be expended for the following uses that are intended to meet federal requirements for housing funding: (1) Strategic homelessness plan, as defined in section 578.7(c) of Title 24 of the Code of Federal Regulations. (2) Infrastructure development to support coordinated entry systems and Homeless Management Information Systems.</p>	<p>Up to 5 percent 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) Strategic homelessness plan, as defined in Section 578.7(c) of Title 24 of the Code of Federal Regulations. (2) Infrastructure development to support coordinated entry systems and Homeless Management Information Systems.</p>		
<p>The applicant shall not use more than 7 percent of a program allocation for administrative costs 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 7 percent of a program allocation for administrative costs 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 7 percent of a program allocation for administrative costs 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 7 percent of a program allocation for administrative costs 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 may be used for technical assistance or contracted entities to support the completion of the homeless action plan.</p> <p>Priority for initial funds, above the costs of completing the application, shall be for systems improvement, 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>	
Youth Set Aside	At least 8% of the allocation must be expended on services for unaccompanied youth between 12 and 24 years old experiencing homelessness	At least 8% of the allocation must be expended on services for unaccompanied youth between 12 and 24 years old experiencing homelessness	A program recipient shall use at least 10% of the funds allocated under this section for services for homeless youth populations	A program recipient shall use at least 10% of the funds allocated under this section for services for homeless youth populations
Demonstrated Need for New Shelters / Interim Housing, Based On:	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	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	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	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

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V. Reporting and Accountability

	HHAP-1 (Round 1)	HHAP-2 (Round 2)	HHAP-3 (Round 3)	HHAP-4 (Round 4)
Reporting Deadlines	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	
	June 30, 2025 - Exp. Deadline	June 30, 2026 - Exp. Deadline	June 30, 2026 - Exp. Deadline	June 30, 2027 - Exp. Deadline
Reporting and Accountability Metrics	<ul style="list-style-type: none"> Ongoing tracking of specific uses and expenditures of program funds by eligible uses Number of people served that year, total number served in all years of the program, and the homeless population served Types of housing assistance provided broken out by number of people 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 Data collection, including demographic information regarding individuals and families served, partnerships among entities (or lack 	<ul style="list-style-type: none"> Ongoing tracking of specific uses and expenditures of program funds by eligible uses Number of people served that year, total number served in all years of the program, and the homeless population served Types of housing assistance provided broken out by number of people 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 Data collection, including demographic information regarding individuals and families 	<ul style="list-style-type: none"> Metrics required from HHAP-1 and 2 <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"> (I) Reducing the number of persons experiencing homelessness. (II) Reducing the number of persons who become homeless for the first time. (III) Increasing the number of people exiting homelessness into permanent housing. (IV) Reducing the length of time persons remain homeless. (V) Reducing the number of persons who return to homelessness after exiting homelessness to permanent housing. (VI) Increasing successful placements from street outreach. 	<ul style="list-style-type: none"> Metrics required from HHAP-1 and 2 <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"> (I) Reducing the number of persons experiencing homelessness. (II) Reducing the number of persons who become homeless for the first time. (III) Increasing the number of people exiting homelessness into permanent housing. (IV) Reducing the length of time persons remain homeless. (V) Reducing the number of persons who return to homelessness after exiting homelessness to permanent housing. (VI) Increasing successful placements from street outreach.

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	<p>thereof), and participant and regional outcomes</p> <ul style="list-style-type: none"> • 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 	<p>served, partnerships among entities (or lack thereof), and participant and regional outcomes</p> <ul style="list-style-type: none"> • 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 	<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>Goals and Performance Evaluation Timeline</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"> • Each applicant shall determine its outcome goals in consultation with the council, and will only submit final outcomes goals after approval from the council • Initial outcome goals should be met no later than 6/30/24, and outcome goals shall be updated regularly, as funding continues. • If by 7/1/24 that a grantee met its outcome goals as approved by the council that grantee shall be eligible for bonus funding. • HCFC shall determine whether a grantee met its outcome goals. • HCFC shall award bonus funding pursuant to this section as soon as data becomes available, but no later than 11/1/24. • HCFC may provide exceptions to the performance requirement to meet 	<ul style="list-style-type: none"> • Each applicant shall determine its outcome goals that build upon prior year goals in consultation with the council, • Initial outcome goals should be met no later than 6/30/25, and outcome goals shall be updated regularly, as funding continues. • If by 7/1/25 that a grantee met its outcome goals as approved by the council that grantee shall be eligible for bonus funding. • HCFC shall determine whether a grantee met its outcome goals. • HCFC shall award bonus funding pursuant to this section as soon as data becomes available, but no later than 11/1/25. • 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

