

LEADERSHIP COUNCIL

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LEAD AGENCY

Sonoma County
Community Development Commission
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CONTACT

FOR THIS NOFA:

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Fiscal Year 2019-20

Home Sonoma County

Consolidated Notice of Funding

Availability (NOFA)

APPLICATION FOR CAPITAL

PROJECTS

State Homeless Emergency Aid Program (HEAP)



Addendum B – Capital Projects Application

Addenda required of Capital Development applicants

- 501(c) (3) determination letter (*Section 2*)
- Board of Directors roster showing full name, role, and Term of Service
- Board of Directors Resolution Authorizing Submittal of Application
- Financial Audit, or Financial statements for two years
- Project Budget & HMIS Workbook
- Application Cover Sheet signed in blue ink – mailed or delivered to SCCDC offices
- A map showing the limits of any ground disturbance

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

The HEAP block grant allocation for Sonoma County is approximately \$12.1 million; \$6,551,527 will be available for capital projects or operating expenses over a two-year period. The Continuum of Care application for HEAP funds was submitted December 18, 2018; per State requirements, this application contained a proposed allocation of the funds by geography and program type, throughout Sonoma County. Attached as Appendix A to this NOFA, these recommendations were shaped by analysis of the most recent data on the location and needs of different homeless subpopulations, a survey of opportunities, and input through a broad-based community input process. At least half of the funds must be contractually obligated by January 2, 2020, and all funds must be expended by June 30, 2021. Eligible activities and recipients are detailed below in Sections 1.3.2.3 and 2.2.10, as well as Appendix A.

A - Cover Sheet

Organization Contact Information

Legal Name of Organization	
Project Name	
Project Alternate Name	
Amount of Funding Requested (Section 5.1.2)	\$
Primary Physical Location of Activities	
Organization Mailing Address, City State, Zip	
Main Telephone Number	
Organization Web URL	
Agency EIN Number	
Agency DUNS Number	

Executive Director or CEO Contact Information

Name	
Title	
Email	
Phone	

Contract Manager (or secondary contact)

Name	
Title	
Email	
Phone	

By my signature, I certify that the information provided in this FY 2019-20 Homeless Services Capital Development - Homeless Emergency Aid Program (HEAP) Funding application is correct, accurate, and complete.

X

Executive Director, CEO, CFO

Date

B - Project Description

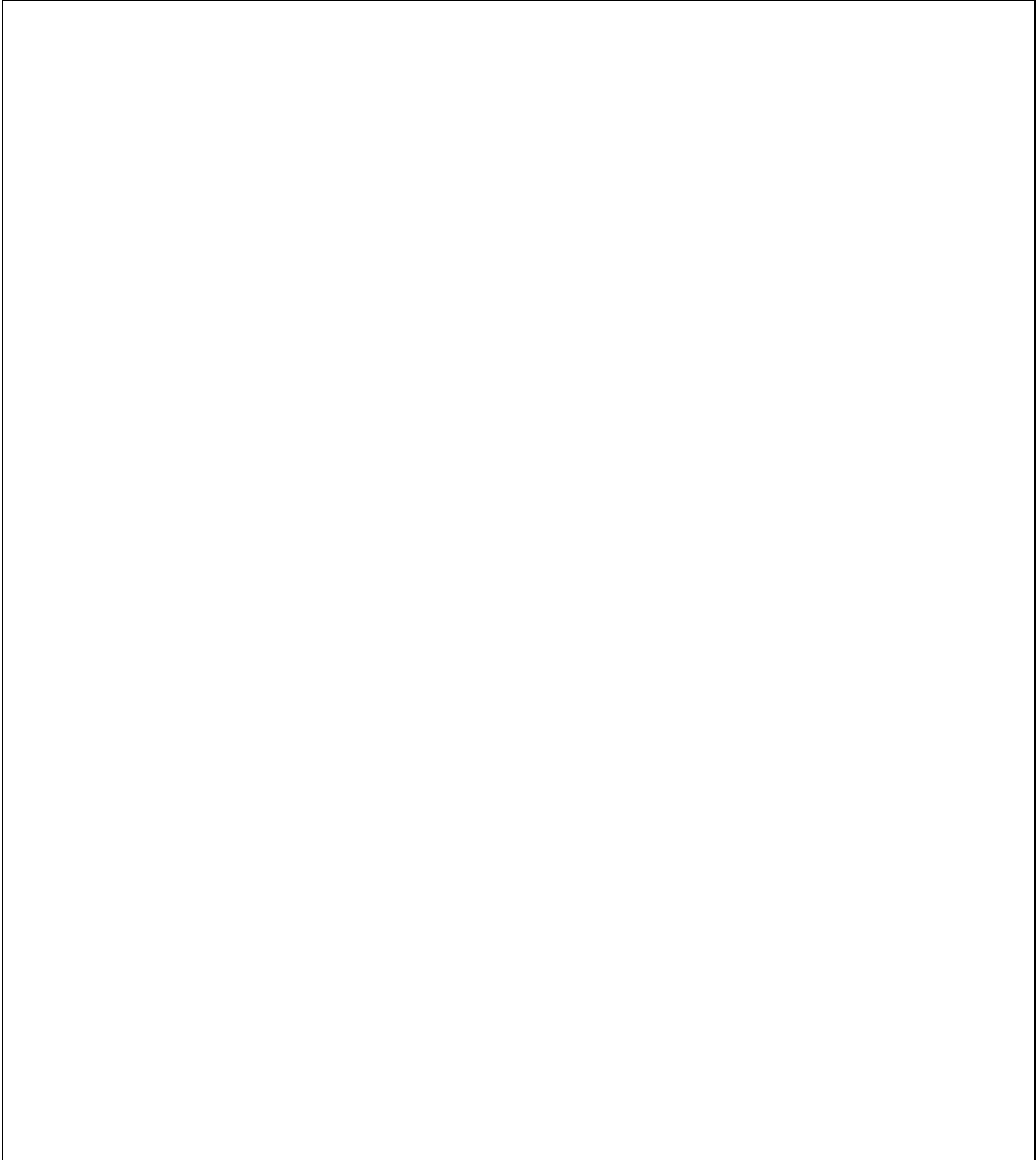
Describe the project, focusing on project-specific language while avoiding organizational marketing language. Please include 1) the project location, 2) a description of existing conditions at the property, 3) a description of any project phasing, and 4) how the costs of equipment or improvements to existing structures will increase shelter utilization. (3000 Characters)

