



**Sonoma County Continuum of Care (CoC) Board
Agenda for March 10, 2021
1:00pm-5:00pm Pacific Time**

	Agenda Item	Packet Item	Presenter	Time
1.	Welcome, Roll Call and Introductions		Board Chair	1:00pm
2.	Approve Agenda (ACTION ITEM)		Board Chair	1:10pm
3.	Approve minutes from 2/24 meeting (ACTION ITEM)	DRAFT 2/24 Minutes	Board Chair	1:20pm
4.	Word from the Street		Board Chair	1:25pm
5.	System Performance Measures Overview (Informational Item) <i>Item description: This item gives an overview of HUD’s seven system-level performance measures to help communities gauge their progress in preventing/ending homelessness and provides an overview of the Sonoma County CoC’s FY 2020 System Performance Measures submitted to HUD.</i>	System Performance Measures (SPM) FY 2020 CA-504 (Sonoma County CoC) HUD SPM Frequently Asked Questions	CDC Staff	1:30pm
6.	Approval of Allocations of Unspent Homeless Emergency Aid Program (HEAP) Funds (ACTION ITEM) <i>Item description: Item details remaining Homeless Emergency Aid Program (HEAP) dollars, including expenditure dates and recommendations for allocations. Any unexpended funds will be returned to the State; \$ 1,152,599.15 remains unallocated. SCCDC recommends allocating \$572,986 of HEAP dollars with an expenditure date of 6/30/21 for an Amendment of Saint Vincent de Paul’s Los Guilicos Transitional Village (LGV) project. In addition, SCCDC recommends allocating \$89,613 of accrued HEAP interest with an expenditure date of 10/1/21 for youth Rapid Rehousing projects during the first quarter of the Fiscal Year 2021-2022.</i>	Homeless Emergency Aid Program (HEAP) Proposal	CDC Staff	2:00pm
7.	5-Minute Break			
8.	Revised Funding Policies (ACTION ITEM)	Fiscal Year 2021-22	CDC Staff	2:35pm

	<i>Item Description: Detailed 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 CoC Board's purview. SCCDC requests the CoC Board approve policies as amended from the CoC Board meetings on 1/15/21 and 2/24/21.</i>	Homeless Services Notice of Funding Availability Funding Policies		
9.	Committee Status Updates & Approval of Coordinated Entry Advisory Committee (ACTION ITEM)		Board Chair	3:05pm
10	Review Agenda for March 24 CoC Board Meeting	DRAFT 3/24 Agenda	Board Chair	3:35pm
11	Staff Report		CDC Staff	3:45pm
12	Board Member Questions & Comments		CDC Board	3:55pm
13	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

February 24, 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 1:01 pm. Ben Leroi went over the agenda, clarified Zoom rules around public comment and Brown Act guidelines.
- Roll Call was taken:
 - Present: Sean Hamlin, proxy for Chris Coursey; Tom Schwedhelm, City of Santa Rosa; Kevin McDonnell, City of Petaluma; Jennielynn Holmes, Catholic Charities of the Diocese of Santa Rosa; Chuck Fernandez, Committee on the Shelterless; Margaret Sluyk, Reach For Home; Ludmilla Bade, Community Member; Don Schwartz, City of Rohnert Park; Ben Leroi, Santa Rosa Community Health; Stephen Sotomayor, City of Healdsburg; Lisa Fatu, Social Advocates for Youth;
 - Absent: Angela Struckmann, Sonoma County Human Services; Kitchi Maron, Community Member; Alena Wall, Kaiser Permanente; Bill Carter, Sonoma County Health Services
- Staff updated board on county counsel's response to recusals and that language was not modified in the charter. For Item 9 there will be recusals and an election for an interim chair. Board members will be recused but may respond to a technical question posed by the board.

Alena Wall joined at 1:07

Bill Carter joined at 1:09

2. Agenda Approval

Kevin McDonnell motioned to approve the agenda; Jennielynn Holmes seconded.

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

Noes: None

Abstain: None

Absent: Kitchi Maron, Angela Struckmann

The motion passed.

3. Approval of Minutes from 1/22 meeting

Don Schwartz noted that discussion around RFP had not been included in the minutes.

Don Schwartz motioned to approve the minutes from 1/22 with the RFP request's inclusion; Ludmilla Bade seconded.

Angela Struckmann joined at 1:13

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

Noes: None

Abstain: None

Absent: Kitchi Maron

The motion passed.

4. Word From the Street

Ludmilla Bade gave a presentation on updates from the unhoused community: encampment sweeps, Piner Street being used as a dump by neighbors, hosting a rummage sale, and building a mentorship program.

5. Letter of Support for Nation's Finest/Homeless Veteran Reintegration Program

Board is authorizing a letter of support, could authorize an additional letter if another program applied.

Public Comment was made by the following individuals:

Gregory Fearon

Jennielynn Holmes motioned to approve letter of support; Kevin McDonnell seconded.

VOTES:

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

Noes: None

Abstain: None

Absent: Kitchi Maron

The motion passed.

6. Approval of CoC Homeless Management Information System (HMIS) Policies & Procedures

Karissa White, Continuum of Care Coordinator, updated the Board on Sonoma County Community Development Commission's (SCCDC) HMIS Policies and Procedures which include required changes pertaining to the HMIS Capacity Building Grant. SCCDC received no edits from board members and recommends the Board accept item as is for grant deliverable, and that the HMIS Policies and Procedures will be reviewed by the Data Committee once formed.

Board Comments:

Board thanked staff for additional review time.

Don Schwartz: Is there capacity to understand geographic location? Specifically can we identify where clients are living before they enter emergency shelter?

Ludmilla Bade: There is additional clarity on HMIS Data/HMIS Oversight committees, also curious to know how much provider's pay for access.

Alena Wall: Curious about reporting on gaps or trends in the system.

Public Comment was made by the following individuals:

Teddie Pierce

Gregory Fearon

Jennielynn Holmes motioned to approve HMIS Policies & Procedures; Lisa Fatu seconded.

Jennielynn Holmes thanked the public for their thoughts and acknowledges a lot of work is coming to the committee.

Ayes: Ben Leroi, Tom Schwedhelm, Kevin McDonnell, Jennielynn Holmes, Sean Hamlin, 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.

7. Approve FY 21-22 Homeless System of Care Funding Policies

Chuck Mottern and Michael Gause from SCCDC presented policies for FY 21-22 Sonoma County Consolidated Notice of Funding Availability. 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 CoC Board's purview. SCCDC requested that CoC Board approve policies as amended from the meeting on 1/15/21.

