



**COUNTY OF
SANTA BARBARA**

**NOTICE OF FUNDING AVAILABILITY
of the
Community Services Department**



**Division of
Housing and Community Development**

March 8, 2021

<http://countyofsb.org/housing/>



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Funds Available

The Santa Maria/Santa Barbara County Continuum of Care (CoC) is pleased to issue this Notice of Funding Availability (NOFA) to inform eligible organizations about current grant opportunities. The County Board of Supervisors (BOS) approves all funding contracts. County of Santa Barbara Community Services Department Housing and Community Development (HCD) division serves as the Administrative Entity for the Continuum of Care.

Santa Maria/Santa Barbara County Continuum of Care	
Eligible Activity	Amount Available
Shelter Diversion	\$ 803,978.40

Youth Set Aside (Combined CoC and County Allocations)	
Eligible Activity	Amount Available
Street outreach Services coordination	\$ 152,358.80

When possible, depending upon the funding amount and source of funding, the Continuum of Care prefers that projects of different component types be scored separately and funding availability be allocated into project types.

The Santa Maria/Santa Barbara County Continuum of Care and Youth Set-Aside funding allocations are dedicated to different component types, and will be considered as two separate applications:

1. Shelter diversion including crisis resolution, mediation and conflict resolution, creative problem solving, connection to mainstream resources, and light-touch financial assistance that directly results in a housing solution.
2. The Youth Set Aside eligible activities will be considered as a single application: applicants should submit projects combining (1) street outreach to assist persons experiencing homelessness to access permanent housing and services and (2) services coordination, which may include access to workforce, education, and training programs, or other services needed to promote housing stability in supportive housing.

Important Dates

Application Due Date

April 8, 2021 by 5:00 p.m.	HHAP Application and all required attachments due via Neighborly
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Applicant Training Schedule

Visit <http://cosb.countyofsb.org/housing/> for updates to this schedule.

March 11, 2021 Homeless Housing, Assistance and Prevention (HHAP)	MANDATORY Applicant Training [online via Zoom] 9:30 – 11:30 a.m. HHAP and Neighborly Attendance at training is required. Attendee(s) must be the agency's executive director and/or staff responsible for program implementation. Applicants' grant writers and others are welcome to attend; however, their attendance will not count toward the attendance requirement. To attend, RSVP to lboss@countyofsb.org
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Committee Review and Board of Supervisors Hearing Dates

April 22, 2021 online via Zoom	Continuum of Care Rank and Review Panel <i>Committee will make funding recommendations for consideration by the CoC Board for HHAP.</i> <i>The CoC Appeals process is described in this NOFA. Any appeals of the Rank and Review Panel recommendations, must be made in writing by noon on [date].</i>
May 6, 2021 online via Zoom	CoC Board Meeting <i>Non-conflicted CoC Board Members to review and vote on HHAP funding recommendations.</i>
June 15, 2021 9:00 a.m. call to order Location TBD	County Board of Supervisors Hearing <i>Board will consider funding recommendations and approve sub-recipient agreements.</i>

Overview

The County of Santa Barbara Community Services Department Housing and Community Development (HCD) division serves as the Administrative Entity for the Continuum of Care. The Santa Maria/Santa Barbara County Continuum of Care (CoC) is pleased to announce the availability of funding through the Homeless Housing, Assistance and Prevention (HHAP) program, a one-time block grant that provides local jurisdictions with funds to support regional coordination and expand or develop local capacity to address our immediate homelessness challenges. Spending must be informed by a best practice framework focused on moving homeless individuals and families into permanent housing and ensuring those individuals and families to maintain their permanent housing.

Please read the appropriate sections(s) of this document in their entirety and direct questions to the County staff listed at the end of this document.

Application Information

Applications are accepted electronically via Neighborly only. Access to the applications is posted at www.countyofsb.org/housing.

To access the **County of Santa Barbara HHAP grant application**, click on or copy and paste this link into your browser: [\[link\]](#)

Following are detailed Applicant Instructions which explains [\[Neighborly\]](#)

If Applicants have any technical questions, they can: [\[Neighborly\]](#)

LATE OR INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED

Specific requirements and eligible activities are provided in the sections that follow. Complete one application for each funding source in which you are applying. For program questions, contact County staff listed at the end of this document.

Neighborly Application Link

To access the **County of Santa Barbara HHAP grant application**, click on or copy and paste this link into your browser:

Homeless Housing, Assistance and Prevention (HHAP)

1. *Shelter Diversion*
2. *Youth Set-Aside: (1) street outreach to assist youth experiencing homelessness to access permanent housing and services and (2) services coordination, which may include access to workforce, education, and training programs, or other services needed to promote housing stability in supportive housing for youth.*

Introduction

State Assembly Bill 83 included \$300 million in one-time HHAP block grants that provides local jurisdictions with funds to support regional coordination and expand or develop local capacity to address their immediate homelessness challenges.

The County of Santa Barbara (County) is the Administrative Entity (AE) for the Santa Maria/Santa Barbara County Continuum of Care (CoC), which geographically encompasses Santa Barbara County. The Housing and Community Development Division (County HCD) will administer HHAP on behalf of the Continuum of Care and announces the availability of these funds to address immediate homeless challenges throughout the CoC Service Area.

Per Health and Safety Code Section 50217(a), the Homeless Housing Assistance and Prevention (HHAP) program requires that program spending be informed by a [best-practices framework](#) focused on moving individuals and families experiencing homelessness into permanent housing, and in accordance with eligible activities.

Coordinated Entry System (CES)

Successful applicants will receive referrals for assistance from the Coordinated Entry System. Coordinated entry is a process designed to quickly identify, assess, refer, and connect individuals, youth including parenting and pregnant youth, and families in crisis to housing and services. Coordinated entry is intended to prioritize resources for those with the greatest need, match people with the services that are most likely to help them exit homelessness, reduce the time it takes for participants to access services, and ensure that resources are allocated efficiently. Per Health and Safety Code Section 50219(a)(9), HHAP applicants must be integrated within the local CES.

“Coordinated Entry System” means a centralized or coordinated process developed pursuant to Section 578.7 of Title 24 of the Code of Federal Regulations, as that section read on January 10, 2019, designed to coordinate homelessness program participant intake, assessment, and provision of referrals. In order to satisfy this subdivision, a centralized or coordinated assessment system shall cover the geographic area, be easily accessed by individuals and families seeking housing or services, be well advertised, and include a comprehensive and standardized assessment tool.

The Santa Maria/Santa Barbara County Continuum of Care (CoC) implemented a Coordinated Entry System (CES) in January 2018. A hallmark of the Coordinated Entry System is prioritizing vulnerable individuals and families for services. This focus on serving vulnerable individuals and families through CES may result in a reduction in the number of households served. To learn more about the local Coordinated Entry System, click [Home for Good](#).

Homeless Management Information Systems

All applicants receiving HHAP funds must participate in the Homeless Management Information Systems (HMIS). The system requires data collection and reporting. The Santa Maria/Santa Barbara Continuum of Care operates with limited data sharing – referred to as an open HMIS system. Program participants sign a release of information (ROI) and provide universal data elements to the system. HMIS participating agencies can view these universal data elements even if this data is entered by another agency. If a client does not sign the ROI, data is collected but is not viewable outside the HMIS Lead and agency entering data.

To learn more about HMIS requirements, please view [HMIS User Central](#). In addition, the standard intake and data standards, HHAP recipients will be asked to enter services in HMIS. Please include staff time for accurate data entry in your HHAP budget.

Grant Terms

The grant term is 36 months with an anticipated start date of July 1, 2021 to June 30, 2024. All funds must be expended by June 30, 2026; however, given the amount of funding and the eligible uses determined through extensive community engagement, HCD anticipates funds will be fully utilized by June 30, 2024. The budget submitted by the applicant should indicate the funding that will be used in each year. An application must be submitted for each eligible use for which an applicant is seeking funding.

The CoC will monitor spending rates and will redistribute funds if a project is not on track to use all funds on eligible activities prior to the State expenditure deadline (June 30, 2026). Eligible costs will be invoiced to County HCD on at least on a quarterly basis for reimbursement. No matching funds are required.

Program Requirements

Homeless Housing, Assistance and Prevention (HHAP) Requirements

The use of HHAP funds is governed by policies set by the Homeless Coordinating and Financing Council and Assembly Bill 83. To learn more about the state HHAP program, access the [State of CA HHAP webpage](#).

Eligible Applicants

Eligible applicants are private non-profit organizations, units of local government, or for-profit organizations. Applicants will be able to include sub-recipients in a collaborative application in order to maximize effectiveness in addressing homelessness challenges. Sub-recipients must meet the same requirements as applicants.

California's Housing First Policy – Core Practices and Core Components

Housing First is a proven approach, applicable across all elements of systems for ending homelessness, in which people experiencing homelessness are connected to permanent housing swiftly and with few to no treatment preconditions, behavioral contingencies, or other barriers. Housing First providers offer services as needed and do not make housing contingent on the participation in services. (e.g., sobriety, engagement in treatment, service participation requirements).

Additionally, Senate Bill (SB)1380 (Mitchell, Chapter 847, Statutes of 2016) requires all state-funded programs providing housing or housing-based services to people experiencing homelessness to incorporate the core components of Housing First as enumerated in Welfare and Institutions Code Section 8255.

All projects including **services** must align with the Core Practices described in [CCR Title 25, 8409\(b\)](#)

Projects shall operate in a manner consistent with Housing First practices as reflected in the CoC Written Standards, consistent with subsections below, and progressive engagement and assistance practices, including the following:

- Ensuring low-barrier, easily accessible assistance to all people, including, but not limited to, people with no income or income history, and people with active substance abuse or mental health issues;
- Helping participants quickly identify and resolve barriers to obtaining and maintaining housing;

- Seeking to quickly resolve the housing crisis before focusing on other non-housing related services;
- Allowing participants to choose the services and housing that meets their needs, within practical and funding limitations;
- Connecting participants to appropriate support and services available in the community that foster long-term housing stability;
- Offering financial assistance and supportive services in a manner which offers a minimum amount of assistance initially, adding more assistance over time if needed to quickly resolve the housing crisis by either ending homelessness, or avoiding an immediate return to literal homelessness or the imminent risk of literal homelessness. The type, duration, and amount of assistance offered shall be based on an individual assessment of the household, and the availability of other resources or support systems to resolve their housing crisis and stabilize them in housing.

