Homeless Housing, Assistance and Prevention (HHAP) Round 3

NorCal Continuum of Care
1450 Court Street, Suite 108
Redding, CA 96001

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NorCal CoC HHAP Round 3 Application Instructions

Introduction

This Notice of Funds Available (NOFA) announces the availability of funding for Homeless Housing, Assistance and Prevention (HHAP 3) Round 3 program. The HHAP 3 program was signed into law on July 19, 2021, by Governor Gavin Newsom. HHAP 3 is a $1 Billion one-time block grant that provides local jurisdictions with funds to support regional coordination and expand or develop local capacity to address their immediate homelessness challenges.

Homeless Housing, Assistance and Prevention (HHAP 3) Program

HHAP 3 is a $1 billion block grant program designed to support regional coordination and expand or develop local capacity to address immediate homelessness challenges throughout the state. Spending must be informed by a best practices' framework focused on moving homeless individuals and families into permanent housing and ensuring those individuals and families to maintain their permanent housing. This third round of HHAP funding was authorized by AB 140 (Health and Safety Code 50218.6, et seq.).

Purpose and Program Objectives

HHAP Round 3 is designed to build on regional coordination developed through previous rounds of HCFC Homeless Emergency Aid Program (HEAP), HHAP, and COVID-19 funding. Round 3 funds should be used to continue to build regional coordination and a unified regional response to reduce and end homelessness informed by a best-practices framework focused on moving homeless individuals and families into permanent housing and supporting the efforts of those individuals and families to maintain their permanent housing. In order to successfully reduce homelessness through this funding, Cal ICH also expects applicants to:

- Strategically pair these funds with other local, state, and federal funds to reduce and end homelessness as laid out In the Putting the Funding Pieces Together: Guide to Strategic Uses of New and Recent State and Federal Funds to Prevent and End Homelessness.

- Demonstrate a commitment to address racial disproportionality in homeless populations and achieve equitable provision of services and outcomes for Black, Native, and Indigenous, Latinx, Asian, Pacific Islanders and other People of Color who are disproportionately impacted by homelessness and COVID-19.

- Establish a mechanism for people with lived experience of homelessness to have meaningful and purposeful opportunities to inform and shape all levels of planning and implementation, including through opportunities to hire people with lived experience.

- Projects should provide housing and services that are Housing First compliant, per Health and Safety Code Section 50220.5(g), and delivered in a low barrier, trauma informed, and culturally responsive manner. Individuals and families assisted with these funds must not be required to receive treatment or perform any other prerequisite activities as a condition for receiving shelter, housing, or other services for which these funds are used. Housing First should be adopted within the entire local homelessness response system,

including outreach and emergency shelter, short-term interventions like rapid re-housing, and longer-term interventions like supportive housing.

•HHAP funding should be housing-focused -- either funding permanent housing interventions directly or, if used for shelter or street outreach, have clear pathways to connect people to permanent housing options.

Eligible HHAP 3 Costs and Activities

The following are eligible activities under HHAP:

1. Rapid rehousing, including rental subsidies and incentives to landlords, such as security deposits and holding fees.

2. Operating subsidies in new and existing affordable or supportive housing units, emergency shelters, and navigation centers. Operating subsidies may include operating reserves.

3. Street outreach to assist persons experiencing homelessness to access permanent housing and services.

4. Services coordination, which may include access to workforce, education, and training programs, or other services needed to promote housing stability in supportive housing.

5. Systems support for activities necessary to create regional partnerships and maintain a homeless services and housing delivery system, particularly for vulnerable populations including families and homeless youth.

6. Delivery of permanent housing and innovative solutions, such as hotel and motel conversions.

7. Prevention and shelter diversion to permanent housing, including rental subsidies.

8. Interim sheltering, limited to newly developed clinically enhanced congregate shelters, new or existing non-congregate shelters, and operations of existing navigation centers and shelters based on demonstrated need. Demonstrated need for purposes of this paragraph shall be based on the following:
    a. The number of available shelter beds in the city, county, or region served by a continuum of care;

    b. The number of people experiencing unsheltered homelessness in the homeless point-in-time count;

    c. Shelter vacancy rate in the summer and winter months;

    d. Percentage of exits from emergency shelters to permanent housing solutions; and

    e. A plan to connect residents to permanent housing

    f. Any new interim sheltering funded by round 3 funds must be low barrier, comply with Housing First, and prioritize interventions other than congregate shelters.

9. Improvements to existing emergency shelters to lower barriers and increase privacy.

In addition, grantees shall not use HHAP grant program funding to supplant existing local funds for homeless housing, assistance, or prevention.

Youth Set Aside

Health and Safety Code Section 50218.6(e) requires that a program recipient use at least 10 percent of its allocation for services for homeless youth populations, which are defined as unaccompanied youth who are between 12 and 24 years old and experiencing homelessness. Funds spent under this provision must still comply with the eligible use requirements of Health and Safety Code Section 50220.7 (e).

Outcome Goals

All project applications must identify which outcome goals their project intends to address. All applicants must identify how their project will help the CoC meet the outcome goals established in the HHAP 3 application. The outcome goals are based on the Department of Housing and Urban Development's system performance measures for achieving the following:

1. Reducing the number of persons experiencing homelessness;
2. Reducing the number of persons who become homeless for the first time;
3. Increasing the number of people exiting homelessness into permanent housing;
4. Reducing the length of time persons remain homeless;
5. Reducing the number of persons who return to homelessness after exiting homelessness to permanent housing;
6. Increasing successful placements from street outreach; and
7. Homeless Management Information System trackable data goals related to the outcome goals listed above as they apply to underserved populations and populations disproportionately impacted by homelessness.

The Specific Outcome Goals established with the joint HHAP 3 application can be found in **Appendix B**.

Request for Funds

The Shasta County Housing and Community Action Agency, lead agency for the NorCal CoC is inviting qualified entities to apply for funding under this NOFA. The primary objective of this NOFA is to fund programs that use evidence-based solutions to address and prevent homelessness among eligible populations.

Funding Available

The Norcal CoC and all seven counties that make up the NorCal CoC applied jointly for the HHAP 3 grant. The CoC will have $1,624,256.01 in funding available to be applied for by member agencies as part of the project selection process. Each CoC County Advisory Board has been allocated a portion of the $1,624,256.01 based on the 2019 Point in Time Count. The County governments will have $1,515,972.29 in funding available that is allocated to each county and not part of the CoC project selection process. Each County has been allocated a portion of the $1,515,972.29 based on the 2019 Point in Time count. The CoC and County allocation amounts can be found in **Appendix A**.