Board Discussion on clarifying what is under the purview of the CoC and what is under the purview of the Board of Supervisors (BOS) commenced

Board Comments:

Margaret Sluyk: Clarified that sources board does not have purview over were removed.

Tom Schwedhelm: Asked for clarification on what board is confirming today, what changes were made.

Ben Leroi: Is it possible to go through all changes?

Jennielynn Holmes: Interest in coordinating other funds in organizations about finding more flexible funding and possibly bringing this topic to a committee.

Ben Leroi: Challenging to make this decision prior to IMDT presentation.

Margaret Sluyk: What will the requirement to coordinate be and will that be monitored?

Jennielynn Holmes: Confirming that coordination will not be a requirement.

Lisa Fatu: SAY has not received an invitation from IMDT yet and looks forward to access and further collaboration.

At this time Jennielynn Holmes became temporary chair.

Don Schwartz: Can we leave portion about IMDT out and include that in contracts later on when we have a better understanding? Also, do the funds available include administrative?

Assistant Executive Director Tina Rivera: Federal ESG money was brought for review but not approval.

Executive Director Barbie Robinson: Clarifying that it is not one pot of money with CoC authority, the money is tied up in eligibility requirements.

Ludmilla Bade: When will we receive the [COVID] funds?

Don Schwartz: Include retaining shelter or housing for current tenants as a priority.

Lisa Fatu: Would like clarity on number timeline and project.

Tina: Staff recommends an additional 5.7 million to fill in gaps, with the caveat being that gaps have to be related to the pandemic.

Tom Schwedhelm: Language can be included that we do not want to evict people and move funds around that.

Ludmilla Bade: How do we keep funding continuity?

Jennielynn Holmes: Organizations have some capacity to move funding around if they can have the discretion to provide the cuts.

Lisa Fatu: Funds don't have flexibility and that's why contracts have such strict guidelines.

Public Comment was made by the following individuals:

Adrienne Lauby

Teddie Pierce

Board Comments:

Tom Schwedhelm: Can we postpone vote, would that have consequences?

Chuck Mottern: we can push back vote by a little bit but there will be a push to get contract's out by June.

Don Schwartz: What is the State Timeline?

Tina Rivera: will confirm timeline

Director Robinson: provided additional clarification and that HHAP 2 depends on final applications, of which we are still in the process of.

Don Schwartz motioned to amend policies, send a clean copy out, and prior to adoption be brought back for review to the March 24 meeting; Tom Schwedhelm seconded.

Amendments:

Changes on page 69: City with most homeless services (sentence to be deleted)

72: section 1.3.2.1 delete please confirm

75. foot notes: staff will add dollar amount on admin funds

76. 3.7 to 2.5 restore proposed deletion on first bullet point 7.2 to 6.5 & 5.8 to 5.7,

Bottom part: 3.9 in CoC funds: describe as needed.

80: new funding policy 3.1.2.12 retain shelter & housing for those using it & allow provider's to move funds to the extent of this purpose legally feasible. Insert also on page 85 under project priorities.

86: create 5.2.6.5 with above language.

Ludmilla Bade: Please send out amended document with clear flag that this is an important financial document. Is it possible to get a list of organizations?

Kevin McDonnell: Is there an effort to restore funding?

Ben Leroi: We can also ask a committee to review later on.

Ludmilla Bade: Is it possible to set aside some CoC funds?

Ayes: Tom Schwedhelm, Kevin McDonnell, Jennielynn Holmes, Sean Hamlin, Chuck Fernandez, Don Schwartz, Stephen Sotomayor, Margaret Sluyk, Bill Carter, Lisa Fatu, Angela Struckmann

Noes: Ludmilla Bade

Abstain: Ben Leroi as he missed much of the Board Discussion.

Absent: Kitchi Maron, Alena Wall

Additional Board Comments:

Tom Schwedhelm: This is an opportunity to see what other places are funding to begin identifying gaps in the system. Will send out Santa Rosa's funding priority.

Don Schwartz: Would like to address the burden of reporting requirements on the organizations.

8. 5 Minute Break

9. Report on System of Care and Approve FY 21-22 Homeless System of Care Funding Priorities (Action Item with required recusals).

Tom Schwedhelm motioned to approve Kevin McDonnell as interim chair and Don Schwartz seconded.

Ayes: Tom Schwedhelm, Kevin McDonnell, Sean Hamlin, Don Schwartz, Stephen Sotomayor, Margaret Sluyk, Ludmilla Bade, Bill Carter

Noes: None

Abstain: None

Recused: Jennielynn Holmes, Ben Leroi, Chuck Fernandez, Lisa Fatu, Angela Struckmann

Absent: Kitchi Maron, Alena Wall

Chuck Mottern and Michael Gause gave a brief presentation on the system of care and proposed funding strategies for programs in Sonoma County.

Board Comments:

Don Schwartz: What is the timing, can we wait for COVID funds to come in?

Chuck Mottern: Organizations have to show relation to funds being used for COVID.

Tom Schwedhelm: There is more money being discussed in congress that may help mitigate impacts. On page 96 can there be totals?

Sean Hamlin: counter-productive to introduce reductions that we will replenish later.

Matt White: Not a good idea to rely on stimulus package to fill in the funding gaps.

Kevin McDonnell: Can we get a clear total of gap? What are eligible uses/magnitude?

Ludmilla Bade: Important to protect Coordinated Entry system.

Don Schwartz: Has a consolidated plan been submitted?

Kevin McDonnell: Can we table this and then readdress when federal monies are actionable at March 10 meeting.

Tom Schwedhelm motioned to move action item to March 10 meeting and Don Schwartz seconded.

Sean Hamlin: clarified that delay will not impact any current contract commitment.

Public Comment was made by the following individuals:

Thomas Ells

Gerry La Lond Berg

Teddie Pierce

Gregory Fearon

Adrienne Lauby

Georgia Berland

Additional Board Comments:

Ludmilla Bade: thanks to Georgia on update of homeless court program.

Ayes: Tom Schwedhelm, Kevin McDonnell, Sean Hamlin, Don Schwartz, Stephen Sotomayor, Margaret Sluyk, Ludmilla Bade, Bill Carter

Noes: None

Abstain: None

Recused: Jennielynn Holmes, Ben Leroi, Chuck Fernandez, Lisa Fatu, Angela Struckmann

Absent: Kitchi Maron, Alena Wall

Additional Board Comments:

Don Schwartz: Can we see the NOFA CDBG & State ESG dollars notice for context and time on what is eligible for funding.

