



**Sonoma County Continuum of Care (CoC) Board
Agenda for March 24, 2021
1:00pm-5:00pm Pacific Time**

	Agenda Item	Packet Item	Presenter	Time
	Welcome, Roll Call and Introductions		Board Chair	1:00pm
1.	Approve Agenda (ACTION ITEM)	3/24 Agenda	Board Chair	1:05pm
2.	Approve minutes from 3/10 meeting (ACTION ITEM)	3/10 DRAFT Minutes	Board Chair	1:10pm
3.	Word From the Street		Board Chair	1:15pm
4.	Revised Funding Policies	Revised Policies	CDC Staff	1:20pm
5.	Approval of Allocations of Unspent Homeless Emergency Aid Program (HEAP) Funds (ACTION ITEM with Recusals)	Proposals	CDC Staff	1:50pm
6.	5 Minute Break			
7.	Revised Funding Priorities (ACTION ITEM with Recusals) <i>Staff will present funding scenarios to achieve flat funding for homeless service providers in fiscal year 2021-2022. These scenarios include the addition of ESG CV-2 funds. Approval of funding priorities would mean no reductions in projects in Scenario A with only reduced funds for Coordinated Entry but no reductions elsewhere.</i>	Revised Priorities	CDC Staff	2:40pm
8.	Coordinated Entry Committee Report (ACTION ITEM) Other Committee Updates		CDC Staff & Vice Chair	3:20pm
9.	Review Agenda for April 28 CoC Board Meeting	4/28 DRAFT Agenda	Board Chair	3:50pm
10.	Staff Report		CDC Staff	4:00pm
11.	Board Member Questions & Comments		CDC Board	4:10pm
12.	Public Comment			

PUBLIC COMMENT:

Public Comment may be made via email or during the live zoom meeting. To submit an emailed public comment to the Board email Karissa.White@sonoma-county.org. Please provide your name, the agenda number(s) on which you wish to speak, and your comment. These comments will be emailed to all Board members. Public comment during the meeting can be made live by joining the Zoom meeting using the above provided information. Available time for comments is determined by the Board Chair based on agenda scheduling demands and total number of speakers.



Sonoma County Continuum of Care Board Meeting Meeting Minutes

March 10, 2021

1:00 pm – 5:00 pm Pacific Time – Meeting held by Zoom

[Recording of Meeting](#)

1. Welcome and Introductions

- Ben Leroi, Continuum of Care (CoC) Board Chair, called the meeting to order at 1:00 pm. Ben Leroi went over the agenda, clarified Zoom rules around public comment and Brown Act guidelines.
- Roll Call was taken:
 - Present: Supervisor Chris Coursey, District 3; Tom Schwedhelm, City of Santa Rosa; Kevin McDonnell, City of Petaluma; Chuck Fernandez, Committee on the Shelterless; Margaret Sluyk, Reach For Home; Don Schwartz, City of Rohnert Park; Ben Leroi, Santa Rosa Community Health; Stephen Sotomayor, City of Healdsburg; Angela Struckmann, Sonoma County Human Services; Bill Carter, Sonoma County Health Services
 - Absent: Jennielynn Holmes, Catholic Charities of the Diocese of Santa Rosa; Ludmilla Bade, Community Member; Kitchi Maron, Community Member; Alena Wall, Kaiser Permanente; Lisa Fatu, Social Advocates for Youth

2. Agenda Approval

- DHS Staff Leah Benz proposed to move agenda item 6 to March 24th as staff is not prepared to make a recommendation.
- Chair Ben Leroi confirmed that staff is prepared to answer questions.

Chris Coursey motioned to approve the agenda making Item 6 a discussion item; Tom Schwedhelm seconded.

Ludmilla Bade joined at 1:05 pm

Ayes: Ben Leroi, Tom Schwedhelm, Kevin McDonnell, Chuck Fernandez, Bill Carter, Margaret Sluyk, Ludmilla Bade, Sean Hamlin, Don Schwartz, Stephen Sotomayor, Angela Struckmann

Noes: None

Abstain: None

Absent: Kitchi Maron, Lisa Fatu, Alena Wall,

The motion passed.

3. Approval of Minutes from 2/24 meeting

Alena Wall joined at 1:08

Angela Struckmann notes that she was not recused from item number 9.
Alena Wall to email edits into staff.

Kevin McDonnell motioned to approve the minutes from 2/24 with the proposed edits to include Alena's email; Don Schwartz seconded.

Jennielynn Holmes joined at 1:13

Ayes: Ben Leroi, Jennielynn Holmes, Chris Coursey, Tom Schwedhelm, Kevin McDonnell, Chuck Fernandez, Angela Struckmann, Bill Carter, Margaret Sluyk, Don Schwartz, Stephen Sotomayor

Noes: None

Abstain: Ludmilla Bade, did not review; Chris Coursey, not present for the meeting.

Absent: Kitchi Maron, Alena Wall, Lisa Fatu

The motion passed.

4. Word From the Street

Ludmilla Bade gave an update on current encampment sweeps, described her ideas on fundamental character attribution, and gave a goal on what she would like to further enhance on in the future.

5. System Performances Measures Overview (Informational Item)

The Community Development Commission's HMIS Coordinator Daniel Overbury-Howland gave an overview of the HUD required annual System Performance Measures (SPM) and Sonoma County's 2020 SPM submission. The purpose of these measures is to provide a more complete picture of how well a community is preventing and ending homelessness.

Board discussion ensued around the benefit of the data and the potential use of a future committee to highlight important and relevant CoC data and data comparisons.

Lisa Fatu arrived at 1:30 pm

Daniel will send out 7c to the board as it was not included within the packet materials.

Alena Wall requested information on race and ethnicity.

Don Schwartz requested for a RRH and PSH break out and the use of bigger fonts in future reporting.

Jennielynn Holmes suggested a quarterly or biannual data review.

Executive Director Barbie Robinson noted that subcommittees can help strategize data pulls and provide direction to staff with regards to specific data they would like to make informed decisions.

6. Approval of Allocations of Unspent Homeless Emergency Aid Program (HEAP) Funds (ACTION ITEM) (Item Moved to March 24, 2021)

This item is being delayed, Chuck Mottern and Tina Rivera are available to answer questions today, but not prepared to make a recommendation. Staff will be requesting proposals that include a spending plan by June 30, 2021. Proposals will be presented to the board on March 24, 2021.

7. 5-Minute Break

8. Approval FY 21-22 Homeless System of Care Funding Policies (ACTION ITEM)

The CDC's Homeless Services Funding Coordinator Chuck Mottern provided a presentation on the revised policies for the Fiscal Year 2021-22 Sonoma County Consolidated Notice of Funding Availability (NOFA). The Policies govern the allocation and administration of an estimated \$2,493,660 in combined annual and one-time Federal and State Funding for homeless services in Sonoma County under the purview of the CoC Board.

Board notes that they had voted to include the all of the potential funding sources supporting the homeless system of care and the flexibility on budget cuts for the organizations during the last meeting

Ben Leroi clarifies that the budget cut flexibility will be added into the document and an appendix of the other available funds so that the board can ensure they make a holistically minded decision. (section 4.2.5 Summary of Available Funds by Funding Source)

Don Schwartz suggested changes:

PG 42: 6.1.7: says BOS is legally responsible... INSERT appropriate qualifier

6.1.6 Propose change: "SC BOS will approve CoC's decision on homeless funding." Clarify the role of the Board of Supervisors in terms of the contracting process. Do they have the authority to change the decisions of the CoC Board or are they only approving the administration process to go into a legal contract?

PG 42: 6.1.7: Include reference to federal and State ESG.

PG 49: 8.4.2.1: BOS shall be responsible for CDBG/local -> say county discretionary fund rather than local fund dollars

PG 42: last paragraph: 6.1.8 – CDBG publicservice funds... CoC decisions to be ratified by BOS?

Don Schwartz asked for further clarity on whether the decisions made by CoC board are subject to change by the Board of Supervisors (BOS).

Don Schwartz made a request to have a joint meeting with the BOS.

Item moved to March 24, 2021. The Board directed staff to make the changes to the policies as discussed during the previous CoC Board meeting and to include line item edits per Don Schwartz request.

9. 5 Minute Break

10. Committee Status Updates & Approval of Coordinated Entry Advisory Committee (Action Item)

Department of Health Services Leah Benz gave an overview of the approved committees. The application period for the Coordinated Entry Advisory Committee is currently closed, and applications for the remaining committees will be accepted through April 1st. Jennielynn Holmes, Vice Chair, reported on the application selection process and explained the reasoning behind the members selected to participate in the Coordinated Entry Advisory Committee. Selection criteria included diversity of views, location, population experience, and considered who applied to multiple committees. Other subject matter experts will be brought into committee meetings as staff. As of this meeting, no CoC Board members have applied

to participate on the 2021 CoC Competition Ad Hoc Evaluation Committee. Staff encouraged nonconflicted CoC Board members to apply.

The Coordinate Entry Committee Roster:

Kathleen Finigan, Homeless Action!; Mary Hanes, Nation's Finest; Jennielynn Holmes, Catholic Charities & CoC Board Member; Jaclyn Ramirez, Reach For Home; Lisa Fatu, Social Advocates for Youth & CoC Board Member; Amy Ramirez, Providence St. Joseph Health / Memorial Hospital; Jed Heibel, Santa Rosa Community Health; Asya Sorokurs, Legal Aid of Sonoma County; Robin Phoenix, Committee on the Shelterless; Mark Krug, Burbank Housing

Board Comments:

Don Schwartz: Will we see the letter of intent?

Board discussion around current Catholic Charities contract ensues.

Public Comment was made by the following individuals:

Thomas Ells

Teddie Pierce

Maria Barakat

Gregory Fearon

Dannielle Danforth

Adrienne Lauby

Jennielynn Holmes motioned to approve the Coordinated Entry committee as stated; Kevin McDonnell seconded.

Ludmilla Bade noted that she would have liked to see all applicants.

Ayes: Ben Leroi, Tom Schwedhelm, Kevin McDonnell, Jennielynn Holmes, Chris Coursey, Chuck Fernandez, Don Schwartz, Stephen Sotomayor, Alena Wall, Margaret Sluyk, Ludmilla Bade, Bill Carter, Lisa Fatu, Angela Struckmann

Noes: None

Abstain: None

Absent: Kitchi Maron

The motion passed.

11. Review Draft Agenda for March 24, 2021 Continuum of Care Board Meeting

Board Comments:

Don Schwartz: Is agenda item #7, is 5.7 in state EG CV Funds

Margaret Sluyk: Item 6 needs recusals for the HHAP funding.

Tom Schwedhelm: Can item 5 be sent as an informational item or be moved to the end of the meeting?

Lisa Fatu: Recommends postponing the 100 day challenge and it not be sent out as informational item.

12. Staff Report

No Staff Report was given.

13. Board Member Questions & Comments

Alena Wall: Built for Zero initiative is being supported by Kaiser in Sonoma County. Can the board be engaged in this opportunity?

Ludmilla Bade: Can that be a standing item?

Don Schwartz: Can funding sources be sent out as an informational item?

Ludmilla Bade: Can we have more opportunities to discuss committees? Can we also create a protocol for suggesting agenda items?

14. Public Comment on Non-Agendized Items

Gregory Fearon

Teddie Pierce

Melissa

Allegra Wilson

Gail Simons

15. The meeting adjourned at 4:41 pm.



**Sonoma County Continuum of Care Board
Executive Summary**

Item: Approve FY 21-22 Homeless System of Care Funding Policies

Date: March 24, 2021

Presenter: CDC Staff

Agenda Item Overview

Attached are the revised policies for the Fiscal Year 2021-22 Sonoma County Consolidated Notice of Funding Availability (NOFA). The Policies govern the allocation and administration of Federal and State Funding for homeless services in Sonoma County under the CoC Board's purview.