Proposed activities that provide housing must align with the Core Components of Housing First.

Welfare and Institutions Code Division 8. Chapter 6.5 8255 (b) "Core components of Housing First" means all of the following:

- Tenant screening and selection practices that promote accepting applicants regardless of their sobriety or use of substances, completion of treatment, or participation in services.
- Applicants are not rejected on the basis of poor credit or financial history, poor or lack of rental history, criminal convictions unrelated to tenancy, or behaviors that indicate a lack of "housing readiness."
- Acceptance of referrals directly from shelters, street outreach, drop-in centers, and other parts of crisis response systems frequented by vulnerable people experiencing homelessness.
- Supportive services that emphasize engagement and problem solving over therapeutic goals and service plans that are highly tenant-driven without predetermined goals.
- Participation in services or program compliance is not a condition of permanent housing tenancy.
- Tenants have a lease and all the rights and responsibilities of tenancy, as outlined in California's Civil, Health and Safety, and Government codes.
- The use of alcohol or drugs in and of itself, without other lease violations, is not a reason for eviction.
- In communities with coordinated assessment and entry systems, incentives for funding promote tenant selection plans for supportive housing that prioritize eligible tenants based on criteria other than "first-come-first-serve," including, but not limited to, the duration or chronicity of homelessness, vulnerability to early mortality, or high utilization of crisis services. Prioritization may include triage tools, developed through local data, to identify high-cost, high-need homeless residents
- Case managers and service coordinators who are trained in and actively employ evidence-based practices for client engagement, including, but not limited to, motivational interviewing and client-centered counseling.
- Services are informed by a harm-reduction philosophy that recognizes drug and alcohol use and addiction as a part of tenants' lives, where tenants are engaged in nonjudgmental communication regarding drug and alcohol use, and where tenants are offered education regarding how to avoid risky behaviors and engage in safer practices, as well as connected to evidence-based treatment if the tenant so chooses.

- The project and specific apartment may include special physical features that accommodate disabilities, reduce harm, and promote health and community and independence among tenants.

Written Standards

The CoC has set Written Standards for service. All selected applicants will need to comply with the CoC Written Standards.

CoC Participation

All recipients of HHAP funding are to become members of the CoC. From the approved governance charter (Article IV C. 1.) of the CoC, all members shall demonstrate a professional interest in or personal commitment to addressing and alleviating the impacts of homelessness on individuals experiencing homelessness, and on the community at large. The membership commitment may include, but is not limited to participation in the following:

- Attending CoC meetings;
- Reporting to/seeking input from constituencies on key issues and strategies;
- Remaining informed of and communicating needs and gaps;
- Remaining informed of local, state, federal, and private proposals for funding;
- Contributing to informed dialogue on action undertaken by the group;
- Serving on a CoC Standing Committee;
- Participating in administration of the biennial Point in Time (PIT) Count;
- Sharing aggregate outcome and performance data on the successes and challenges of people who are experiencing or have experienced homelessness;
- Engaging in the regular review of data to ensure that high levels of data quality and completeness are maintained;
- Providing input in the development of strategies and action plans to reduce and end homelessness;
- Participating in advocacy and public education efforts.

APPEALS PROCESS

The Review and Rank Panel reviews all applications and ranks them to make funding recommendations to the CoC Board. Applicants may request anonymized, individual panelists' scores after the funding award announcement. Applicants may appeal the decision by following the process set forth below.

1. MEMBERS OF THE APPEALS PANEL

The Appeals Panel shall consist of three (3) members. These members may be selected from non-profits, foundations, consumers, government, and private agencies with experience in grant administration and homelessness projects.

The Appeals Panel will be selected by the Competition Facilitator of the Review and Rank process.

Appeals Panel members must not have a conflict of interest with any of the agencies or parties applying for funding as defined by the existing Review and Rank Panel conflict of interest rules.

2. APPEAL ELIGIBILITY

A project may appeal if:

1. The Review and Rank panel awards no funding
2. The Review and Rank Panel awards only partial funding

If the project was submitted by a collaboration of agencies, only one joint appeal may be made.

3. SUBJECTS FOR APPEAL

Appeals may be made only on the following bases:

- Inaccuracy in information provided to the Review and Rank Panel (by entities other than the applicant) resulting in a reduced score
- A failure of the panel as a whole, or individual panel members, to follow the Review and Rank process resulting in a reduced score
- A review of scoring shows an inconsistency in the way the scoring factor(s) was/were applied

NOTE: Appeals based on policy considerations, funding priorities, or other subjective criteria will not be considered and are not eligible. An objection to the Ranked List based on any of these concerns must be brought, if at all, to the Continuum of Care Board, and not to the Appeals Panel.

4. APPEALS PROCESS

Any Project Applicant seeking to appeal must adhere to the included timeline. Failure to meet a deadline in the timeline voids the Project Applicant's appeal.

- A. Project Applicants will have a specific number of days after the issuance of the decision to provide notice to the Competition Facilitator of an intent to appeal. The number of days will be stated in the local NOFA and may vary depending of the funder's timeline. This notice must be sent via email at an address included in the NOFA and must include:
 - i. A statement as to why the project is eligible to appeal.
 - ii. The basis for the appeal.
 - iii. A brief statement of the facts upon which the Project Applicant bases its appeal. These facts need not be complete, but must give the facilitator a sufficient understanding for the basis of the appeal.
- B. The Competition Facilitator will contact the appealing Project Applicant in an attempt to clarify the scoring decision and determine if the appeal can be resolved without requiring a formal hearing.

- C. If a resolution is not possible, the Project Applicant will submit a formal appeal pursuant to the official timeline provided in the local NOFA.
 - i. The Formal Appeal must consist of a short, clear, written statement no longer than two pages of the basis for the Project Applicant's appeal of the Review and Rank Panel's decision.
 - ii. The Formal Appeal must be sent as an attachment to the Competition Facilitator at the email provided in the local NOFA.
- D. Upon timely receipt of the Formal Appeal, the Competition Facilitator will convene the Appeal Panel and set a time and date for the Appeal Hearing. The Appeal Hearing shall be closed to the public.
- E. The Appeal Hearing shall be conducted according to the following procedure:
 - i. The Appeal Hearing will be conducted telephonically.
 - ii. The Appeal Panel will join the call with the Competition Facilitator and a representative of the Review and Rank Panel.
 - iii. The Competition Facilitator will explain the facts of the appeal and answer any procedural questions.
 - iv. The Appeal Panel may ask the Review and Rank Panel member questions about the Review and Rank Process to clarify what occurred during Review and Rank from the Panel's perspective and what information the Panel considered in evaluating the Project Applicant.
 - v. The appealing Project Applicant will then join the phone call. The appealing Project Applicant will be allotted time to explain their appeal. The Appeal Panel may then ask any questions of the appealing Project Applicant. The appealing Project Applicant then leaves the phone call. The Review and Rank Panel member also leaves the call after taking any final questions.
 - vi. The Appeal Panel conducts a discussion of the appeal and takes a formal vote.
- F. The Appeal Panel may consider the effect of its decision on other Project Applicants and may include those project applicants in the appeals discussion.

The decision of the Appeal Panel is final. The only exception is that the Continuum of Care Board may alter the final funding recommendations of the Review and Rank Panel for a legitimate reason after the Appeal Panel has issued its decision(s). In so doing, the Continuum of Care Board must consider both the needs of the community and the obligation to issue funding based on the published criteria and aligned with the process.

Addenda to this NOFA

Revisions to this NOFA or timeline will be posted to HCD's webpage at: [County HCD Webpage](#).

Shelter Diversion

Objective and Eligible Uses

HCD will administer, evaluate, and monitor programs to ensure compliance with the core components of Housing First, strive to employ a progressive engagement approach, and offer opportunities to increase a household's income or retain employment on behalf of the CoC. The Continuum of Care and Administrative Entity went through a local planning process to incorporate input from cities, county staff, service providers, health care professionals, law enforcement, faith-based organizations, and stakeholders to establish local priorities. At their meeting on January 7, 2021, the CoC Governing Board approved the following eligible uses as local priorities:

- Shelter diversion including crisis resolution, mediation and conflict resolution, creative problem solving, connection to mainstream resources, and light-touch financial assistance that directly results in a housing solution.

Homelessness Diversion: Homelessness [diversion](#) programs are intended to quickly support people who are at imminent risk of homelessness or who are initially attempting to access shelter by helping them quickly regain stability in their current housing or in other permanent housing. Diversion is empowering persons facing imminent homelessness to identify safe and appropriate housing options (other than the street/car/shelter), and assisting them in avoiding shelter and returning immediately to housing, not a barrier to shelter, and focus is on empowering persons in crisis to begin regaining control over their situation and lives.

Diversion programs usually target people as they are initially trying to gain entry into shelter. Diversion programs connect participants to other types of assistance such as landlord mediation, CalFresh benefits, health and behavioral health care, early childhood development and education, CalWORKS, Supplemental Security Income (SSI) and Social Security Disability Insurance (SSDI), and other resources. Additionally, these programs are designed to engage participants in creative problem-solving conversations, connect them with family supports, provide housing search and placement services, and secure flexible financial assistance to help people resolve their immediate housing crisis. HHAP applicants are encouraged to consider programs that provide rental assistance, housing search, and stabilization services to prevent homelessness or quickly divert individuals out of the shelter system. Examples of HHAP eligible activities for diversion programs include but are not limited to: short -term rental assistance, payment of rental arrears and security deposits, utility payments, moving costs, housing search assistance, housing stabilization case management, credit repair, flexible dollars for bus tickets, food cards, etc, and legal services.