In order to meet program deadlines, fifty percent (50%) of funds must be contractually obligated by May 31, 2024, and 100% of funding shall be expended by June 30, 2026. Agencies will not be reimbursed for any funds spent prior to the full execution of the Subrecipient Agreement.

In the event that all of the available funding is not allocated with the applications received for this NOFO. Or if additional funding becomes available a subsequent NOFO will be released at a later date.

Eligible Applicants

Applicants may be public agencies or non-profit agencies that provide direct services to homeless persons or persons at-risk of becoming homeless. In addition, to be eligible to receive funds, applicants must be registered under the System of Awards (SAM). Visit www.sam.gov for more information. **Proof of registration must be included with the application.**

Match Requirements

There is not a match contribution requirement for activities funded with HHAP funds.

Threshold Requirements

All proposers **must meet** the local and HUD defined threshold requirements as detailed below. If a request/application does not demonstrate that the proposed project meets these threshold requirements, the Applicant will be advised that its request will not be considered for funding.

1. The Applicant must be a public agency or private nonprofit agency, requesting HHAP funds to provide direct services to homeless persons or persons at-risk of becoming homeless.
2. The costs and activities for which funding is being requested must be eligible.
3. All proposed projects are required to demonstrate evidence of direct collaboration with other agencies.
4. Applicants must have been selected by their respective CoC Advisory board as an HHAP eligible project through a collaborative process. See **Attachment D** for the form.
5. All applicants must obtain a HMIS/CE Participation Certification signed by the NorCal CoC HMIS Administrator showing active participation **and utilization** in HMIS in fiscal year 2022-23. See **Attachment B** for the Form.
6. All applicants must obtain a Point In Time Certification signed by the CoC Local Advisory Board Chair. See **Attachment C** for the Form.
7. All Applicants must have a CoC Local Advisory Board Approval certification, certifying the agency is an active member of the local CoC advisory board. See **Attachment D** for the Form.
8. Participating County CoC Contract of Participation agreement must be in good standing with the Shasta County Housing & Community Action Agency; the contract must be fully executed and paid.
9. All eligible activities must be provided in a manner consistent with the Housing First practices described in Health and Safety Code Section 50220.7(g). All applicants must certify that they have attended a housing first training and will provide services in compliance with housing first practices. See **Attachment E** for the Form.
10. All eligible activities must be informed by a best-practices framework focused on moving individuals and families experiencing homelessness into permanent housing per Health and Safety Code Section 50217(a).
11. All agencies receiving funds awarded through HHAP, must use the NorCal CoC Homeless Management Information System (HMIS) to record client level data. In addition, the NorCal CoC Coordinated Entry System must be used to identify potential clients using VI-SPDAT scoring and collaboration with other entities within the county of operation.
12. Applicants must be registered under the System of Awards (SAM). Visit www.sam.gov for more information. Proof of registration must be included with the application.

The Threshold requirements #4, #5, #6, and #7 do not apply to County governments when applying for the County specific funding allocated to them as part of the joint application funding. County applicants must still comply with all HHAP grant requirements and submit the HHAP 3 application **Attachment A**.

Application Instructions

All applicants must submit one (1) electronic copy via email or hand delivered, with completed NOFA Questionnaire **Attachment A** by **4:00 P.M. on March 17, 2023, to**:

Shasta County Housing and Community Action Programs, lead agency for the NorCal CoC

Keith Anderson
1450 Court Street, Suite 108
Redding, CA 96001
NorCalCoC@co.shasta.ca.us

All supporting documents must be included in the submissions. Incomplete requests/applications will not be considered for funding. **Late applications will not be accepted.**

Questions / Technical Assistance

The Housing and Community Action Programs, Senior Staff Service Analyst is available to answer any questions and provide technical assistance to any organization wishing to submit an application. Questions regarding this Notice of Funds Available should be directed only to the person(s) designated below. Do not contact any other person or official regarding this NOFA.

Shasta County Housing and Community Action Agency,
Lead agency for the NorCal CoC
Keith Anderson, Senior Staff Service Analyst
T (530) 245-6431 • email to: NorCalCoC@co.shasta.ca.us

Lead Agency will hold a HHAP 3 office hours on Thursday February 2 from 2pm-3:30pm. The Office hours will include an overview of the application process, HHAP grant requirements, along with time for a question-and-answer session.

The office hours can be joined by using the link, by phone, or by video-conferencing system with the information below.

NorCalCoC HHAP 3 Office Hours
Feb 2, 2023, 2:00 – 3:30 PM (America/Los_Angeles)

Please join my meeting from your computer, tablet or smartphone.
https://meet.goto.com/371440917

You can also dial in using your phone.
Access Code: 371-440-917
United States: +1 (571) 317-3112

Join from a video-conferencing room or system.
Meeting ID: 371-440-917
Dial in or type: 67.217.95.2 or inroomlink.goto.com
Or dial directly: 371440917@67.217.95.2 or 67.217.95.2##371440917

Tentative Timeline

NOFA Released	January 19, 2023
HHAP 3 Office Hours	February 2, 2023, 2pm-3:30pm
Applications due	March 17, 2023
Award Announcements	March - April 2023
Subrecipient Agreements	April - May 2023

Selection Process

The Lead Agency will screen all applications to determine that the applicant has met threshold requirements. Each request/application will be evaluated on its own merits. Ineligible and incomplete requests/applications will not be considered. Funding recommendations will be reviewed, and award notifications will be issued in March - April 2023.

Conflict of Interest

All HHAP applicants are subject to all applicable state and federal conflict of interest laws. All Applicants must also follow the CoC governance charter policy on Conflict of Interest. Any persons whose organization is applying for HHAP funding should not be involved in any discussion or decisions around deciding who can apply for HHAP funding.

Evaluation Criteria

The CoC will score applications based on a weighted scale of 100 points and the following criteria:

Evaluation Criteria	Available Points
Threshold requirements	Pass / fail
Agencies HMIS Usage and Accuracy	10 pts
Project is addressing Outcome Goals	20 pts
Demonstration of Collaboration	30 pts
Use of Evidence Based Practices	30 pts
Program Financing and Budget (Attachment A)	10 pts
Maximum Points Available	**100 pts**

In the event that a county is oversubscribed for HHAP 3 funding, the local advisory board will hold a rating and rankings process for project selection facilitated by lead agency in accordance with our CoC Governance Charter. If a County is unable to stand up a rating and rankings committee of three or more neutral voting members, then the rating and ranking process will be handled by a three-member panel made up of Executive Board members from other counties.