Staff Recommendation

CDC staff requests the CoC Board approve these revised policies as amended from the CoC Board meetings on 1/15/21, 2/24/21, and 3/10/21.



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Fiscal Year 2021-22 Homeless Services Notice of Funding Availability (NOFA) Funding Policies Continuum of Care Board

Federal ESG Funding

State ESG Funding

And one-time funds:

California Emergency Solutions & Housing (CESH)

Homeless Housing Assistance and Prevention (HHAP Rounds 1 and 2)



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1. Overview

The Fiscal Year 2021-22 Sonoma County Consolidated Notice of Funding Availability (NOFA) governs the allocation and administration of an estimated \$8,384,724 in combined annual and one-time Federal and State funding for homeless services in Sonoma County under the purview of the Sonoma County Continuum of Care Board (CoC). The policies as stated in this document provide the framework for the oversight of the annual allocations of State and Federal Emergency Solutions Grant (ESG) funding and one-time allocations of California Emergency Solutions and Housing (CESH), Homeless Housing and Assistance Program (HHAP), Homeless Emergency Assistance Program (HEAP Interest) funding.

The fiscal Year 2021-2022 consolidated funding for the Homeless System of Care will include State Emergency Solutions Grant Coronavirus award funding in the amount of \$5,777,787. This funding, along with the Fiscal Year 2021-22 Sonoma County Consolidated NOFA allocation in the approximate amount of \$2,606,937 will provide available funding in the total estimated amount of \$8,384,724.

Without the inclusion of State ESG-CV funding and HEAP Interest, the overall funding amounts from all sources anticipated for Homeless Services projects in Fiscal Year 2021-2022 were facing a reduction by approximately 30%. The sources under the CoC Board purview provide 30% of all sources funding homeless services within the Homeless Services System of Care (SOC) in Sonoma County. In FY 2021-2022, the use of a continued funding strategy will allow funding for projects currently funded in FY 2020-2021. Solicitations for new project applications will not be sought or accepted for FY 2021-2022.

This Consolidated NOFA is consistent with federal rules, statutes, and regulations and aligns with local priorities. The CoC Board provides oversight for annual allocations of Federal and State Emergency Solutions Grants (ESG), as well as one-time allocations of State funding of California Emergency Solutions and Housing (CESH), and approximately half of the Round 2 Homeless Housing Assistance and Prevention Program (HHAP) allocated to Sonoma County (with the other portion under the jurisdiction of the Board of Supervisors). Additional local dollars supporting projects within the SOC are allocated through the Sonoma County Board of Supervisors.

The Consolidated NOFA incorporates goals and objectives from Sonoma County's Federal 2015 Consolidated Plan that designate CDBG and ESG funds for the use of promoting proven, effective strategies for homelessness prevention and intervention countywide. As required by HUD, the Consolidated NOFA seeks to collectively impact the following key System Performance Measures¹ of the federal Homeless Emergency Assistance and Rapid Transition to Housing (HEARTH) Act, which governs all Federal and State homeless Funding:

- Decrease the length of homeless episodes
- Increase placements in safe housing for those living outside
- increase placements in permanent housing for all homeless persons

¹ Seven key performance measures are established by the HEARTH Act of 2009, the statute that governs all federal and state funding to address homelessness.



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- Reduce the percentage of people placed in permanent housing who return to homelessness
- Decrease the number of people experiencing homelessness for the first time
- Increased employment opportunities and incomes
- Reduce the total number of people experiencing homelessness in Sonoma County

2. Background

The Sonoma County Continuum of Care is the primary governing body responsible for addressing homelessness in Sonoma County. Its primary responsibility is to collectively plan for, implement, and evaluate the response to homelessness within the County. The CoC Board's responsibilities include:

- Selecting and overseeing the Collaborative Applicant (currently the Sonoma County Community Development Commission) act on behalf of the Board in applying for funding, contracting with service providers, and monitoring, reporting, and evaluating results.
- Selecting, overseeing, and evaluating the HMIS Lead.
- Selecting and overseeing an organization to provide administrative support for the CoC.
- Selecting and overseeing the provider of Coordinated Entry.
- Other responsibilities consistent with its Charter or as designated by Federal law, regulation, and guidance.

Together with the cities of Cloverdale, Cotati, Healdsburg, Rohnert Park, Sebastopol, Sonoma, and Windsor, the County of Sonoma comprises a federal "Urban County" entitlement jurisdiction that is eligible for federal CDBG and ESG funds, as well as other HUD formula funding programs. All future references to Urban County in this NOFA indicate the eight-jurisdiction entity (the seven smaller cities listed above, plus the unincorporated County).

On behalf of the CoC Board, the Sonoma County Community Development Commission serves as the administrator of federal entitlement funding from HUD, including this Consolidated NOFA, and serves as the Continuum of Care Collaborative Applicant, often referred to as the Lead Agency.

3. Priorities

Projects funded through this Consolidated NOFA will be considered only for eligible project types as defined in Section 2 of this document and per Emergency Solutions Grant (ESG) and Community Development Block Grant (CDBG) regulations. Qualified subrecipients, as defined in Section 2 of this document, will demonstrate their capacity to deliver the proposed services following regulatory standards for each project type. To support the local system of care's ongoing maintenance, homeless services projects funded in Fiscal Year 2020-2021 will be prioritized for continued Funding into Fiscal Year 2021-2022. The basis for considerations for Continued Funding of projects will be evaluating performance, including data-driven measures, results of project monitoring, use of funds in previous periods, geographic equity across regions of the County, and spending rate in the current fiscal year.



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This consolidated NOFA contains a mix of Federal and State dollars, including four State of California sources. The SCCDC has established ESG regulations as the standards that guide all project activities. Where specific funding sources allow for greater flexibility in approach, organizations may request variances to permit strategies that fall outside of those allowable per ESG regulations. Evaluation of projects will include the organization's capacity to understand and follow ESG regulations, to the greatest extent possible, in the execution of their project activities. The SCCDC will continue to monitor projects and support with ongoing technical assistance to meet expectations of managing projects according to ESG guidance.

The evaluation of projects will include an analysis of the organization's ability to utilize the Housing First model in programming, as required by the State, Federal, and Local mandates. Continued funding of projects emphasizing increases in housing placements, decreasing the overall length of homeless episodes, and minimizing returns to homelessness from permanent housing placement. The use of Coordinated Entry is an expectation per the local Continuum of Care standards.

SCCDC Ending Homeless Team staff will develop a staff report evaluating and analyzing system performance during the calendar year 2020. The prioritization of existing projects in Fiscal Year 2021-2022 will ensure continued support of the current Homeless System of Care in Sonoma County. The analysis of projects eligible for Project Renewals will be based on performances as measured by:

- The ability for the organization to operate the project within the regulatory framework and guidelines as stated in these Fiscal Year 2021-2022 Homeless Services Funding Policies
- Homeless Management Information System (HMIS) data quality,
- Performance toward contracted outcomes,
- Responsiveness to project monitoring conducted by the SCCDC, including any Findings, Concerns, and Recommendations therein.

Projects currently in contract for Homeless Services during the Fiscal Year 2020-2021 will be offered Continued Funding into the Fiscal Year 2021-2022. Continued funding amounts will assume flat funding for projects based on Fiscal Year 2020- 2021 and adjusted (increased or decreased) based on actual available funding. A description of the continued funding process is found in Section 3 of this document.

4. Funding Sources

4.1 Federally Sourced Funds

4.1.1 Consolidated Plan

Under the CDBG and ESG programs, HUD requires Urban Counties to submit a five-year Consolidated Plan to receive federal community development dollars' direct allocations. The current Consolidated Plan covers the timeframe from July 1, 2015, to June 30, 2020, and serves as a planning document for Sonoma County that provides a basis for assessing performance. The Consolidated Plan also includes a required annual Action Plan for the use of CDBG and ESG funds. The Action Plan requirements drive the timeline of this Consolidated NOFA.



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4.1.2 Emergency Solutions Grant (ESG) Program

The Federal ESG Program was initially authorized under the Stewart B. McKinney Homeless Assistance Act of 1987 as the Emergency Shelter Grants program and later renamed under the HEARTH Act of 2009. The Federal ESG Program authorizes HUD grants to local governments for homelessness prevention, street outreach, emergency shelter, and rapid re-housing projects.

The Sonoma County Community Development Commission is the administrative body for the Urban County's Federal ESG program. Approximately \$151,293 is estimated to be available from this source in FY 2021-2022.

The Emergency Solutions Grant (ESG) program provides grant funding to (1) engage homeless individuals and families living on the street, (2) rapidly re-house homeless individuals and families, (3) help operate and provide essential services in emergency shelters for homeless individuals and families, and (4) prevent individuals and families from becoming homeless.

The Board of Supervisors has final jurisdiction over Federal ESG funds, which are required to incorporate community participation. The CoC Board has typically provided recommendations on the use of these funds.

4.2 State Funding Sources

4.2.1 State Emergency Solutions Grant (ESG)

The Commission administers State ESG funds allocated to Sonoma County and conducts it as a single-funding process. Approximately \$282,000 is estimated to be available from the State for activities serving Santa Rosa and Petaluma residents. The CoC Board has final jurisdiction over these state funds.

The cities of Santa Rosa and Petaluma do not receive a direct allocation of federal ESG funding. As such, these cities are "non-entitlement" communities that may access the Balance of State ESG funding administered by the Department of Housing and Community Development (State HCD). State HCD has designated the Commission as an Administrative Entity to administer State Funds.

4.2.2 California Emergency Solutions and Housing (CESH) Program

In 2016, the State legislature created the California ESG program to expand key homeless services throughout the State and temporarily sustain communities that lost funding in the State's redesign of its federal ESG program. Allocations for the 2018 California ESG were announced in January 2018 and awarded locally through the Commission's FY 2018-19 funding cycle.

Following the 2018 ESG allocations, the State announced that the California ESG allocation would be combined with a new source known as the SB 2 - Jobs and Homes Act, which designated additional funds for homeless services. According to the State, each of these sources' procurement process would be separated from the administration for its federal ESG funds. This program is called the California Emergency Solutions and Housing Program (CESH).

The State has designated the SCCDC as the Administrative Entity for the CESH program, and the SCCDC submitted applications to CESH for FY 18-19 and FY 19-20. For CESH FY 18-19, the SCCDC was awarded \$843,907, after subtracting the allowance for the administration of the funds,



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\$42,195, and \$801,712 was made available for homeless services projects. This warded amount to projects in FY 19-20 and a total of \$86,567 was left unspent and is available for FY 21-22.

For CESH FY 19-20, the SCCDC was awarded a total of \$457,375. Allocations have been made to administer funds of \$24,072 and \$155,000 for Systems Supports, updates for the Coordinated Entry System, and Plan Development. A total amount of \$302,375 is available for projects in FY 21-22. The CoC has final jurisdiction over these state funds.

4.2.3 Homeless Housing and Assistance Program (HHAP) (Round 2)

In 2019, the State legislature created the Homeless Housing Assistance and Prevention (HHAP) program to provide jurisdictions with one-time grant funds to support regional coordination and expand or develop local capacity to address 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. In 2020, the State legislature approved a second round of HHAP funds to be released. In fiscal year 2021-2022, the Continuum of Care portion of HHAP funds are available to support core projects in the Continuum of Care with an emphasis on addressing system gaps. The Continuum of Care Board has final jurisdiction over these state funds allocated to it; Sonoma County also receives Round 2 HHAP funding under the jurisdiction of the Board of Supervisors.

4.2.4 California Emergency Solutions Grant – Coronavirus Fund (ESG-CV)

Sonoma County is the recipient of \$5.7 million in California Emergency Solutions Grant – Coronavirus (State ESG-CV) funds. Oversight of ESG-CV is under the jurisdiction of the CoC Board. 20% of these funds must be spent by July 31, 2021 and additional amounts over the following months.