Funding Available

The Continuum of Care and Administrative Entity went through a local planning process to incorporate input from cities, county staff, service providers, health care professionals, law enforcement, faith-based organizations, and stakeholders to establish local priorities. At their meeting on January 7, 2021, the CoC Governing Board approved the funding amounts for each local priority. One-time HHAP grant funding in the amount of \$803,978.40 to be dedicated for shelter diversion.

Administrative costs are not an eligible activity for applicants. Staff and overhead costs directly related to carrying out program activities are not considered administrative for the purposes of this state funding.

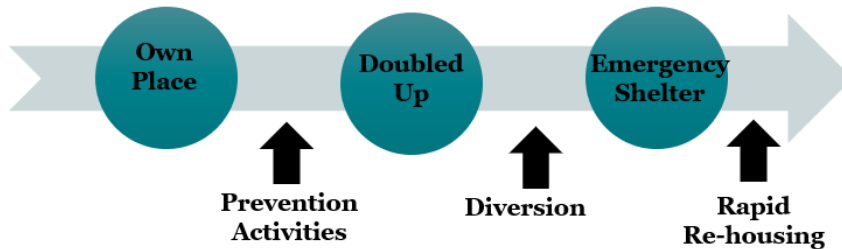
Program Requirements

Diversion model

Key notes about the diversion approach:

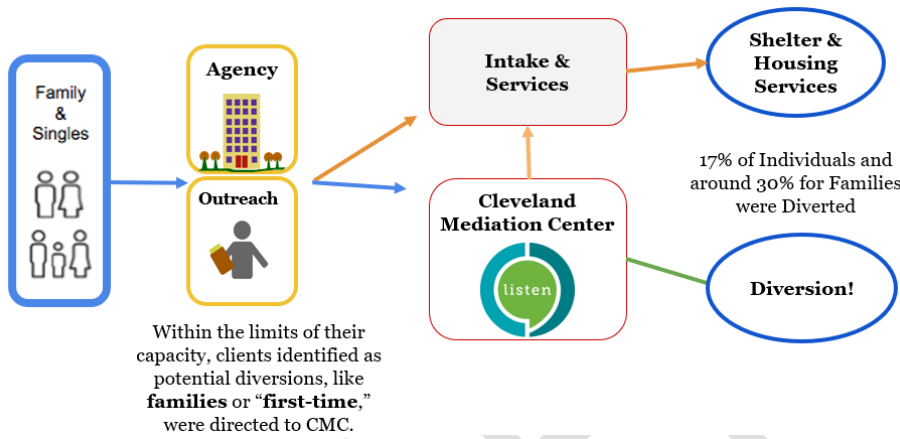
- Diversion involves empowering persons facing imminent homelessness to identify safe and appropriate housing options (other than the street/car/shelter), and assisting them in avoiding shelter and returning immediately to housing
- Diversion is NOT a barrier to shelter
- Focus of diversion is empowering persons in crisis to begin regaining control over their situation and lives
- Case managers should be full-time diversion specialists with a case load of 30-40 clients
- Partners engaged in diversion models must commit to ongoing training and regular meetings to support and improve the local model
- The Cleveland Medication Center studies note the average cost per serving each household is a maximum of \$3,000, which includes cost per person served including staff time plus direct assistance
- These approaches and techniques may also be very helpful for persons already experiencing homelessness

When and where diversion can happen:



- Diversion happens at the shelter door (“Secondary Prevention”)
- Diversion can happen in person, on the phone, or a combination of both

Cleveland Mediation Center Model: note there are no centralized intake points; only one facility to do diversion created capacity constraints leading to have to be “sorted” to receive services:



Local shelter inflow data:

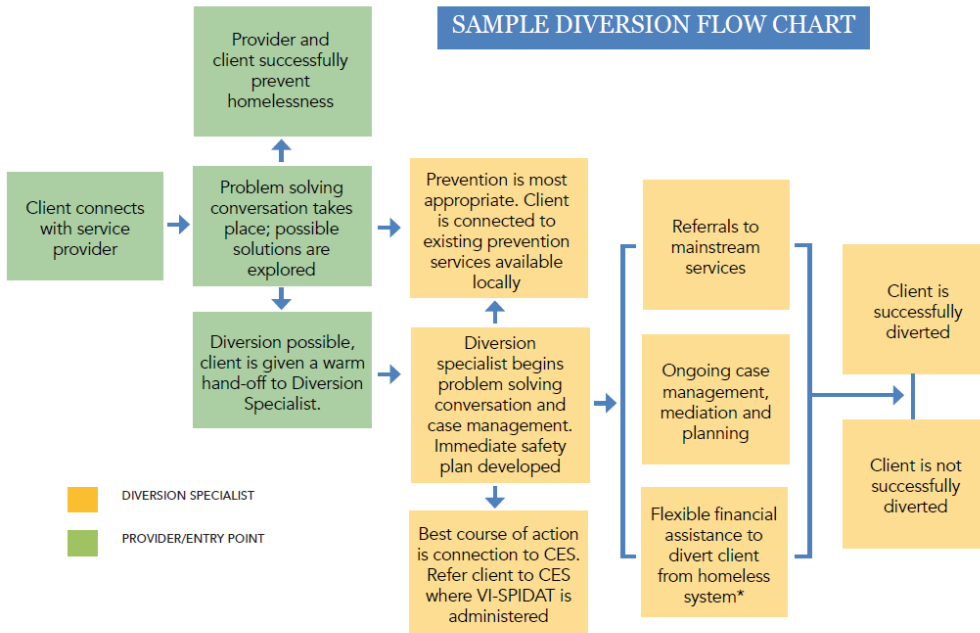
	2018-2019	2019-2020
Percentage of Persons Entering Emergency Shelter from Housed Settings	14%	6%
Percentage of Persons Entering Emergency Shelter from Institutional Settings	16%	12%
	2018-2019	2019-2020
Rental by client, no ongoing housing subsidy	46	10
In a hotel or motel, not paid by agency or voucher	45	16
Living with friends	45	29
Living with family	85	44

Possible Reasons for Decrease

- Eviction moratorium
- Increase training and requirements for verifying homelessness eligibility upon entry

Proposed Local Diversion Workflow:

SAMPLE DIVERSION FLOW CHART



Examples of financial assistance include:

- Background check payment assistance
- Certification/license fees related to employment
- Criminal justice and legal assistance
- Food card
- Interpreter payment assistance
- Landlord fees
- Moving cost
- Security deposit
- Transportation
- Utility bill payment assistance
- Work or education related materials

Successful diversion:

- Rental by client, no housing subsidy
- Rental by client, other (non-VASH) housing subsidy
- Rental by client, VASH subsidy
- Staying or living with family, permanent tenure
- Staying or living with family, temporary tenure (e.g., room, apartment or house)
- Staying or living with friends, permanent tenure
- Staying or living with friends, temporary tenure

Unsuccessful diversion:

- Emergency shelter, including hotel or motel paid for with emergency shelter voucher
- Foster care home or foster care group home
- Hospital (non-psychiatric)
- Hotel or motel paid for without emergency shelter voucher
- Jail, prison or juvenile detention facility
- Place not meant for habitation
- Psychiatric hospital or other psychiatric facility
- Safe Haven
- Substance abuse treatment facility or detow center
- Transitional housing for homeless persons (including homeless youth)

- Diversion specialist will be available 24/7
- CES entry points will have a "Diversion Champion"
- DS will be housed under a separate entity (RFP required)
- Diversion activities will be entered into HMIS
- Ongoing diversion training will be provided to all providers, regardless of CoC involvement
- DS will follow up with successfully diverted clients within 30 days

Eligible Populations

The minimum eligibility criteria for HHAP participants is to meet the definition of homeless cited in [24 CFR 578.3](#). Housing resources are also prioritized in the CoC through the CES. Please learn more about CES and how it may impact the participants in the project at [Home for Good](#).

Eligible Costs

County HCD is using the federal regulations below to provide applicants with guidelines for eligible costs. Eligible costs are described by component type and may also be impacted by local CoC Written Standards. If an activity is not described as an eligible expense, but is part of assisting households experiencing homelessness obtain and maintain permanent housing and California's Housing First Policy, applicants must obtain express written consent from County HCD prior to use of program funds.

Per Health and Safety Code Section 50220.5 (d), HHAP round 2 funds may be expended on: shelter diversion including crisis resolution, mediation and conflict resolution, creative problem solving, connection to mainstream resources, and light-touch financial assistance that directly results in a housing solution. Examples of financial assistance include: background check payment assistance, certification/license fees related to employment, criminal justice and legal assistance, food card, interpreter payment assistance, landlord fees, moving costs, security deposits, transportation, utility bill payment assistance, work or education related assistance.

Administrative costs are not an eligible activity for applicants/sub-recipients. This does not include staff and overhead costs directly related to carrying out program activities.

As HHAP does not restrict to Fair Market Rent standards, Rent Reasonableness will be the standard for rent payments. Security deposit payments up to twice the amount of the rent are allowed. The amount of rent a participant can sustain long term should be a factor when assisting a participant in choosing a rental unit.

The project budget should include projected costs for dedicated staff, diversion specialists, and case managers, as well as overhead directly related to carrying out program activities, discretionary and flexible funds available through case managers, rental/financial assistance, and note the anticipated average cost per person served including staff time plus direct assistance.

Geographic distribution of funds

The diversion model requires services to be provided countywide. The countywide geographic distribution may be accomplished by one agency with key partners, or by multiple agencies working closely together.

Maximum number of awards

Diversion models note one lead agency with key partners is a best practice. While a consistent single agency model is a best practice, a maximum of three (3) awards may be made in order to meet the geographic distribution needs.