C - Project Timeline and Costs

Describe the anticipated execution of the project, outlining the timeframes for each phase of construction that will allow for full expenditure of funds by June 30, 2021. Please include timeframes for 1) design and engineering, 2) permitting, approvals, entitlements, and jurisdictions granting permissions, 3) required demolition, 4) mechanical systems, 5) and completion of the project including receiving the Certificate of Occupancy. Include general descriptions of the anticipated extent of each phase of construction, and the estimated time it will take to complete each phase. (3000 Characters)

D - Environmental

Describe the environmental impact of the project including: 1) a description of proposed improvements 2) a timeline of work to occur in the next five years, 3) a map showing the limits of the ground disturbance including structural sections that shows the depth of any ground disturbing activities, and 4) the status of or need for the completion of NEPA or CEQA reviews.



Local Jurisdiction declaration (Section 3.4)

- The jurisdiction that this project is located in has declared a shelter crisis. (Section 3.4.2)
- The adoption of the jurisdictions shelter crisis declaration occurred prior to December 15, 2018.
- This project is requesting money for a capital improvement project

Funding

- The application requests at least \$50,000. (Section 5.1.2)
- Funding for this project contains leveraging from other sources. (Section 5.2)

Location of Capital Investment project (Section 3.4)

- Sonoma Valley (Glen Ellen to Sonoma)
- Lower Russian River (Forestville to Monte Rio)
- Northern Sonoma County (Windsor to Cloverdale)
- South Sonoma County (Rohnert Park to Petaluma)
- City of Santa Rosa
- City of Sebastopol

Type of Construction (Section 2.2.10)

- Acquisition
- Construction
- Rehabilitation

Project Focus: (Section 2.2.10)

- Emergency shelter/Navigation Centers
- Navigation Centers
- Permanent supportive housing
- Other Innovative housing models
- Improvements to existing structures that serve homeless individuals and families

Full Execution of Grant (Section 2.2.10.4)

- The project described in this application can fully expense an award by June 30, 2021.

Capital development of new permanent supportive housing (PSH) projects (Section 5.6.2.1)

_____ State the number of Permanent Supportive Housing units created through the project

Capital development or Improvements to emergency shelter (Section 2.2.10.2)

- Stated equipment costs or improvements to emergency shelter described in this Application and in the project budget increases the shelter’s capacity to accommodate special needs populations.

Environmental Conditions (Section 6.8)

- National Environmental Policy Act (NEPA) review has been completed and documented as approved by the Responsible Entity (Section 6.8.1)
- California Environmental Quality Act (CEQA) review has been completed and documented as approved by the Responsible Entity (Section 6.8.2)
- Documentation of NEPA and/or CEQA review is included in this application (Section 6.8.3)
- The proposed housing structures are legally sited (Section 2.2.10.3)
- The proposed project currently has connections to sewer, water, heat, and electrical services (Section 2.2.10.3)

Identify the applicant’s level of site control

- Ownership (attach a copy of grant deed or deed of trust)
- Lease (attach a copy of lease)
- Option agreement (attach a copy of agreement)
- Purchase agreement (attach a copy of agreement)