4.2.5 Homeless Emergency Assistance Program (Interest) – (HEAP Interest)

In August 2018, the California Homeless Coordinating and Financing Council announced the launch of the Homeless Emergency Aid Program, a one-time \$500 million state-wide block grant program designed to provide direct assistance to cities and counties to address the homelessness crisis throughout California. Continuums of Care are the only eligible applicants for HEAP funds; cities and counties must participate in the collaborative process with the Continuum of Care for the region, and declare a shelter crisis with a resolution by the governing body, if they wish to receive HEAP funds.

The HEAP block grant allocation for Sonoma County is approximately \$12.1 million; \$11,505,727 will be available for capital projects or operating expenses over a two-year period. The Continuum of Care application for HEAP funds was submitted December 18, 2018; per State requirements, this application contained a proposed allocation of the funds by geography and program type, throughout Sonoma County. Attached as Appendix A to this NOFA, these recommendations were shaped by analysis of the most recent data on the location and needs of different homeless subpopulations, a survey of opportunities, and input through a broad-based community input process. At least half of the funds must be contractually obligated by January 2,



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2020, and all funds must be expended by June 30, 2021. Eligible activities and recipients, are detailed below in Sections 1.4 and 2.1, as well as Appendix A.

4.2.6 Summary of Available Funds by Funding Source

Source	Approx. Amount Available	Eligible Uses
State ESG (Annual Allocation)	\$ 282,049	State allocation of Federal ESG for emergency shelter and rapid re-housing activities serving residents of Santa Rosa and Petaluma. At least 40% must be used for Rapid Re-Housing; funds may also be used for Emergency Shelter, Street Outreach, and Homelessness Prevention.
CESH (<i>one-time funds</i>)	\$ 302,375	Rental subsidies in permanent housing for up to 48 months (including Rapid Re-Housing and Homelessness Prevention strategies)
<i>Homeless Housing and Assistance Program (HHAP)</i>	\$1,644,856	Focused on moving homeless individuals and families into permanent housing and supporting individuals and families' efforts to maintain their permanent housing; capital projects
<i>California Emergency Solutions Grant</i>	\$288,044	Provides funding for prevention, preparation, and response to coronavirus in relation to homelessness. Funds support additional homeless assistance and homeless prevention activities to mitigate the impacts created by corona-virus.
<i>State of California Emergency Solutions Grant – Coronavirus (Round 1 & 2)</i>	Round 1 = \$790,600 Round 2 = \$4,987,187	Sonoma County is the recipient of \$5.7 million in California Emergency Solutions Grant – Coronavirus (State ESG-CV) funds. One time funding
<i>Homeless Emergency Assistance Program (HEAP Interest)</i>	\$89,613	Street Outreach, Housing Navigation, operating support for short-term or comprehensive homeless services, Permanent Supportive Housing, Emergency Shelter, Rapid Re-Housing, and other programs. <i>Interest required to be spent by October 19, 2021.</i>
Total Available	\$8,384,724	Total available for COC oversight for Homeless Services funding in Fiscal Year 2021-2022

4.3 Sonoma County Discretionary Funds

4.3.1 General Funds (GF) and Reinvestment & Revitalization (R&R)

Per direction from the Sonoma County Board of Supervisors (serving as the Commission's Board



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of Commissioners), administration of County discretionary fund dollars are integrated with the Commission's annual homeless services funding process. The Commission administers locally funded County of Sonoma Community General Fund (GF), Reinvestment & Revitalization (RR), and the Low- and Moderate-Income Housing Asset Fund Services funding (LMIHAF-Services).

4.3.2 Low Moderate Housing Asset Fund (LMIHAF)

Following the dissolution of Redevelopment agencies in 2012, State law allowed up to \$250,000 of the annual income from post-Redevelopment assets to be used to fund homelessness prevention or Rapid Re-Housing programs.

The Sonoma County Board of Supervisors, acting as the Board of Commissioners, designated the maximum amount available in the Commission's Low- and Moderate-Income Housing Asset Fund for this purpose. These funds are designated LMIHAF-Services dollars; the balance of the LMIHAF funds is governed by a separate LMIHAF Fund Policies document. "LMIHAF-Services" refers solely to the homeless program-dedicated portion of LMIHAF assets that are subject to these policies.

4.4 Other Federal Sources

4.4.1 Community Development Block Grant (CDBG)

These funds fall under the purview of the Board of Supervisors, as recommended by the Community Development Committee (CD) & Cities and Towns Advisory Committees (CTAC).

The creation of the CDBG Program resulted from the federal Housing and Community Development Acts of 1974 and 1987. Its primary objective is to develop viable communities through the provisions of decent housing, suitable living environments, and expanded economic opportunities, primarily for lower-income persons (i.e. Persons who earn less than 80% of the area median income). At least 70% of Sonoma County's CDBG funds must be used for activities that benefit lower-income persons. Any programs or projects that receive CDBG funding must meet one of the following National Objectives:

- Benefit low- and moderate-income persons
- Prevent or eliminate slums and blight
- Meet an urgent need

Up to 15% of the Consolidated NOFA's CDBG allocation may be used for Public Services. Due to high rates of homelessness in Sonoma County, CDBG Public Services funds are allocated only to projects serving literally homeless persons and to mandated Fair Housing-related services. Approximately \$255,000 is estimated to be available from this source in Fiscal Year 2021-22.

In Fiscal Year 21-22, CDBG funds are used for the Fair Housing Set-Aside. A description of Fair Housing Activities is found in Section ___ of this document.

4.4.2 Emergency Solutions Grant – Coronavirus (ESG-CV)

These funds fall under the purview of the Board of Supervisors, as recommended by the Community Development Committee (CD)

The Federal ESG Program was initially authorized under the Stewart B. McKinney Homeless Assistance Act of 1987 as the Emergency Shelter Grants program and later renamed under the



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HEARTH Act of 2009. The Federal ESG Program authorizes HUD grants to local governments for homelessness prevention, street outreach, emergency shelter, and rapid re-housing projects. The ESG-CV funding can be used for Emergency Shelter and Rapid Re-housing projects to reduce the impact of COVID-19 and to allow for greater social distancing.

Eligible activities include activities listed in the Emergency Solutions Grant Interim Rule, published in the Federal Register on December 5, 2011 and the Notice CPD 20-08 released September 1, 2020. ESG-CV funds may be used for any single activity or combination of eligible activities and any published supplemental requirements of the CARES Act in order to prepare for, prevent the spread of and respond to the coronavirus.

4.4.3 Continuum of Care Competition – Under the prevue of Housing and Urban Development (HUD)

The Continuum of Care (CoC) Program is designed by the US Department of Housing and Urban Development (HUD) to promote community-wide commitment with the goal of ending homelessness. As a part of the program, HUD awards grants annually to nonprofit providers, State, and local governments to quickly rehouse homeless individuals and families.

Each year HUD releases the CoC Program Competition NOFA to communities nationwide. Local entities undertake a review and ranking of projects in their respective communities. That ultimately results in a list of approved projects by the local governing entity (the CoC Board) and submitted to HUD as part of the national funding competition. The Sonoma County Community Development Commission is the lead agency for the CoC in Sonoma County, also known as the Collaborative Applicant. As the CoC Lead, the SCCDC leads efforts for the ranking and rating process of the CoC Competition and submits the consolidated application to HUD. The SCCDC does not manage these contracts; each of the 17 projects in our community receiving CoC Program dollars is under direct contract with HUD.

In 2020 Renewal Awards total for seventeen projects with contracts directly with HUD.

4.4.4 Summary of other available funds not under the direction of the COC Board

Source	Approx. Amount Available	Eligible Uses
Emergency Solutions Grant (Federal)	\$151,293	At least 40% must be used for Rapid Re-Housing; funds may also be used for Emergency Shelter, Street Outreach, and Homelessness Prevention.
Sonoma County General Fund Dollars including: General Fund, Reinvestment & Revitalization (R&R), Low Moderate Income Housing Asset Fund (LMIHAF)	\$873,049	Supports operating, personnel, costs for projects which do not meet an eligible project type as described in Section 5 of this document. Administrative/Indirect costs are exclusively supported within the costs of county discretionary funds and may be limited by availability of dollars not included in project budgets supportive of operating, personnel costs funding project budgets. LMIHAF Funds are exclusively used for Homeless Prevention and Rapid Re-housing activities. (Annual amounts vary due to available funding approved per BOS)



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<i>Community Development Block Grant (CDBG)</i>	\$255,000	Fair housing set aside services as described in Section 5.1.7 of this document.
<i>Continuum of Care Competition (COC)</i>	\$3,867,665	Eligible Projects (as of the last NOFA from 2019): <ul style="list-style-type: none"> • Permanent supportive housing for persons with disabilities (PSH) • Rapid Re-housing (RRH) • Joint Transitional Housing and Rapid Rehousing (TH-RRH) • Coordinated Entry System (CES) • Homeless Management Information System (HMIS) • Supportive Services Only (SSO)
Total Available	\$5,354,007	

5 Eligible Project Types and Activities

Each funding sources in this Consolidated NOFA include eligible activities specific to each funding source. The variations and which creates challenges to determine funding amounts available for each activity.

5.1 Description of Eligible Activities

5.1.1. Street Outreach, including engagement, case management, emergency health, and mental health services, transportation, and services for special populations such as homeless youth, victim services, or people living with HIV/AIDS.

5.1.1.1. Eligible activities and costs must meet the requirements as listed in 24 CFR 576.101.

5.1.2. Emergency Shelter, including essential services such as case management, shelter operations, homeless day service centers, and navigation centers. Navigation Centers are low-barrier housing-focused shelters designed to assist the most vulnerable and long-term homeless residents who often struggle to access traditional shelter and services.

5.1.2.1. Eligible activities and costs must meet the requirements as listed in 24 CFR 576.102.

5.1.3. Rapid Re-Housing Activities; At least 40% of ESG funds must be used for Rapid Re-Housing activities. ESG funds require a rent payment standard no higher than the HUD Fair Market Rent; all other Rapid Re-Housing funding sources have more flexible rent payment standards including CESH and HHAP, in which the payment standard is up to two times the current HUD Fair Market Rent.

5.1.3.1. Rapid Re-Housing assistance is generally limited to no more than 24 months. Up to 48 months of assistance may be available for programs serving youth or seniors with CESH funds, either to enable youth to develop income or to create a bridge to a Housing Choice or other voucher program.

Rapid Re-Housing activities may include housing relocation and stabilization services, including:



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- Financial assistance (e.g., rental application fees, security deposits, last month's rent, utility deposits, utility payments, moving costs)
- Housing search and placement
- Housing stability case management
- Mediation
- Legal services
- Credit Repair
- Short-term and medium-term rental assistance

5.1.3.2. Eligible activities and costs must meet the requirements as listed in 24 CFR 576.104.

5.1.4. Homelessness Prevention Activities; All services eligible for Rapid Re-Housing funding are also eligible for Homelessness Prevention funding, presuming that Prevention funding is directed to persons that meet the HUD "at risk" criteria, which refers to an individual or family with an annual income less than 30% of the area median income, without sufficient resources or support networks immediately available to prevent them from becoming literally homeless, living in substandard or other unstable housing conditions as defined by HUD.⁶

5.1.4.1. Homelessness Prevention assistance is generally limited to no more than 24 months. Up to 48 months of Homelessness Prevention assistance may be available for programs serving seniors 60+ who meet the HUD definition of At Risk of Homelessness (eligible with CESH). Note: As of FY 2019-20, eviction prevention legal services are included in the Fair Housing Set-Aside, and no longer falls under Homelessness Prevention. *See Section 5 for details.*

5.1.4.2. Eligible activities and costs must meet the requirements as listed in 24 CFR 576.103.

5.1.5. Permanent Supportive Housing Services and Operations; Eligible activities include housing operations expenses and client-centered, wraparound case management services, provided in permanent housing for homeless persons with disabilities, consistent with a housing First approach.