Method of Evaluation

County HCD Threshold Evaluation

Applications will be evaluated by County HCD for the following (See Application Scoring Criteria, for details):

- Basic review for completeness and capacity
- Proposal aligns with HHAP eligible use(s)
- Serves homeless persons or those at imminent risk of homelessness as defined in [24 CFR 578.3](#)
- Alignment with California's Housing First Policy (CCR Title 25, 8409(b) and/or WIC Div.8, Ch. 6.5 8255(b))
- Participation (or commitment to participate) in the Homeless Management Information System
- Participation (or commitment to participate) in the Coordinated Entry System

Continuum of Care Review and Rank Panel

Applications will be evaluated by the Continuum of Care Review and Rank (R&R) Committee based on the criteria below (See Application Scoring Criteria for details):

- Demonstration of capacity to fulfill requirements, including financial capacity, feasibility, and sustainability. County staff will complete a capacity assessment for agencies with past or current grants with County Community Services Department. Agencies who do not have a current contract with the County will be asked to submit a capacity assessment from another current funder.
- Project Design and Approach, including commitment to the diversion model and plans to address racial disparities
- Past Performance
- Coordination and Collaboration

The CoC, through their General Rank and Review Policies have put strong emphasis on ability to demonstrate past performance. Applicants may be called or asked to attend an interview on April 22, 2021 to answer questions from the panel regarding the proposed activity.

The area where services are provided will be considered in funding recommendations.

The Continuum of Care R&R panel will make funding recommendations to be funded through HHAP and ensure all geographic areas have assistance and services available. CoC Governing Board members without a conflict of interest will review recommendations for approval. The County Board of Supervisors will review sub-recipient agreements for approval on June 15, 2021. Timelines are subject to change.

Application

Applications are accepted electronically via Neighborly only. Access to the applications is posted at [County HCD Webpage](#). Click on the Neighborly link to go directly to the application(s) you plan to apply for. Applications cannot be accessed from the Neighborly website; access is provided only via the link on the County website. Once on the Neighborly site, applicants will have access to instructional videos. After creating a username and password (one username and password per agency), applicants may begin work on their applications. Neighborly automatically saves work and applicants may log off and log on again at

any time and from any computer to continue working on their applications. Applications will be locked for editing at 5:00 p.m. on the deadline listed in the NOFA Cover page. Click "Submit" to submit applications. Caution: When applications are submitted, Neighborly will perform a cursory review to assure that all questions were answered and will provide a warning notice for applications with incomplete responses. Applicants may correct errors up until 5:00 p.m. on the application deadline listed in the NOFA Schedule. Applicants are strongly encouraged to submit applications in advance of the deadline to allow time to correct errors. Note that Neighborly only checks for empty fields and acceptance of an application by Neighborly does not ensure that the application is complete. In addition to checking that all responses are complete, check that all required documents have been uploaded.

The application in Neighborly including all required attachments must be submitted by **April 8, 2021, 5:00 p.m.**

LATE OR INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED

Applicant Information

Organization Name: _____

Is the organization a 501(c)? Yes No

Address:

Street: _____

City: _____ State: _____ Zip Code: _____

Organization Contact:

Name: _____

Title: _____

Work Phone: (_____) _____ - _____ Ext. _____

Fax: (_____) _____ - _____

E-mail Address: _____

Fiscal Agent:

Contact Name: _____

Organization Name: _____

Work Phone: (_____) _____ - _____ Ext. _____

Fax: (_____) _____ - _____

E-mail Address: _____

Federal Identification Number (Tax ID): _____

DUNS Number: _____

Years in Operation: _____

Applicant Capacity and Financial Information

Date Most Recent Form 990 Filed: _____

Does your organization have any outstanding financial audit findings which remain unresolved, outstanding litigation, or other legal issues? Yes No

If yes, explain.

Does the requirement of 2 CFR 200.501 to submit a fiscal year "Federal Single Audit" apply to your organization specifically in the last fiscal year? Yes No

Does your organization comply with 2 CFR Part 2400 Uniform Administrative Requirements? Yes No

How many members serve on your organization's Board of Directors? _____

How often does your organization's Board of Directors meet? _____

Describe the financial expertise of members currently serving on your organization's Board of Directors.

Has your organization previously received State or Federal funds? Yes No

If yes, complete the table below for the most recent 5 years.

Operating Year	Grant Number	Activity(ies)	Grant Amount

For agencies with contracts with HCD, County HCD will complete. If there is an applicant without HCD contract in past 3 years, this or something similar would need to be completed by another funder, preferably a county department.

Capacity Assessment

Homeless Housing, Assistance and Prevention (HHAP)

Applicant Name: _____
 Project Title: _____
 Evaluator: _____
 Date Evaluated: _____

Factor	Good (5)	Fair (3)	Poor (1)	Score	Comments
Contractor	CSD has significant experience with contractor and no significant issues	CSD has experience with contractor, only minor issues, or new contractor	Known issues with contractor, such as defaults; suspensions or debarments; past performance issues; significant audit or monitoring findings on previous contracts; or past or ongoing investigations or lawsuits		
Audits or Program Reviews	Previous audits or program review noted no significant deficiencies with the contractor	Previous audits or program review noted moderate deficiencies with the contractor	Previous audits or program reviews noted significant deficiencies with the contractor		
Availability of Progress Reports	Contractor is able to perform good and system-generated performance reports	Contractor is able to perform adequate or manually-generated performance reports	Performance is difficult to measure; or contractor is unable to perform adequate performance reports		
Contract Modifications	No modifications or modifications had little impact on cost and/or period of performance	Modifications moderate increased cost and/or period of performance	Modifications significantly increased cost and/or period of performance		

Average Score **0.0**
 Rating **0**

Rating	Avg. Score
Poor	1.0 - 2.3
Fair	2.3 - 3.7
Good	3.8 - 5.0

Project Information

Project Title:

Request: \$

Project location (leave blank if victim services provider):

Street:

City: `State: Zip Code:

Project Service Area(s):

- South County
- Mid County
- North County
- Countywide
- Other

Is this project primarily a domestic violence or victims services project?

- Yes
- No

Project Narrative

Please answer the following questions. Please be concise and answer all components of the question. Please review and address all aspects of the Application Scoring Criteria outlined in the NOFA (Exhibit B) The Proposed Activity Narrative should not exceed 8 pages.

County HCD Threshold Evaluation

1. Summarize the proposed activity(ies) based on the diversion model outlined in the NOFA.
2. Demonstrate your agency’s capacity to fulfill all program requirements, including financial capacity, feasibility, and sustainability.
3. Describe how the proposed activity(ies) will ensure it serves homeless persons or those at imminent risk of homelessness as defined in 24 CFR 578.3
4. Describe how the proposed activity aligns with California’s Housing First Policy. All projects must align with CCR Title 25 8409(b) and housing projects must also align with the Welfare and Institution Code Div. 8 Ch. 6.5 Sec. 8255 (b). All practices must be addressed. In addition to the narrative, check all boxes that apply to your agency:

Housing First Assessment (check all that apply)	
<input type="checkbox"/>	Access to programs is not contingent on sobriety, minimum income requirements, lack of a criminal record, completion of treatment, participation in services, or other unnecessary conditions.
<input type="checkbox"/>	Programs or projects do everything possible not to reject an individual or family on the basis of poor credit or financial history, poor or lack of rental history, minor criminal convictions, or behaviors that are interpreted as indicating a lack of “housing readiness.”

<input type="checkbox"/>	People with disabilities are offered clear opportunities to request reasonable accommodations within applications and screening processes and during tenancy and building and apartment units include special physical features that accommodate disabilities.
<input type="checkbox"/>	Programs or projects that cannot serve someone work through the coordinated entry process to ensure that those individuals or families have access to housing and services elsewhere.
<input type="checkbox"/>	Housing and service goals and plans are highly client centered and driven.
<input type="checkbox"/>	Supportive services emphasize engagement and problem-solving over therapeutic goals.
<input type="checkbox"/>	Participation in services or compliance with service plans are not conditions of tenancy but are reviewed with clients and regularly offered as a resource to clients.
<input type="checkbox"/>	Services are informed by a harm-reduction philosophy that recognizes that drug and alcohol use and addiction are a part of some clients' lives. Clients are engaged in non-judgmental communication regarding drug and alcohol use and are offered education regarding how to avoid risky behaviors and engage in safer practices.
<input type="checkbox"/>	Substance use in and of itself, without other lease violations, is not considered a reason for eviction.
<input type="checkbox"/>	Clients are given reasonable flexibility in paying their share of rent on time and offered special payment arrangements for rent arrears and/or assistance with financial management, including representative payee arrangements as needed.
<input type="checkbox"/>	Every effort is made to provide a client the opportunity to transfer from one housing situation, program, or project to another if a tenancy is in jeopardy. Whenever possible, eviction back into homelessness is avoided.

5. The Continuum of Care operates as a system with data collection and reporting from HMIS. The effectiveness of the CoC is measured by system-wide performance. Describe how your project will improve system performance; address each applicable measure.
 - a. Timely data entry and reporting.
 - b. Commitment to data quality standards.
 - c. Demonstrate capacity for data collection and reporting.
 - d. Reduce the length of time persons experience homelessness
 - e. Reduce returns to homelessness
 - f. Increase participant self-sufficiency through increasing employment and non-employment cash income
 - g. Reduce, prevent first time homelessness
 - h. Permanent housing placement and retention
6. Describe how project will meet best practice framework to be used in delivering assistance and services; include specific evidence-based practices based on those outlined in the NOFA.
7. The Continuum of Care operates with a Coordinated Entry System. Outline your commitment to participation in CES. Supportive Services, Emergency Shelters/Navigation Centers, Street Outreach must serve as entry points. Rental Assistance and Rapid Rehousing, Transitional Housing, and Permanent Housing must receive all referrals from CES.
8. How will you ensure racial disparities are addressed with this funding? In addition to the narrative, check all boxes as they apply to your agency:

RACIAL EQUITY ASSESSMENT (check all that apply)

Implemen ted	Planning to Implem ent	Implementin g but could benefit from assistance	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	We have a racial equity policy within the organization I work for.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	We collect racial, ethnic and linguistic data on clients and constituents outside of HMIS.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	We provide language interpreter/translator services for people who speak languages other than English.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	We collect data on service-user or constituent satisfaction with our organization regarding racial equity.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	We have formal partnerships with organizations of color.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	We allocate resources for engagement and outreach in communities of color.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Racial equity and cultural competency training are offered to employees within the applicant's organization.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	We meet regularly with leaders from communities of color specifically to discuss racial equity within the homelessness system.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	We analyze to assess whether equitable access to new and existing shelter facilities is being provided to people of color, especially Black, Latinx, and Indigenous populations most impacted by homelessness, and examine data to determine if there are other disparities to be addressed, such as by age, ethnicity, disability, gender status, family composition, etc.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	We have convened and actively engage with a lived experience board that represents the population served.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	We ensure strategies and communications efforts have broad geographic reach, including into rural areas and in support of Tribal communities.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Providers and front-line staff reflect the people they serve including the necessary language skills to serve sub-populations.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	We have access to data on racial/ethnic disparities to guide our planning and implementation of HHAP funding.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Our work includes performance measures to determine how well we are doing to address racial disparities.