			<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"> • 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. 	<ul style="list-style-type: none"> • 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. • 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%.
<p>Bonus Funding Methodology</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 5/31/23 Cities / CoCs 50% by 5/31/23	Counties 100% by 5/31/23 Cities / CoCs 50% by 5/31/23	Counties 100% by 5/31/24 All but Counties 50% by 5/31/24	75% of "initial" disbursement by 5/31/25
Expenditure Deadline	6/30/25 w/ remaining funds reverting to GF	6/30/26 w/ remaining funds reverting to GF	6/30/26 w/ unexpended available for HHAP-4	<ul style="list-style-type: none"> 50% of "initial" disbursement by 5/31/25 100% of all disbursements including bonus by 6/30/27
County Failure to Obligate	If a county obligates less than 100% by 5/31/23 , 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 5/31/23 , 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 5/31/24 , 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"> If a city or CoC obligates less than 50% by 5/31/23, 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 6/30/23) that includes an explanation for the delay which must be approved by HCFC Any funds not expended pursuant to the approved alternative disbursement plan by 12/31/23 will be returned to HCFC for a subsequent round of awards 	<ul style="list-style-type: none"> If a city or CoC obligates less than 50% by 5/31/23, 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 6/30/23) that includes an explanation for the delay which must be approved by HCFC Any funds not expended pursuant to the approved alternative disbursement plan by 12/31/23 will be returned to HCFC for a subsequent round of awards 	<p>If less than 50% is obligated by 5/31/24, recipients that are continuums of care and cities shall cease expending until both of the following occur:</p> <p>(A) On or before 6/30/24, 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 5/31/25, 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 6/30/25, 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"> HCFC may request repayment of funds or pursue any legal remedies available for failure to comply with program requirements 	<ul style="list-style-type: none"> HCFC may request repayment of funds or pursue any legal remedies available for failure to comply with program requirements 	<ul style="list-style-type: none"> HCFC may request repayment of funds or pursue any legal remedies available for failure to comply with program requirements Recipients that do not meet the obligation requirements shall not be eligible for HHAP-3 "bonus" funding 	<ul style="list-style-type: none"> HCFC may request repayment of funds or pursue any legal remedies available for failure to comply with program requirements Recipients that do not meet the obligation requirements shall not be eligible for HHAP-4 "bonus" funding

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			<ul style="list-style-type: none"> • By 12/31/24, 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. • Any remaining amounts of HHAP-3 program allocation funds not expended by 6/30/26, shall be available for HHAP-4 	<ul style="list-style-type: none"> • By 12/31/26, 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. • Any remaining amounts of HHAP-4 program allocation funds, including bonus funds, not expended by 6/30/27, shall revert to, and be paid and deposited in, the General Fund.
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October 12, 2022

CoC Governance Board

SUBJECT: Receive a Report on the 2022 Racial Disparities Assessment and Provide Input and Direction on Staff’s Recommended Actions to Ensure Racial Equity in the Homeless Assistance and Housing Programs in the Ventura County Continuum of Care.

BACKGROUND: Historically our nation’s response to homelessness has been missing a critical piece of including conversations and data analysis around racial equity. Across the country, people of color, specifically Black/African Americans and Native Americans are disproportionately impacted by homelessness. In the 2020 Annual Homeless Assessment Report (AHAR), Black/African Americans remains considerably overrepresented among the homeless population compared to the U.S. population. African Americans accounted for 39% of all people experiencing homelessness in 2020 and 53 percent of people experiencing homelessness as members of families with children, despite being 12 percent of the U.S. population. In contrast, 48% of all people experiencing homelessness were white compared with 74 percent of the U.S. population. People identifying as Hispanic or Latino (who can be of any race) are about 23% of the homeless population but only 16 percent of the population overall.

In recent years, Federal and State partners have encouraged Continuums of Care to continue analyzing data to determine what racial disparities exist within communities and work collaboratively to ensure equal access to homeless assistance and housing programs for all persons experiencing homelessness.

In mid-2020, HUD released the “Creating a Cultural Equity Plan: Organizational Policies and Procedures” (Exhibit A) resource guide which confirms the overrepresentation of specific racial and ethnic groups in the homeless population as well as the focus on racial disparities within the COVID-19 pandemic. HUD recommends a review of policies and procedures including a review of coordinated entry systems to ensure culturally responsive strategies are adopted, implemented and proper training is provided for all staff in the homeless services sector.