Tina Rivera: Will send award letter, funding is going to RRH & ES.

10. IMDT Team Presentation

Will Gayowski and Joseph Hegedus from the County's Access Sonoma's Interdepartmental Multidisciplinary Team (IMDT) presented on bringing together cross departmental resources. Slides will be sent out and posted online.

Board Questions

Chuck Fernandez: is there relation to CAP?

11. Designate initial CoC Board Committees

Matt White, HUD TA, is introduced to go over proposed committees and the process for approving. The county will put out a letter of intent (LOI) for a Coordinated Entry System (CES) operator. Criteria will be

established by the committee. Committee applications will be sent out to the community. Board members will also need to apply. Leah Benz gave a presentation on proposed committees:

Two Standing Committees (at least one board member, no more than seven):

Coordinated Entry Advisory Committee

HMIS Data Committee

Two Ad-Hoc Committees (only board members):

CoC Strategic Planning & Charter Review Committee

CoC Program Evaluation Committee

Plans to also build up the lived experience body while focusing on racial inequity were discussed. The County is currently working with a Racial Equity Lab and plans on bringing back recommendations to the board during the next meeting.

Director Robinson reminded that being the lead CES organization takes a lot of resources.

Margaret Sluyk: reminder that we need to continually assess what is beneficial for Sonoma County.

Ludmilla Bade: Request for a leadership committee and separating charter and strategic planning.

Ben Leroi: What is the timeline on the LOI for CES?

Jennielynn Holmes: Suggestion to also include a funding committee to pursue collaborative funding and an emerging issues committee.

Public Comment was made by the following individuals:

Thomas Ells

Adrienne Lauby

Gregory Fearon

Jennielynn Holmes motioned accept all committees and Bill Carter seconded.

Ludmilla Bade: amend motion to add membership committee as priority and move ad-hoc committees to standing committees.

Board Discussion on ad-hoc vs standing ensued.

Motion amended to move the CoC Strategic Planning and Charter Review to a standing committee.

Ayes: Ben Leroi, Sean Hamlin, Don Schwartz, Stephen Sotomayor, Margaret Sluyk, Ludmilla Bade, Bill Carter, Jennielynn Holmes, Lisa Fatu, Chuck Fernandez

Noes: None

Abstain: None

Absent: Kitchi Maron, Alena Wall, Angela Struckmann, Kevin McDonnell, Tom Schwedhelm

Motion passed.

12. Review Draft Agenda for March 10 CoC Board Meeting

Board already has a copy of the Draft 2021 Annual Plan.

Don Schwartz: Would like a presentation on funding sources and uses.

Ludmilla Bade: Request for funding decision to be a standing item.

13. Approve Agenda for March 18th CoC Quarterly Membership Meeting

A draft of the Quarterly meeting agenda and proposed program updates and trainings: to include Racial Equity Action Lab and a presentation from the YWCA.

Members from the board or community are able to submit topics of interest to the quarterly meetings.

Board Comments:

Jennielynn Holmes: would like another IMDT training for the general CoC Membership Meetings.

Margaret Sluyk motioned to approve March 18th agenda and Lisa Fatu seconded.

Ayes: Ben Leroi, Chuck Fernandez, Lisa Fatu, Jennielynn Holmes, Tom Schwedhelm, Sean Hamlin, Don Schwartz, Stephen Sotomayor, Margaret Sluyk, Bill Carter

Noes: None

Abstain: Ludmilla Bade, no public input provided.

Absent: Kitchi Maron, Alena Wall, Kevin McDonnell, Angela Struckmann

14. Staff Report

Director Robinson provided updates via an alleged HUD investigation letter from Mr. Webster. The San Francisco HUD field office had been unaware of the message sent from a previous HUD staff member that used to represent LA HUD field office, confirming there are no formal investigations at this time for Sonoma County. SCCDC goal is to be 100% in compliance with federal and state regulations.

Board Comments:

Ben Leroi: Requests letter to be sent to the board.

15. Board Member Questions & Comments

None at this time.

16. Public Comment on Non-Agendized Items

Annie Falandes made a public comment at this time.

17. The meeting adjourned at 6:26 pm.

Sonoma County Continuum of Care Board Executive Summary

Item: System Performance Measures Overview

Date: March 10, 2021

Staff Contact: Daniel Overbury-Howland, HMIS Coordinator, Daniel.Overbury-Howland@sonoma-county.org

Agenda Item Overview

HUD has developed the following seven system-level performance measures to help communities gauge their progress in preventing and ending homelessness:

1. Length of time persons remain homeless;
2. The extent to which persons who exit homelessness to permanent housing destinations return to homelessness;
3. Number of homeless persons;
4. Jobs and income growth for homeless persons in CoC Program-funded projects;
5. Number of persons who become homeless for the first time;
6. Homelessness prevention and housing placement of persons defined by Category 3 of HUD's homeless definition in CoC Program-funded projects (*Excluded from Sonoma County CoC Reporting/not applicable*);
7. Successful housing placement.

The purpose of these measures is to provide a more complete picture of how well a community is preventing and ending homelessness. The number of homeless persons measure (#3) directly assesses a CoC's progress toward eliminating homelessness by counting the number of people experiencing homelessness both at a point in time and over the course of a year. The six other measures help communities understand how well they are reducing the number of people who become homeless and helping people become quickly and stably housed.

The following materials include the Sonoma County CoC's System Performance Measures submission for Fiscal Year 2020 (submission due date 3/1/2021) and Frequently Asked Questions on HUD's System Performance Measures from the HUD Exchange resource website.

The following link is the national summary of performance from 2015-2019, which can be used to compare and look at performance across all CoC's.

<https://app.powerbigov.us/view?r=eyJrIjojNzU1ZmRmMGEtMGYzMy00ZjRiLTg2YjktYTQ3OWUzZDU4ZjI2IiwidCI6IjYxNTUyNGM1LTlyZTktNGJjZC1hODkzLTExODBhNTNmYzdiMiJ9>

FY2020 - Performance Measurement Module (Sys PM)

Summary Report for CA-504 - Santa Rosa, Petaluma/Sonoma County CoC

Measure 1: Length of Time Persons Remain Homeless

This measures the number of clients active in the report date range across ES, SH (Metric 1.1) and then ES, SH and TH (Metric 1.2) along with their average and median length of time homeless. This includes time homeless during the report date range as well as prior to the report start date, going back no further than October, 1, 2012.

