

Before Starting the CoC Application

The CoC Consolidated Application consists of three parts, the CoC Application, the CoC Priority Listing, and all the CoC's project applications that were either approved and ranked, or rejected. All three must be submitted for the CoC Consolidated Application to be considered complete.

The Collaborative Applicant is responsible for reviewing the following:

1. The FY 2019 CoC Program Competition Notice of Funding Available (NOFA) for specific application and program requirements.
2. The FY 2019 CoC Application Detailed Instructions which provide additional information and guidance for completing the application.
3. All information provided to ensure it is correct and current.
4. Responses provided by project applicants in their Project Applications.
5. The application to ensure all documentation, including attachment are provided.
6. Questions marked with an asterisk (*), which are mandatory and require a response.

1A. Continuum of Care (CoC) Identification

Instructions:

Guidance for completing the application can be found in the FY 2019 CoC Program Competition Notice of Funding Availability and in the FY 2019 CoC Application Detailed Instructions.

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1A-1. CoC Name and Number: CA-508 - Watsonville/Santa Cruz City & County CoC

1A-2. Collaborative Applicant Name: County of Santa Cruz

1A-3. CoC Designation: CA

1A-4. HMIS Lead: Community Technology Alliance

1B. Continuum of Care (CoC) Engagement

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1B-1. CoC Meeting Participants.

For the period of May 1, 2018 to April 30, 2019, applicants must indicate whether the Organization/Person listed:

- 1. participated in CoC meetings;**
- 2. voted, including selecting CoC Board members; and**
- 3. participated in the CoC’s coordinated entry system.**

Organization/Person	Participates in CoC Meetings	Votes, including selecting CoC Board Members	Participates in Coordinated Entry System
Local Government Staff/Officials	Yes	Yes	Yes
CDBG/HOME/ESG Entitlement Jurisdiction	Yes	Yes	Yes
Law Enforcement	No	No	No
Local Jail(s)	No	No	No
Hospital(s)	Yes	Yes	Yes
EMS/Crisis Response Team(s)	No	No	No
Mental Health Service Organizations	Yes	Yes	Yes
Substance Abuse Service Organizations	Yes	Yes	Yes
Affordable Housing Developer(s)	Yes	Yes	Yes
Disability Service Organizations	Yes	Yes	Yes
Disability Advocates	Yes	Yes	No
Public Housing Authorities	Yes	Yes	Yes
CoC Funded Youth Homeless Organizations	Yes	Yes	Yes
Non-CoC Funded Youth Homeless Organizations	Yes	Yes	Yes

Youth Advocates	Yes	Yes	Yes
School Administrators/Homeless Liaisons	Yes	Yes	Yes
CoC Funded Victim Service Providers	Yes	Yes	Yes
Non-CoC Funded Victim Service Providers	Yes	Yes	Yes
Domestic Violence Advocates	Yes	Yes	Yes
Street Outreach Team(s)	Yes	Yes	Yes
Lesbian, Gay, Bisexual, Transgender (LGBT) Advocates	Yes	Yes	No
LGBT Service Organizations	Yes	Yes	Yes
Agencies that serve survivors of human trafficking	Yes	Yes	Yes
Other homeless subpopulation advocates	Yes	Yes	Yes
Homeless or Formerly Homeless Persons	Yes	Yes	Yes
Mental Illness Advocates	Yes	Yes	Yes
Substance Abuse Advocates	Not Applicable	No	No
Other:(limit 50 characters)			
Health Advocates	Yes	Yes	Yes
Philanthropy	Yes	Yes	No
Neighborhood Advocates/Community Groups	Yes	Yes	No

1B-1a. CoC’s Strategy to Solicit/Consider Opinions on Preventing/Ending Homelessness.