The rating and rankings process will use the Evaluation Criteria and the rating and rankings form (Attachment F)

General Provisions and Conditions if awarded HHAP 3 funding

HHAP 3 Reporting

Health and Safety Code sections 50221 and 50222, established that HHAP grantees must report on the following annually:

• Specific uses and expenditures of any program funds broken out by eligible uses listed, including the current status of those funds;

- Number of individuals and families served, including demographic information;

- The types of housing assistance provided, broken out by the number of individuals;

- Outcome data for an individual served through program funds;

- The number of individual exits to permanent housing from unsheltered environments and interim housing resulting from this funding

- Partnerships among entities or lack thereof;

- Participant and regional outcomes;

- Racial equity;

- Any other metrics deemed appropriate by HCFC.

In addition, Health and Safety Code Sections 50223 establishes that HHAP recipients must report the following additional data for all rounds of HHAP program allocations annually beginning with Round 3 of the program:

- Data on the applicant's progress towards meeting their outcome goals, which shall be submitted annually on December 31 of each year through the duration of the program.

In addition to the annual reporting all HHAP projects will be required to submit.

- A quarterly fiscal report of program funds expended and obligated in each allowable budget category approved in their application for program funds.

HHAP recipients may be required to provide additional supplemental reporting with written notice by the Lead Agency of the NorCal CoC.

A final report must be submitted by October 1, 2026, in a format that Cal ICH will provide that includes a detailed use of all program funds.

Housing First

Health and Safety Code section 50220.7(g) mandates that all recipients of round 3 program allocation shall comply with Housing First as provided in Chapter 6.5 (commencing with Section 8255) of Division 8 of the Welfare and Institutions Code.

Cal ICH has provided an overview training of Housing First Core Components and Principles that can be viewed at: https://www.youtube.com/watch?v=LiCjYkuE-h4

HMIS and Coordinated Entry System

All agencies receiving funds awarded through HHAP, must use the NorCal CoC Homeless Management Information System (HMIS) to record client level data. In addition, the NorCal Coordinated Entry System must be used to identify potential clients using VI-SPDAT scoring and collaboration with other entities within the county of operation.

Certificate of Insurance

Proof of insurance is required to be submitted to Shasta County Housing & Community Action Agency as a component of Special Conditions, if awarded funding.

Standard Terms and Conditions

Prior to the award of any work hereunder, Shasta County Housing & Community Action Agency and Applicant shall enter into a written Subrecipient Agreement, if awarded funding.

Proof of Authority

If the Applicant is a non-profit organization or a corporation, formal proof of the authority of the officer signing the request/application to bind the corporation must be submitted with said request/application.

Withdrawal of Request/Application

Any Applicant may withdraw its request/application by written request at any time following the submission deadline.

Firm Commitment of Availability of Service

Once a request/application is opened, an Applicant is expected to maintain an availability of service as set forth in its request/application.

Reservations

The Shasta County Housing & Community Action Agency reserves the right to reject any or all Applicants and any item or items therein, and to waive any non-conformity of request/application with this NOFA, whether of a technical or substantive nature, as the interest of the CoC may require.

Notice of Funds Available (NOFA) not Contractual

Nothing contained in this Notice of Funds Available shall create any contractual relationship between the Applicant and Shasta County Housing & Community Action Agency. Shasta County Housing & Community Action Agency accepts no financial responsibility for costs incurred by any Applicant regarding this NOFA.

Appendix A: Funding Allocation Chart and Proposed Budget

Funding Allocation Chart

County	CoC HHAP 3 Allocation	County HHAP 3 funds
Del Norte	$219,427.68	$204,799.16
Lassen	$54,856.92	$51,199.79
Modoc	$5,962.71	$5,565.19
Plumas	$54,856.92	$51,199.79
Shasta	$986,232.00	$920,483.20
Sierra	$14,310.50	$13,356.47
Siskiyou	$273,092.05	$254,855.92
Total Funding Available	**$1,608,738.77**	**$1,501,489.53**

   The allocation amounts listed above represent the amount of funding available after the cost for jointly funded projects and administration cost have been deducted from the total HHAP grant amount.

   The CoC and Counties that make up the CoC Jointly funded and split the cost proportionally based on the 2019 Point in Time Count percentages for the following projects: Hiring a consultant to help with the Local Action Homeless Plan included in the HHAP 3 application, Payment for the CoC's use of the a mobile application to assist with the point in time count for four years, an additional staff member at lead agency to assist with the reporting and compliant components of the HHAP grant for four years, and funding set aside to hire a consultant to help with a HMIS cleanup project.

Proposed HHAP Budget by County.

The numbers and categories listed below are what each county proposed for their HHAP 3 budget. Each county and CoC advisory board for each county are encouraged to utilize the funding within the categories they indicted when the HHAP 3 application was submitted. A budget amendment will be submitted to Cal ICH in the event that the projects submitted do not match the amounts submitted with our HHAP 3 Application.

Blue = County HHAP Allocation,   Green = CoC HHAP Allocation,   Yellow = Youth funding

*The amount listed in the Jointly Funded Project Category is included in the Systems Support Category. The CoC and Counties that make up the CoC Jointly funded and split the cost proportionally based on the 2019 Point in Time Count percentages for the following projects: Hiring a consultant to help with the Local Action Homeless Plan included in the HHAP 3 application, Payment for the CoC's use of the a mobile application to assist with the point in time count for four years, an additional staff member at lead agency to assist with the reporting and compliant components of the HHAP grant for four years, and funding set aside to hire a consultant to help with a HMIS clean up project.

County	Allocation	Operating Subsidies	Street Outreach	Systems Support	Admin	Totals	Jointly Funded Projects*	Available Allocation
Del Norte	$257,031.82	$204,799.16		$34,240.43	$17,992.23	$257,031.82	$34,240.43	$204,799.16
Youth	$26,000.00	$26,000.00				$26,000.00		
Del Norte-CoC	$275,391.24	$125,827.67	$90,000.00	$40,286.18	$19,277.39	$275,391.24	$36,686.17	$219,427.68
Youth-CoC	$27,540.00	$15,975.00	$11,565.00			$27,540.00		

County	Allocation	Rapid Rehousing	Street Outreach	Systems Support	Interim Sheltering	Admin	Totals	Jointly Funded Projects	Available Allocation
Lassen	$64,257.96	$41,199.79		$18,560.11		$4,498.06	$64,257.96	$8,560.11	$51,199.79
Youth	$6,425.80	$6,425.80					$6,425.80		
Lassen-CoC	$68,847.81	$17,856.92	$12,000.00	$19,171.54	$15,000.00	$4,819.35	$68,847.81	$9,171.54	$54,856.92
Youth-CoC	$6,885.00	$6,885.00					$6,885.00		