Metric 1.1: Change in the average and median length of time persons are homeless in ES and SH projects.
Metric 1.2: Change in the average and median length of time persons are homeless in ES, SH, and TH projects.

a. This measure is of the client's entry, exit, and bed night dates strictly as entered in the HMIS system.

	Universe (Persons)		Average LOT Homeless (bed nights)			Median LOT Homeless (bed nights)		
	Submitted FY 2019	FY 2020	Submitted FY 2019	FY 2020	Difference	Submitted FY 2019	FY 2020	Difference
1.1 Persons in ES and SH	1987	1851	122	122	0	80	81	1
1.2 Persons in ES, SH, and TH	2309	2143	139	134	-5	93	89	-4

b. This measure is based on data element 3.17.

This measure includes data from each client's Living Situation (Data Standards element 3.917) response as well as time spent in permanent housing projects between Project Start and Housing Move-In. This information is added to the client's entry date, effectively extending the client's entry date backward in time. This "adjusted entry date" is then used in the calculations just as if it were the client's actual entry date.

The construction of this measure changed, per HUD's specifications, between FY 2016 and FY 2017. HUD is aware that this may impact the change between these two years.

FY2020 - Performance Measurement Module (Sys PM)

	Universe (Persons)		Average LOT Homeless (bed nights)			Median LOT Homeless (bed nights)		
	Submitted FY 2019	FY 2020	Submitted FY 2019	FY 2020	Difference	Submitted FY 2019	FY 2020	Difference
1.1 Persons in ES, SH, and PH (prior to "housing move in")	2430	2207	2097	2159	62	656	780	124
1.2 Persons in ES, SH, TH, and PH (prior to "housing move in")	2545	2328	2048	2115	67	621	762	141

FY2020 - Performance Measurement Module (Sys PM)

Measure 2: The Extent to which Persons who Exit Homelessness to Permanent Housing Destinations Return to Homelessness

This measures clients who exited SO, ES, TH, SH or PH to a permanent housing destination in the date range two years prior to the report date range. Of those clients, the measure reports on how many of them returned to homelessness as indicated in the HMIS for up to two years after their initial exit.

After entering data, please review and confirm your entries and totals. Some HMIS reports may not list the project types in exactly the same order as they are displayed below.

	Total # of Persons who Exited to a Permanent Housing Destination (2 Years Prior)	Returns to Homelessness in Less than 6 Months		Returns to Homelessness from 6 to 12 Months		Returns to Homelessness from 13 to 24 Months		Number of Returns in 2 Years	
		FY 2020	% of Returns	FY 2020	% of Returns	FY 2020	% of Returns	FY 2020	% of Returns
Exit was from SO	49	2	4%	2	4%	4	8%	8	16%
Exit was from ES	300	64	21%	20	7%	17	6%	101	34%
Exit was from TH	148	10	7%	10	7%	4	3%	24	16%
Exit was from SH	0	0		0		0		0	
Exit was from PH	504	13	3%	32	6%	17	3%	62	12%
TOTAL Returns to Homelessness	1001	89	9%	64	6%	42	4%	195	19%

Measure 3: Number of Homeless Persons

Metric 3.1 – Change in PIT Counts

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FY2020 - Performance Measurement Module (Sys PM)

This measures the change in PIT counts of sheltered and unsheltered homeless person as reported on the PIT (not from HMIS).

	January 2019 PIT Count	January 2020 PIT Count	Difference
Universe: Total PIT Count of sheltered and unsheltered persons	2951	2745	-206
Emergency Shelter Total	728	738	10
Safe Haven Total	0	0	0
Transitional Housing Total	266	305	39
Total Sheltered Count	994	1043	49
Unsheltered Count	1957	1702	-255

Metric 3.2 – Change in Annual Counts

This measures the change in annual counts of sheltered homeless persons in HMIS.

	Submitted FY 2019	FY 2020	Difference
Universe: Unduplicated Total sheltered homeless persons	2332	2148	-184
Emergency Shelter Total	1998	1856	-142
Safe Haven Total	0	0	0
Transitional Housing Total	423	383	-40

FY2020 - Performance Measurement Module (Sys PM)

Measure 4: Employment and Income Growth for Homeless Persons in CoC Program-funded Projects

Metric 4.1 – Change in earned income for adult system stayers during the reporting period

	Submitted FY 2019	FY 2020	Difference
Universe: Number of adults (system stayers)	174	146	-28
Number of adults with increased earned income	34	14	-20
Percentage of adults who increased earned income	20%	10%	-10%

Metric 4.2 – Change in non-employment cash income for adult system stayers during the reporting period

	Submitted FY 2019	FY 2020	Difference
Universe: Number of adults (system stayers)	174	146	-28
Number of adults with increased non-employment cash income	60	69	9
Percentage of adults who increased non-employment cash income	34%	47%	13%

Metric 4.3 – Change in total income for adult system stayers during the reporting period

	Submitted FY 2019	FY 2020	Difference
Universe: Number of adults (system stayers)	174	146	-28
Number of adults with increased total income	82	77	-5
Percentage of adults who increased total income	47%	53%	6%

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FY2020 - Performance Measurement Module (Sys PM)

Metric 4.4 – Change in earned income for adult system leavers

	Submitted FY 2019	FY 2020	Difference
Universe: Number of adults who exited (system leavers)	117	117	0
Number of adults who exited with increased earned income	40	16	-24
Percentage of adults who increased earned income	34%	14%	-20%

Metric 4.5 – Change in non-employment cash income for adult system leavers

	Submitted FY 2019	FY 2020	Difference
Universe: Number of adults who exited (system leavers)	117	117	0
Number of adults who exited with increased non-employment cash income	27	27	0
Percentage of adults who increased non-employment cash income	23%	23%	0%

Metric 4.6 – Change in total income for adult system leavers

	Submitted FY 2019	FY 2020	Difference
Universe: Number of adults who exited (system leavers)	117	117	0
Number of adults who exited with increased total income	56	41	-15
Percentage of adults who increased total income	48%	35%	-13%

FY2020 - Performance Measurement Module (Sys PM)

Measure 5: Number of persons who become homeless for the 1st time

Metric 5.1 – Change in the number of persons entering ES, SH, and TH projects with no prior enrollments in HMIS

	Submitted FY 2019	FY 2020	Difference
Universe: Person with entries into ES, SH or TH during the reporting period.	1994	1850	-144
Of persons above, count those who were in ES, SH, TH or any PH within 24 months prior to their entry during the reporting year.	900	783	-117
Of persons above, count those who did not have entries in ES, SH, TH or PH in the previous 24 months. (i.e. Number of persons experiencing homelessness for the first time)	1094	1067	-27

Metric 5.2 – Change in the number of persons entering ES, SH, TH, and PH projects with no prior enrollments in HMIS

	Submitted FY 2019	FY 2020	Difference
Universe: Person with entries into ES, SH, TH or PH during the reporting period.	2910	2598	-312
Of persons above, count those who were in ES, SH, TH or any PH within 24 months prior to their entry during the reporting year.	1235	987	-248
Of persons above, count those who did not have entries in ES, SH, TH or PH in the previous 24 months. (i.e. Number of persons experiencing homelessness for the first time.)	1675	1611	-64

FY2020 - Performance Measurement Module (Sys PM)

Measure 6: Homeless Prevention and Housing Placement of Persons defined by category 3 of HUD's Homeless Definition in CoC Program-funded Projects

This Measure is not applicable to CoCs in FY2020 (Oct 1, 2019 - Sept 30, 2020) reporting period.