DISCUSSION: The attached report (Exhibit B) provides an overview of the Ventura County Continuum of Care (VC CoC) analysis of racial and ethnic disparities within the local homelessness system. The purpose of this assessment is to evaluate local data and develop strategies following to ensure equitable access to housing and homeless services. HUD continues to encourage communities to assess whether there are racial disparities in the provision of services or outcome of homeless assistance, and if present, demonstrate a plan to address such disparities. The assessment should include whether people of different races or ethnicities are more or less likely to receive

homeless assistance. The attached 2022 Racial Disparities Assessment includes demographic data collected the Ventura County Homeless Management Information System (VC HMIS), the 2022 Point-In-Time Homeless Count, the HUD Stella Performance Module / CoC Longitudinal System Analysis (LSA) data and local data from the American Community Survey. The attached summary includes an overview of the analysis to be included with our CoC application.

RECOMMENDATIONS: VC CoC staff recommend the following in response to the assessment results provided in the attached report (Exhibit B):

- 1) Create messaging targeted at local governments and the public that shares best practices to serve all homeless individuals and families, including LGBTQ+, youth, veterans, mentally ill, seniors and those who are disabled.
- 2) Add training and education on the topics of racial and ethnic diversity, including gender equality, for homeless service providers and organizations participating in the VC CoC.
- 3) Provide outreach to organizations that are led by Black, Latinx, Asian, Pacific Islander, Native and Indigenous people and LGBTQ+ that support the goal of preventing and ending homelessness.
- 4) Continue collecting data to evaluate CoC funded projects and determine which programs need to provide equal access and/or more diverse services. Collaborate with local universities, such as California State University Channel Islands, to assist with this research.
- 5) Increase access for those with limited English proficiency including building bi-cultural partnerships with agencies and organizations serving this population.
- 6) Conduct further research on the different subpopulations experiencing homelessness to determine the housing needs among them.
- 7) Solicit client stories across all demographics, subpopulations, including the LGBTQ+ community, to celebrate program success, highlight needs for affordable housing, advocate for additional resources and impact decision making.

Homeless System Response: Creating a Cultural Equity Plan: Organizational Policies and Procedures

Homelessness has had a disparate impact on communities of color and individuals identifying with marginalized populations for many years. Policies and procedures within agencies are a key resource in defining how agencies incorporate the values of diversity, equity, and inclusion throughout their core principles. A 2016 study, conducted by the Center for Social Innovation, confirms the dramatic over-representation of specific racial and ethnic groups in the homeless population. Specifically, Black people and Native Americans are the most disproportionately affected in [SPARC partner communities](#). Poverty alone does not explain the disproportionality: the percentage of people of color experiencing homelessness far outpaces their proportion of those living in deep poverty.

In 2020, COVID-19 has exacerbated the inequities for Black, Indigenous, and people of color and put them at further risk of homelessness and in need of assistance from the homeless services system at an even greater rate. Meeting the needs of these communities requires strengthening internal organizational policies and procedures to ensure racial equity to aid in overcoming these disparities. To help agencies review aspects of their own policies and procedures, and identify ways to build equity capacity, this tool outlines the following:

- **Key elements** of policies and procedures, and how they can create cultural equity within an agency;
- **A community example** of an organization that identified cultural racism, and how the new policy of cultural inclusion and procedures that outline how to make progress through diversity, equity, and inclusion standards created a process of change;
- **Next steps** an organization can plan through action steps; and
- Additional **resources** and links.

As centering racial equity is a continuous journey on multiple levels (personal, organizational, and communal), organizations are encouraged to use these practices as a starting point towards deeper discovery and dialogue.

Key Elements of Policy and Procedures

Policies and procedures are key tools used within organizations to help guide institutional knowledge and policy. It is important to delineate the difference between policy and procedures, and how each can affect and change an organization's cultural equity.

A **policy** is a guiding principle used to set direction in an organization.

A **procedure** is a series of steps to be followed as a consistent and repetitive approach to accomplish a result. Procedures often outline staffing roles and provide guidance to employees, funders, and the communities they serve.

Cultural equity embodies the values, policies, and practices that ensure that all people—including but not limited to those who have been historically underrepresented based on race or ethnicity, age, disability, sexual orientation, gender, gender identity, socioeconomic status, geography, citizenship status, or religion—are represented in the development of

- agency policy;
- the support of staff and populations served;
- the nurturing of accessible, thriving venues for expression; and
- the fair distribution of programmatic, financial, and informational resources.