Applicants must describe how the CoC:

- 1. solicits and considers opinions from a broad array of organizations and individuals that have knowledge of homelessness, or an interest in preventing and ending homelessness;**
- 2. communicates information during public meetings or other forums the CoC uses to solicit public information;**
- 3. takes into consideration information gathered in public meetings or forums to address improvements or new approaches to preventing and ending homelessness; and**
- 4. ensures effective communication with individuals with disabilities, including the availability of accessible electronic formats, e.g., PDF.**
(limit 2,000 characters)

The CoC solicits opinions by inviting a broad list of organizations and persons, representative of a range of opinions, knowledge, and interests, to attend and participate in every meeting of the full CoC. This includes homeless/formerly homeless persons. The CoC posts public notices of meetings online, encouraging public comment. CoC committees, e.g., for Coordinated Entry System (CES), Veterans, Youth Homelessness Demonstration (YHDP), Youth Advisory Board (YAB), specifically invite interested non-members.

In the past year, the CoC has regularly sought feedback from non-CoC groups, such as the Human Care Alliance, Smart Solutions, Project 180/2020, elected bodies, and Homelessness Governance Study Group (HGSG). The CoC has worked closely with Smart Solutions to engage public and faith groups opinion through Smart Solutions forums, committees, and social media. Also, the CoC has convened a number of well-attended public meetings to inform system

redesign TA from Focus Strategies. Finally, the CoC has: broadly disseminated surveys (issues included housing, HMIS, and CES); posted key documents for online for public review; testified at County Board and City Council meetings (issues included CoC governance, emergency interventions, day services, housing needs, and CES); and spoken at non-CoC community meetings (issues included public education, youth homelessness, affordable housing, and landlord outreach). The CoC has worked to improve information accessibility by using linear content design that works well with assistive devices, logical tab order, consistent navigation structure, and alt attributes.

The CoC is using the input gathered to inform CoC governance redesign, system redesign, CES design and operation, program and funding priorities, landlord outreach approaches, housing and emergency interventions, youth strategy, and public engagement and information, and more.

1B-2. Open Invitation for New Members.

Applicants must describe:

- 1. the invitation process;**
 - 2. how the CoC communicates the invitation process to solicit new members;**
 - 3. how the CoC ensures effective communication with individuals with disabilities, including the availability of accessible electronic formats;**
 - 4. how often the CoC solicits new members; and**
 - 5. any special outreach the CoC conducted to ensure persons experiencing homelessness or formerly homeless persons are encouraged to join the CoC.**
- (limit 2,000 characters)**

The CoC invites new members when it issues notices of full CoC meetings. As the meetings are every two months, new member invitations occur 6 times per year. These notices are sent out via e-mail to a long list of organizations and persons in the county known to be interested in homelessness issues. This list is regularly updated when an interested person or group requests to be added, or when CoC staff otherwise become aware of an interested person or group. CoC policy grants reasonable accommodations, as requested, for persons with disabilities, including alternative communication methods. The CoC uses the following to improve information accessibility: linear content design that works well with assistive devices, logical tab order, consistent navigation structure, and alt attributes.

Special outreach through e-mail correspondence, phone calls, and in-person meetings takes place every year to fill gaps in the CoC membership. For example, this past year CoC staff contacted and engaged: a broad range of mainstream public and nonprofit organizations serving youth to bolster the CoC's YHDP youth initiative; community college school district representatives and liaisons to increase public education involvement; and DV, diversity, and human trafficking advocates to fill key subject area gaps.

1B-3. Public Notification for Proposals from Organizations Not Previously Funded.

Applicants must describe:

- 1. how the CoC notifies the public that it is accepting project application proposals, and that it is open to and will consider applications from organizations that have not previously received CoC Program funding, as well as the method in which proposals should be submitted;**
 - 2. the process the CoC uses to determine whether the project application will be included in the FY 2019 CoC Program Competition process;**
 - 3. the date(s) the CoC publicly announced it was open to proposal;**
 - 4. how the CoC ensures effective communication with individuals with disabilities, including the availability of accessible electronic formats; and**
 - 5. if the CoC does not accept proposals from organizations that have not previously received CoC Program funding or did not announce it was open to proposals from non-CoC Program funded organizations, the applicant must state this fact in the response and provide the reason the CoC does not accept proposals from organizations that have not previously received CoC Program funding.**
- (limit 2,000 characters)**