5.1.5.1. Permanent Supportive Housing projects will follow the HUD Continuum of Care regulations as guiding documents.

5.1.6. Homeless Management Information Systems (HMIS) Participation and Compliance; including staff time for entry of client information into the countywide HMIS, and training to ensure compliance with data quality standards.

5.1.7. Fair Housing-Related Services and Set-Aside Funding

Each jurisdiction receiving CDBG funds from HUD must certify that it will affirmatively further fair housing, which means it will conduct an Assessment of Fair Housing or the Analysis of Impediments within the jurisdiction, and take meaningful actions to achieve a material positive change that affirmatively furthers fair housing. To remain eligible for CDBG funding,



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adequate funding for a range of Fair Housing-related services must be provided through a Set-Aside under the Public Services category. Developing a Fair Housing program that meaningfully furthers fair housing is the responsibility of the Commission's advisory body, the Community Development Committee, in its CDBG oversight role.

The provision of fair housing-related services that implement the recommended actions in the 2011 Analysis of Impediments is a requirement of receiving CDBG dollars. The Commission shall endeavor to join with other entitlement jurisdictions within Sonoma County in the NOFA process to provide consistent and cost-effective service and assistance to citizens of the entire County.

Eligible Fair Housing-related services may address education about Fair Housing law; investigative testing and auditing; advocating for tenants who may be targets of discrimination; enforcement of Fair Housing law; as well as legal services designed to prevent eviction. The inclusion of eviction prevention legal services is also included in the Fair Housing category.

The degree to which the proposed services will implement meaningful actions to achieve a material positive change that affirmatively furthers fair housing, or that addresses recommended actions in the current Analysis of Impediments to Fair Housing Choice will be assessed through project evaluation.

In the event no viable projects are received or that no fair housing proposals are awarded funds, SCCDC staff will provide the required fair housing services utilizing funding from the Fair Housing Set Aside until which time that a subsequent RFP process can be implemented to secure a qualified contract provider of Fair Housing-related services.

The set-aside amount for all Fair Housing-related services shall be \$255,000, subject to adequate funding. If the Community Development Committee recommends a change to the set-aside amount for any fiscal year, the following factors will be considered:

- Current funding level for CDBG.
- Historical funding levels of selected services.
- Expected cost of activities required to take the recommended actions identified in the analysis of impediments to fair housing choice document.
- Consideration of actual or potential funding from other sources.



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5.1.8. Eligible Use Chart: The following chart outlines the eligible uses per source:

Eligible Uses of Funds ->	CDDBG	Federal/State ESG	General Fund / R&R	LMIHAF	TOT Measure L	CESH	HHAP
Fair Housing-Related Activities	√		√				
Street Outreach		√	√			√	√
Coordinated Entry			√			√	
Emergency Shelter/ Navigation Center		√	√		√	√	√
Winter Shelter Expansions			√				
Rapid Re-Housing		√	√	√	√	√	√
Homelessness Prevention		√	√	√	√	√	√
Permanent Supportive Housing			√				√
Homeless Management Information Systems Compliance/Participation		√				√	
Training and other support for service providers	√		√				
Other Homeless Services			√		√		

6. Selection Process

6.1 Continuum of Care Board

The Sonoma County Continuum of Care Board is the guiding body for the Annual Federal ESG, State ESG, CESH, and the COC portion of HHAP funding sources included in the Consolidated NOFA. Funding recommendations for FY 2021-2022 for the identified sources overseen by the COC Board will be made by the SCCDC's Ending Homelessness Team for review by the COC Board.

The Sonoma County Board of Supervisors will have jurisdiction over proposed uses of locally sourced General Fund, Reinvestment and Revitalization, Low Moderate Income Housing Asset Fund (LMIHAF),



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and Transit Occupancy Tax – Measure L, and Community Development Block Grant (CDBG) dollars, and for contracting authority for those funds.

Should the Board of Supervisors change the recommended allocation of funds under their jurisdiction, the remainder of any allocation for a project will not be changed without approval of the CoC Board.

- 6.1.1** The CoC Board will endeavor to ensure that funds are distributed equitably across areas of the County and each jurisdiction in a manner that best addresses the distribution of persons experiencing homelessness across Sonoma County and which maintains the integrity of the existing homeless system of care.
- 6.1.2** For State ESG-funded projects, the SCCDC's Ending Homelessness Team will verify that the proposed project will operate, or facilities will be located, within an eligible Sonoma County service area in Petaluma or Santa Rosa. Project application, staff reports, and evaluative materials will be reviewed by the Continuum of Care Coordinator for adherence to process and signed for necessary submissions to the State.
- 6.1.3** After SCCDC staff conduct due diligence and write staff reports on each project, recommendations will be made to the Continuum of Care Board and Board of Supervisors including a list of projects recommended for continued funding, the level of funding recommended based on available dollars, along a list of projects not recommended for funding. Funding recommendations will be made public at least three days prior to the public meeting of the Continuum of Care Board or Board of Supervisors.
- 6.1.4** The scoring of project proposals will be based on alignment with Continuum of Care priorities. Funding recommendations are made using the criteria listed in Section 5, Selection Criteria.
- 6.1.5** The Continuum of Care Board will review staff reports on all categories of homeless services applications.
- 6.1.6** The Sonoma County Board of Supervisors will review the SCCDC staff and CoC Board's recommendations and approve final funding recommendations for homeless service projects. Applicants may make public comment. This meeting will be announced, and applicants will be informed of the date that recommendations are reviewed by Board of Supervisors.
 - 6.1.6.1** The COC Board asserts that the Board of Supervisors may not change the decisions related to funding amounts approved by the COC Board. The Board of supervisors may approve the recommendations of the COC Board as part of an administrative process.
 - This statement is being evaluated by Outside Counsel.
- 6.1.7** The Continuum of Care Board is structured to ensure it can function as the decision-making group on county homeless services funding within its purview in Sonoma County. However, the Board of Supervisors/Board of Commissioners is legally responsible for decisions on CDBG, Federal and State ESG, CSF, LMIHAF, Winter Shelter, Initiative funding. See the Sonoma County Funding Application Timetable for the Board's public meeting date.
- 6.1.8** CDBG Public Services funds, state and federal ESG, R&R, LMIHAF-Services, CESH, HHAP, and



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regional Homeless Initiatives funds will be combined for allocation purposes despite the bifurcation of approving bodies of the CoC Board and the Board of Supervisors.

6.2 HUD Annual Action Plan – One-Year Use of Funds

The SCCDC will use the Continuum of Care Board's recommendations to prepare the "Action Plan: One Year Use of Funds" for federal awards for inclusion in the appropriate Sonoma County Consolidated Plan. The publishing/dissemination of the Consolidated Plan Summary will occur in accordance with HUD regulations and the Sonoma County Citizen Participation Plan, with thirty days allowed for the submission of written comments to the SCCDC.

6.3 Board of Supervisors/Board of Commissioners Final Approval

6.3.1 The Continuum of Care Board recommendations, along with any relevant written comments received during the Action Plan comment period and supplementary SCCDC staff comments, will be submitted to the Board of Supervisors/Board of Commissioners for approval.

6.4 Contracting Principles

6.4.1 All applicants must adhere to the Contracting Principles policy as approved by the Sonoma County Board of Supervisors. The Contracting Principles document is posted for review on the For Homeless Services Provider webpage at <https://sonomacounty.ca.gov/CDC/Homeless-Services/PDFs/Contracting-Principles/>

7 Project Evaluation Criteria

The following criteria will be the basis of the evaluation of projects receiving continued or any instance of new funding during the Fiscal Year 2021-2022. Evaluation reports are prepared by the SCCDC's Ending Homeless Team and the Continuum of Care Board.

7.1 General Provisions

7.1.1 Minimum Contract Amount

7.1.1.1 In no event will a homeless services award for services or operations be granted in an amount less than \$30,000.

7.1.1.1.1 Calculations of any potential reduction of contract amounts based on available funding shall not reduce any allocation below the \$30,000 threshold.

7.1.2 Redistribution of Funds Request

7.1.2.1 Per COC Board instructions, in the event that level funding at FY 2020-2021 levels is not able to be offered, funded organizations with multiple projects have the opportunity to redistribute funds between their projects where funding source regulations permit such activity.

7.1.2.1.1 Redistribution of funds between projects should observe the minimum contract threshold as stated in Section 7.1.1.1.1 of this document.

7.1.2.1.2 This process may allow for organizations to fully eliminate funding for project upon approval of the SCCDC.



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- 7.1.2.1.3** If a project is only eligible for local funding due to falling outside the definition of eligible project types stated in Section 5 of this document, the availability of county discretionary funds will determine if the allowance for redistribution.
- 7.1.2.1.4** The regulatory guidance and available dollars per each individual State and Federal source, as well as the total funds in the will be considered in approving redistribution requests.

7.1.3 Provision of Service

- 7.1.3.1** Projects funded through the annual cycle demonstrate and maintain an understanding of best practices and project types described in the appropriate Code of Federal Regulations as noted in Section 5 of this document.
- 7.1.3.2** Organizations may increase the number of clients or types of services provided by their organization in the care system, and contracts will allow other funders to expand services through supplement funding for projects funded through this NOFA.
 - 7.1.3.2.1** The provision of supplemental services by an organization will not negate any aspect of the project's Scope of Work as described in the Funding Agreement.

7.1.4 Subcontracting

- 7.1.4.1** Privity is with the prime contracting organization receiving funding in Fiscal Year 2021-2022. The provider is responsible for the actions of subcontractors within funded projects. Performance issues related to subcontractors will be assigned to the subrecipient. SCCDC retains final responsibility for the performance of all recipients and subrecipients.

7.1.5 Local Jurisdiction Policy

- 7.1.5.1** Funded Organizations will comply with local policies regarding the provision of homeless services within the local jurisdiction parameters where the activity occurs.

7.1.6 Joint Funding from Other Sources

- 7.1.6.1** Funded Organizations must demonstrate leveraging of other funds and/or in-kind contributions and show a continuing effort to locate alternate sources of funding.
 - 7.1.6.1.1** Project budgets submitted annually as part of the continued funding process should identify that 10% of the requested amount has matching funds from other sources, including grants and donations. Demonstration of funds from other sources, in-kind contributions are eligible to be included in the 10%, with the calculation methodology for In-Kind donations should be stated in the Project Budget Worksheet.
 - 7.1.6.1.2** Awardees shall submit copies of any award letters or evidence of application for funds that contribute to projects funded through the CoC Board during Fiscal Year 2021-22. Follow up on anticipated Joint Funding from Other Sources will be included through Project Monitoring in Fiscal Year 2021-22.

7.1.7 Organizational Capacity



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7.1.7.1 Organizations receiving continued or new funding shall demonstrate the administrative capacity to complete the proposed project and/or have adequate long-range maintenance and operations.

7.1.7.1.1 Organizations with projects receiving Continued Funding must demonstrate sufficient administrative and programmatic capacity to manage the grant.

7.1.7.2 Organizational Capacity includes, but is not limited to the following:

7.1.7.2.1 Demonstrated understanding of best practices and project type described in the appropriate Code of Federal Regulations as noted in Section 5 of this document.

7.1.7.2.2 Previously awarded grant funds were expended on eligible activities and spending observed contracted deadlines, with reimbursements submitted on time and in compliance with eligible costs, rules, and regulations.

7.1.7.2.3 Organizational capacity includes the ability to submit all Quarterly Reports, Reimbursement Requests, submission of policies, and any other required paperwork per stated deadlines.

7.1.7.2.4 A history of the submission of work products, including Board of Director's meeting minutes, Quarterly Reports, and Reimbursement Requests from previous awards, were submitted in a complete, accurate, and timely manner.