Policies and procedures should include how an organization ensures individuals being served receive the most culturally responsive resources and services they need. In order to reinforce this, the organization's policies and procedures must address and build on cultural equity capacity. Building equity capacity may require a review of your agency's policies and procedures. The chart below outlines key topics agencies that should be incorporated when reviewing and revising policies and procedures to ensure equity.

Key Topic Areas for Review

Data Collection and Review: Understanding how to collect, review, and analyze external data regarding the populations and subpopulations your agency serves, including services provided and staff roles within your agency. Data collected can reflect overall effectiveness: e.g., whether staff, at all levels within your organization, is representative of the populations served. Review of hiring policies may lead to amendment of hiring procedures based on data collection.

Cultural Recognition: Review current agency policies for paid time off, focusing on paid holidays. Policies should allow flexibility for staff to acknowledge the holidays they recognize. Create a vehicle to understand which holidays staff would like to celebrate. Policies may allow for a certain number of paid “floating” holidays available for staff who recognize holidays other than federally recognized holidays.

Equitable Professional Development: Include policies that clearly outline what opportunities are available for staff to continue professional development or continuing education for personal growth. These policies should ensure that opportunities and funding for continuing education is equitable for staff at all levels within the organization. Procedures should provide details on how staff can access and gain support in leadership development and staff promotions.

Staff Roles and Organization Representation: Describe the process to review policies and practices concerned with who represents the organization at meetings with stakeholders, funders, and work committees. Include review and revision of the practice of directors and managers being the agency’s representative(s) at outside meetings. It is important to break down hierarchies and to focus on sending staff with the skill sets that best reflect the work being done in the space.

Access to Agency Operations: Describe how your agency distributes and provides equitable access to organizational information, such as agency budgets, information on program funding streams, projections and ideas for new funding sources, or ongoing resources the organization expects to secure. Create procedures that ensures upper management discusses and provides access to internal organizational documents.

Mission Statement: Review the current agency mission statement and determine whether it is reflective of how the agency currently operates. If the mission statement does not incorporate cultural equality or does not reflect the cultural equity the agency includes, the mission statement may need to be reviewed and/or changed.

Community Example

Georgia Coalition Against Domestic Violence (GCADV)

Domestic violence is an issue of social injustice, rooted in oppression. To end domestic violence, active steps must be taken at individual, local, regional, and statewide levels to end all forms of oppression. More specifically, domestic violence cannot end without addressing the oppression of Women of Color (WoC).

In 2010, GCADV recognized that this critical piece of anti-racist analysis was missing from its work, specifically the work of undoing and ending racism. When GCADV took a closer look at itself, it found that not only was this analysis missing, but as an organization, GCADV was contributing to the perpetuation of racism. These outcomes were highlighted through the organization’s audit, which included “exit” interviews with staff. The audit revealed WoC, primarily Black women, were leaving or being fired and cited racism as the key factor. Interviews also made aware the lack of engagement and lack of desire to engage with staff and survivors who identified as WoC. With the results of the internal evaluation, GCADV made strides toward undoing racism through an organizational shift that created new priority overall.

Some specific changes included:

- **Creating a policy to actively incorporate strategies for supporting WoC leadership into GCADV’s strategic plan:** strategies included policy around funding allocations to specific agency roles and practices around supporting survivors of color, both programmatically and financially.
- **Adapting policy on hiring practices to be more inclusive of WoC:** new procedures included ways that interviewers were not just in leadership roles and were more representative of client populations.
- **Developing a plan to hire, develop and retain WoC staff:** new policy and procedures focused around new hiring practices changes and budgeted funds for trainings on cultural equality.
- **Creating and distributing GCADV job announcements to reach WoC:** new procedure included posting job announcements in publications or on platforms frequently accessed by people of color.
- **Dedicating time monthly for aspiring White allies to learn, reflect, and examine the impact of their privilege:** new procedure included a standing meeting referred to as the “undoing racism meeting.”
- **Creating safe spaces for WOC voices to be heard, to receive professional opportunities, and heal from the emotional labor of experiencing intersectional oppression.** New procedure included creating space for

WOC to meet and coordinate on cultural issues, design, and materials; as well as creating procedures for how to develop opportunities for mentorship.