County	Allocation	Rapid Rehousing	Systems Support	Admin	Totals	Jointly Funded Projects	Available Allocation
Modoc	$6,984.56	$5,565.20	$930.45	$488.91	$6,984.56	$930.45	$5,565.19
Youth	$698.50	$698.50			$698.50		
Modoc-CoC	$7,483.46	$5,962.72	$996.91	$523.83	$7,483.46	$996.91	$5,962.71
Youth-CoC	$748.40	$748.40			$748.40		

County	Allocation	Systems Support	Prevention and Shelter Diversion	Interim Sheltering	Admin	Totals	Jointly Funded Projects	Available Allocation
Plumas	$64,257.96	$8,560.11	$51,199.79		$4,498.06	$64,257.96	$8,560.11	$51,199.79
Youth	$6,426.00		$6,426.00			$6,426.00		
Plumas-CoC	$68,847.81	$9,171.54		$54,856.92	$4,819.35	$68,847.81	$9,171.54	$54,856.92
Youth-CoC	$6,885.00			$6,885.00		$6,885.00		

County	Allocation	Rapid Rehousing	Systems Support	Delivery of Permanent Housing	Prevention and Shelter Diversion	Interim Sheltering	Admin	Totals	Jointly Funded Projects	Available Allocation
Shasta	$1,155,246.30	$80,000	$194,379.06				$80,867.24	$1,155,246.30	$153,895.86	$920,483.20
Youth	$115,553.00	$15,553						$115,553		
Shasta-CoC	$1,237,763.89	$100,000	$342,763.89	$500,000	$108,356.53	$100,000	$86,643.47	$1,237,763.89	$164,888.42	$986,232.00
Youth-CoC	$125,000.00	$15,000		$80,000	$15,000	$15,000		$125,000		

- Shasta County Funding also includes $400,000 in the Street Outreach and Services Coordination Categories with $50,000 allocated to serving youth for the County portion of HHAP funding. They columns were deleted from the table to keep the rest of the categories readable.

County	Allocation	Systems Support	Prevention and Shelter Diversion	Interim Sheltering	Admin	Totals	Jointly Funded Projects	Available Allocation
Sierra	$16,762.95	$2,233.07	$13,356.48		$1,173.40	$16,762.95	$2,233.07	$13,356.47
Youth	$1,677.00		$1,677.00			$1,677.00		
Sierra-CoC	$17,960.30	$2,392.58		$14,310.50	$1,257.22	$17,960.30	$2,392.58	$14,310.50
Youth-CoC	$1,796.03			$1,796.03		$1,796.03		

County	Allocation	Street Outreach	Systems Support	Interim Sheltering	Admin	Totals	Jointly Funded Projects	Available Allocation
Siskiyou	$319,892.87	$222,896.63	$42,614.45	$31,989.29	$22,392.50	$319,892.87	$42,644.45	$254,855.92
Youth	$31,989.29			$31,989.29		$31,989.29		
Siskiyou-CoC	$342,742.36	$136,546.02	$45,658.34	$136,546.03	$23,991.97	$342,742.36	$45,658.34	$273,092.05
Youth-CoC	$136,546.03			$136,546.03		$136,546.03		

Appendix B: HHAP 3 Outcome Goals

Table 4. Outcome Goals		
Outcome Goal #1a: Reducing the number of persons experiencing homelessness.		
Baseline Data: **Annual estimate of number of people accessing services who are experiencing homelessness**	**Outcome Goals July 1, 2021 - June 30, 2024**	
	Decrease/Increase in # of People	**Decrease/Increase as % Change from Baseline**
1250	Increase of 150	12%
Optional Comments		
Our baseline data projected a significantly larger growth rate in people accessing services, but the tool did not take into account that a significant amount of year over year growth was due to agencies starting to utilize HMIS more and inputting information from the clients they served. Our CoC has made significant progress in data collection, and we expect to see more clients accessing services but not at the rate 100% increase the tool projected.		
Describe Your Related Goals for **Underserved Populations and Populations Disproportionately Impacted by Homelessness**		
Describe any underserved and/ or disproportionately impacted population(s) that your community will especially focus on related to this Outcome Goal and how this focus has been informed by data in your landscape assessment:	**Describe the trackable data goal(s) related to this Outcome Goal:** *Note: Meeting the trackable data goals for the underserved populations is not required for eligibility for Bonus Funds.*	
Underserved group: People who are American Indian/Alaskan Native represent 11.3% of the homeless population across the seven-county CoC region, but only constitute 3.7% of those who are accessing services while experiencing homelessness.	Increase the number of people who identify as American Indian/Alaskan Native and are accessing services by 28 people, or 18.6% of the increase in this outcome goal.	

Outcome Goal #1b: Reducing the number of persons experiencing homelessness on a daily basis		
Baseline Data: Daily Estimate of # of people experiencing unsheltered homelessness	**Outcome Goals July 1, 2021 - June 30, 2024**	
	Reduction in # of People	**Reduction as % Change from Baseline**
1023	Plus 125	increase of 4.74
Optional Comments		
2022 PIT count is 1,096. We are projecting that we will be able to reduce the rate of increase by keeping our unsheltered homeless population under 1148 by 2024 We are intending to flatten the curve for our rate of increase of people experiencing unsheltered homelessness		
Describe Your Related Goals for **Underserved Populations and Populations Disproportionately Impacted by Homelessness**		
Describe any underserved and/ or disproportionately impacted population(s) that your community will especially focus on related to this Outcome Goal and how this focus has been informed by data in your landscape assessment:	**Describe the trackable data goal(s) related to this Outcome Goal:** *Note: Meeting the trackable data goals for the underserved populations is not required for eligibility for Bonus Funds.*	
Disproportionately impacted groups: 1). Those who identify as "male" constitute 51% of the population, and 61% of the homeless population in the seven-county CoC region, but account for 63.4% of those experiencing unsheltered homelessness; 2) Those who identify as "American Indian/Alaskan Native" constitute 6% of the population in the seven-count CoC region, but account for 11% of those experiencing unsheltered homelessness.	Reduce the number of males and American Indian/Alaskan Natives experiencing unsheltered homelessness by 20%, exceeding our overall 15% reduction in the number of those experiencing unsheltered homelessness.	

The values for Goal 1B are currently under review by Cal ICH and our final numbers will be changed. The goal itself to see a reduction in the amount of people experiencing unsheltered homelessness will remain the same.