7.1.7.2.5 Unspent funds of any source will result in a Monitoring Letter for a Finding or Concern depending on if dollars are lost to the community or the organization has a history of unspent funds in other periods.

7.2 Geographic Equity

7.2.1 The CoC Board will endeavor to ensure that funds are distributed equitably across areas of the County and each jurisdiction that best addresses the distribution of persons experiencing homelessness across Sonoma County and maintains the integrity of the existing homeless system of care.

7.2.1.1 The SCCDC will continue to evaluate projects' ability to serve individuals and households from all locations in Sonoma County.

7.2.1.2 If a geographic area for services is defined as less than countywide, evaluations will consider the size, scope, and location to address the targeted client population and defined service area.

7.2.1.3 The project will not duplicate existing projects or services in the geographic area unless the need is well documented and verifiable. The SCCDC's Ending Homelessness Team will identify if applications are duplicated and work with the applicants to resolve overlaps.

7.3 Housing First



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7.3.1 In 2016, the California Legislature passed Senate Bill 1380, codified as California Welfare & Institutions Code § 8255. It required all housing programs to adopt the Housing First model.

7.3.1.1 "Housing First" is an approach to serving people who are experiencing homelessness. Housing First recognizes that a homeless person must first access a decent, safe place to live that does not limit the length of stay (permanent housing) before stabilizing, improving health, reducing harmful behaviors, or increasing income.

7.3.1.2 Under the Housing First approach, anyone experiencing homelessness should be connected to a permanent home as quickly as possible, and programs should remove barriers to accessing the housing, like requirements for sobriety or absence of criminal history.

7.3.1.3 Housing First values choice not only in where to live but whether to participate in services. For this reason, tenants are not required to participate in services to access or retain housing.⁸

7.4 Coordinated Entry Requirements

7.4.1 Per requirements of all funding sources guided by these policies, funded projects will accept referrals only from Coordinated Entry (CE) and will lower barriers to entry (e.g., no income or sobriety requirements).

Rationale: Projects with lower barriers that accept clients from CE decrease the overall length of homeless episodes.

7.5 Performance Measurement & Project Priorities

7.5.1 The highest priority will be given to homeless service projects previously funded in fiscal year 2020-2021, and which demonstrate ongoing ability to impact the three key system performance measures (KSPM) as stated below. Each performance measure is followed by the most recent performance.

7.5.1.1 Rationale: The three system-wide performance measures below are derived from the federal Homeless Emergency and Rapid Transition to Housing (HEARTH) Act. They are particularly well-designed and easily measurable with standard HMIS data collection. Improving performance on these measures will better position local homeless service providers to bring new resources to Sonoma County.

7.5.1.1.1 (KSPM 1) Increase housing placements, from unsheltered locations into temporary housing (e.g., shelters), and from temporary housing into permanent housing.

Current performance: Unsheltered persons placed into temporary housing: 44%; sheltered persons exiting to permanent housing: 21%; Rapid Re-Housing (RRH) exits to permanent housing: 90%.

7.5.1.1.2 (KSPM 2) Decrease the overall length of homeless episodes.

Current performance: 76 days in shelter; 204 days for persons meeting chronic homeless (CH) criteria.



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7.5.1.1.3 (KSPM 3) Minimize returns to homelessness from permanent housing by supporting the retention of permanent housing.

Current performance: 6% in 12 months, 20% in 24 months.

7.5.2 Project Priorities and Focus:

7.5.2.1 Sustain existing permanent supportive housing (PSH) projects and improve their capacity to serve the most vulnerable chronically homeless persons.

7.5.2.1.1 The prioritization of projects serving chronically homeless persons; and projects demonstrating >90% housing retention will receive higher priority, and projects demonstrating 15:1 or lower caseloads will be prioritized above those with higher caseloads.

7.5.2.1.2 Projects that demonstrate partnerships with non-homeless supportive service agencies (e.g., health, employment, etc.) will be prioritized above those that do not.

7.5.2.1.3 Rationale: Existing PSH provides the opportunity for permanent housing placements through turnover and minimizes returns to homelessness. Prioritizing chronically homeless persons decreases the average length of homeless episodes; maintaining current high housing retention reduces returns to homelessness.

7.5.2.2 Sustain existing rapid re-housing (RRH) projects.

7.5.2.2.1 Projects that include Housing Locator staff, demonstrate 90% or more of participants exit to permanent housing, and demonstrate partnerships with non-homeless supportive service agencies (e.g., health, employment, etc.) will be prioritized above those that do not.

7.5.2.2.2 Information on Rapid Re-Housing project requirements can be found in the SCCDC ESG Program Guide located at;
<https://sonomacounty.ca.gov/CDC/Homeless-Services/Providers/ESG-Standards/>

Rationale: RRH is a particularly flexible and cost-effective method of increasing placements in permanent housing, with documented high outcomes. Increasing RRH investments will enable the local system to increase average housing placements from shelter from the current average (21% of all exits).

7.5.2.3 Day centers and street/encampment outreach projects that currently serve, or may serve, as CE Access Points, as well as Day Centers, may serve as CE Access Points.

Rationale: CE is designed to decrease the overall length of homeless episodes, one of the three key system performance measures noted in Section 5.4.1.



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7.5.2.4 Homelessness Prevention projects that demonstrate improvements in housing stability among people at imminent risk of homelessness, or who have previously experienced homelessness.

7.5.2.4.1 More information on Homelessness Prevention project requirements can be found in the SCCDC ESG Program Guide located at;
<https://sonomacounty.ca.gov/CDC/Homeless-Services/Providers/ESG-Standards/>

Rationale: Research suggests that targeting homelessness prevention funding to those most at risk (with the least time/resources to avoid homelessness or previous homeless experience) is more likely to prevent homelessness.

7.5.3 Upstream Investments

The review of projects for Continued Funding and the formulation of recommendations for funding will consider the principles consistent with the County of Sonoma's Strategic Plan element known as "Upstream Investments."

7.5.3.1 More information about "Upstream Investments" and related material regarding evidence-based practices can be found here: <http://www.upstreaminvestments.org/>.

7.5.3.2 Projects that use evidence-based and outcomes-oriented strategies are prioritized for funding.

7.5.3.2.1 Project evaluation will observe evidence that the operator utilizes evidence-based strategies, and has applied for the program's inclusion in the Upstream Portfolio for its use of evidence-based practices.

7.5.3.2.2 Program proposals that contain one or more of the following four goals will be evaluated more favorably over those that do not:

- Support the healthy development of children;
- Community members have access to education and training and are prepared for the challenges of the future;
- All community members are well sheltered, safe, and socially supported; and
- Economic security for all.

8. Funding Conditions and Regulations

Funding for all projects supported through the annual cycle is provided on a Fiscal Year basis, from July 1 to June 30 of each year. Funding allocated for homeless services projects shall be expended within the fiscal year for which the funding allocation was made, unless specified for a longer or different period as stated in the Funding Agreement.

8.1 Timeliness



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8.1.1 Homeless Services Funding remaining unspent after the Agreement term may be recouped by the funder or will be reprogrammed. Any organization with a project containing unspent funds will receive a Monitoring Letter stating a Finding or a Concern for unspent funds.

8.1.1.1 Unspent funds of any source will result in a Monitoring Letter for a Finding or Concern depending on if dollars are lost to the community, or the organization has a history of unspent funds in other periods.

8.2 Compliance with Disabled Access Requirements

8.2.1 All applicants for funds must be able to comply with 24 CFR Part 8, which states that no qualified individual with disabilities solely based on disability, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance from HUD.

8.2.1.1 Disabled access must be provided to the greatest extent feasible in non-housing as well as housing facilities. Proposed activities that do not provide access for the disabled may not be considered for funding. In addition, all Local and State disability access guidelines must be followed.

8.2.1.2 If available, policies describing the agency's practice in guaranteeing disabled access must be submitted with the funding application, contract renewal, or whenever the document is updated.

8.3 Compliance with the Equal Access Rule (Gender Identity Rule)

8.3.1 Per HUD final rule entitled "Equal Access to Housing in HUD Programs Regardless of Sexual Orientation or Gender Identity" (2012 Equal Access Rule) and the 2016 Equal Access Final Rule (2016 Equal Access in Accordance with Gender Identity Final Rule), housing programs funded through the SCCDC are open to all eligible individuals and families regardless of sexual orientation, gender identity, or marital status. This guidance includes transgender and gender non-conforming individuals who should be accommodated in temporary, emergency shelters, and other buildings and facilities used for shelter, that are permitted to have shared sleeping quarters or shared bathing facilities.

8.4 Consultation with Continuum of Care Requirements

8.4.1 Per federal regulation, the Commission must consult with the Continuum of Care Board in allocating ESG funds; developing the performance standards for, and evaluating the outcomes of, projects and activities assisted by ESG funds; and developing funding, policies and procedures for the administration and operation of the Homeless Management Information System.

8.4.2 The Commission is the Administrative Entity for Federal ESG, State ESG, CESH, and the COC portion of HHAP funds. As the Continuum of Care Board, and the Commission, shall collaborate to the maximum extent feasible in determining eligible activities,



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selecting providers, and administering federal and State funds.

- 8.4.2.1** As the Commission is the lead homeless services agency for Sonoma County, Funding and planning will be collaboratively strategized with the Continuum of Care board and the Sonoma County Board of Supervisors who shall be responsible for making final decisions for CDBG, Federal ESG, and county discretionary funds.
- 8.4.3** The Commission has established that Emergency Solutions Grant regulations shall be the benchmark standards for all homeless services projects funded through the annual funding cycle.
 - 8.4.3.1** Sonoma County and the Consolidated NOFA. ESG regulations will guide the execution of all projects funded through the annual cycle.
 - 8.4.3.1.1** if flexible approaches are allowed per the funding source; providers may request variances which request specific adjustments in project practices away from ESG standards.
 - 8.4.3.1.2** Where such variances may be allowable, Variances and are measured against the ESG regulations. Variance requests are only permitted when sources of funds allow, and when made per request of the provider, and with approval of the Commission.
- 8.4.4** The Commission will recommend, and the Continuum of Care Board shall approve providers qualified to deliver eligible activities in the cities of Santa Rosa and Petaluma, and throughout the Urban County. In this process, the Commission shall:
 - 8.4.4.1** Conduct fair and open competitions which avoid conflict of interest
 - 8.4.4.2** Follow procurement requirements of 2 CFR Part 200;⁹
 - 8.4.4.3** Follow Sonoma County Contracting principles approved by the Board of Supervisors
 - 8.4.4.3.1** See Contracting Principles in Section 6.4 of this document.
 - 8.4.4.4** Evaluate provider capacity and experience, including the ability to deliver services in non- entitlement areas;
 - 8.4.4.5** Evaluate eligibility and quality of services, including participation in Coordinated Entry, compliance with Continuum of Care Program Standards, and implementation of housing First strategies;
 - 8.4.4.6** Utilize data and consider community input to identify unmet needs;
 - 8.4.4.7** Prioritize activities that address the highest unmet need, considering other available funding and system-wide performance measures;
 - 8.4.4.8** Consider project-level performance measures when evaluating proposals.



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8.5 Homeless Management Information System (HMIS)

- 8.5.1** All funded applicants must input data into the County Homeless Management Information System (HMIS), and must provide match funding from non-McKinney-Vento, non-HEARTH Act funding sources to the agency managing the HMIS. Funded homeless-dedicated programs must meet both HUD and Continuum of Care Board-approved data standards for timeliness and completion.
- 8.5.2** Domestic violence sexual assault service agencies are a key exception to this requirement and prohibited from entering client data into the HMIS by the Violence Against Women Act. These agencies must enter client data into a separate but comparable database that is capable of providing aggregate reporting on all HMIS data elements.

8.6 Match Requirements

- 8.6.1** If receiving ESG funding, the subrecipient must match contributions to the ESG funding per 24 CFR 576.201. Match funds must be provided after the date of the grant award.