To learn more about GCADV, go to: <https://gcadv.org/racialjustice/>

Next Steps

The first step in any racial equity work is acknowledgement that the work will be difficult, uncomfortable, and ongoing. Creating an equitable culture, and the policies and procedures to support the culture within an organization, takes time and effort. Organizations may take different approaches, and mistakes will be made along the way; however, if organizational staff can create space for honest, authentic conversations, progress can happen.

Organizations should create a workflow and plan to move forward on racial equity work. The plan should include common values and goals collectively decided upon and shared by all members of the organization, and may include a mission statement rooted in racial justice. The mission statement, values, and goals will likely help decide the next steps in the plan, to include new policies and procedures to carry out the new mission. As these will be created collaboratively, there can be a shared understanding that ensures everyone plays a part in determining what equitable outcomes will look like for your organization. Below are some basic ideas for next steps to take.

- **Organizational Change:** At the organizational or agency level, leaders and line staff can champion racial equity. Once policies are created to address organizational changes, procedures need to be implemented to support the new policies. Some strategies for new policies and procedures may include:
 - Train all staff working in the homeless services sector on understanding racism and the intersection of racism and homelessness, so they can target resources and develop or adapt programs for people of color.
 - Establish professional development opportunities to identify and invest in emerging leaders of color in the homelessness sector.
 - Create positions in organizations that are explicitly charged with creating equity-based responses to homelessness.
 - Create greater racial and ethnic diversity in boards of directors for local and national non-profit organizations working on homelessness.
- **Research:** The research and evaluation community working in the homelessness sector should embed an awareness of racial inequity into all of its work. Researchers should work to ensure they are not merely extracting knowledge from communities of color, but rather working in partnership with historically marginalized groups to establish new insights. Agencies can use this research to reflect on their own data and note key discrepancies or lack of racial equity.
- **Policy:** From a policy standpoint, solutions must be systemic, ambitious, and sustained. Such solutions require focused advocacy to shape political will and public support.
- **Trainings:** The racial equity journey is multifaceted, and individuals must engage in personal work parallel to organizational and community-level work. Staff surveys can ask what types of training would be most useful for the organization, and organizations can then follow up to create regular schedules for staff trainings for identified topics. Once trainings are decided, policies and procedures should be laid out for how and when training will be funded and available.

Additional Resources

- **Building Cultural Equity Plan:** <https://www.policylink.org/our-work/community/arts-culture/plan>
- **Racial Equity Resource Guide:** <http://www.racialequityresourceguide.org/organizations/organizations>
- **Tools for Change:** <https://toolsforchange.org/resources/>
- **Definitions worksheet—"The Dynamic System of Power, Privilege, and Oppression":** <http://www.opensourceleadership.com/documents/DO%20Definitions.pdf>
- **Race—Power of an Illusion:** http://www.pbs.org/race/000_General/000_00-Home.htm

Organizations weaving equity into work:

- **Georgia Coalition Against Domestic Violence:** <https://gcadv.org/racialjustice/>
- **USICH—Leaders Working to Achieve Racial Equity and End Homelessness:** <https://www.usich.gov/news/these-leaders-are-working-to-achieve-racial-equity-and-end-homelessness/>
- **Local and Regional Government Alliance on Race and Equity:** <https://www.racialequityalliance.org/>

Organizations that train on equity and racial justice:

- **People’s Institute for Survival and Beyond:** <https://www.pisab.org/>
- **Women of Color Network Inc.:** <https://WoCninc.org/>
- **Training for Change:** <https://www.trainingforchange.org/>
- **Center for Equity and Inclusion:** <https://ceipdx.org/>

2022 Racial Disparities Assessment

The Ventura County Continuum of Care (VC CoC) strives to provide equitable access to housing and homeless service programs by monitoring outcomes, expanding outreach and developing more diverse partnerships within the community. This assessment includes an analysis of racial and ethnic disparities within the local homelessness system and recommendations on how we plan to address the results.

