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Don Schwartz



LEAD AGENCY

Sonoma County
Community Development Commission
1440 Guerneville Road
Santa Rosa, CA 95403

CONTACT

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Fiscal Year 2019-20 Home Sonoma County Consolidated Notice of Funding Availability (NOFA) Application for Services Projects

Federal CDBG Public Services and ESG Funding Programs

State ESG Funding Program

Low- and Moderate-Income Housing Asset Fund (LMIHAF-Services)

Community Services Funding (CSF) Program

Winter Shelter Expansion Grants Program

And one time funds:

California Emergency Solutions & Housing Program (CESH)

State Homeless Emergency Aid Program (HEAP)

Sonoma Valley Homeless Initiative Funding

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Application Cover Sheet

Organization Contact Information

Legal Name of Organization	
Project Name	
Amount of Funding Requested (<i>Section 5.1.2</i>)	\$
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

NOFA Overview, Deadlines, Requirements

Overview

This NOFA incorporates the Sonoma County 2015 Consolidated Plan goals and objectives for the use of CDBG and ESG federal homeless services funding: to promote effective and proven strategies for homelessness prevention and intervention county-wide. The funding policies seek to create a collective impact on key System Performance Measures such as decreasing the length of homeless episodes, increasing placements in safe-housing for those living outside, and in permanent housing for all homeless persons. The goals of reducing the percentage of people placed in permanent housing who return to homelessness; decreasing the number of people experiencing homelessness for the first time; increasing incomes; and overall reducing the total number of people experiencing homelessness in Sonoma County.

This application is for Homeless Services only. Fair Housing and Capital Development projects should fill out either Addendum A or B respectively.

Please direct any questions related to completing this application or associated documents to Chuck Mottern at 707-565-7554, or email to chuck.mottern@sonoma-county.org.

Proposal Delivery (Section 3)

The NOFA period commences on January 8, 2019, and concludes at 5:00 pm on February 8, 2019. The SCCDC will consider any late or incomplete submission as ineligible. County spam filters will inhibit the delivery of emails containing zipped or compressed files. Please attach each attachment to an email individually. Applicants should email submissions to Suzanne Whipple at suzanne.whipple@sonoma-county.org.

Proposal Submission and Format (Section 3)

Applicants should review all instruction materials including the FY 19-20 Homeless Services NOFA and Application Guidelines. Applicants will notice that section numbers in parenthesis follow many headings and questions in this application relate specifically to corresponding sections of the NOFA. Submissions should adhere to character limits and other instructions. Applicants are encouraged to attend one of the two technical assistance sessions on January 14, 2019, at 10:00 am, or January 15, 2019, at 1:00 pm. Technical Assistance sessions will be at the Sonoma County Community Development Commission Offices at 1440 Guerneville Road in Santa Rosa. If you are unable to attend one of these sessions, please contact, Chuck Mottern at (707) 565-7554.

Addenda required of all 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
- Organizational ADA Policy (*Section 6.2*) (draft policies accepted)
- Organizational Reasonable Accommodation Policy (*draft policies accepted*)
- Project Budget & HMIS Workbook
- Application Cover Sheet signed in blue ink – mailed or delivered to SCCDC offices

Addenda required of specific Applicants as indicated

- Local jurisdiction partnership if a geographic preference is stated (*Section 3.4.1*)
- Addendum A – Fair Housing Questionnaire (*Section 7*) – *Fair Housing Applicants only*
- Addendum B – Logic Model - *New projects not currently funded only*
- Addendum C – Capital Development Addendum - *Capital projects only*
- Completion and documentation of environmental review (*Section 6.8 - Capital projects only*)

Program Description

Program Overview

Describe the general Program model of your project, focusing on project-specific language while avoiding organizational marketing language. Please limit the response to the following information: 1) the target population, 2) the type of services delivered, 3) and the anticipated length of time participants receive services. (3000 Characters)

Please direct any questions related to completing this application or associated documents to Chuck Mottern at 707-565-7554, or email to chuck.mottern@sonoma-county.org.

Program Strategies towards Outcomes

Describe program components that: 1) help to minimize returns to homelessness, and 2) increase housing retention. Also, describe 3) your efforts to ensure that the project has “low barriers” to entry, and 4) describe barriers to admission inherent in your program design.
(3000 Characters)

1. Eligible Activities (Section 2)

The NOFA for Homelessness Services describe the minimum requested amount, prioritization of projects, and expectation of leveraging. Please respond to the following questions relating to your proposed project:

Eligible Activities (Section 2)

Choose the type of Project described in this application (Choose one)

- | | |
|---|--|
| <input type="checkbox"/> Permanent Supportive Housing | <input type="checkbox"/> Coordinated Entry Access Points |
| <input type="checkbox"/> Rapid Re-Housing | <input type="checkbox"/> Homelessness Prevention |
| <input type="checkbox"/> Emergency Shelter/Navigation Center | <input type="checkbox"/> Winter Shelter Expansion |
| <input type="checkbox"/> Street Outreach/Day Centers | <input type="checkbox"/> HMIS Systems Compliance/Participation |
| <input type="checkbox"/> Other homeless services (Please specify) _____ | |

Multi-year Funding (Section 3.5)

- This Project is requesting two-year funding per Section 3.5 – Multi-year Funding of the FY 19-20 Homeless Services NOFA. (Excludes Fair Housing and Winter Shelter Expansion projects)

2. Selection Criteria (Section 5)

Check all that apply:

- This request is for a homeless service focused project requesting at least \$30,000. (Section 5.1.2)
- The application is for a capital improvement project requesting at least \$50,000. (Section 5.1.2)
- The project leverages dollars from other sources. (Section 5.2)
- The applicant has previous experience managing grants administered by the Community Development Commission (Section 5.3)
- The proposed project has not previously received funding through the Homeless Services funding cycle from the Community Development Commission

3. Projects Serving Individual Cities/Towns (Section 3.4)

Proposed homeless services projects that are located in, and will serve the residents of, one or more specific incorporated areas, but not all of Sonoma County, must inform, and collaborate with the governing body of the jurisdiction(s) in which the project will operate.