On July 15, 2019 the CoC issued a public solicitation of CoC applications and invitation to participate in an applicant orientation session open to all interested applicants, including those who had never received CoC funding. The invitation, process timeline, and application materials were also posted on the CoC’s publicly available website. The notice was sent to the CoC’s list serve of all known interested organizations. The general applicant orientation took place July 11. The solicitation and application policies and procedures manual specifically highlighted the process was OPEN TO NEW APPLICANTS. A section on p. 24 specifically invited new applicants and offered them technical assistance. Thanks to special outreach, two new applicants applied this year and their proposals were accepted for the DV and CoC bonus projects. The CoC uses the following to improve information accessibility: linear content design that works well with assistive devices, logical tab order, consistent navigation structure, and alt attributes. No requests for accommodation were received this year.

All proposals received were reviewed and rated with a 100-point rating tool using objective criteria that included HMIS-based performance benchmarks. On September 13, 2019, the CoC Homeless Action Partnership (HAP) Governance Board met to review the applications and scores, hear applicant presentations, and to make project selection and ranking decisions. Two new applicants had projects reviewed and selected. Written decisions were sent to applicants on September 14.

1C. Continuum of Care (CoC) Coordination

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1C-1. CoCs Coordination, Planning, and Operation of Projects.

Applicants must select the appropriate response for each federal, state, local, private, other organizations, or program source the CoC included in the planning and operation of projects that serve individuals experiencing homelessness, families experiencing homelessness, unaccompanied youth experiencing homelessness, persons who are fleeing domestic violence, or persons at risk of homelessness.

Entities or Organizations the CoC coordinates planning and operation of projects	Coordinates with Planning and Operation of Projects
Housing Opportunities for Persons with AIDS (HOPWA)	Yes
Temporary Assistance for Needy Families (TANF)	Yes
Runaway and Homeless Youth (RHY)	Yes
Head Start Program	Yes
Funding Collaboratives	Yes
Private Foundations	Yes
Housing and services programs funded through U.S. Department of Justice (DOJ) Funded Housing and Service Programs	Yes
Housing and services programs funded through U.S. Health and Human Services (HHS) Funded Housing and Service Programs	Yes
Housing and service programs funded through other Federal resources	Yes
Housing and services programs funded through State Government	Yes
Housing and services programs funded through Local Government	Yes
Housing and service programs funded through private entities, including foundations	Yes
Other:(limit 50 characters)	
Landlord Incentive Programs	Yes

Community Volunteer Programs	Yes
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1C-2. CoC Consultation with ESG Program Recipients.

Applicants must describe how the CoC:

- 1. consulted with ESG Program recipients in planning and allocating ESG funds;**
 - 2. participated in the evaluating and reporting performance of ESG Program recipients and subrecipients; and**
 - 3. ensured local homelessness information is communicated and addressed in the Consolidated Plan updates.**
- (limit 2,000 characters)**

The CoC works closely with the State of California ESG Program (only ESG recipient in the CoC) through workshops, webinars, conference calls, and phone/email interactions, providing direct input on policy and funding allocations. This past year, the CoC: participated and provided feedback during a 1/24/19 ESG Program Feedback Session; participated in a 3/7/19 HCD Homelessness Interactive TA Open House; participated in 3/26/19 State CESH Program webinar; engaged a HCD-funded TA provider to provide 5/30/19 and 5/31/19 trainings on Housing First; participated in a 4/10/19 State ESG funding webinar; participated in an 8/8/19 State ESG Program stakeholder outreach call on ESG rulemaking, participated in an 8/22/19 State Consolidated Plan Focus Group, answered a State survey on Housing needs and challenges; and made available local HMIS, HIC, PIT, and performance data for the State consolidated planning purposes.

Each year, the CoC works with the State ESG Program to evaluates ESG project performance. Per State procedures, competitive ESG projects are ranked by the CoC and submitted to the State competition, while the CoC directly selects non-competitive RRH projects. The CoC Board makes project decisions based on need, priorities, performance, and design. The most important application scoring factor (worth 30 points out of 100) is the CoC's evaluation of the applicants' numerical performance outcomes from the previous year on permanent housing success of leavers and success in reducing average length of stay. Projects are also evaluated for their commitment to Housing First, cost efficiency, fidelity to the CoC's homelessness strategic plan, and collaboration. Points are deducted for any disencumbered funds, late reports, or unresolved monitoring findings.