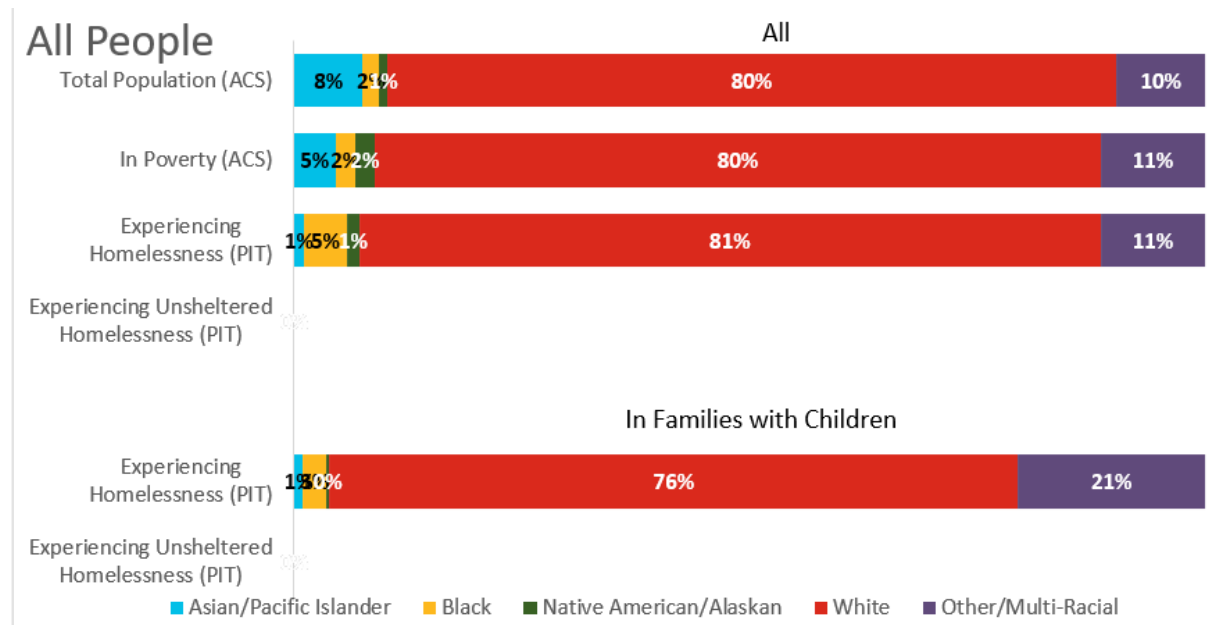
As of September 30, 2021, the Ventura County Homeless Management Information System (HMIS) data shows 1,927 people utilizing homeless services within our community. When we compare the demographic data in HMIS to the overall racial composition of the county, those who identify as Black or African American experience homelessness at a disproportionately higher rate. HMIS data shows 6.7% are Black or African American compared to 2% in the overall population. Data from the Point-In-Time (PIT) Homeless Count is consistent with this data, showing 5% of the homeless population being Black or African American (see tables 1 and 2). Also, those who identify as Asian or Pacific Islander are underrepresented by comparing the percentage of those living in poverty at 5% and only 1% reported experiencing homelessness (see table 1).

Table 1

Race and Ethnicity	All (ACS) ¹				In Poverty (ACS) ¹				Experiencing Homelessness (PIT) ²			
	All		In Families with Children		All		In Families with Children		All		In Families with Children	
	#	%	#	%	#	%	#	%	#	%	#	%
All People	847,263		363,470		74,645		36,418		949		312	
Race												
White	678,658	80%	287,669	79%	59,535	80%	28,458	78%	772	81%	236	76%
Black	15,594	2%	5,930	2%	1,627	2%	758	2%	45	5%	8	3%
Native American /Alaskan	6,760	1%	3,630	1%	1,562	2%	1,370	4%	13	1%	1	0%
Asian/Pacific Isl.	63,888	8%	27,551	8%	3,381	5%	1,131	3%	10	1%	3	1%
Other/Multi-Racial	82,363	10%	38,691	11%	8,540	11%	4,701	13%	109	11%	64	21%
Ethnicity												
Hispanic	361,601	43%	201,256	55%	44,699	60%	29,174	80%	412	43%	188	60%
Non-Hispanic	485,662	57%	162,214	45%	29,946	40%	7,244	20%	537	5%	124	26%

Data Sources: 1) American Community Survey (ACS) 2015-2019 5-year estimate; 2) Ventura County 2021 Point In Time (PIT) Count