<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	We have developed and implemented a plan to address racial disparities in the homelessness response system.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	We host or participate in trainings dedicated to improving equitable outcomes.

Continuum of Care Review and Rank Committee

9. Describe your agency’s experience in and commitment to providing the type and scope for which funding is requested in this application. Please be specific including target population, vulnerable populations, number of participants served, location, duration, dedicated staffing, training, and outcome data.
10. Describe how you will implement the best practices framework and model outlined in this NOFA.
11. Detail your agency’s capacity for project oversight and administration based on past experience.
12. How have you collaborated and coordinated with other agencies in the past?
13. Who will be your partners in diversion, and how will you coordinate services with other providers? If coordination includes sub-recipients, describe how the recipient agency will ensure compliance to all agency, program, and funding policies and procedures.
14. Describe relationships with key partners who will help identify families and individuals right as they are becoming homeless.
15. How will the project reach eligible participants before they enter shelter?
16. How will you market your programs and services to other providers and prospective partners, including providers who do not necessarily provide homeless services, based on the diversion model?
17. Please share examples when you have administered programs with other agencies and how you maintained strong communication and outcomes.
18. Describe how project staff will (1) determine the eligibility of project participants; (2) ensure the provision of eligible services in accordance with the CoC Written Standards; and (3) achieve and document program performance and outcomes, including participation in HMIS or comparable database for victim service providers.
19. A best practice in diversion models states staff such as diversion specialists must be dedicated to the diversion model and may not split time between projects and duties. Identify existing or planned staff positions (paid and unpaid, regardless of funding source) that will be dedicated in whole to the project. Please indicate the FTEs dedicated to the project for each position and the diversion training they have or will receive.
20. Describe how resources will be leveraged to enhance the effectiveness and longevity of the diversion model and proposed activity.
21. Describe how the project will connect participants to mainstream resources and critical services outside of the project’s scope.
22. Describe how the project will continue when the one-time funding ends. If it will likely not continue, describe how the project will closeout /end with the least negative impact on participants.

*Responses should be consistent with the project budget.

Projected Accomplishments

Provide projected accomplishments for a three-year period (2021-2024) by activity as applicable. *While these projected accomplishments will be considered for Review and Rank panel purposes, outcomes and project measurements will change based on state reporting requirements.*

- _____ Total unduplicated number of persons to be served
- _____ Total unduplicated number of households to be served
- _____ Total unduplicated number of youths to be served
- _____ Total number of individuals placed into units
- _____ Total number of households placed into units
- _____ Total number of youths placed into units
- _____ % of individuals successfully placed in permanent housing
- _____ % of households successfully placed in permanent housing
- _____ % of youths successfully placed in permanent housing

Required Attachments

Required Attachments for Non-Profit Agencies include:

- Articles of Incorporation and By Laws,
- Non-profit determination letters from the Internal Revenue Service and the California Franchise Tax Board / Tax Exemption Letter for all sub-recipients that have tax exempt status,
- Org Chart,
- Board of Directors Roster,
- Conflict of Interest Statement,
- Evidence of non-suspension/debarment for all parties,
- Evidence of Insurance
 - Copy of current insurance coverage (General Liability, Automobile, Worker’s Compensation, etc.)
 - Note if funded, an updated insurance policy will be required with the funding jurisdiction listed as “additionally insured”
- Most Recent Audited Financial Statements,
- IRS Form W-9,
- IRS Form 990,
- Agency Budget or Financial Plan,
- Blank client intake form, with documentation of eligibility status – including third-part and self-certifications, as applicable - and signature block of intake staff/supervisor
- Annual Performance Report for the same type project generated from the Santa Barbara County HMIS for the period beginning January 1, 2019 and ending December 31, 2019 *for applicants not participating in the Santa Barbara County HMIS (e.g., victim services providers), provide a similar report from a comparable database.*
- Application Certification, and
- Completed Project Budget Workbook

Required Attachments for a for-profit organization include:

- Articles of Incorporation and By Laws,
- Org Chart,
- Board of Directors Roster,
- Conflict of Interest Statement,
- Evidence of non-suspension/debarment for all parties,
- Evidence of Insurance
 - Copy of current insurance coverage (General Liability, Automobile, Worker's Compensation, etc.)
 - Note if funded, an updated insurance policy will be required with the funding jurisdiction listed as "additionally insured"
- Most Recent Audited Financial Statements,
- IRS Form W-9,
- Most Recent Tax Return,
- Agency Budget or Financial Plan,
- Blank client intake form, with documentation of eligibility status – including third-part and self-certifications, as applicable - and signature block of intake staff/supervisor
- Annual Performance Report for the project generated from the Santa Barbara County HMIS for the period beginning July 1, 2018 and ending June 30, 2019
- *For applicants not participating in the Santa Barbara County HMIS (e.g., victim services providers), provide a similar report from a comparable database.*
- Application Certification, and
- Completed Project Budget Workbook

Required Attachment for units of local government include:

- Tax Exemption Letter if applicable to any sub-recipients,
- Application Certification,
- Evidence of non-suspension/debarment for all parties,
- Evidence of Insurance
 - Copy of current insurance coverage (General Liability, Automobile, Worker's Compensation, etc.)
 - Note if funded, an updated insurance policy will be required with the funding jurisdiction listed as "additionally insured"
- Blank client intake form, with documentation of eligibility status – including third-part and self-certifications, as applicable - and signature block of intake staff/supervisor
- Annual Performance Report for the project generated from the Santa Barbara County HMIS for the period beginning July 1, 2018 and ending June 30, 2019
- *For applicants not participating in the Santa Barbara County HMIS (e.g., victim services providers), provide a similar report from a comparable database.*
- IRS Form W-9 (not applicable for county departments), and
- Completed Project Budget Workbook

***Template available in Neighborly**

When ready to begin the application(s), go to HCD website and click on the link to the application. Complete one application for each funding source in which you are applying.

For more information, contact:
 Lucille Boss, Housing Programs Specialist Sr.
 Email: lboss@countyofsb.org | Phone: 805.568.3533

Application Threshold and Ranking Criteria

County HCD Threshold Evaluation	
Basic review for completeness and capacity	<ul style="list-style-type: none"> • All required responses and attachments are included. Applicant demonstrates capacity to fulfill all program requirements. • Timely audited financial statements • Liquidity • Measurements of vulnerability (e.g. net profit margin, fundraising efficiency, dependency on the County or a single entity for financial strength) • Submitted by deadline
Program eligibility: proposal aligns with HHAP eligible use(s)	<ul style="list-style-type: none"> • Project addresses an immediate homelessness challenge focused on moving homeless individuals and families into permanent housing and ensuring those individuals and families maintain their permanent housing: <ul style="list-style-type: none"> ○ Shelter diversion ○ Youth set aside for (1) street and (2) services coordination ○ _____
Program eligibility: serves homeless persons or those at imminent risk of homelessness	<ul style="list-style-type: none"> • Serves homeless persons or those at imminent risk of homelessness as defined in 24 CFR 578.3
Alignment with California’s Housing First Policy	<ul style="list-style-type: none"> • The applicant has addressed the core practices for services projects (CCR 25 8409 b) and all core components (WIC Title Chapter 6.5 8255 b) in California’s Housing First Policy for housing projects. • Alignment with California’s Housing First Policy <ul style="list-style-type: none"> ○ CCR Title 25, 8409(b) and/or ○ WIC Div.8, Ch. 6.5 8255(b)
Homeless Management Information System	<ul style="list-style-type: none"> • The applicant commits to use of HMIS, including timeliness and data quality standards, demonstrates adequate capacity for data collection and reporting.

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Coordinated Entry System	<ul style="list-style-type: none"> The applicant commits to participation in CES. Projects must receive all referrals from CES.
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CoC Review and Rank Panel	
<p>Demonstration of capacity to fulfill requirements, including financial capacity, feasibility, and sustainability</p> <p>Max score: 25</p>	<ul style="list-style-type: none"> Experience providing similar services and housing to homeless persons or other vulnerable populations for which funds are being requested Experience addressing the needs of the target population Demonstrated capacity for project oversight and administration Budget clearly shows use of funds and staffing pattern to sustain project Reasonable project costs Degree to which project leverages agency and community resources Outstanding and/or unresolved audit findings Demonstrated capacity to operate the project based on its budget Demonstrated capacity to effectively manage the finances of the project (e.g. invoices submitted in a timely, complete manner) Describes specifically how the project will continue after the one-time funding is exhausted, or how it will end with the least negative impact on participants
<p>Project Design and Approach, including commitment to the diversion model and plans to address racial disparities</p> <p>Max score: 30</p>	<ul style="list-style-type: none"> Project is based on best-practices framework proven methods as outlined in the NOFA Proposal describes in detail how they are/intend to meet each component of the diversion model outlined in the NOFA, including dedicated staff and allocation for light-touch financial assistance Commitment to address racial disparities; specifically, the disproportionate impacts that homelessness and COVID-19 have on communities of color, particularly Black, Latinx, Asian, Pacific Islander, Native and Indigenous communities Project approach demonstrates positive outcomes Project design reflects CoC Written Standards and ability to address homeless challenges Anticipated numbers served appear reasonable given the model and prioritization of vulnerable individuals and families within the homeless population Staffing pattern is reasonable to provide long term housing retention
<p>Past Performance</p> <p>Max score: 20</p>	<ul style="list-style-type: none"> Provided annual performance report demonstrates a proven track record of permanently housing individuals and/or families in a similar project Data collection and reporting will allow for accurately reflected outcomes and performance Clearly addresses how a current/similar project enhances system performance by reducing the length of time persons experience