Measure 7: Successful Placement from Street Outreach and Successful Placement in or Retention of Permanent Housing

Metric 7a.1 – Change in exits to permanent housing destinations

	Submitted FY 2019	FY 2020	Difference
Universe: Persons who exit Street Outreach	3	421	418
Of persons above, those who exited to temporary & some institutional destinations	1	92	91
Of the persons above, those who exited to permanent housing destinations	2	73	71
% Successful exits	100%	39%	-61%

Metric 7b.1 – Change in exits to permanent housing destinations

FY2020 - Performance Measurement Module (Sys PM)

	Submitted FY 2019	FY 2020	Difference
Universe: Persons in ES, SH, TH and PH-RRH who exited, plus persons in other PH projects who exited without moving into housing	2651	2499	-152
Of the persons above, those who exited to permanent housing destinations	1229	1118	-111
% Successful exits	46%	45%	-1%

Metric 7b.2 – Change in exit to or retention of permanent housing

	Submitted FY 2019	FY 2020	Difference
Universe: Persons in all PH projects except PH-RRH	672	538	-134
Of persons above, those who remained in applicable PH projects and those who exited to permanent housing destinations	639	493	-146
% Successful exits/retention	95%	92%	-3%

FY2020 - SysPM Data Quality

CA-504 - Santa Rosa, Petaluma/Sonoma County CoC

This is a new tab for FY 2016 submissions only. Submission must be performed manually (data cannot be uploaded). Data coverage and quality will allow HUD to better interpret your Sys PM submissions.

Your bed coverage data has been imported from the HIC module. The remainder of the data quality points should be pulled from data quality reports made available by your vendor according to the specifications provided in the HMIS Standard Reporting Terminology Glossary. You may need to run multiple reports into order to get data for each combination of year and project type.

You may enter a note about any field if you wish to provide an explanation about your data quality results. This is not required.

FY2020 - SysPM Data Quality

	All ES, SH				All TH				All PSH, OPH				All RRH				All Street Outreach			
	2016-2017	2017-2018	2018-2019	2019-2020	2016-2017	2017-2018	2018-2019	2019-2020	2016-2017	2017-2018	2018-2019	2019-2020	2016-2017	2017-2018	2018-2019	2019-2020	2016-2017	2017-2018	2018-2019	2019-2020
1. Number of non-DV Beds on HIC	578	674	671	705	296	324	275	375	1070	1078	1082	968	330	280	495	617				
2. Number of HMIS Beds	573	585	627	645	234	239	182	191	642	505	476	544	330	278	495	541				
3. HMIS Participation Rate from HIC (%)	99.13	86.80	93.44	91.49	79.05	73.77	66.18	50.93	60.00	46.85	43.99	56.20	100.00	99.29	100.00	87.68				
4. Unduplicated Persons Served (HMIS)	2311	1973	2096	1883	622	591	499	367	744	763	802	645	842	999	1613	1401	1498	1610	332	1014
5. Total Leavers (HMIS)	1809	1513	1587	1463	402	405	360	272	142	187	147	193	558	536	934	876	27	122	129	812
6. Destination of Don't Know, Refused, or Missing (HMIS)	373	236	104	143	58	26	15	27	24	6	7	2	22	7	12	33	27	53	83	295
7. Destination Error Rate (%)	20.62	15.60	6.55	9.77	14.43	6.42	4.17	9.93	16.90	3.21	4.76	1.04	3.94	1.31	1.28	3.77	100.00	43.44	64.34	36.33

Frequently Asked Questions on HUD's System Performance Measures

General

1. How will the System Performance Measure data affect a CoC's submission for the FY16 CoC Program NOFA?

Answer: For the FY2016 CoC Program competition, HUD will focus on a CoC's ability to produce the System Performance Measures data. This is intended to be a test for whether CoCs can run the data. However, data quality is and will continue to be important in producing data and measuring against the CoC's baseline. HUD expects CoCs to incorporate this data into their larger system improvement activities. Additionally, HUD is aware that this first round of submissions will have data quality issues. HUD will take into account these data quality issues and strongly encourages communities to carefully document any data quality challenges.

2. How will CoCs submit their System Performance Measure data to HUD? When is the data due to HUD?

Answer: After running the System Performance Measure report out of your vendor's HMIS software, CoCs will enter that data into HUD's Homelessness Data Exchange (<http://www.hudhdx.info/>). For the FY2016 CoC Program NOFA, this data must be entered into HDX by Monday, August 1, 2016 at 7:59:59 PM EST. Instructions on how to submit data in HDX can be found here: <https://www.hudexchange.info/resource/5054/system-performance-measures-data-submission-guidance/>.

3. What is the reporting period for the measures?

Answer: The reporting period follows the Federal Fiscal Year, which is October 1 through September 30th. For the FY2016 CoC Program competition, CoCs will submit data for October 1st, 2014 through September 30th, 2015. The timeframe allows HUD to gather data in a uniform fashion across all CoCs and the projects in those CoCs, regardless of individual project grant periods.

4. Several of the Performance Measures refer to "system-level" data. How does HUD define a system? Are SSOs included? Are RRH projects included? What about projects funded by PATH, ESG, SSVF, VASH and other funders?