Outcome Goal #2: Reducing the number of persons who become homeless for the first time.		
Baseline Data: **Annual Estimate of # of people who become homeless for the first time**	**Outcome Goals July 1, 2021 - June 30, 2024**	
	Reduction in # of People	**Reduction as % Change from Baseline**
825	increase of 50	increase of 6%
Optional Comments		
We project an increase in homeless during this time period and are planning on trying to keep the number of people becoming homeless for the first time under 875 by 2024. We are trying to flatten the curve for the rate of increase of people who become homeless for the first time		
Describe Your Related Goals for **Underserved Populations and Populations Disproportionately Impacted by Homelessness**		
Describe any underserved and/ or disproportionately impacted population(s) that your community will especially focus on related to this Outcome Goal and how this focus has been informed by data in your landscape assessment:	**Describe the trackable data goal(s) related to this Outcome Goal:** *Note: Meeting the trackable data goals for the underserved populations is not required for eligibility for Bonus Funds.*	
Disproportionately impacted groups: The HDIS data between 2019 and 2020 shows that 65% of the increase in first time homelessness was experienced by people who are part of one or more of the following groups or have the following conditions: mental illness, substance use, veterans, domestic violence survivors and unaccompanied youth 18-24 years old.	We would like to see the number of first time homelessness for people with the listed conditions to account for up to 25 of the 50 projected increase in people who become homeless for the first time.	

Outcome Goal #3: Increasing the number of people exiting homelessness into permanent housing.		
Baseline Data: **Annual Estimate of # of people exiting homelessness into permanent housing**	**Outcome Goals July 1, 2021 - June 30, 2024**	
	Increase in # of People	**Increase as % Change from Baseline**
312	40	13
Optional Comments		
RR has been the primary intervention for exiting homelessness and continues to receive a significant portion of CoC funding. We expect to see a few PSH housing projects be built with No place like home funding but there is currently a significant lack of units which makes placing people into permanent housing difficult.		
Describe Your Related Goals for **Underserved Populations and Populations Disproportionately Impacted by Homelessness**		
Describe any underserved and/ or disproportionately impacted population(s) that your community will especially focus on related to this Outcome Goal and how this focus has been informed by data in your landscape assessment:	**Describe the trackable data goal(s) related to this Outcome Goal:** *Note: Meeting the trackable data goals for the underserved populations is not required for eligibility for Bonus Funds.*	
Underserved population: People who are American Indian/Alaskan Native constitute 11.3% of the homeless population in the seven-county CoC region, but represent only 3.6% of people exiting homelessness into permanent housing.	Of the total increase of 40 people exiting homelessness into permanent housing, 8 people or 20% of the increase, will be those who are American Indian/Alaskan Native.	

Outcome Goal #4: Reducing the length of time persons remain homeless.		
Baseline Data: **Average length of time (in # of days) persons enrolled in street outreach, emergency shelter, transitional housing, safehaven projects and time prior to move-in for persons enrolled in rapid rehousing and permanent housing programs"**	**Outcome Goals July 1, 2021 - June 30, 2024**	
	Decrease in Average # of Days	**Decrease as % Change from Baseline**
117	increase of 43 days	increase of 36.8%
Optional Comments		
Historical trend has been upward. This would reverse the upward trend. Our 2021 Length of time homeless has increased to 180 days our goal would have us move the number back down to 160 days		
Describe Your Related Goals for **Underserved Populations and Populations Disproportionately Impacted by Homelessness**		
Describe any underserved and/ or disproportionately impacted population(s) that your community will especially focus on related to this Outcome Goal and how this focus has been informed by data in your landscape assessment:	**Describe the trackable data goal(s) related to this Outcome Goal:** *Note: Meeting the trackable data goals for the underserved populations is not required for eligibility for Bonus Funds.*	
Disproportionate Impact: People who are Black, Multiple Races, and especially those who are "Black and Hispanic/Latino" or "Multiple Races and Hispanic Latino",as well as Parenting Youth ages 18-24, are homeless for a significantly greater number of days than those from other demographic groups. In particular those who are Black and Hispanic/Latino are homeless 3 times longer than the average time experienced by all persons in the seven-county CoC region.	Those who are "Black and Hispanic/Latino" will experience a decrease in days homeless of 50%. Those who are Black, Multiple Races, and Parenting Youth will experience a decrease in days homeless of 20%. These reductions will support the overall goal of changing the length of time people remain homeless to be a lower then our 2021 numbers	

Outcome Goal #5: Reducing the number of persons who return to homelessness after exiting homelessness to permanent housing.		
Baseline Data:	**Outcome Goals July 1, 2021 - June 30, 2024**	
% of people who return to homelessness after having exited homelessness to permanent housing	**Decrease in % of People who return to Homelessness**	**Decrease as % Change from Baseline**
8	1	14.28
Optional Comments		
Trend has been upward. We plan to increase case management and supportive services to help bring the return to homelessness down. We intend to reduce the returns of homeless to 7% from the baseline of 8%		
Describe Your Related Goals for **Underserved Populations and Populations Disproportionately Impacted by Homelessness**		
Describe any underserved and/ or disproportionately impacted population(s) that your community will especially focus on related to this Outcome Goal and how this focus has been informed by data in your landscape assessment:	**Describe the trackable data goal(s) related to this Outcome Goal:** *Note: Meeting the trackable data goals for the underserved populations is not required for eligibility for Bonus Funds.*	
Disproportionate impact: People who are Black constitute 45% of people who return to homelessness with 6 months of exiting homelessness to permanent housing, while their overall incidence in the homeless population is 2.8% in the seven-county CoC region.	We want to reduce the rate of returns to homelessness for people who are black to 25% of our total returns to homelessness. If we had 20 returns to homelessness, we would expect around 9 of them to be black based on our baseline data. We aim to drop returns to homelessness to 17 or 18 of which around 4 or less would be black. This would still be a disproportionate outcome but would be a step in the right direction.	

Outcome Goal #6: Increasing successful placements from street outreach.		
Baseline Data: **Annual # of people served in street outreach projects who exit to emergency shelter, safe haven, transitional housing, or permanent housing destinations.**	**Outcome Goals July 1, 2021 - June 30, 2024**	
	Increase in # of People Successfully Placed from Street Outreach	**Increase as % of Baseline**
0	Increase by 25 people	100
Optional Comments		
We are working with our CoC to ensure people providing street outreach services are documenting when they successfully house someone. Our HMIS data did not reflect anyone successfully being housed from a street outreach program.		
Describe Your Related Goals for **Underserved Populations and Populations Disproportionately Impacted by Homelessness**		
Describe any underserved and/ or disproportionately impacted population(s) that your community will especially focus on related to this Outcome Goal and how this focus has been informed by data in your landscape assessment:	**Describe the trackable data goal(s) related to this Outcome Goal:** *Note: Meeting the trackable data goals for the underserved populations is not required for eligibility for Bonus Funds.*	
Underserved groups: Since there have been no exits from street outreach into a shelter or housing situation, there is no specific data on underserved groups for this goal. However, based upon data for the other goals, it can be assumed that people who are American Indian/Alaskan Native and Black are underserved in street outreach projects.	100 % increase from baseline for American Indian/Alaskan Native or Black. Aiming for at least 5 of the street outreach connections that make up out 25 person goal to be from one of the identified subpopulations.	