	<p>homelessness, reduces returns to homelessness, and increases both cash and non-cash income of participants</p> <ul style="list-style-type: none"> • Something to prove they know how to house people
<p>Coordination and Collaboration Max score: 25</p>	<ul style="list-style-type: none"> • Preference for applicant providing services countywide • Demonstrates coordination with and commitment to other agencies and providers for the proposed project to enhance service delivery and avoid duplication • Agency demonstrates history of collaboration • Coordination with other agency activities and funding sources • Clear plan for collaboration and coordination with other providers • Links participants to mainstream resources and critical services not provided by the project • Adequate staffing for Coordinated Entry System participation and case conferencing • If sub-recipients, clearly show role of each agency and partnership

DRAFT

Youth Set-Aside

Objective and Eligible Uses

HCD will administer, evaluate, and monitor programs to ensure compliance with the core components of Housing First, strive to employ a progressive engagement approach, and offer opportunities to increase a household's income or retain employment on behalf of the CoC. Additionally, programs geared towards ending youth homelessness should ensure services are tailored around the specific needs of the unaccompanied youth. The Continuum of Care and Administrative Entity went through a local planning process to incorporate input from cities, county staff, service providers, health care professionals, law enforcement, faith-based organizations, and stakeholders to establish local priorities. At their meeting on January 7, 2021, the CoC Governing Board approved the following eligible uses as local priorities:

- Youth set-aside for outreach and coordination to assist vulnerable populations in accessing permanent housing and to promote housing stability in supportive housing.

An application must be submitted for each eligible use for which an applicant is seeking funding. HHAP requires a minimum of 8% (\$152,358.80) of funding to be used to address youth homelessness, which is defined as unaccompanied youth between the ages of 12 and 24 who are experiencing homelessness. This requirement will impact the prioritization of application(s) made by providers of services to homeless youth or youth at risk of homelessness.

Administrative costs are not an eligible activity for applicants. Staff and overhead costs directly related to carrying out program activities are not considered administrative for the purposes of this state funding.

Funding Available

The Continuum of Care and Administrative Entity went through a local planning process to incorporate input from cities, county staff, service providers, health care professionals, law enforcement, faith-based organizations, and stakeholders to establish local priorities. At their meeting on January 7, 2021, the CoC Governing Board approved the funding amounts for each local priority.

An application must be submitted for each eligible use for which an applicant is seeking funding. HHAP requires a minimum of 8% (\$152,358.80) of funding to be used to address youth homelessness, which is defined as unaccompanied youth between the ages of 12 and 24 who are experiencing homelessness. This requirement will impact the prioritization of application(s) made by providers of services to homeless youth or youth at risk of homelessness.

Administrative costs are not an eligible activity for applicants. Staff and overhead costs directly related to carrying out program activities are not considered administrative for the purposes of this state funding.

Program Requirements

Both County and CoC applications include funding to address youth homelessness, which is defined as unaccompanied youth between the ages of 12 and 24 who are experiencing homelessness. An unaccompanied youth can be pregnant or parenting. HHAP requires a minimum of 8% of funding to be

used to address youth homelessness. The County and CoC have combined their allocations to maximize the impact of the youth set-aside funds.

The housing and shelter needs identified were based on a gaps analysis conducted which included system modeling using data from the Homeless Management Information System (HMIS), the Coordinated Entry System (CES), Point in Time (PIT) Count and other data sources. Youth-specific gaps identified included (but were not limited to) need for additional rental assistance and rapid rehousing; outreach and to assist persons experiencing homelessness to access permanent housing and services; and services coordination, which may include access to workforce, education, and training programs, or other services needed to promote housing stability in supportive housing.

In many instances, persons experiencing homelessness do not access services by approaching a provider. Consistent outreach and engagement are essential components to coordinated entry into services for unsheltered homeless persons. Street engagement focused on linking participants to housing interventions is a best practice. Many agencies have contact with persons experiencing homelessness and a high degree of coordination improves efficiency and the effectiveness in housing of unsheltered homeless persons. Providers should conduct outreach and engagement and regional coordination of the engagement efforts in Carpinteria, Santa Barbara (including unincorporated areas), Goleta, Isla Vista, Buellton/Santa Ynez (South County) and Lompoc and Santa Maria (including unincorporated areas) (North County).

When possible, the local assessment provides the ability for households to gain access to the best options to address their needs, incorporating participants' choice, rather than being evaluated for a single program within the system. These processes are intended to help our community prioritize people who are most in need of assistance. All referrals to CES, including screening for program eligibility and prioritization, occur according to Coordinated Entry Policies and Procedures set by our local providers based on community needs identified through local data analysis.

Stakeholder groups and collaborative partners must continue to engage in various roles and responsibilities: leadership, political will, commitment, education, advocacy, increasing community-wide buy-in, implementation of the Phase II Action Plan, planning how strategies are going to be implemented, funding, working with stakeholders, measuring and regularly reporting progress, implementation of various strategies, Coordinated Entry, HMIS, federal and state funding decisions, promoting best practices, providing training opportunities, system and project level monitoring and evaluation.

Eligible Populations

The minimum eligibility criteria for HHAP participants is to meet the definition of homeless cited in [24 CFR 578.3](#). Housing resources are also prioritized in the CoC through the CES. Please learn more about CES and how it may impact the participants in the project at [Home for Good](#).

Eligible Costs

County HCD is using the federal regulations below to provide applicants with guidelines for eligible costs. Eligible costs are described by component type and may also be impacted by local CoC Written Standards. If an activity is not described as an eligible expense, but is part of assisting households experiencing

homelessness obtain and maintain permanent housing and California’s Housing First Policy, applicants must obtain express written consent from County HCD prior to use of program funds.

Component Type	Regulation
Street Outreach	24 CFR 576.101
Leasing	24 CFR 578.49
Housing Location/ Stabilization Services	24 CFR 576.105
Rental Assistance	24 CFR 576.106
Housing Search and Placement	24 CFR 576.105(1)

HHAP requires a minimum of 8% (\$327,330) of funding to be used to address youth homelessness, which is defined as unaccompanied youth between the ages of 12 and 24 who are experiencing homelessness. This requirement will impact the prioritization of application(s) made by providers of services to homeless youth or youth at risk of homelessness. Administrative costs are not an eligible activity for applicants/sub-recipients. This does not include staff and overhead costs directly related to carrying out program activities.

As HHAP does not restrict to Fair Market Rent standards, Rent Reasonableness will be the standard for rent payments. Security deposit payments up to twice the amount of the rent are allowed. The amount of rent a participant can sustain long term should be a factor when assisting a participant in choosing a rental unit.

Geographic distribution of funds

The review and rank panel will be asked to consider geographic distribution of the homeless population. Preference will be given to proposals planning to provide services countywide. The countywide geographic distribution may be accomplished by one agency with key partners, or by multiple agencies working closely together.

Maximum number of awards

A maximum of two (2) awards may be made in order to meet the geographic distribution needs.

Method of Evaluation

County HCD Threshold Evaluation

Applications will be evaluated by County HCD for the following (See Application Scoring Criteria, for details):

- Basic review for completeness and capacity
- Proposal aligns with HHAP eligible use(s)
- Serves homeless persons or those at imminent risk of homelessness as defined in [24 CFR 578.3](#)
- Alignment with California’s Housing First Policy (CCR Title 25, 8409(b) and/or WIC Div.8, Ch. 6.5 8255(b))
- Participation (or commitment to participate) in the Homeless Management Information System
- Participation (or commitment to participate) in the Coordinated Entry System

Continuum of Care Review and Rank Panel

Applications will be evaluated by the Continuum of Care Review and Rank (R&R) Committee based on the criteria below (See Application Scoring Criteria for details):

- Demonstration of capacity to fulfill requirements
- Project Design and Approach, including commitment and plans to address racial disparities
- Financial Capacity, Feasibility and Sustainability
- Past Performance
- Coordination and Collaboration

The CoC, through their General Rank and Review Policies have put strong emphasis on ability to demonstrate past performance. Applicants may be called or asked to attend an interview on April 22, 2021 to answer questions from the panel regarding the proposed activity.

The area where services are provided will be considered in funding recommendations.

The Continuum of Care R&R panel will make funding recommendations to be funded through HHAP and ensure all geographic areas have assistance and services available. CoC Governing Board members without a conflict of interest will review recommendations for approval. The County Board of Supervisors will review sub-recipient agreements for approval on June 15, 2021. Timelines are subject to change.

Application

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The application in Neighborly including all required attachments must be submitted by **April 8, 2021, 5:00 p.m.**

LATE OR INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED

Applicant Information

Organization Name: _____

Is the organization a 501(c)? Yes No

Address:

Street: _____

City: _____ State: _____ Zip Code: _____

Organization Contact:

Name: _____

Title: _____

Work Phone: (____) _____ - _____ Ext. _____

Fax: (____) _____ - _____

E-mail Address: _____

Fiscal Agent:

Contact Name: _____

Organization Name: _____

Work Phone: (____) _____ - _____ Ext. _____

Fax: (____) _____ - _____

E-mail Address: _____

Federal Identification Number (Tax ID): _____

DUNS Number: _____

Years in Operation: _____

Applicant Capacity and Financial Information

Date Most Recent Form 990 Filed: _____

Does your organization have any outstanding financial audit findings which remain unresolved, outstanding litigation, or other legal issues? Yes No

If yes, explain.

Does the requirement of 2 CFR 200.501 to submit a fiscal year "Federal Single Audit" apply to your organization specifically in the last fiscal year? Yes No

Does your organization comply with 2 CFR Part 2400 Uniform Administrative Requirements? Yes No

How many members serve on your organization's Board of Directors? _____

How often does your organization's Board of Directors meet? _____

Describe the financial expertise of members currently serving on your organization's Board of Directors.