Answer: The concept of system performance is that all members involved with the effort of ending homelessness are coordinated to end homelessness. HUD believes that CoCs must see their efforts to end homelessness as a united effort. Most of the system performance measures rely on the use of HMIS data that reflects the full system of homeless assistance available in each community, and not just those projects that are CoC Program funded. If the project is of one of the types included in the measure calculation, it should be included, regardless of the funding source. CoCs and HMIS Leads should understand their current system, identify projects not participating in HMIS, and work closely with those projects to encourage their participation in HMIS, as they are a valuable member of the overall system of homeless assistance. HUD is aware that some partners are not anxious to participate in data collection and reporting, as well

as other functions associated with HMIS. HUD encourages you to continue to work with them to show their participation is important. However, please note that victim service provider projects cannot be entered into HMIS. These projects must enter their data into a comparable database, and therefore will not be included in any calculation of system coverage.

5. I have several projects in my CoC that do not participate in HMIS, and that are not required by any funding source to do so. What impact will their lack of participation have on my CoC?

Answer: HUD will take into account HMIS bed coverage and data quality in reviewing the system performance measures, and while data collection and quality challenges will be considered in reviewing the measures, it remains a priority to have the most complete data as possible, both through high bed coverage and good data quality. As CoCs strategically plan to meet the needs of persons seeking homeless services, it is critical that they have information about all of their providers. Without data from all projects dedicated to serving persons who are homeless, the CoC will not be able to understand the systemic efforts to end homelessness in their community, or to present HUD with a complete picture of homelessness. Many CoCs have successfully been able to increase their system coverage by working with local or state funders to integrate HMIS into their requirements with agencies, or by creating local incentives for HMIS participation. Many CoCs have been successful showing providers that the data is useful to them - it helps them to better serve people and even get more funding. If a CoC would like more guidance on this topic, they should request Technical Assistance (TA) from HUD: <https://www.hudexchange.info/get-assistance/technical-assistance/>.

6. Are victim services providers included in any of the data on System Performance Measures?

Answer: Victim service provider projects do not enter client-level data into HMIS. These projects must enter their data into a comparable database, and therefore will not be included in any calculation of system coverage or in any of the data for the system performance measures. Please note that this only applies to projects that are defined as “victim service providers” under the VAWA Act. Data is included from projects that serve victims of domestic violence but who are not considered “victim service providers.” For more information on “victim service providers,” please go to: <https://www.hudexchange.info/faqs/2686/how-does-hud-define-victim-service-provider/>.

7. Has HUD set any system coverage or data quality thresholds for the System Performance Measures, as is currently done for the Annual Homeless Assessment Report (AHAR)?

Answer: For the short term, no thresholds have been set. Unlike the AHAR, HUD expects every community to report the System Performance Measure data. HUD may impose data quality factors in its CoC Program NOFA criteria in the future. This would likely apply to both the data quality and bed coverage. For bed coverage, HUD set a standard of 86 percent in the 2016 CoC Program NOFA. However, data quality and bed coverage standards will evolve over time as HUD receives more information on how systems are working. HUD is looking at various ways to gauge data quality. As this evolves, HUD will provide more information.

8. Our CoC funds some projects that are located outside of our geography - should those projects be included in our SPM?

Answer: CoC's should only include data on projects within their CoC boundaries. This may involve pro rating some projects where there are not clear boundaries. This is most relevant when working with projects funded by other sources, including the VA. The first place where this would really show up is the Housing Inventory Count (HIC). There should be a fairly close relationship between the projects included in the system performance measures and those entered in the HIC.

9. Has HUD set any performance benchmarks or targets for the System Performance Measures?

Answer: HUD will be comparing communities to themselves, and will limit the amount of comparison done across CoCs. HUD wants to see positive changes for the entire CoC (such as declines in length of time homeless), but it does not yet have enough data on these measures to know what reasonable benchmarks or targets for improvement would be for any of the measures. HUD will carefully analyze the System Performance Measure data that is submitted to get a better understand of what benchmarks or targets would be appropriate.

10. My CoC covers a very large geography, and we often analyze our data by regions. Is it possible to submit System Performance Measure data by subset or region?

Answer: While it is useful to look within your CoC at different regions for your own analysis and planning, for HUD purposes, you will submit a single set of data in HDX for the entire CoC. We encourage communities to carefully document the details of their challenges when they submit their data.

11. Do the System Performance Measures replace the Annual Performance Report (APR)?

Answer: No. The APR is still required of all CoC Program recipients, and is a grantee-level report that allows HUD to understand how grant funds were expended and the outcome of those efforts. The System Performance Measures are system-level data that allow HUD to understand how a CoC's entire system of homeless assistance is performing.

Measure Specific Questions

1. Measure 1, Length of Time Homeless, asks for data on both Emergency Shelter (ES) and Safe Haven (SH) projects in a single row. Why is HUD choosing to include SH with ES data? Before SH was designated as its own housing type, SH projects were considered either TH (no lease) or PSH (lease). How does it now translate to an ES length of stay calculation?

Answer: HUD is not lumping SH with ES but does include it in the first metric under Measure 1, Length of Time Homeless, because SH and ES are the projects types that map to the chronically homeless definition. SH is a unique and important program model, and HUD understands that SH stays may be longer than ES stays. SH projects that did not previously reclassify as TH or PSH are considered a form of shelter and people in SH projects are considered literally homeless.

2. How far back into HMIS data does the Length of Time Homeless Measure (Measure 1) look?

Answer: The HMIS Programming Specifications clarify that the length of time goes to either the longest continuous length of time beyond 365 days from the reporting period OR to the “lookback” date. CoCs do not include time prior to the lookback date for system data. That means that any time homeless before October 1, 2012, will not be included. When CoCs begin using data from 3.17 (this data element will be renamed 3.9.17 starting 10/1/2016), HUD plans to include all time reported in that field, even if that time extends further in the past than October 1, 2012. HUD anticipates releasing more information after October 2016 to clarify any questions as they relate to reporting data from the 3.17/3.9.17 data elements. HUD is not requiring data from these fields in this initial submission in HDX. When HUD eventually does require the inclusion of 3.9.17 data, the Length of Time Homeless measure will be reported with and without it so CoCs will still be able to compare their data from year to year, and not compare a year without 3.9.17 to a year with 3.9.17.

3. Several of the measures are looking at Emergency Shelter data. Our community has sanctioned homeless camps- very structured- that could provide similar data. The camps aren't emergency shelters, however. Is HUD considering a new program type for these types of transitional camp/shelter sites?

Answer: At this time, camps are not counted as a separate project type and HUD is not considering adding them as a project type. Camps will continue to be viewed as unsheltered situations for measurement purposes, as indicated in the language in the [HEARTH “Homeless” Definition final rule](#). HUD will continue to learn what it can and provide guidance and technical assistance where needed to assist communities to address encampments, sanctioned or otherwise.