8.7 Written Standards for Providing Assistance with ESG Funding

- 8.7.1** The subrecipient must comply with the SCCDC's written standards for the provision of street outreach, emergency shelter, homelessness prevention, rapid re-housing services, and/or permanent supportive housing, as relevant to their projects

- 8.7.1.1** State ESG regulations cite 24 CFR 84, but 2 CFR 200 supersedes this regulation.

8.8 Environmental Conditions

- 8.8.1** Project awards that have been approved by the CoC Board cannot be offered a Subrecipient Funding Agreement for execution until the required federal environmental and contract compliance conditions have been met, except for awards which are not subject to these federal requirements.

- 8.8.1.1** The Board of Supervisors designates the Commission's Executive Director as the Certifying Officer for all National Environmental Policy Act (NEPA) environmental review of projects funded with federally-originated dollars. Therefore, the Commission will determine and complete, or cause to be completed, the appropriate level of NEPA environmental review, the cost of which shall be the responsibility of the awardee and may be paid from the grant/loan funds allocated.

8.9 Program Income and Reprogrammed Funds

- 8.9.1** Program income is defined as gross income received by the SCCDC or a Subrecipient generated directly from the use of Federal funds. Program income is the gross income earned by the non-Federal entity that is directly generated by a supported activity or earned as a result of the Federal award during the period of performance. Program income includes but is not limited to income from fees for services performed, the use or rental of real or personal property acquired under Federal awards, the sale of commodities or items fabricated under a Federal award, license fees and royalties on



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patents and copyrights, and principal and interest on loans made with Federal award funds. Interest For more information, see <https://www.govinfo.gov/content/pkg/CFR-2014-title2-vol1/xml/CFR-2014-title2-vol1-sec200-307.xml>.

- 8.9.2** CDBG: Fifteen percent (15%) of program income derived from all CDBG-funded projects will be used for homeless services under the CDBG Public Services category, as allowed under CDBG regulations. Reprogrammed funds derived from homeless services will be used for eligible Homeless Services projects.
- 8.9.3** ESG: Per the ESG Interim Rule, 24 CFR § 576.201, program income derived from ESG-funded activities (including returned security or utility deposits) is to be used as a match because of the sizable matching requirement in the ESG program. Reprogrammed funds will be reallocated to other projects to pay ESG-eligible program costs.
- 8.9.4** LMIHAF-Services: Any reprogrammed LMIHAF-Services funds will be used to replace CDBG funds in a like amount in an existing award for rapid re-housing housing stabilization services. The released CDBG funds will then be reprogrammed as prescribed above. If there are no such CDBG awards, LMIHAF-Services funds will be returned to the general LMIHAF for future use.
- 8.9.5** Other funding sources (CESH, HHAP, or regionally focused homeless initiatives): Reprogrammed funds will be reallocated to other projects to pay eligible program costs, subject to approval by the funding agency.

8.10 Other Federal Requirements

8.10.1 In addition to the requirements outlined in this document, all awardees are required to adhere to federal rules, statutes, policies, and regulations associated with the underlying source of Federal funds. Primary federal regulatory citations for the CDBG and ESG funding sources are listed below:

- CDBG: 24 CFR Parts 91 and 570
- ESG: 24 CFR Parts 91 and 576, and;
- State Emergency Solutions Grants Program, Title 25 § 8400- 8417.



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For further Information regarding these Funding Policies for the FY 2021-2022 Sonoma County Consolidated NOFA, funding year timelines, continued funding, any potential application, allocations, and funding year reporting and reimbursement process, etc. may be found online at:

<https://sonomacounty.ca.gov/CDC/Homeless-Services/Providers/>

Additional information about programs and projects may be obtained by contacting:

Chuck Mottern, Homeless Services Funding Coordinator
Sonoma County Community Development Commission
1440 Guerneville Road, Santa Rosa, CA. 95403
Phone 707-565-7554 * Fax 707-565-7583
Chuck.Mottern@sonoma-county.org*



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Total Number of Homeless Persons, By Jurisdiction and Shelter Status

JURISDICTION	2018	2019	2020	2018	2019	2020	2018	2019	2020
	North County	295	232	205	53	16	4	348	248
Cloverdale	75	52	29	5	7	4	80	59	33
Healdsburg	81	64	69	48	9	0	129	73	69
Town of Windsor	75	53	38	0	0	0	75	53	38
Unincorporated	64	63	69	0	0	0	64	63	69
South County	262	305	427	205	142	170	467	447	597
Cotati	1	44	37	0	0	0	1	44	37
Petaluma	91	138	133	194	127	163	285	265	296
Rohnert Park	127	114	241	11	15	7	138	129	248
Unincorporated	43	9	16	0	0	0	43	9	16
West County	243	271	290	40	41	37	283	312	327
Sebastopol	69	101	129	0	0	0	69	101	129
Unincorporated	174	170	161	40	41	37	214	211	198
Sonoma Valley	64	101	54	37	40	34	101	141	88
Sonoma	15	32	46	15	18	15	30	50	61
Unincorporated	49	69	8	22	22	19	71	91	27
Santa Rosa	1,065	1,048	726	732	755	798	1,797	1,803	1,524
Santa Rosa	863	954	719	700	707	742	1,563	1,661	1,461
Unincorporated	202	94	9	32	48	56	234	142	67
Total	1,929	1,957	1,702	1,067	994	1,033	2,996	2,951	2,745

Note: Confidential beds have been included in their respective jurisdiction(s) since 2018.



Sonoma County Community Development Commission
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**Sonoma County Continuum of Care Board
Executive Summary**

Item: Approval of Allocations of Unspent Homeless Emergency Aid Program (HEAP) Funds

Date: March 24, 2021

Presenter: CDC Staff

Agenda Item Overview

Attached HEAP proposal details the remaining Homeless Emergency Aid Program (HEAP) dollars, including expenditure dates and proposals for allocations. Any unexpended funds will be returned to the State. A workgroup of non-conflicted Board members are meeting prior to the CoC Board meeting to analyze the proposals from service providers. A recommendation is not ready at the time of posting this information.

Homeless Emergency Aid Program (HEAP)

HEAP is a State derived funding source to address the immediate emergency needs of homeless individuals and individuals at imminent risk of homelessness. HEAP funds are not eligible for use after Fiscal Year 2021, and any unexpended funds will be lost and returned to the State. HEAP interest will have a final expenditure date of October 19, 2021.

Eligible cost categories:

1. Services: Street outreach, health, safety education, criminal justice diversion programs, prevention services, navigation services, and operating support for short-term or comprehensive homeless services.
2. Rental assistance or subsidies: Housing vouchers, rapid re-housing programs, and eviction prevention strategies.
3. Capital improvements: Emergency shelter, transitional housing, drop-in centers, permanent supportive housing, small/tiny houses, and improvements to current structures that serve homeless individuals and families. Some communities discuss solutions to address homelessness and the public health crisis using funds for handwashing stations or public toilet and shower facilities.

Any housing-related activities funded with HEAP funds, including but not limited to emergency shelter, rapid-rehousing, rental assistance, transitional housing, and permanent supportive housing, must be in compliance or otherwise aligned with the Core Components of Housing First, pursuant to Welfare and Institution Code Section 8255(b).

HEAP

- Grant Award - \$12,111,291.50
- Funds to be allocated - \$662,599
- Expenditure Date – 6/30/21
- HEAP Interest Expenditure Date 10/19/21

The unused funds from the HEAP grant are:

Available HEAP	
Previously Unallocated	\$496,391.00
HEAP Interest	\$89,613.00
Unused Sanitation Dollars	\$39,552.00
Program Income	\$37,043.00
Total Available	\$662,599.00

HEAP Interest has a deadline of October 2021. The distribution of funds requires a budget revision from the State before Funds can be allocated and dispersed.

Proposal:

The SCCDC has identified a need considered an eligible expense allowed by HEAP. The use of \$572,986 of HEAP dollars for an amendment would extend current contracts by two months until June 30. This process may allow for eligible nonprofits to begin a short contract that will expire on June 30. This strategy intends to use the HEAP dollars available from the amount previously unallocated, program income, and unused sanitation dollars by the expenditure deadline.

The SCCDC also proposes using \$89,613 of HEAP interest for youth Rapid Rehousing projects during the first quarter of the Fiscal Year 2021-2022. Rapid Re-housing for Transitional Aged Youth (TAY) requires the use of Variance Requests due to challenges that youth providers face in successfully getting individuals housed through RRH. These Variances most often come in leasing or subleasing to clients that are not allowable per ESG regulations. Allowing the use of the HEAP interest during the first quarter will allow for funds to be used by the deadline and permit maximum flexibility in operating the youth RRH projects.

Proposals for uses of HEAP dollars

Organization	Project name	Amount	Notes
Catholic Charities	Caritas Center	\$286,493	Construction recently began on Caritas Center – over 46,000 Sq' of expanded family shelter, medical respite beds, transitional residence program, day center, clinic and children's programs for 3,000+ people each year. HEAP funding would close a portion of the \$3-4M funding gap (of total \$46M cost) for construction and soft costs.
West County Community Services	Lower Russian River COVID Navigation Shelter	\$218,000	This project will extend the already successful Navigation Center from April 1-June 30, 2021. Staff will continue to provide 24/7 services for clients, 27 beds, focusing on permanent housing, connection to social services, and COVID-19 vaccination for clients who are willing to accept the shot.
St. Vincent De Paul	St. Vincent de Paul Commons (SVdP)	\$572,986	This request is for the renovation of 54 permanent supportive housing units, including onsite wrap-around services. Site acquisition cost was \$5,565,000. Renovations will cost \$4,350,000. The total per-unit cost is \$183,611, far below the County average of \$564,398. SVdP Commons will house 75 people and reduce county-wide homelessness by 3%.
PEP Housing	River City Senior Apartments	\$150,000	Project serving senior and senior veterans with 19 VASH units and 15 vouchers that prefer homeless seniors. Description: River City Senior Apartment, a 54-unit project in Petaluma serving homeless seniors and veterans, started construction in August 2021.
TLC	Rapid Rehousing	50,000-75,000	TLC serves Transitional Aged Youth (18-25) experiencing homelessness with subsidized rental assistance, case management, and resources coordination. Funding will be used for operational costs and rental/deposit assistance. If eligible, funds will be used for comprehensive homeless services, including gas and food cards, to support the rent payment affordability.
Reach for Home	Passenger Van with Mobile Showers/Laundry for North Sonoma County	\$150,000	We are in desperate need of a passenger van to transport unsheltered to essential appointments. Also, a mobile laundry and shower unit is dedicated to North County as the current access to showers and laundry is insufficient for the number of people utilizing the service.
CSN	Stony Point Commons	\$24,952	Augmenting the struggling well at Stony Point Commons with a reserve tank is necessary, as

			the well has failed three times recently. Well, professionals inform us that the life of the current well can be extended five or ten years by adding a 5,000-gallon storage tank.
CSN	Stony Point Commons	\$10,823.32	The bathtub has cracked and cannot be used. Both the tub and the deteriorated plumbing under the flooring need to be replaced.
CSN	Stony Point Commons	\$16,035.44	The shower pan has failed, rendering this shower inoperable. It must be replaced. The bathroom exhaust fan needs to be replaced. The vanity and toilets also need to be replaced. In order to meet habitability standards, all surfaces need to be painted.
CSN	Stony Point Commons	\$24,551.17	The floor and wall tile have failed and need to be replaced. There is old-fashioned plaster over wooden battens that has disintegrated over time, and needs to be replaced. The electrical outlets, light fixtures, and bathroom exhaust system also need to be replaced.
CSN	Stony Point Commons	\$12,899	The attic requires a new furnace as the current unit is no longer functional, and must be upgraded to comply with safety measures. The duct work must also be replaced.
CSN	Stony Point Commons	\$ 15,776.25	Rooms #1 through #6 at Stony Point Commons are part of the original 68 year old structure. Heat was previously provided to these bedrooms by a failed boiler system. Residents currently use electric space-heaters which are an inefficient fire hazard. A more modern and efficient furnace system must be installed.
CSN	Stony Point Commons	\$12,844	The back fence at Stony Point Commons is currently a patchwork of wire, plastic and old wood sections, currently being propped up by storage. The back fence must be replaced. The side fence is also rotting and needs to be replaced.
CSN	Brown Street	\$38,364.00	Plumbing repair. Per the inspection, pipes throughout the home are failing. Necessary repairs include replacing all incoming pipes for both hot and cold water. Without the repairs the home could become uninhabitable.
CSN	Grand Avenue	\$ 3,000.00	Tree Maintenance Several trees at Grand Avenue are also overdue for service as they present a safety issue. Projects including crown reductions, line clearance, removal of deadwood, raised canopy, and weigh reductions