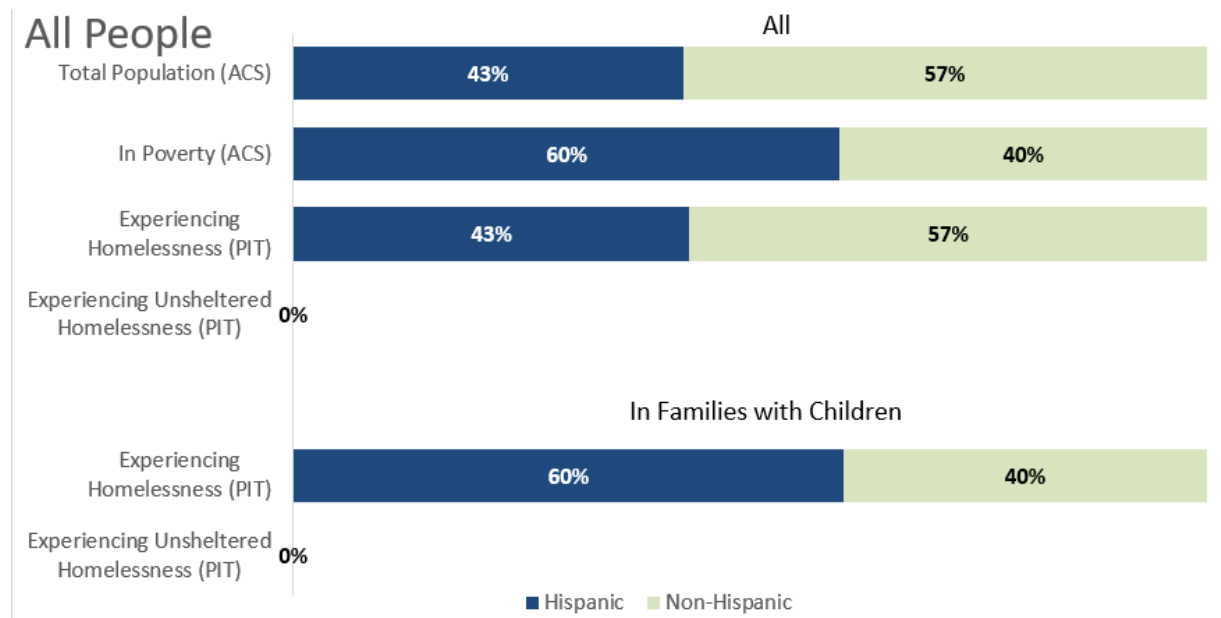
Table 2



Source: HUD CoC Analysis Tool (ver. 3.0 March 2022)

When evaluating ethnicity, people identifying as Hispanic or Latino are overrepresented in the PIT Count data, which shows 60% compared to 43% in the overall population. However, HMIS data reports 50% who identify as Hispanic or Latino experiencing homelessness and utilizing the system. This is closely aligned with the overall ethnic composition of the county. One area of concern is the number of Hispanic or Latino households living in poverty at 60% (see table 3). This is a population that likely needs more support with homelessness prevention and access to affordable housing.

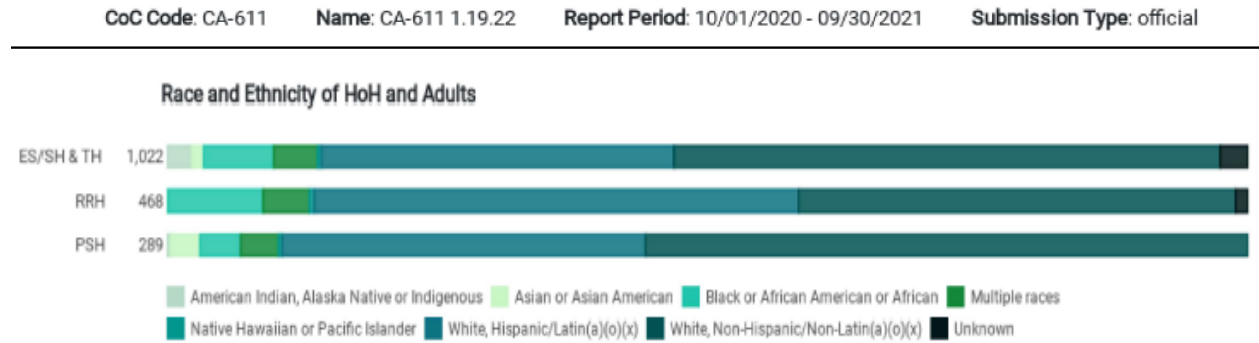
Table 3



Source: HUD CoC Analysis Tool (ver. 3.0 March 2022)

A comparison of those who accessed Emergency Shelter (ES), Transitional Housing (TH) and Rapid Re-Housing (RRH) demonstrates an overrepresentation of Black or African Americans within the homeless services system (see table 4). A lack of affordable housing continues to be a concern for low-income households, resulting in the need for more shelters and homelessness resources.