4. When determining the universe for Measure 2, how should we count clients that exited from different project types on the same day? For example, if a client exited from both an outreach project and an ES project, both with a PH destination, which project type category would the client count towards? Whichever has the latest entry date?

Answer: The HMIS programming specifications address many such issues. Generally, HUD discourages having persons in multiple projects at the same time. While this is not always possible, it often is. For instance, with regard to the example you gave, many projects require a person to be exited from street outreach at the time they enter ES. This is not always the case and it often depends on the nature of the ES or the Outreach program but such local protocols can address this issue. If you do not see the answer to this specifically addressed in the HMIS programming specifications please submit an AAQ with some specific examples.

5. Why does Measure 4 look only at increased income, rather than maintaining or increasing income like the APR measures?

Answer: The HEARTH Act defined the selection criteria that are the basis for the System Performance Measures. The criterion related to income is “jobs and income growth for homeless individuals and families.” HUD is aware that this system-level measure is different from the project-level measures in the APR.

6. Measure 4 looks at income and employment growth among persons served by CoC Program funded projects. Since the reporting timeframe for the measures covers both a period when the income of minors was assigned to the minor, as well as the new way of assigning the income of minors to the HoH, won't that make the income measures look very strange? It will look like many people had a large jump in income in October 2014 when that isn't true.

Answer: HUD is aware of this issue and will bear the results in mind. This is particularly relevant for this first year of data and will become less of an issue in future years. There are several issues associated with data standards changes that HUD is aware of and will consider as it reviews and analyzes this data.

7. Given that no data will be submitted for Measure 6 in 2016, how will the baseline for the Measure be established?

Answer: Measure 6 is not applicable to CoCs in 2016, as no CoC has exercised the authority provided by the HEARTH Act to serve homeless families with children and youth defined as homeless under other Federal statutes (see section 422(j)). In future years, if a CoC exercises that flexibility, their baseline year for this measure will be established at that point.

8. Successful housing placement does not seem like a fair measure, as it is so dependent on local factors that CoCs cannot control (housing market, etc.). How can HUD expect project types that do not provide housing (such as street outreach) to report on successful housing placement?

Answer: HUD believes that housing placement is in fact a very important measure and also one that we have asked CoCs to measure even before the system performance measures. Our ultimate goal is, and has been, to help people exit homelessness to a stable housing situation. Keep in mind that “successful” for 7a.1 includes sheltered or temporary situations and not just permanent housing, while the latter two metrics—7b.1 and 7b.2—focus on permanent housing exits in a way that is familiar to CoCs already. We have seen communities with difficult housing challenges overcome the issue of limited housing affordability and availability to accomplish great things. That certainly is not to say that it is not a challenge, but this measure captures a critical set of metrics related to ending homelessness for households.

9. For 7a.1 exits from street outreach: If a PATH street outreach project is serving a client who was in ES when they first contacted the client, should that client count in this measure?

Answer: Yes. All clients assisted through PATH street outreach projects and entered in the CoCs HMIS are included in this measure and should be treated like any other street outreach project for calculation purposes. PATH clients who are in ES when initially enrolled should still have their Destination data (data element 3.12) collected and entered in HMIS. If such client exits PATH

and still remains in emergency shelter, this would be considered a positive outcome per the calculation. Ideally, PATH clients who are enrolled while in ES will be assisted to move to permanent housing by the PATH project and other local assistance sources. Keep in mind that it is possible for one PATH funded project to serve two separate populations of focus. In such cases, the PATH project must have two projects set up in their HMIS – one as a Street Outreach project type for the street homeless clients and another as a Supportive Services Only project type for the sheltered or at risk homeless clients.

10. Measure 7b reports on the retention of Permanent Housing. Does HUD have a time frame for retention of permanent housing to be considered successful?

Answer: For this measure, HUD does not have a timeframe requirement. Historically, the retention requirement was 6 months. One of the reasons HUD is not focusing on this is because it did not have access to data on returns to homelessness. The data on returns in Measure 2 will capture data on people who do not retain their permanent supportive housing as well as other forms of permanent housing, so together, Measure 2 and 7 cover the cycle of ending homelessness—from getting a household permanently housed and ensuring that they don't return to homelessness.

HDX Submission

1. What steps should a CoC take if they cannot see the new report or submit button?

Answer: In order to be able to access the Sys PM reporting module in HDX, each CoC must designate a Primary Contact in HDX. The Primary Contact is the contact person for the HUD approved Collaborative Applicant and that individual is responsible for ensuring that HUD receives complete and accurate System Performance Measures data from the CoC. To achieve this, the Collaborative often allows other CoC staff to access to the Sys PM, PIT, HIC, and AHAR HDX modules as authorized users.

The CoC HDX Primary Contact must individually assign or modify rights to each HDX module for each user by checking the box that corresponds to the appropriate level of access.

If you are having issues seeing the Submit buttons, before submitting your data, please confirm that you have input notes for all Validation Warnings and corrected all Errors. If there are Errors preventing your data submission, the Submit Data button on the Reporting Status page will be gray.

2. For submission in HDX in 2016, what reporting period should my submission cover? Do I need to submit data to populate the previous period fields?

Answer: The reporting period for the System Performance Measures report that will be submitted in HDX in summer 2016 is 10/1/2014-9/30/2015. You do not need to submit data to populate the previous period fields. In future years, these fields will be autopopulated with your submissions from prior years.

3. If we are submitting data for the period 10/1/2014-9/30/2015, what is the significance of the lookback date provided of 10/1/2012?

Answer: The lookback date refers to the earliest date that data from the HMIS will be used in order to complete reporting for this reporting year. The relevance of 10/1/2012 is related primarily to the method for calculating Measure 2. This measure begins with clients who exited to a permanent housing destination in the date range two years prior to the report date range. Of those clients, the measure reports on how many of them returned to homelessness as indicated in the HMIS system for up to two years after their initial exit. For the reporting period from 10/1/2014-9/30/2015, the date range two years prior is 10/1/2012-9/30/2013.

4. What is the source of the PIT Count data that is auto populated in the HDX? What if our CoC did not conduct a street count last year?

Answer: In 2016, the PIT Count data is auto populated from the final PIT submission from the January 2015 count. The previous year's data is populated from the 2014 count, unless no street count was conducted that year. In that case, the 2013 street count is used.

5. Once data are entered in the HDX, can the entry be overwritten? Can we re-submit data if there are errors?

Answer: Data can be overwritten, whether manually entered or imported, until the point of submission. Once you have submitted your data, you may request assistance via the AAQ if you wish to resubmit prior to the due date.