Has your organization previously received State or Federal funds? Yes No

If yes, complete the table below for the most recent 5 years.

Operating Year	Grant Number	Activity(ies)	Grant Amount

Capacity Assessment

For agencies with contracts with HCD, County HCD will complete. If there is an applicant without HCD contract in past 3 years, this or something similar would need to be completed by another funder, preferably a county department.

Capacity Assessment

Homeless Housing, Assistance and Prevention (HHAP)

Applicant Name: _____
 Project Title: _____
 Evaluator: _____
 Date Evaluated: _____

Factor	Good (5)	Fair (3)	Poor (1)	Score	Comments
Contractor	CSD has significant experience with contractor and no significant issues	CSD has experience with contractor, only minor issues, or new contractor	Known issues with contractor, such as defaults; suspensions or debarments; past performance issues; significant audit or monitoring findings on previous contracts; or past or ongoing investigations or lawsuits		
Audits or Program Reviews	Previous audits or program review noted no significant deficiencies with the contractor	Previous audits or program review noted moderate deficiencies with the contractor	Previous audits or program reviews noted significant deficiencies with the contractor		
Availability of Progress Reports	Contractor is able to perform good and system-generated performance reports	Contractor is able to perform adequate or manually-generated performance reports	Performance is difficult to measure; or contractor is unable to perform adequate performance reports		
Contract Modifications	No modifications or modifications had little impact on cost and/or period of performance	Modifications moderate increased cost and/or period of performance	Modifications significantly increased cost and/or period of performance		

Average Score **0.0**
 Rating **0**

Rating	Avg. Score
Poor	1.0 - 2.3
Fair	2.3 - 3.7
Good	3.8 - 5.0



Project Information

Project Title:

Request: \$

Project location (leave blank if victim services provider):

Street:

City: `State: Zip Code:

Project Service Area(s):

- South County
- Mid County
- North County
- Countywide
- Other

Is this project primarily a domestic violence or victims services project?

- Yes
- No

Project Narrative

Please answer the following questions. Please be concise and answer all components of the question. Please review and address all aspects of the Application Scoring Criteria outlined in the NOFA (Exhibit B) The Proposed Activity Narrative should not exceed 8 pages.

County HCD Threshold Evaluation

1. Summarize the proposed activity(ies) based on the project requirements outlined in the NOFA.
2. Demonstrate your agency’s capacity to fulfill all program requirements, including financial capacity, feasibility, and sustainability.
3. Describe how the proposed activity(ies) will ensure it serves homeless persons or those at imminent risk of homelessness as defined in 24 CFR 578.3
4. Describe how the proposed activity aligns with California’s Housing First Policy. All projects must align with CCR Title 25 8409(b) and housing projects must also align with the Welfare and Institution Code Div. 8 Ch. 6.5 Sec. 8255 (b). All practices must be addressed. In addition to the narrative, check all boxes that apply to your agency:

Housing First Assessment (check all that apply)	
<input type="checkbox"/>	Access to programs is not contingent on sobriety, minimum income requirements, lack of a criminal record, completion of treatment, participation in services, or other unnecessary conditions.
<input type="checkbox"/>	Programs or projects do everything possible not to reject an individual or family on the basis of poor credit or financial history, poor or lack of rental history, minor criminal convictions, or behaviors that are interpreted as indicating a lack of “housing readiness.”

<input type="checkbox"/>	People with disabilities are offered clear opportunities to request reasonable accommodations within applications and screening processes and during tenancy and building and apartment units include special physical features that accommodate disabilities.
<input type="checkbox"/>	Programs or projects that cannot serve someone work through the coordinated entry process to ensure that those individuals or families have access to housing and services elsewhere.
<input type="checkbox"/>	Housing and service goals and plans are highly client centered and driven.
<input type="checkbox"/>	Supportive services emphasize engagement and problem-solving over therapeutic goals.
<input type="checkbox"/>	Participation in services or compliance with service plans are not conditions of tenancy but are reviewed with clients and regularly offered as a resource to clients.
<input type="checkbox"/>	Services are informed by a harm-reduction philosophy that recognizes that drug and alcohol use and addiction are a part of some clients' lives. Clients are engaged in non-judgmental communication regarding drug and alcohol use and are offered education regarding how to avoid risky behaviors and engage in safer practices.
<input type="checkbox"/>	Substance use in and of itself, without other lease violations, is not considered a reason for eviction.
<input type="checkbox"/>	Clients are given reasonable flexibility in paying their share of rent on time and offered special payment arrangements for rent arrears and/or assistance with financial management, including representative payee arrangements as needed.
<input type="checkbox"/>	Every effort is made to provide a client the opportunity to transfer from one housing situation, program, or project to another if a tenancy is in jeopardy. Whenever possible, eviction back into homelessness is avoided.

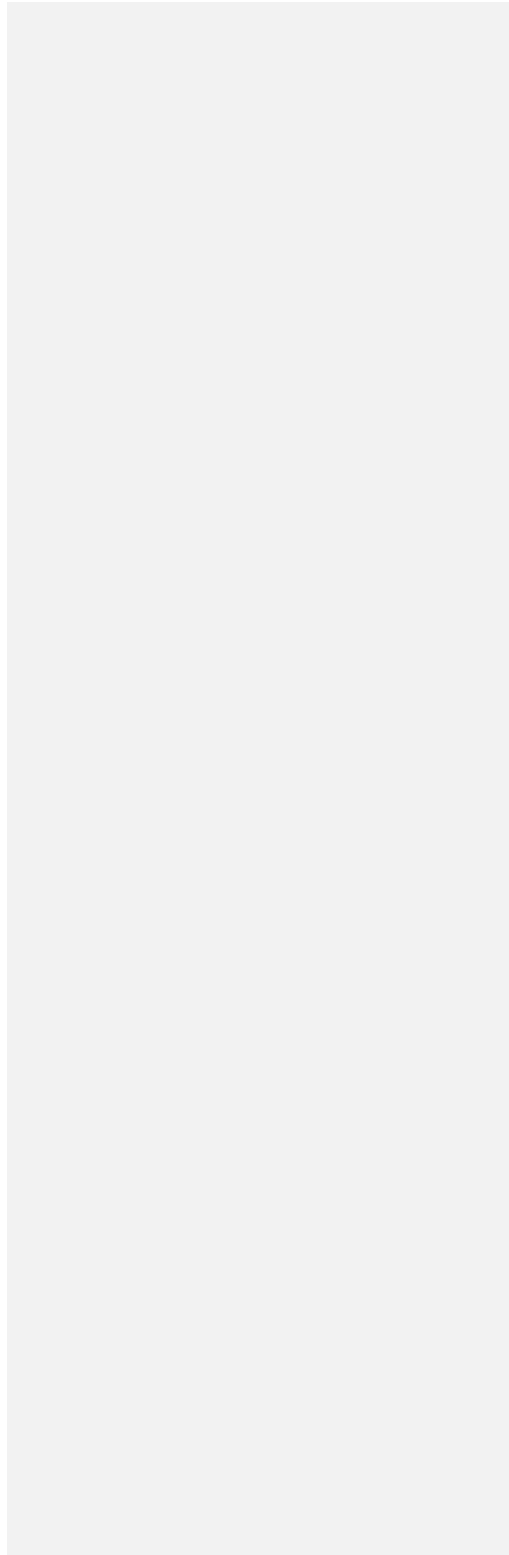
5. The Continuum of Care operates as a system with data collection and reporting from HMIS. The effectiveness of the CoC is measured by system-wide performance. Describe how your project will improve system performance; address each applicable measure.
 - a. Timely data entry and reporting.
 - b. Commitment to data quality standards.
 - c. Demonstrate capacity for data collection and reporting.
 - d. Reduce the length of time persons experience homelessness
 - e. Reduce returns to homelessness
 - f. Increase participant self-sufficiency through increasing employment and non-employment cash income
 - g. Reduce, prevent first time homelessness
 - h. Permanent housing placement and retention
6. Describe how project will meet best practice framework to be used in delivering assistance and services; include specific evidence-based practices based on those outlined in the NOFA.
7. The Continuum of Care operates with a Coordinated Entry System. Outline your commitment to participation in CES. Supportive Services, Emergency Shelters/Navigation Centers, Street Outreach must serve as entry points. Rental Assistance and Rapid Rehousing, Transitional Housing, and Permanent Housing must receive all referrals from CES.
8. How will you ensure racial disparities are addressed with this funding? In addition to the narrative, check all boxes as they apply to your agency:

RACIAL EQUITY ASSESSMENT (check all that apply)

Implemen ted	Planning to Implem ent	Implementin g but could benefit from assistance	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	We have a racial equity policy within the organization I work for.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	We collect racial, ethnic and linguistic data on clients and constituents outside of HMIS.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	We provide language interpreter/translator services for people who speak languages other than English.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	We collect data on service-user or constituent satisfaction with our organization regarding racial equity.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	We have formal partnerships with organizations of color.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	We allocate resources for engagement and outreach in communities of color.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Racial equity and cultural competency training are offered to employees within the applicant's organization.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	We meet regularly with leaders from communities of color specifically to discuss racial equity within the homelessness system.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	We analyze to assess whether equitable access to new and existing shelter facilities is being provided to people of color, especially Black, Latinx, and Indigenous populations most impacted by homelessness, and examine data to determine if there are other disparities to be addressed, such as by age, ethnicity, disability, gender status, family composition, etc.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	We have convened and actively engage with a lived experience board that represents the population served.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	We ensure strategies and communications efforts have broad geographic reach, including into rural areas and in support of Tribal communities.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Providers and front-line staff reflect the people they serve including the necessary language skills to serve sub-populations.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	We have access to data on racial/ethnic disparities to guide our planning and implementation of HHAP funding.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Our work includes performance measures to determine how well we are doing to address racial disparities.

<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	We have developed and implemented a plan to address racial disparities in the homelessness response system.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	We host or participate in trainings dedicated to improving equitable outcomes.