1C-2a. Providing PIT and HIC Data to Consolidated Plan Jurisdictions. Yes to both

Applicants must indicate whether the CoC provided Point-in-Time (PIT) and Housing Inventory Count (HIC) data to the Consolidated Plan jurisdictions within its geographic area.

1C-2b. Providing Other Data to Consolidated Plan Jurisdictions. Yes

Applicants must indicate whether the CoC ensured local homelessness information is communicated to Consolidated Plan Jurisdictions within its geographic area so it can be addressed in Consolidated Plan updates.

1C-3. Addressing the Safety Needs of Domestic Violence, Dating Violence, Sexual Assault, and Stalking Survivors.

Applicants must describe:

- 1. the CoC’s protocols, including protocols for coordinated entry and the CoC’s emergency transfer plan, that prioritize safety and incorporate trauma-informed, victim-centered services; and**
- 2. how the CoC, through its coordinated entry, maximizes client choice for housing and services while ensuring safety and confidentiality. (limit 2,000 characters)**

The CoC has two DV providers funded through local, DOJ, and HHS sources - Monarch Services and Walnut Women’s Center, both of which are trained in and provide safety and trauma-informed and victim-centered services. Both are active CoC members, representing the DV view. Santa Cruz agencies work directly with the DV providers to link DV survivors to the range of housing and service options, and raising the awareness of all about the special security and confidentiality challenges of DV victims. CES Committee has developed separate confidential assessment and waitlist procedures to prioritize and protect DV survivors.

CoC transfer/safety protocols: (1) victim makes request for transfer and provides supporting information for verification, (2) move to another unit, if available. The local Housing Authority, which maintains many of the housing programs such as S+C and a Housing Choice Voucher homeless preference, has adopted a VAWA-compliant emergency transfer plan. The CoC is reviewing the extension of this requirement to CoC-funded programs and intends to approve a CoC-wide transfer plan this year. Both Monarch and Walnut Ave. coordinate with the Housing Authority and CoC providers and have shelter and housing resources to help expedite safety-related transfers.

All homeless agencies are trained and ask about DV in a sensitive, trauma informed way and offer access to a safe DV shelter. Per the CoC standards and HMIS Ps & Ps, the housing choice is up to the household, anonymity and security are protected, and HMIS data entry is prohibited. The DV providers inform victims of the housing/service options including risk information to inform and maximize the household’s choice.

1C-3a. Training–Best Practices in Serving DV Survivors.

Applicants must describe how the CoC coordinates with victim services providers to provide training, at least on an annual basis, for:

- 1. CoC area project staff that addresses safety and best practices (e.g., trauma-informed, victim-centered) on safety and planning protocols in**

2. Coordinated Entry staff that addresses safety and best practices (e.g., Trauma Informed Care) on safety and planning protocols in serving survivors of domestic violence. (limit 2,000 characters)

CoC projects and CES staff receive training at least four times per year. Walnut Women’s Center provides CoC providers and CES staff with in-service trainings covering DV services, safety planning, rights, children’s needs, and supporting survivors. Annual events included Project Homeless Connect, training at Encompass, a school-based workshop, and healthy relationship fair. Monarch Services invites CoC providers to regular workshops covering DV, safety, and human trafficking. Encompass invites CoC providers to a yearly training on trauma-informed care. Also, the County informed and encouraged all CoC agencies to attend the October 4 all-day Fall Trauma Conference held in Santa Cruz.

In addition, CES trainings for staff of CES participating agencies have been held four times so far this year: 12/10/18, 4/24/19, 6/14/19, and 9/13/19. These comprehensive trainings include trauma-informed care, crisis intervention, cultural competency, and special policies and procedures for persons fleeing DV. Smart Path also sponsored Homeless Diversion All Day Training that included trauma and DV on 6/24/19 and 6/27/19. Smart Path has a separate, confidential process for individuals and families who are fleeing/attempting to flee, domestic violence, dating violence, sexual assault, stalking, or human trafficking who are receiving services from designated domestic violence service agencies. This process provides for the confidentiality and safety of participants, while ensuring they receive the same opportunities for accessing housing opportunities as other Smart Path participants.