CSN	Stony Point Commons	\$9,535.00	Stony Point Commons needs significant tree-work maintenance performed in order to reduce a significant fire hazard. Overgrown hedges and shrubs are too close to the structure and several large beetle-damaged trees need to be removed.
Catholic Charities	Palms Inn	\$100,000	Palms Inn provides permanent housing and wrap-around services for 104 of Sonoma County's most vulnerable, chronically homeless veterans and individuals. This HEAP request would close the FY 20.21 30% reduction and pending County section 8 vouchers fiscal gap needed to maintain 24/7 services/safety staff supporting Palms Inn residents' housing retention.
SAY	SAY Youth Homelessness Shelter and Outreach	\$100,000	These funds would support the continued delivery of emergency shelter services and street outreach efforts for youth experiencing homelessness and would alleviate increased costs associated with the COVID-19 pandemic. We propose splitting the requested funds equally between the two services. These programs are aligned with Housing First.
City Of Santa Rosa	Samuel L. Jones Hall Homeless Shelter (SJH), Spung Structure/SJH Annex	\$572,986	In January 2021, the City completed construction of a new facility (SJH Annex) to restore shelter capacity to pre-COVID levels, funded by the City (\$2.6M). Phase II capital improvements are estimated at \$2-\$3 million, including installation of a permanent bathroom facility, interior improvements, permanent utility hook-ups, and California Tiger Salamander mitigation.
Shelter Inc.	Rental Assistance and Diversion	\$572,986	SHELTER, Inc. proposes to operate a rental assistance program through our automated website portal that manages over \$7M in funds, www.SHELTERinc.org/RentHelp . We will immediately be able to implement services for Sonoma County's most vulnerable residents along with an intensive marketing campaign to expedite the use of these funds

SAVS	Rental Assistance, Operating Support for Short-Term Homeless Services, Toilet and Shower Facilities	\$90,000	To protect and assist an additional 30-60 homeless individuals for three months, SAVS will rent 24/7 individual and collective parking spaces where cars, trailers and R.V.s can be legally parked. We will purchase a bathroom/shower combination (vendor located), other necessary equipment and provide housing/shelter navigation and engagement.
SAVS	Street Outreach, short term homeless services	\$20,000	Given Covid closures of the Living Room and church-provided meals, nutritional needs continue. SAVS will provide and distribute 4000 meals a month for three months, primarily to unsheltered homeless people. We will also support SAY at their short-term shelter and the West County Community Services at their Navigation Center.
SAVS	Street Outreach, Health, Short Term Homeless Services	\$10,000	Using the expertise of local agencies (CAPS and United Way) who already assist residents to receive stimulus checks, we will dedicate staff to reach out to homeless people with similar assistance. Homeless people need this money to sustain themselves but, without a concentrated, focused effort, many will not get it.
SAVS	Three-Month Emergency Fund	\$50,000	Emergencies happen; wind rips up a tent; someone is robbed; a vehicle is towed. SAVS would replace the tent, provide motel respite, get vehicles registered to prevent towing. SAVS past experience in maintaining R.V.s kept 35 vehicles from being towed - and 35 families sheltered from the rain and cold.
SAVS	Street Outreach, Health, Short Term Homeless Services	\$80,000	SAVS will purchase 12-15 vehicles where people can sleep safely, some with kitchens and bathrooms. Used converted vans, R.V.s, and trailers are available for \$4-6,000 each. We have become experts at assessing, registering, and doing the minor repairs they need. This is cheaper than any other shelter.
City Of Sonoma	Additional Haven House Capital Improvements	\$155,000	This project adds to an existing project that improves the Haven House facility at 151 1st Street West in Sonoma by replacing and

			increasing shower and laundry facilities, reconstructing and moving some walls, replacing flooring and cabinets, and replacing and improving plumbing, electrical, foundation supports, accessible parking and windows per a City-approved plan.
COTS	Capital	\$65,000	Seeking capital funds to procure the following: a vehicle for Outreach services; dining hall furniture, including tables and chairs; security lighting and cameras for MIC-ES parking lot to improve safety and security of the shelter and community.
COTS	Emergency Shelter Facilities/Environmental Services	\$13,380	Due to COVID and public health/CDC sanitation guidelines, COTS has increased personnel and sanitation efforts to ensure the shelter is successfully held to a high safety and cleanliness standard. COTS requests funding for the continued support the role of Environmental Services Technician.
COTS	Homeless Services Data And Information	\$17,122	COTS has made vast improvements in data quality over the last year. As a key part of ongoing homelessness research and development, including CoC/HMIS data, this role is growing in importance. COTS requests funding for the continued support of data efforts through the role of Data & Information Specialist.
YWCA	Emergency Shelter	\$30,000	Replacing outdated CCTV at our confidential domestic violence shelter will improve resident/staff safety via improved system control, imagery, lighting, and technology. The installation of a new DVR, monitor, power supply and cameras would provide the shelter with HD-quality CCTV using pre-existing wiring and allow remote operation from a computer/smart device, and also improve security fencing to the facility
Sonoma County Acts of Kindness	Unsheltered Sanitation Fund	\$50,000	Provision portable restrooms and handwashing stations, as well as their ongoing service, to unsheltered encampments. 10 restrooms and stations serviced at \$350/month is \$42,000/year. This is an average cost, hence our request for additional contingency funds.

COTS	Street Outreach	\$16,531	COTS Outreach Program focuses on connecting people living in encampments, streets, and vehicles with much-needed support including shelter and housing resources, meals, legal advocacy, medical care, substance abuse treatment and other services. COTS requests funding for continued case management
COTS	COTS Mary Isaak Center Emergency Shelter	\$24,840	Mary Isaak Center (MIC-ES) is an 80-bed emergency shelter serving adults experiencing homelessness. As a low-barrier Housing First shelter serving high-vulnerability clients 24 hours per day, COTS requests funding for contracted security to improve safety and security for staff and shelter residents and to help reduce the burden on emergency services.
The Living Room	Santa Rosa Project Connect	\$296,880.00	To provide one year of funding for facilities, staffing, and operations of a homeless services hybrid drop-in day center that efficiently and effectively connects Sonoma County's unsheltered women and children (18,200 served/year) to services systems of care that would otherwise be difficult to access.
City Of Sebastopol	Outreach shower	<100,000	Exterior shower at one of our parks that could be utilized by the homeless (likely a token-like basis, we are working on operational logistics soon). Is there any source of funding for construction
City Of Sebastopol	Conastoga hut	Unknown	Temporary 'Conestoga hut' type structures. The church would operate or have a community partner operate- could likely use funding for the shelters as well as operating costs
Nation's Finest	Rapid Rehousing	\$40,000	Emergency assistance for veterans experiencing homelessness in Sonoma County.

Nation's Finest	Eviction Protection/ Diversion	\$30,000	Emergency assistance to avoid eviction for at-risk veterans in the Sonoma County Region.
Nation's Finest	Capital improvements	\$34,000	Improving two current transitional housing facilities serving at-risk and homeless veterans. One facility houses eight veterans in Petaluma, CA, and the other houses up to 15 homeless veterans in Sebastopol, CA. Both transitional houses offer supportive services including case management, behavioral health services, community referrals, and nutrition support.

Other potential uses for HEAP dollars			
Organization	Project name	Amount	Notes
Unknown	Safe Parking	undetermined	Time limited Safe parking program. Would allow a place for individuals experiencing homelessness to park and be engaged in other services. Program would have to find other funding after June 30 or when funds are expended, whichever happened first.
Unknown	RRH/deposit assistance	undetermined	Would supplement RRH providers budgets and allow a source of deposit assistance for clients with housing vouchers
Unknown	Homelessness prevention	undetermined	Would provide funding for those facing eviction due to inability to pay rent due to pandemic.
Unknown	Shelters	undetermined	Supplement of shelter budgets for services or improvements.
Unknown	Reunification programs	undetermined	Funds for homeless individuals who wish to return to their community of origin through transportation expenses or car repairs. Some homelessness situations can be resolved by simply assisting the client get back to a community where they have support.
Unknown	trash pickup	undetermined	Provide funding for a group to remove trash from encampments throughout Sonoma County.



**Sonoma County Continuum of Care Board
Executive Summary**

Item: Approve FY 21-22 Homeless System of Care Funding Priorities

Date: March 24, 2021

Presenter: CDC Staff

Agenda Item Overview

In this item, staff will present funding scenarios to achieve flat funding for homeless service providers in the fiscal year 2021-2022. These scenarios include the addition of ESG CV-2 funds and HEAP Interest to support TAY RRH projects. Approval of funding priorities would mean no reductions in projects in either Scenario A except for eliminating IFSH's Coordinated Entry Access Points in Scenario A and for Catholic Charities Coordinated Entry IFSH Coordinated Entry Access Points in scenario B. No other reductions or elimination of projects are presented.

Staff Recommendation

CDC staff requests the CoC Board select and approve funding priorities for homeless service providers for FY 2021-2022.

Project Type	Oranization	Project Name	20-21 allocation	Scenarios	
				A	B
				0.00%	0.00%
RRH	Interfaith Shelter Network	Rapid Re-Housing	\$225,213.31	\$225,213.31	\$225,213.31
	Catholic Charities	Rapid Re-Housing	\$157,678.00	\$157,678.00	\$157,678.00
	COTS	Rapid Re-Housing	\$188,965.00	\$188,965.00	\$188,965.00
	Reach for Home	Rapid Re-Housing	\$43,544.56	\$43,544.56	\$43,544.56
	Social Advocates for Youth	Rapid Re-Housing	\$147,359.00	\$147,359.00	\$147,359.00
	TLC Child & Family	Rapid Re-Housing	\$212,920.62	\$212,920.62	\$212,920.62
	West County Community Services	Rapid Re-Housing	\$359,927.88	\$359,927.88	\$359,927.88
Shelter	Catholic Charities	Family Support Center	\$200,000.00	\$200,000.00	\$200,000.00
	Catholic Charities	Sam Jones Hall	\$288,000.00	\$288,000.00	\$288,000.00
	Community Action Partnership	Sloan House	\$52,152.51	\$52,152.51	\$52,152.51
	COTS	Mary Issak Center	\$344,744.51	\$344,744.51	\$344,744.51
	West County Community Services	West County Winter Sheler	\$147,000.00	\$147,000.00	\$147,000.00
	Social Advocates for Youth	Dream Center	\$139,215.46	\$139,215.46	\$139,215.46
	Social Advocates for Youth	Winter Shelter Expansion	\$30,000.00	\$30,000.00	\$30,000.00
	YWCA	Confidential Safe House	\$34,768.34	\$34,768.34	\$34,768.34
PSH	Catholic Charities	Alternatives	\$200,000.00	\$200,000.00	\$200,000.00
	Catholic Charities	Palms Inn	\$100,000.00	\$100,000.00	\$100,000.00
	Community Support Network	Stony Point Commons	\$111,104.12	\$111,104.12	\$111,104.12
	Reach for Home	Permanent Supportive Housing	\$119,349.85	\$119,349.85	\$119,349.85
	West County Community Services	Meeting Their Needs	\$37,000.00	\$37,000.00	\$37,000.00
CE	Catholic Charities	Coordinated Entry	\$130,000.00	\$130,000.00	\$0.00
	Interfaith Shelter Network	Coordinated Entry Access Points	\$48,675.68	\$0.00	\$0.00
HP	Catholic Charities	Homelessness Prevention	\$100,000.00	\$100,000.00	\$100,000.00
	COTS	Homelessness Prevention	\$77,845.11	\$77,845.11	\$77,845.11
	Social Advocates for Youth	Homelessness Prevention	\$30,000.00	\$30,000.00	\$30,000.00
Outreach	Catholic Charities	HOST	\$325,651.00	\$325,651.00	\$325,651.00
	Catholic Charities	Homeless Service Center	\$50,000.00	\$50,000.00	\$50,000.00
	Reach for Home	Street Outreach	\$34,768.34	\$34,768.34	\$34,768.34
	Russian Riverkeeper	Clean Camp Education	\$69,536.68	\$69,536.68	\$69,536.68
	Sonoma Applied Village Services	Street Outreach	\$113,130.62	\$113,130.62	\$113,130.62