The proposed project serves persons from *(Choose only one)*

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

Local Jurisdiction declaration (Section 3.4.2)

- The jurisdiction that this program will operate in has declared a shelter crisis.

4. Program Requirements (Section 5.6)

The FY 19-20 Homeless Funding NOFA prioritizes projects that increase housing placements of homeless persons from unsheltered locations into temporary housing (e.g., shelters), and from temporary housing into permanent housing.

Please respond to the following questions relating to your proposed project:

- The proposed services is for families with children who are homeless
- The proposed services are for individuals (Single Adults over 25) who are homeless
- The proposed services are for Transitional Aged Youth (under 25) who are homeless.
- The proposed services are for individuals who meet the HUD definition of “at risk of Homelessness.”
- This project has services focused on chronically homeless individuals.

_____ The number of Households/Individuals anticipated served in the Fiscal Year 2019-2020.

5. System Performance Measures (Section 5.6)

Please check the box next to the system performance measure that your project will impact (choose only one)

- Increase housing placements from unsheltered locations into temporary housing (e.g., shelters), and from temporary housing into permanent housing
- Decrease the overall length of homeless episodes.
- Minimize returns to homelessness from permanent housing through retention of permanent housing.

6. Current Performance (Section 5.6)

Current Performance for FY 2018-2019

Please respond to the following questions relating to the projects performance during the first six months of FY 2018-2019: Enter the number anticipated to achieve the following goals as they refer to the system performance measure chosen in the previous section:

- The proposed project did not operate in FY 2018-2019
(If checked, skip to question 7. Anticipated Numbers Served in FY 2019-2020)

_____ Number of Households/Individual served in the first six months of the current fiscal year

_____ Number of unsheltered persons placed into temporary housing (shelter) in the first six months of the current fiscal year

_____ Number of shelter (temporary housing) participants exited to permanent housing in the first six months of the current fiscal year

_____ Number of RRH participants who exited to permanent housing in the first six months of current fiscal year

Please enter the number of individuals served by the proposed project in the first six months of the Fiscal Year 2018-2019. Enter the total as it relates to the system performance measure chosen in the previous question:

_____ Enter the average number of days participants stayed in your shelter or housing project

_____ Enter the average number of days chronically homeless participants remain in your shelter

_____ State the percentage of program participants who retained permanent housing for 6-months after exit, during the previous 12 months.

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7. Anticipated Numbers Served in FY 2019-2020

Please enter the anticipated number of individuals served by the proposed project in the Fiscal Year 2019-2020. Enter the total number of persons expected to achieve the following goals as they relate to the system performance measure chosen in the previous question or that relates to your proposed project. Choose only one question as it relates to the type of project to which you are applying.

_____ Number of unsheltered persons anticipated placed into shelter (temporary housing)

_____ Number of shelter (temporary housing) participants exiting to permanent housing

_____ Number of RRH participants who exited to permanent housing

_____ Number of unsheltered persons served through outreach/navigation center activities

_____ Number of unsheltered persons served through Winter Shelter Expansion projects

_____ Number of persons entered through Coordinated Entry access point's projects

_____ Number of persons served by projects considered as Other Homeless Services

8. Coordinated Entry (Section 5.4)

Each Emergency Shelter, Rapid Re-Housing, and Permanent Supportive Housing project must refer to (as appropriate) and accept referrals from the Sonoma County Coordinated Entry System. The sub-recipient must work with the Sonoma County Homeless System of Care Technical Advisory Committee and its relevant Task Groups, to ensure the screening, assessment, and referrals of program participants are consistent with the Coordinated Entry System written policies and procedures.

The proposed project will accept referrals only from Coordinated Entry (CE)

The proposed project will provide Coordinated Entry (CE) access points

9. Housing First (Section 5.5)

All housing focused projects funded in FY 2018-2019 were required to complete the HUD Housing First Assessment tool for each project. In the grid below, enter the score and date of the last two assessments completed for the proposed project, or mark the appropriate box below. Applicants can find the Assessment Tool at:

<https://www.hudexchange.info/resource/5294/housing-first-assessment-tool/>

Score 1	Date	Score 2	Date

Please choose one of the following options that pertain to your proposed project:

- The proposed project did not operate in FY 2018-2019 and therefore has not yet completed a Housing First Assessment Tool. (Do not enter any scores)
- The proposed project was in operation during the past year but did not receive funding through the SCCDC or Continuum of Care (Complete the Housing First Assessment Tool and Enter the score and the date that the assessment tool was completed)
- The proposed project received funding from the SCCDC or COC during Fiscal Year 2018-2019 and has completed the assessment tool previously as well as for this application. (Complete the Housing First Assessment Tool and enter the score and dates as well as the score and date of the previous assessment)

10. Upstream Investments (Section 5.7)

Funding applications and recommendations for funding will take into consideration the principles consistent with the County of Sonoma’s Strategic Plan element known as “Upstream Investments.”

- The applicant appears on the Upstream Investments portfolio as using a Tier 1 – Evidence-Based Practice (EBP) utilized in the proposed project described in this application.
- The applicant appears on the Upstream Investments portfolio as using a Tier 2 – Promising Practice (PP) utilized in the proposed project described in this application.
- The applicant appears on the Upstream Investments portfolio as using a Tier 3 – Innovative Practice (IP) utilized in the proposed project described in this application.

(If applicable, please name the EBP, PP, or IP used directly in this project below:

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