Homeless Housing, Assistance, and Prevention (HHAP) Round 3 Funds

I. Summary

A. Agency Information

Agency Legal Name:

Agency Address:

Primary Contact: Title:

Telephone Number: Email Address:

Tax Identification #:   DUNS Number:

Preparer Name: Title:

B. Project Component

Check the HHAP-eligible component that this project will address:

☐ Rapid Rehousing

☐ Operating Subsidies and Reserves

☐ Street outreach

☐ Service Coordination

☐ Systems Support

☐ Delivery of Permanent Housing

☐ Prevention & Shelter Diversion to Permanent Housing

☐ Interim Sheltering   ☐ Improvements to existing Emergency Shelters

Is the Target Population for this project categorized as homeless youth (Youth-Set Aside)?

☐ Yes   ☐ No

Total Amount Requested _____

Number of Individuals estimated to be served _____

Funding Application County of Service: _____

☐ CoC HHAP Funded   ☐ Pass-Through of CoC Funding

☐ County HHAP Funded: ☐ Pass-Through of County Funds
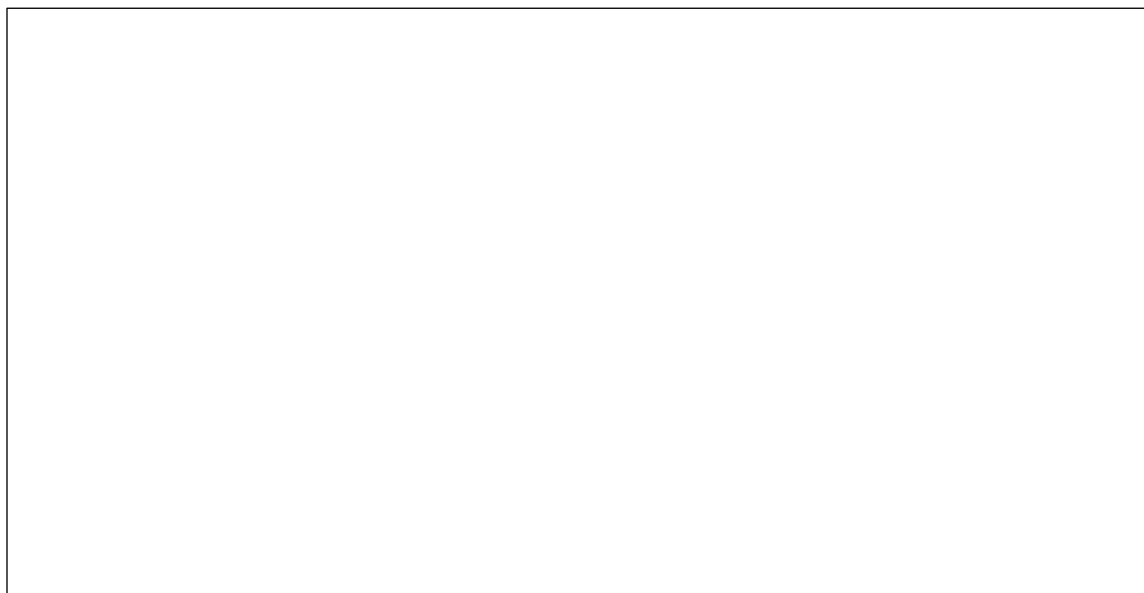
C. Project Summary

Provide a description of the project and what specific outcome goals the project will be targeting.

D. Collaborative Partnerships

Describe how your agency will collaborate with other agencies in the scope of this project.

Describe any other collaborative agreements that exist between your agency and other agencies that are serving homeless individuals.
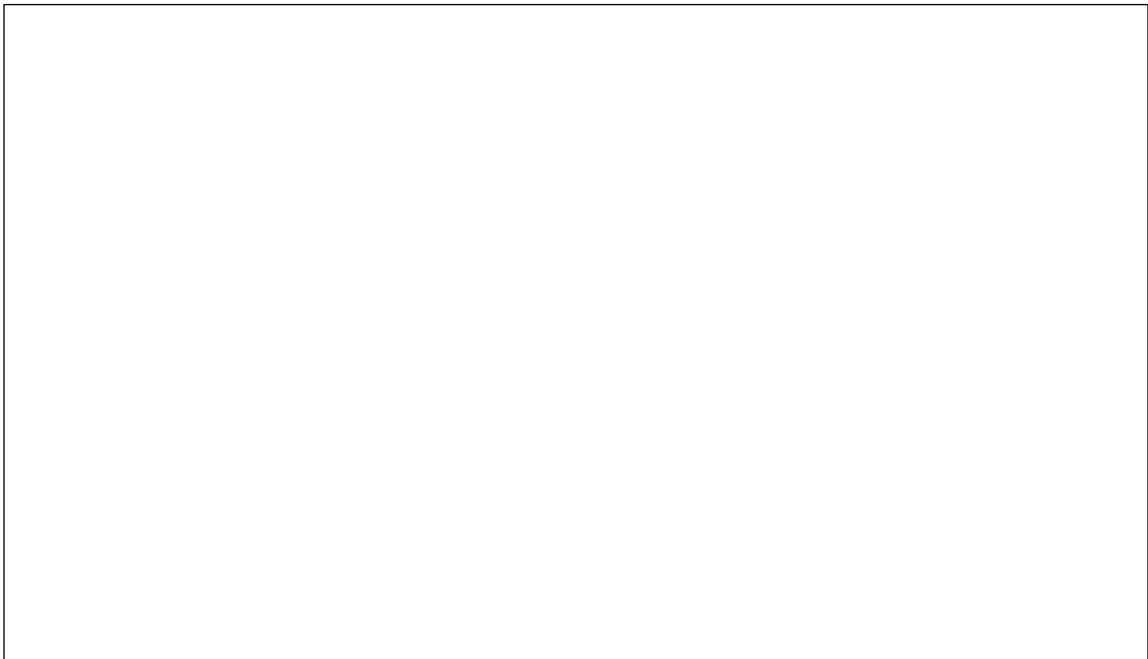
II. Project Detail

    A. Project Design

    Describe the project design, include how the project is intended to target the outcome goals for HHAP 3. Include any history your organization has of operating similar project types.