	Social Advocates for Youth	Street Outreach	\$211,542.40	\$211,542.40	\$211,542.40
Other	Community Action Partnership	HCA Family Fund	\$30,000.00	\$30,000.00	\$30,000.00
	SHARE	SHARE Sonoma County	\$202,351.74	\$202,351.74	\$202,351.74
	St. Vincent de Paul Society	Homeless Court	\$30,000.00	\$30,000.00	\$30,000.00

Funding Totals By Organization	Catholic Charities		\$1,551,329.00	\$1,551,329.00	\$1,421,329.00
	Community Ssupport Network		\$111,104.12	\$111,104.12	\$111,104.12
	Community Action Partnership		\$82,152.51	\$82,152.51	\$82,152.51
	COTS		\$611,554.62	\$611,554.62	\$611,554.62
	Interfaith Shelter Network		\$273,888.99	\$225,213.31	\$225,213.31
	Reach For Home		\$197,662.75	\$197,662.75	\$197,662.75
	Social Advocates for Youth		\$558,116.86	\$558,116.86	\$558,116.86
	TLC Child and Family Services		\$212,920.62	\$212,920.62	\$212,920.62
	West County Community Services		\$543,927.88	\$543,927.88	\$543,927.88
	YWCA		\$34,768.34	\$34,768.34	\$34,768.34
	Russain Riverkeepers		\$69,536.68	\$69,536.68	\$69,536.68
	SHARE Sonoma County		\$202,351.74	\$202,351.74	\$202,351.74
	St. Vincent de Paul		\$30,000.00	\$30,000.00	\$30,000.00
	Sonoma Applied Village Services		\$113,130.62	\$113,130.62	\$113,130.62

Total of Funding of All Contracts			\$4,592,444.73	\$4,543,769.05	\$4,413,769.05
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**Sonoma County Continuum of Care Board
Executive Summary**

Item: Operator requirements for Coordinated Entry operator

Date: March 18, 2021

Staff Contact (Name/Email): Thai Hilton, Coordinated Entry Coordinator, Thai.Hilton@sonoma-county.org

Agenda Item Overview

Attached are the requirements for the future operator of the Coordinated Entry System (CES). The future Coordinated Entry System operator will have to demonstrate an ability to meet all of these requirements in their letter of intent. The Coordinated Entry Advisory Committee approved these basic requirements on March 17, 2021.

The Coordinated Entry Advisory Committee also discussed the scope of referrals for the current CES. Sonoma County is one of the very few communities that utilizes the CES to prioritize referrals for emergency shelter. The third-party assessment in 2019 confirmed that 90% of referrals were to emergency shelter placement. Given the limited amount of funding and the fact that CES's are not required by HUD to use the CES for emergency shelter, the group voted to recommend a housing-focused CES.

The Committee also discussed the need to update the CoC's Emergency Shelter Standards. Shelter providers within the Committee volunteered to be a part of a working group to revise these standards. It was noted that there are people within the CES who are in desperate need of emergency placement while awaiting permanent supportive housing, and the Committee wants to ensure there is a policy/process developed to ensure folks within the community with higher vulnerabilities are still able to access placements in emergency shelter.

Staff Recommendation

CDC staff requests that the CoC board approve these basic requirements for the Coordinated Entry System's future operator and remove emergency shelter placements from the Coordinated Entry System as approved by the Coordinated Entry System Advisory Committee.

Coordinated Entry System (CES) Operator Basic Requirements

1. Operator must not have a conflict of interest, meaning they do not accept referrals from the CES.
2. Responsible for operating the local CES process for Sonoma County
3. Manages quality control and training over access and assessment processes
4. Prioritizes referrals to local projects within the County of Sonoma
5. Responsible for updating the central policies and procedures and ensuring the system meets HUD CES requirements
6. Manage and operationalize systems change, usually at the intersection of implementing federal and local priorities in the context of a coordinated entry process
7. Provide staff that operate throughout the County of Sonoma to ensure geographic representation
8. Provide CES trainings to the community and providers at least on a biannual basis
9. CES HMIS Management. Demonstrate capacity to manager large data systems and reporting.
10. Provide case conferencing for agencies who receive referrals from CE and reassessment for vulnerability score..
11. Provide appeals body for denials
12. Must have adequate staffing or demonstrate collaborative capacity to meet the needs of all individuals throughout the entire county.
13. Demonstrate a capacity to serve individuals who lack technology and connect them to services.
14. Demonstrate knowledge of or collaborative relationships with agencies that have expertise with sub populations within the community.
15. Demonstrate the ability to leverage outside funding sources (in kind or match).

Total funding Availability: HUD annual aware of \$349, 991 (25% cash or in-kind match required).

Request for Information (RFI)

The Sonoma County Community Development Commission (SCCDC) is pleased to invite you to respond to a Request for Information (RFI) for applicants interested in serving as the Coordinated Entry System Operator for Sonoma County and the Sonoma County Continuum of Care (CoC)

Responses must be received no later than 2:00 p.m. on **April 19, 2021**.

A. Introduction

Coordinated Entry is a streamlined system designed to efficiently match people experiencing homelessness to available housing, shelter, and services. It prioritizes those who are most in need of assistance and provides crucial information that helps communities strategically allocate resources and identify gaps in service. Sonoma County's Coordinated Entry system employs a Housing First model that prioritizes individuals and families facing the highest vulnerability and needs for permanent, supportive housing. The current operator of Coordinated Entry in Sonoma County is no longer able to continue operating in this role and the SCCDC will be looking for a new operator in the near future. The SCCDC invites you to respond to a Request for Information to apply to be the operator for the Coordinated Entry System. This is a Request for Information only. This RFI is issued solely for information and planning purposes – it does not constitute a Request for Proposal (RFP) or a promise to issue an RFP in the future. This Request for Information does not commit the SCCDC to contract for any supply or service whatsoever. Further, the County is not at this time seeking proposals and will not accept unsolicited proposals. This RFI should not be construed as a means to prequalify vendors.

Respondents are advised that the SCCDC will not pay for any information or administrative costs incurred in response to the RFI; all costs associated with responding to this RFI will be solely at the interested party's expense. Based on the information provided by the respondents to this RFI, a determination will be made regarding any actual contracting through a procurement process which, at the County's option, could include but not be limited to: a formal solicitation process, using an existing County contract, procurement via cooperative purchasing agreements, or piggyback of a contract established as a result of a public solicitation of another public agency. The SCCDC may use the results of this RFI in drafting a competitive solicitation for the CES Operator. All submissions in response to this RFI become County property and will not be returned.

B. Request

Responders do not need to prepare detailed proposals at this stage. Responders should provide basic information regarding capabilities, past experiences providing services,

and an indication as to how they would approach providing the services in the best interest of the SCCDC to achieve this RFI's outlined objectives.

C. Objectives: Coordinated Entry System (CES) Operator Basic Requirements

1. Operator is responsible for operating the local CES process for Sonoma County and must not have a conflict of interest (does not accept referrals from the CES).
2. Operator manages quality control and training of access and assessment processes.
3. Operator prioritizes referrals to local projects within the County of Sonoma.
4. Responsible for updating the central policies and procedures and ensuring the system meets HUD CES requirements.
5. Manage and operationalize systems change, usually at the intersection of implementing federal and local priorities in the context of a coordinated entry process.
6. Provide staff that are located throughout the County of Sonoma to ensure geographic representation.
7. Provide CES trainings to the community and providers at least on a biannual basis.
8. Demonstrate capacity to manager large data systems and reporting using CES HMIS Management.
9. Provide case conferencing for agencies who receive referrals from CES and reassessment for vulnerability score.
10. Provide appeals body for denials.
11. Must have adequate staffing or demonstrate collaborative capacity to meet the needs of all individuals throughout the entire county.
12. Demonstrate a capacity to serve individuals who lack technology and connect them to services.
13. Demonstrate knowledge of or collaborative relationships with agencies that have expertise with sub populations within the community.
14. Demonstrate the ability to leverage outside funding sources (in kind or match).

Total funding Availability: Department of Housing and Urban Development (HUD) annual award of \$349,991

25% cash or in-kind match required

D. Resulting Contract

There is no guarantee that Sonoma County officials will utilize the services of any firm or individual responding to this Request for Information. A project specific Request for Proposals (RFP) may be offered at a later date.

E. Schedule

Date	Event
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March 26, 2021	Request for RFI Advertised and Posted
April 9, 2021	Deadline for Respondent's Questions
April 13, 2021	County's Response to Questions Posted
April 19, 2021	Responses Due

F. Questions

Respondents will be required to submit all questions in writing before 5:00 p.m. **April 9, 2021** in order for staff to prepare written responses to all consultants. Questions should be sent directly to Thai.Hilton@sonoma-county.org. Questions will not be accepted by phone. Written answers will be shared through an email notification.

G. Response Submittal

Respondents must submit one (1) signed original, and two (2) copies of the signed response by April 19, 2021. Responses must be enclosed in a sealed envelope or package and clearly marked "Request for Information for Coordinated Entry System Operator for Sonoma County and the Sonoma County Continuum of Care (CoC)." Responses shall be submitted to: Thai.Hilton@sonoma-county.org



**Sonoma County Continuum of Care (CoC) Board
DRAFT Agenda for April 28, 2021
1:00pm-5:00pm Pacific Time**

	Agenda Item	Packet Item	Presenter
1.	Welcome, Roll Call and Introductions		Board Chair
2.	Approve Agenda (ACTION ITEM)	4/28 Agenda	Board Chair
3.	Approve minutes from 3/24 meeting (ACTION ITEM)	3/24 DRAFT Minutes	Board Chair
4.	Word From the Street		Board Chair
5.	2021 Continuum of Care Competition Renewal Project Scoring (ACTION ITEM)		CDC Staff
6.	100-Day Challenge for Homeless Youth (Informational Item)	Executive Summary	Meghan Murphy, Community Support Network
7.	Committee Status Updates		CDC Staff
8.	Review Agenda for May CoC Board Meeting	5/26 DRAFT Agenda	Board Chair
9.	Staff Report – Built for Zero		CDC Staff
10.	Board Member Questions & Comments		CDC Board
11.	Public Comment		

PUBLICCOMMENT:

Public Comment may be made via email or during the live zoom meeting. To submit an emailed public comment to the Board email Karissa.White@sonoma-county.org. Please provide your name, the agenda number(s) on which you wish to speak, and your comment. These comments will be emailed to all Board members. Public comment during the meeting can be made live by joining the Zoom meeting using the above provided information. Available time for comments is determined by the Board Chair based on agenda scheduling demands and total number of speakers.