Table 4 – Emergency Shelter, Transitional Housing, Rapid ReHousing and Permanent Supportive Housing



Source: Stella Performance Module / CoC Longitudinal System Analysis (LSA) Data

Based on the results of this analysis, the Ventura County Continuum of Care (VC CoC) recommends the following action items be addressed:

- 1) Create messaging targeted at local governments and the public that shares best practices to serve all homeless individuals and families, including LGBTQ+, youth, veterans, mentally ill, seniors and those who are disabled.
- 2) Add training and education on the topics of racial and ethnic diversity, including gender equality, for homeless service providers and organizations participating in the VC CoC.
- 3) Provide outreach to organizations that are led by Black, Latinx, Asian, Pacific Islander, Native and Indigenous people and LGBTQ+ that support the goal of preventing and ending homelessness.
- 4) Continue collecting data to evaluate CoC funded projects and determine which programs need to provide equal access and/or more diverse services. Collaborate with local universities, such as California State University Channel Islands, to assist with this research.
- 5) Increase access for those with limited English proficiency including building bi-cultural partnerships with agencies and organizations serving this population.
- 6) Conduct further research on the different subpopulations experiencing homelessness to determine the housing needs among them.
- 7) Solicit client stories across all demographics, subpopulations, including the LGBTQ+ community, to celebrate program success, highlight needs for affordable housing, advocate for additional resources and impact decision making.

October 12, 2022

CoC Governance Board

SUBJECT: Receive a report on VC CoC Board member nominees and approve the VC CoC Nominations Committee recommendations to fill four (4) Board seats, effective January 1, 2023.

BACKGROUND: The Ventura County Continuum of Care (VC CoC) Governance Board includes representatives of relevant stakeholders, private and public officials, philanthropic representatives, local business, service organizations, programs serving homeless populations, and those with lived experience in homelessness. Representation of a broad array of our community will enhance the capacity to coordinate and leverage resources from various sectors across the region.

The VC CoC Governance Charter allows for a minimum of 7 and maximum of 13 Board members. The current Board membership is found in Exhibit A (see attached). The following members have terms ending in December 2022: Carolyn Briggs, Pam Marshall and Susan Englund. Also, one additional Board vacancy has resulted after the unexpected passing of our County Board Supervisor, Carmen Ramirez. Nominations for new VC CoC Board members has been solicited through ongoing outreach to the VC CoC Alliance partners, VC CoC Committees and shared on the VC CoC Facebook page.

The VC CoC Board is responsible for voting on its membership and selecting members from the nominations provided. The VC CoC Alliance is responsible for generating nominations for the Board membership and ratifying the membership of the full Board annually at one of the quarterly meetings.

The VC CoC Nominations Committee met remotely on August 10, 2022 at 3:30pm. This committee includes 1) VC CoC Board Chair, Dawn Dyer, 2) VC CoC Vice Chair, Manual Minjares, and 3) VC CoC Board Member, Kevin Clerici. The committee discussed eight (8) nominations received from various sectors and have recommended the following to fill four seats:

- 1) Stefany Gonzalez has a recent history of lived experience of homelessness and serves as housing navigator for the United Way of Ventura County's Landlord Engagement Program. Ms. Gonzalez has a Master's in Social Work and is currently pursuing a license to become a Licensed Clinical Social Worker.
- 2) Jack Edelstein serves as a member of the Ventura County Community Foundation (VCCF) Board and has been actively involved in philanthropic work, including Food Share fundraising, securing business assistance grants for those in need, and set up a local community of free mental health support through the "Give an Hour" organization.
- 3) Juliana Gallardo is a project manager with People's Self-Help Housing and has prior work experience at Many Mansions and the Housing Authority of San Buenaventura. Ms. Gallardo currently serves on the Housing Opportunities Made Easier (HOME) Board of Directors and has over 10 years of experience as an affordable housing professional.

- 4) Paul Drevenstedt is the Assistant Public Defender for the County of Ventura. The Department's mission is to ensure equal justice for clients, including those without stable housing. He represents the office in Community Intervention Court where government agencies and organizations connect clients to needed services. Their office also represents clients in Homeless Court, giving unhoused persons an opportunity to engage in community service or treatment to dismiss or reduce fines and fees. Paul is fluent in Spanish and is also a Gulf War Marine Core veteran.

RECOMMENDATIONS: Approve the VC CoC Nominations Committee recommendations of the four nominees to join the VC CoC Governance Board, effective January 1, 2023.