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Continuum of Care Review and Rank Committee

9. Describe your agency's experience in providing the type and scope of activity for which funding is requested in this application. Please be specific including target population, vulnerable populations, number of participants served, location, duration, and outcome data. Detail your agency's capacity for project oversight and administration based on past experience.
10. Describe the project design and approach to the eligibility activity(ies) targeted in this application. Outline best-practices framework/proven methods used in the design and approach.
11. Who will be your partners in the proposed activity? How will you coordinate services with other providers? Will the project have a sub-recipient(s)? If so, how will the recipient agency ensure compliance of the sub-recipient(s) to all agency, program and funding policies and procedures?
12. How have you collaborated and coordinated with other agencies in the past?
13. Describe how project staff will (1) determine the eligibility of project participants; (2) ensure the provision of eligible services in accordance with the CoC Written Standards; and (3) achieve and document program performance and outcomes, including participation in HMIS or comparable database for victim service providers.
14. Identify existing or planned staff positions (paid and unpaid, regardless of funding source) that will be dedicated in whole or in part to the project. Please indicate the FTEs dedicated to the project for each position.*
15. Describe how resources will be leveraged to enhance the effectiveness and longevity of the proposed activity.
16. Describe how the project will connect participants to mainstream resources and critical services outside of the project's scope.
17. Describe how the project will continue when the one-time funding ends. If it will likely not continue, describe how the project will closeout /end with the least negative impact on participants.

*Responses should be consistent with the project budget.

Projected Accomplishments

Provide projected accomplishments for a three-year period (2021-2024) by activity as applicable. *While these projected accomplishments will be considered for Review and Rank panel purposes, outcomes and project measurements will change based on state reporting requirements.*

- _____ Total unduplicated number of persons to be served
- _____ Total unduplicated number of households to be served
- _____ Total unduplicated number of youths to be served
- _____ Total number of individuals placed into units
- _____ Total number of households placed into units
- _____ Total number of youths placed into units
- _____ % of individuals successfully placed in permanent housing
- _____ % of households successfully placed in permanent housing
- _____ % of youths successfully placed in permanent housing

Required Attachments

Required Attachments for Non-Profit Agencies include:

- Articles of Incorporation and By Laws,
- Non-profit determination letters from the Internal Revenue Service and the California Franchise Tax Board / Tax Exemption Letter for all sub-recipients that have tax exempt status,
- Org Chart,
- Board of Directors Roster,
- Conflict of Interest Statement,
- Evidence of non-suspension/debarment for all parties,
- Evidence of Insurance
 - Copy of current insurance coverage (General Liability, Automobile, Worker's Compensation, etc.)
 - Note if funded, an updated insurance policy will be required with the funding jurisdiction listed as "additionally insured"
- Most Recent Audited Financial Statements,
- IRS Form W-9,
- IRS Form 990,
- Agency Budget or Financial Plan,
- Blank client intake form, with documentation of eligibility status – including third-part and self-certifications, as applicable - and signature block of intake staff/supervisor
- Annual Performance Report for the same type project generated from the Santa Barbara County HMIS for the period beginning January 1, 2019 and ending December 31, 2019 *for applicants not participating in the Santa Barbara County HMIS (e.g., victim services providers), provide a similar report from a comparable database.*
- Application Certification, and
- Completed Project Budget Workbook

Required Attachments for a for-profit organization include:

- Articles of Incorporation and By Laws,
- Org Chart,
- Board of Directors Roster,
- Conflict of Interest Statement,
- Evidence of non-suspension/debarment for all parties,
- Evidence of Insurance
 - Copy of current insurance coverage (General Liability, Automobile, Worker's Compensation, etc.)
 - Note if funded, an updated insurance policy will be required with the funding jurisdiction listed as "additionally insured"
- Most Recent Audited Financial Statements,
- IRS Form W-9,
- Most Recent Tax Return,
- Agency Budget or Financial Plan,
- Blank client intake form, with documentation of eligibility status – including third-part and self-certifications, as applicable - and signature block of intake staff/supervisor
- Annual Performance Report for the project generated from the Santa Barbara County HMIS for the period beginning July 1, 2018 and ending June 30, 2019
- *For applicants not participating in the Santa Barbara County HMIS (e.g., victim services providers), provide a similar report from a comparable database.*
- Application Certification, and
- Completed Project Budget Workbook

Required Attachment for units of local government include:

- Tax Exemption Letter if applicable to any sub-recipients,
- Application Certification,
- Evidence of non-suspension/debarment for all parties,
- Evidence of Insurance
 - Copy of current insurance coverage (General Liability, Automobile, Worker's Compensation, etc.)
 - Note if funded, an updated insurance policy will be required with the funding jurisdiction listed as "additionally insured"
- Blank client intake form, with documentation of eligibility status – including third-part and self-certifications, as applicable - and signature block of intake staff/supervisor
- Annual Performance Report for the project generated from the Santa Barbara County HMIS for the period beginning July 1, 2018 and ending June 30, 2019
- *For applicants not participating in the Santa Barbara County HMIS (e.g., victim services providers), provide a similar report from a comparable database.*
- IRS Form W-9 (not applicable for county departments), and
- Completed Project Budget Workbook

***Template available in Neighborly**

When ready to begin the application(s), go to HCD website and click on the link to the application. Complete one application for each funding source in which you are applying.

For more information, contact:
 Lucille Boss, Housing Programs Specialist Sr.
 Email: lboss@countyofsb.org | Phone: 805.568.3533

Application Threshold and Ranking Criteria

County HCD Threshold Evaluation	
Basic review for completeness and capacity	<ul style="list-style-type: none"> • All required responses and attachments are included. Applicant demonstrates capacity to fulfill all program requirements. • Timely audited financial statements • Liquidity • Measurements of vulnerability (e.g. net profit margin, fundraising efficiency, dependency on the County or a single entity for financial strength) • Submitted by deadline
Program eligibility: proposal aligns with HHAP eligible use(s)	<ul style="list-style-type: none"> • Project addresses an immediate homelessness challenge focused on moving homeless individuals and families into permanent housing and ensuring those individuals and families maintain their permanent housing: <ul style="list-style-type: none"> ○ Rental assistance and rapid rehousing ○ Incentives to landlords ○ Youth set-aside for combined rental assistance and rapid rehousing and outreach and coordination to assist vulnerable populations in accessing permanent housing and to promote housing stability in supportive housing
Program eligibility: serves homeless persons or those at imminent risk of homelessness	<ul style="list-style-type: none"> • Serves homeless persons or those at imminent risk of homelessness as defined in 24 CFR 578.3
Alignment with California’s Housing First Policy	<ul style="list-style-type: none"> • The applicant has addressed the core practices for services projects (CCR 25 8409 b) and all core components (WIC Title Chapter 6.5 8255 b) in California’s Housing First Policy for housing projects. • Alignment with California’s Housing First Policy <ul style="list-style-type: none"> ○ CCR Title 25, 8409(b) and/or ○ WIC Div.8, Ch. 6.5 8255(b)

Homeless Management Information System	<ul style="list-style-type: none">• The applicant commits to use of HMIS, including timeliness and data quality standards, demonstrates adequate capacity for data collection and reporting.
Coordinated Entry System	<ul style="list-style-type: none">• The applicant commits to participation in CES. Street Outreach must serve as entry points. Rental Assistance and Rapid Rehousing, Housing Location Services (Landlord Incentives) and Permanent Housing must receive all referrals from CES.

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CoC Review and Rank Panel	
Applicant Capacity Max score: 15	<ul style="list-style-type: none"> • Experience providing similar services and housing to homeless persons or other vulnerable populations for which funds are being requested. • Experience addressing the needs of the target population • Sufficient capacity for project oversight and administration
Project Design and Approach, including commitment and plans to address racial disparities Max score: 20	<ul style="list-style-type: none"> • Project is based on best-practices framework proven methods • <u>Commitment to address racial disparities; specifically, the disproportionate impacts that homelessness and COVID-19 have on communities of color, particularly Black, Latinx, Asian, Pacific Islander, Native and Indigenous communities</u> • <u>Project incorporates sensitivity to reaching youth who identify as LGBTQ+</u> • Project approach demonstrates positive outcomes • Project design reflects CoC Written Standards and ability to address homeless challenges • Anticipated numbers served appear reasonable given the prioritization of vulnerable individuals and families within the homeless population • Staffing pattern is reasonable to provide long term housing retention.
Financial Capacity, Feasibility and Sustainability Max score: 18	<ul style="list-style-type: none"> • Budget clearly shows use of funds and staffing pattern to sustain project • Reasonable project costs • Degree to which project leverages agency and community resources • Outstanding and/or unresolved audit findings • Demonstrated capacity to operate the project based on its budget • Demonstrated capacity to effectively manage the finances of the project (e.g. invoices submitted in a timely, complete manner) • Describes specifically how the project will continue after the one-time funding is exhausted, or how it will end with the least negative impact on participants
Past Performance Max score: 35	<ul style="list-style-type: none"> • Provided annual performance report demonstrates a proven track record of permanently housing individuals and/or families in a similar project • Data collection and reporting will allow for accurately reflected outcomes and performance • Clearly addresses how a current/similar project enhances system performance by reducing the length of time persons experience homelessness, reduces returns to homelessness, and increases both cash and non-cash income of participants
Coordination and Collaboration Max score: 12	<ul style="list-style-type: none"> • Preference for applicant providing services countywide (2 pts.) • Demonstrates coordination with other agencies and providers for the proposed project to enhance service delivery and avoid duplication; <u>this includes agencies serving target populations disproportionately impacted by homelessness as youth, such as LGBTQ+</u> • Agency demonstrates history of collaboration

- Coordination with other agency activities and funding sources
- Links participants to mainstream resources and critical services not provided by the project
- Adequate staffing for Coordinated Entry System participation and case conferencing
- If sub-recipients, clearly show role of each agency and partnership



SANTA BARBARA COUNTY, COMMUNITY SERVICES DEPT.

DIVISION OF
HOUSING AND COMMUNITY DEVELOPMENT