6. Will any data cleaners reach out to contact us following our submission?

Answer: No. The submission by the CoC will be considered final.

7. We are concerned that some of our numbers may not be accurate or may reflect poorly on our CoC. How can we explain our responses?

Answer: Users should leave a note of explanation for each validation warning received or any other field they wish. A note of explanation should be completed for each warning received by clicking on the field with the warning and entering a note. Click on the "Save Notes" box on the bottom left of the notes box to save your explanation.

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

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

Date: March 10, 2021

Presenter: Chuck Mottern, Homeless Services Funding Coordinator, Chuck.Mottern@sonoma-county.org

Agenda Item Overview

Attached HEAP proposal details the remaining Homeless Emergency Aid Program (HEAP) dollars, including expenditure dates and recommendations for allocations. Any unexpended funds will be returned to the State; \$ 1,152,599.15 remains unallocated.

Staff Recommendation

SCCDC recommends allocating \$572,986 of HEAP dollars with an expenditure date of 6/30/21 for an Amendment of Saint Vincent de Paul's Los Guilicos Transitional Village (LGV) project. In addition, SCCDC recommends allocating \$89,613 of accrued HEAP interest with an expenditure date of 10/1/21 for youth Rapid Rehousing projects during the first quarter of the Fiscal Year 2021-2022.

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 - \$1,152,599.15
- Expenditure Date – 6/30/21
- HEAP Interest Expenditure Date 10/1/21

The unused funds from the HEAP grant are:

Available HEAP	
Previously unallocated	\$496,391.00
HEAP Interest	\$89,613.00
Program Income	\$39,552.00
Unused Sanitation Dollars	\$37,043.00
Unsecured Capital Loans	\$490,000.00

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 of Saint Vincent de Paul’s Los Guilicos Transitional Village (LGV) would extend the current contract by two months until June 30. This strategy will ensure that the HEAP dollars available from the amount previously unallocated, program income, unused sanitation dollars are spent by the expenditure deadline. In their first year of operations, the LGV has good housing outcomes, with 30% of participants achieving housing during their operating period.

The SCCDC also proposes using 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.

Sonoma County Continuum of Care Board Executive Summary

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

Date: March 10, 2021

Presenter: Chuck Mottern, Homeless Services Funding Coordinator, Chuck.Mottern@sonoma-county.org

Agenda Item Overview

Attached are the detailed 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 CoC Board's purview.

The FY 21-22 Funding Policies were presented to the CoC Board at its January 22, 2021 and February 24, 2021 meeting. The Board requested a finalized version of the policies without track changes.

Staff Recommendation

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

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)

1. Overview

The Fiscal Year 2021-22 Sonoma County Consolidated Notice of Funding Availability (NOFA) governs 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 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) and Homeless Housing and Assistance Program (HHAP) funding.

The overall funding amounts from all sources anticipated for Homeless Services projects in Fiscal Year 2021-2022 is reduced by approximately 30% from the current period. The sources under the purview of the CoC Board provide 30% of the total 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. Due to the overall reduction in dollars from all sources, 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 is in alignment 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). Other 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
- 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

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.

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) to 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.

The County of Sonoma, together with the cities of Cloverdale, Cotati, Healdsburg, Rohnert Park, Sebastopol, Sonoma, and Windsor, comprise 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.

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.

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, \$42,195, and \$801,712 was made available for homeless services projects. This awarded 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 Summary of Available Funds by Funding Source

Source	Approx. Amount Available	Eligible Uses
Federal and State ESG	\$ 493,337	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.
Total Available	\$2,728,612	Total available for COC oversight for Homeless Services funding in Fiscal Year 2021-2022

"Available funds" are those available after the subtraction of allowances for CDC's role in administering the program, estimated at (\$284,298). The reduction of administrative costs accounts for any divergence from other public information about Sonoma County allocation.

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:

- 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.

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

Eligible Uses of Funds	Federal/State ESG	CESH	HHAP
Street Outreach	√	√	√
Coordinated Entry		√	
Emergency Shelter/ Navigation Center	√	√	√
Rapid Re-Housing	√	√	√
Homelessness Prevention	√	√	√
Permanent Supportive Housing			√
HMIS Compliance/Participation	√	√	

6. Selection Process

6.1 Continuum of Care Board

The Sonoma County Continuum of Care Board is the guiding body for the 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), 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.
- 6.1.7** The Continuum of Care Board is structured to ensure it can function as the primary decision-making group on county homeless services funding, with representatives of Board of Supervisors. However, the Board of Supervisors/Board of Commissioners is legally responsible for decisions on CDBG, ESG, CSF, LMIHAF, Winter Shelter, and Sonoma Valley Homeless 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 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 contract amounts based on available funding shall not reduce any allocation below the \$30,000 threshold.

7.1.2 Provision of Service

7.1.2.1 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.

7.1.2.2 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.

7.1.2.2.1 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.

7.1.3 Subcontracting

7.1.3.1 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.

7.1.4 Joint Funding from Other Sources

7.1.4.1 Funded Organizations must demonstrate leveraging of other funds and/or in-kind contributions and show a continuing effort to locate alternate sources of funding.

7.1.4.1.1 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.

7.1.4.1.2 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.

7.1.5 Organizational Capacity

7.1.5.1 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.

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

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

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

7.1.5.2.2 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.

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

7.1.5.2.4 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.

- 7.1.5.2.5** 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

- 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.

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.

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 30th 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

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, 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, and local funding.

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.

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 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

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.

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*

Total Number of Homeless Persons, By Jurisdiction and Shelter Status

JURISDICTION	2018			2019			2020		
	2018	2019	2020	2018	2019	2020	2018	2019	2020
North County	295	232	205	53	16	4	348	248	209
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 Continuum of Care (CoC) Board
DRAFT Agenda for March 24, 2021
1:00pm-5:00pm Pacific Time**

	Agenda Item	Presenter
1.	Welcome, Roll Call and Introductions	Board Chair
2.	Approve Agenda (ACTION ITEM)	Board Chair
3.	Approve minutes from 3/10 meeting (ACTION ITEM)	Board Chair
4.	Word From the Street	Board Chair
5.	100-Day Challenge for Homeless Youth (Informational Item)	Meghan Murphy, Community Support Network
6.	Revised Funding Priorities (ACTION ITEM)	CDC Staff
7.	Committee Status Updates	CDC Staff
8.	Review Agenda for April 28 CoC Board Meeting	Board Chair
9.	Staff Report	CDC Staff
10.	Board Member Questions & Comments	CDC Board
11.	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.