B. Use of Evidence Based Practices

Describe your agency's use of evidence-based practices for this project.

Describe how your agency has incorporated evidence-based practices in prior projects.

C. Compliance with Housing First

Describe how the project will comply with the core components of Housing First as defined in Welfare and Institutions Code 8255(b)

Describe how your agency has used housing first practices in prior projects.

D. Resources Addressing Homelessness

Briefly describe your agency's existing programs and resources used to address homelessness.

Describe the mechanism's your agency uses to provide people with lived experience of homelessness, to have meaningful and purposeful opportunities to inform and shape all levels of planning and implementation of your homeless programs. This can include employing people with lived experience.

III. PARTICIPATION INFORMATION

A. Household Served

Number of <u>Unduplicated Individuals</u> projected to be served by the project during the grant period of approximately February 2023 to June 2026.

If your project is not funding permanent housing interventions directly, please describe how you plan to connect people to permanent housing options through your project.

IV. Project Budget

Please complete the table below with your HHAP budget in the top Section and then please list all other sources of funding that will support the HHAP 3 project. Additional sources of funding should be listed separately for each funding source.

Eligible Use Category	FY22/23	FY23/24	FY24/25	FY 25/26	Total
Rapid Rehousing					
Operating Subsidies and Reserves					
Street outreach					
Service Coordination					
Systems Support					
Delivery of Permanent Housing					
Prevention and Shelter Diversion to Permanent Housing					
Interim Sheltering					
Improvements to existing emergency shelters to lower barriers and increase privacy					
Other Braided Funding Sources Besides HHAP 3					
Source 1:					
Source 2:					
Source 3:					
Source 4:					

Source 5:					

Please describe your agencies accounting practices and the steps your agency will take to ensure that all HHAP funds are properly tracked and accounted for.

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V. Threshold Requirements

All applicants **must meet** the local and HUD defined threshold requirements as detailed below. If a request/application does not demonstrate that the proposed project meets these threshold requirements, the Applicant will be advised that its request will not be considered for funding.

☐ The Applicant must be a public agency or private nonprofit agency, requesting HHAP funds to provide direct services to homeless persons or persons at-risk of becoming homeless.

☐ The costs and activities for which funding is being requested must be eligible.

☐ All proposed projects are required to demonstrate evidence of direct collaboration with other agencies.

☐ Applicants must have been selected by their respective CoC Advisory board as an HHAP eligible project through a collaborative process. See **Attachment D** for the form.

☐ All applicants must obtain a HMIS/CE Participation Certification signed by the NorCal CoC HMIS Administrator showing active participation **and utilization** in HMIS in fiscal year 2022-23. See **Attachment B** for the Form.

☐ All applicants must obtain a Point In Time Certification signed by the CoC Local Advisory Board Chair. See **Attachment C** for the Form.

☐ All Applicants must have a CoC Local Advisory Board Approval certification, certifying the agency is an active member of the local CoC advisory board. See **Attachment D** for the Form.

☐ Participating County CoC Contract of Participation agreement must be in good standing with the Shasta County Housing & Community Action Agency; the contract must be fully executed and paid.

☐ All eligible activities must be provided in a manner consistent with the Housing First practices described in California Code of Regulations, title 25, section 8409, subdivision (b)(1)-(6). Under the Housing First model, services offered are as needed and requested on a voluntary basis and that do not make housing contingent on participation in services. See **Attachment E** for the Form.

☐ All eligible activities must be informed by a best-practices framework focused on moving individuals and families experiencing homelessness into permanent housing per Health and Safety Code Section 50217(a).

☐ All agencies receiving funds awarded through HHAP, must use the NorCal CoC Homeless Management Information System (HMIS) to record client level data. In addition, the NorCal CoC Coordinated Entry System must be used to identify potential clients using VI-SPDAT scoring and collaboration with other entities within the county of operation.

☐ Applicants must be registered under the System of Awards (SAM). Visit www.sam.gov for more information. Proof of registration **must be** included with the application.

V. CERTIFICATION

I certify that:

1. To the best of my knowledge and belief, that information in this application is true and correct.

2. The undersigned is an authorized certifying official of the organization here represented and is authorized to submit this application on their behalf.

3. The organization responsible for carrying out the project activities under this proposal will comply with all applicable local and federal laws and regulations.

Organization Name: _____

Project Name: _____

Project Address: _____

Certifying Official: _____

Title: _____

Signature: _____

Date: _____

Agency Name: _____

Agency Entering Data (if different from Agency/Applicant):_____

To complete the Project Level Performance the Applicant is required to provide supporting documentation for the outcome data using HMIS. The report to be attached with this form is the CoC APR. The data provided must be reported out of an HMIS or a comparable database if the Applicant is a Victim Service Provider or Legal Assistance provider. Attach the CoC APR Report for the most recent 12 months.

If you should have questions about retrieving the reports, please reach out to the HMIS system administrator hmis@co.shasta.ca.us.

		HMIS/CE Data	Or	Comparable Database
☐	Total # of Individuals served			
☐	Total # of Individual Leavers who exited to a permanent housing destination			
☐	Total # of Individual Leavers who exited any destination			

The applicant should retrieve thier organizations CoC-APR and report the numbers in the table above. The HMIS Administrator will complete the section below certifying that the information provided matches the HMIS database.

CERTIFICATION OF THE APPLICATION INFORMATION

I certify that the supporting data for Project Level documents were generated from an HMIS/CE or a comparable database. All information contained in these reports is true and completed to the best of my knowledge.

_____

Printed Name of HMIS Administrator   Title

_____

HMIS Administrator Signature

_____

Date

☐	The Applicant did not use HMIS during the reporting period, but the Applicant has a HMIS Contract dated_____

Certification of Point In Time Participation

I, _____, certify that staff from _____participated in the Point In Time Count by performing one or more of the below listed activities within our community:

☐ Surveyed persons using the paper or electronic survey forms.

☐ Coordinated the Point In Time Count in our County.

☐ Assisted the coordinator within the County.

☐ Other:_____

Dated: _____

_____   _____

Printed Name County PIT Committee Chair or   Signature of County PIT Committee Chair or

Printed Name of County Advisory Board Chair   Signature of County Advisory Board Chair

Certification of Local Advisory Board Approval for Applicant

By signing below, the Local Advisory Board certifies that_____is an active participant at their Local Advisory Board and has been recommended to apply for Homeless Housing, Assistance, and Prevention (HHAP) Round 3 funds to operate _____within the County of_____. The Local Advisory Board further certifies, the Applicant has presented a HHAP 3 eligible project to the Local Advisory Board through a collaborative process.