1C-3b. Domestic Violence–Community Need Data.

Applicants must describe how the CoC uses de-identified aggregate data from a comparable database to assess the special needs related to domestic violence, dating violence, sexual assault, and stalking. (limit 2,000 characters)

The CoC regularly assesses needs relating to DV. Walnut Avenue Family and Women’s Center, which has submitted the DV bonus application, utilizes the Social Solutions Apricot data management system, which is set up to meet HUD's standards and reporting requirements. Aggregate non-identifiable data from Apricot are used to assess homelessness among individuals and families fleeing DV and other forms of violence, to track services and housing outcomes, and to improve programs and services for survivors.

There are no other comparable databases, but the most recent complete sheltered and unsheltered PIT count (January 2019) found that of the persons enumerated 10%, or 217 people, cited domestic violence as their primary cause of homelessness, 32%, or 693 people had experienced past domestic violence, and 5% or 108 people were experiencing current domestic violence. Also, the CoC regularly uses HMIS data to assess needs relating to DV among persons served by CoC agencies. Per Clarity report, 812 persons who answered yes to being a DV victim or survivor are currently being served.

The CoC uses all of its DV statistics for public education, program planning, fundraising, and strategic planning. The CoC standards and CE policies have special safety planning and privacy procedures for DV that are informed by the statistics.

***1C-4. PHAs within CoC. Attachments Required.**

Applicants must submit information for the two largest PHAs or the two PHAs with which the CoC has a working relationship within the CoC’s geographic area.

Public Housing Agency Name	% New Admissions into Public Housing and Housing Choice Voucher Program during FY 2018 who were experiencing homelessness at entry	PHA has General or Limited Homeless Preference	PHA has a Preference for current PSH program participants no longer needing intensive supportive services, e.g., Moving On
Housing Authority of the County of Santa Cruz	28.00%	Yes-HCV	Yes-HCV

1C-4a. PHAs’ Written Policies on Homeless Admission Preferences.

Applicants must:

1. provide the steps the CoC has taken, with the two largest PHAs within the CoC’s geographic area or the two PHAs the CoC has working relationships with, to adopt a homeless admission preference—if the CoC only has one PHA within its geographic area, applicants may respond for one; or

2. state that the CoC does not work with the PHAs in its geographic area. (limit 2,000 characters)

The CoC has a history of working very closely with the Housing Authority of the County of Santa Cruz, the ONLY Housing Authority in the area. The Housing Authority attends every meeting of the full CoC, as well as many working committees. Several years ago at the request of the CoC, the Housing Authority established in its Administrative Plan for the Housing Choice Voucher (HCV) Program a written policy for a limited HCV preference for Disabled and Medically Vulnerable (DMV) homeless persons. Under the policy, up to 120 households can be assisted under the DMV limited preference. The CoC provided a written and recommendation to the Housing Authority Board of Commissioners for the limited preference leading to its establishment. CoC providers, including Encompass and HSC, have MOUs with the Housing Authority to guarantee appropriate services for every household assisted with a DMV voucher.

1C-4b. Moving On Strategy with Affordable Housing Providers.

Applicants must indicate whether the CoC has a Moving On Strategy with affordable housing providers in its jurisdiction.

Yes

If “Yes” is selected above, describe the type of provider, for example, multifamily assisted housing owners, PHAs, Low Income Tax Credit (LIHTC) developments, or local low-income housing programs. (limit 1,000 characters)

The only type of provider currently using a moving on strategy is a Housing Authority, the only one in Santa Cruz County. The local Housing Authority's Housing Choice Voucher Admin Plan sets forth moving on strategies for both the DMV Voucher and S+C programs as follow:

1. DMV vouchers move on strategy: “DMV voucher holders who have been stably housed for 2 years may “graduate” into the regular voucher program if they are in good standing with the program and there are vouchers/funding available. At that time, the DMV voucher would be available for the next eligible family referred to the Housing Authority.”