Dated:

_____   _____
Printed Name of Advisory Board Chair   Signature of Advisory Board Chair

HOUSING FIRST COMPLIANCE AND TRAINING CERTIFICATION

Housing First is a homeless assistance approach that prioritizes providing permanent housing to persons who are experiencing homelessness. This approach is guided by the understanding that people need necessities like food and shelter before being required to gain employment, pursue life skills courses, or attend substance use education. Housing First does not require persons experiencing homelessness to address behavioral health issues or to graduate through a series of programs before accessing safe, stable housing.

Health and Safety Code section 50220.7(g) mandates that all recipients of round 3 program allocation shall comply with Housing First as provided in Chapter 6.5 (commencing with Section 8255) of Division 8 of the Welfare and Institutions Code. Under the Housing First model, services offered are as needed and requested on a voluntary basis and that do not make housing contingent on participation in services. Agencies must participate in annual Housing First training and utilize Housing First practices.

By signing this document, I certify that_____ understands that

(agency)

housing is the foundation for life improvement and if awarded ESG CV funds will:

1. Adhere to Housing First principles
2. Participate in annual mandatory Housing First training

Name _____   Title _____

Signature _____   Agency _____

Date _____

HHAP 3 Evaluation Criteria

Each application should be evaluated solely on its own merits. There should be no consideration or comparison between projects when scoring the applications. The scoring Criteria is a guideline, each person reviewing applications should make their own independent decision about the score assigned to each category. The same point assignment method should be used for all projects reviewed.

For questions that look at historical data, if the applicant has no relevant history, they will be awarded the average point score for other projects in their County of application.

Measurement	Available Points
Threshold Requirements	Pass/Fail
Agencies HMIS Usage and Accuracy	**10**
1) **HMIS Usage: Points will be awarded for data entry activity over the last year. A month will be included in the count if there is an entry or exit from an agency project.** 12 Months = 5 points 11 Months = 4 points 10 Months = 3 points 8-9 Months = 2 points 6-7 months = 1 points	5 - Staff will Calculate
2) **Accuracy: The agency data completeness reports will be examined for the previous year, and points will be awarded based on the average letter grade.** A = 5 points B = 3 points C= 1 point	5 - Staff will Calculate
Project is addressing Outcome Goals	**20**
1) **Outcome goals are identified in the application:** 10 points = Project application clearly identifies the goals that the project will be targeting. 5 points = Project application is not explicit about which goals they are targeting, but appears to be aimed at the goals outlined in the HHAP 3 NOFO 0 points = Project application is not explicit about the goals the project is targeting and doesn't appear to be aimed at any of the goals outlined in the HHAP 3 NOFO *A score of 0 in this category will result in an automatic denial of the application.	10

2) Application explains how the proposed project will help meet the outcome goals: 10 points = Clear explanation of how the project described will directly impact the Outcome goals identified. 5 points = How the project will help meet the outcome goals is described but the explanation is not explicit about the direct impact the project will have on specific goals. 0 points = Project application doesn't specify how the project will impact the goals identified.	10
Demonstration of Collaboration	**30**
1) Project application will be reviewed, and points awarded based on how well the collaboration is documented and explained. 15 points = Formal agreements will be put in place for a collaborative project with an agency outside of the applicant. Roles and responsibilities are clearly outlined for all parties. 12 points = Formal agreements are identified that will be put in place for a collaborative project with an agency outside of the applicant. Roles and responsibilities are not clearly defined for all parties. 10 points = Informal agreement are identified that will be put in place for a collaborative project with an agency outside of the applicant. Roles and responsibilities are clearly outline for all parties. 7 points = Informal agreements are identified that will be put in place for a collaborative project with an agency outside of the project applicant. Roles and Responsibilities are not clearly defined.	20
2) Project application will be reviewed, and points awarded based on prior collaboration established with agencies outside of the project applicant. 5 points = Agency has formal agreements in place with other agencies that include clearly defined roles and responsibilities for all parties. 4 points = Agency has formal agreements in place with other agencies that do not include clearly defined roles and responsibilities for all parties. 3 points = Agency has informal agreements in place with other agencies that include clearly defined roles and responsibilities for all parties. 1 point = Agency has informal agreements in place with other agencies that do not include clearly defined roles and responsibilities for all parties.	10

Use of Evidence Based Practices	30
1) **Points will be awarded based on how evidence-based practices will be incorporated into the project.** 5 points = Applicant clearly identifies evidence practices and demonstrates how they will be implemented into the proposed project 3 points = Applicant identifies evidence-based practices but doesn't demonstrate how the project will implement those practices 1 point = Applicant isn't clear on the evidence-based practices and provides no clear strategy on how they will be implemented into the project.	5
2) **Points will be awarded based on the response to use of evidence-based practices in prior projects** 5 points = Applicant demonstrates a history of successfully implementing evidence-based practices in prior projects. 3 points = Applicant identifies evidence-based practices but is not clear on how they were incorporated into prior projects	5
3) **Project application will be reviewed, and points awarded based on response to the compliance with housing first** 15 points = Applicant clearly identifies housing first practices and demonstrates how they will be implemented into the proposed project 10 points = Applicant identifies housing first practices but doesn't demonstrate how the project will implement those practices 5 points = Applicant isn't clear on the housing first practices and provides no clear strategy on how they will be implemented into the project.	15
4) **Points will be awarded based on the response to use of housing first practices in prior projects** 5 points = Applicant demonstrates a history of successfully implementing housing first practices in prior projects. 3 points = Applicant identifies housing first practices but is not clear on how they were incorporated into prior projects	5

Program Financing and Budget	10
1) **Project application will be reviewed and awarded points based on having a completed budget** 5 points = Budget section of application is complete and the cost to client served ratio is reasonable for the project type 3 points = Budget section of application is complete but the cost to client served for the project type exceeds normal expectations 1 point = Budget section is not fully complete and/or the cost to client server ration for the project type is excessive.	5
2) **Project application will be reviewed, and award points based on responses to the accounting practices question**. 5 points = Agency has accounting practices in place and is able to ensure proper accounting practices are followed to account for all funds obligated and expended for the HHAP grant 3 points = Agency has accounting practices in place but was not clear on how they would ensure all funds are properly tracked and accounted for. 1 point = Agency responded to the question but did not document standard accepted accounting practices or identity how the HHAP funding would be properly tracked and accounted for	5
Total Points Available	**100**