2. S+C Program move on strategy: "S+C recipients who have been stably housed for 2 years may “graduate” into the regular voucher program if they are in good standing with the program and there are vouchers/funding available. At that time, the S+C assistance would be available for the next eligible family referred to the Housing Authority by the Health Services Agency."

1C-5. Protecting Against Discrimination.

Applicants must describe the actions the CoC has taken to address all forms of discrimination, such as discrimination based on any protected classes under the Fair Housing Act and 24 CFR 5.105(a)(2) – Equal Access to HUD-Assisted or -Insured Housing. (limit 2,000 characters)

On October 18, 2017, the CoC formally adopted a written CoC-wide anti-discrimination policy that requires that providers abide by the Fair Housing Act, the Americans with Disabilities Act, Equal Access to Housing Final Rule and Equal Access to Housing in HUD Programs – Regardless of Sexual Orientation or Gender Identity Final Rule. This policy is included in the local CoC and ESG program standards document. In addition, on December 17, the CoC adopted written CES policies and procedures that include a similar anti-discrimination policy and fully integrated the CoC and ESG standards, including its CoC-wide anti-discrimination policy. CES trainings for CoC agencies that have been held four times so far this year - 12/10/18, 4/24/19, 6/14/19, and 9/13/19 - have fully addressed anti-discrimination policies and compliance.

With the launch of our YHDP initiative and programs, the rights of LGBT persons have become a key focus. Youth providers have regularly linked LGBT persons to a variety of LGBT services, including the Diversity Center’s youth, veteran, latino(a), senior, transgender, and parents/allies programs; the local GLBT Alliance; Parents and Friends of Lesbians and Gays monthly support group; and Mar Monte Transgender Healthcare Program. Finally, the Diversity Center is a CoC member, has helped recruit LGBT youth to our Youth Action Board (YAB), participates in YHDP coordination meetings, and makes training available to YHDP-funded agencies.

***1C-5a. Anti-Discrimination Policy and Training.**

Applicants must indicate whether the CoC implemented an anti-discrimination policy and conduct training:

1. Did the CoC implement a CoC-wide anti-discrimination policy that applies to all projects regardless of funding source?	Yes
2. Did the CoC conduct annual CoC-wide training with providers on how to effectively address discrimination based on any protected class under the Fair Housing Act?	Yes
3. Did the CoC conduct annual training on how to effectively address discrimination based on any protected class under 24 CFR 5.105(a)(2) – Equal Access to HUD-Assisted or -Insured Housing?	Yes

***1C-6. Criminalization of Homelessness.**

Applicants must select all that apply that describe the strategies the CoC implemented to prevent the criminalization of homelessness in the CoC’s geographic area.

1. Engaged/educated local policymakers:	<input checked="" type="checkbox"/>
2. Engaged/educated law enforcement:	<input checked="" type="checkbox"/>
3. Engaged/educated local business leaders:	<input checked="" type="checkbox"/>
4. Implemented communitywide plans:	<input checked="" type="checkbox"/>
5. No strategies have been implemented:	<input type="checkbox"/>
6. Other:(limit 50 characters)	
Implemented behavioral health court	<input checked="" type="checkbox"/>
Downtown police - social services networking	<input checked="" type="checkbox"/>
	<input type="checkbox"/>

1C-7. Centralized or Coordinated Assessment System. Attachment Required.

Applicants must:
 1. demonstrate the coordinated entry system covers the entire CoC geographic area;
 2. demonstrate the coordinated entry system reaches people who are least likely to apply for homelessness assistance in the absence of special outreach; and
 3. demonstrate the assessment process prioritizes people most in need of assistance and ensures they receive assistance in a timely manner.
 (limit 2,000 characters)

Smart Path CES uses an “any door” access strategy to cover the CoC geography. Homeless persons can complete the Smart Path assessment by calling 2-1-1 or visiting any of these “Access Points”: Santa Cruz area - Homeless Services Center (HSC), Mental Health Client Action Network (MHCAN), Santa Cruz Public Library – Downtown, and Veteran Resource Center (VRC); Watsonville area - Families in Transition (FIT), and Salvation Army Day Center; Encompass Community Services Youth Program. County of Santa Cruz Human Services Department employs contract mobile roaming assessor (with tablet) to provide assessment services at meal sites, shelters, encampments, outreach sites, or wherever needed.

Special outreach reaches those least likely to apply. Marketing flyers and assessments are translated into Spanish. Most Access Points offer bilingual services and are ADA accessible. Persons with SMI are reached through MHCAN. Roaming Assessors and outreach teams reach CH and other unsheltered persons. Veterans are reached through the VRC. Youth are reached by the the YHDP-connected Encompass Youth Program. Immigrants and farmworkers are reached through outreach and roaming assessors. DV survivors are assessed and connected to DV providers.

Smart Path uses the VI-SPDAT to prioritize people based upon need: PSH – must be CH and have the highest VI-SPDAT scores in the range from 8-17 adults and TAY, and 9-22 families; RRH and TH - based upon highest scores in the range of 4-7 adults and TAY, and 4-8 families. Agencies are required to contact referred persons within 5 business days, and timeliness is an evaluation metric.

1D. Continuum of Care (CoC) Discharge Planning

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1D-1. Discharge Planning Coordination.

Applicants must indicate whether the CoC actively coordinates with the systems of care listed to ensure persons who have resided in them longer than 90 days are not discharged directly to the streets, emergency shelters, or other homeless assistance programs. Check all that apply (note that when "None:" is selected no other system of care should be selected).

Foster Care:	<input checked="" type="checkbox"/>
Health Care:	<input checked="" type="checkbox"/>
Mental Health Care:	<input checked="" type="checkbox"/>
Correctional Facilities:	<input checked="" type="checkbox"/>
None:	<input type="checkbox"/>

1E. Local CoC Competition

Instructions

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***1E-1. Local CoC Competition–Announcement, Established Deadline, Applicant Notifications. Attachments Required.**

Applicants must indicate whether the CoC:

1. informed project applicants in its local competition announcement about point values or other ranking criteria the CoC would use to rank projects on the CoC Project Listings for submission to HUD for the FY 2019 CoC Program Competition;	Yes
2. established a local competition deadline, and posted publicly, for project applications that was no later than 30 days before the FY 2019 CoC Program Competition Application submission deadline;	Yes
3. notified applicants that their project application(s) were being rejected or reduced, in writing along with the reason for the decision, outside of e-snaps, at least 15 days before the FY 2019 CoC Program Competition Application submission deadline; and	Yes
4. notified applicants that their project applications were accepted and ranked on the CoC Priority Listing in writing, outside of e-snaps, at least 15 days before the FY 2019 CoC Program Competition Application submission deadline.	Yes

1E-2. Project Review and Ranking–Objective Criteria.

Applicants must indicate whether the CoC used the following to rank and select project applications for the FY 2019 CoC Program Competition:

1. Used objective criteria to review and rank projects for funding (e.g., cost effectiveness of the project, performance data, type of population served);	Yes
2. Included one factor related to improving system performance (e.g., exits to permanent housing (PH) destinations, retention of PH, length of time homeless, returns to homelessness, job/income growth, etc.); and	Yes
3. Included a specific method for evaluating projects submitted by victim services providers that utilized data generated from a comparable database and evaluated these projects on the degree they improve safety for the population served.	Yes

1E-3. Project Review and Ranking–Severity of Needs and Vulnerabilities.

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Applicants must describe:

1. the specific severity of needs and vulnerabilities the CoC considered when reviewing and ranking projects; and

2. how the CoC takes severity of needs and vulnerabilities into account when reviewing and ranking projects.

(limit 2,000 characters)

The severity of needs and vulnerabilities of the clients served is one of the most important factors considered in the review, rating, and ranking of projects for CoC funds. This is reflected in the process in the following ways. First, PSH projects serving 100% CH or DedicatedPlus with the longest homeless histories and most severe needs were specifically called out and encouraged to apply in the 2019 public solicitation of applications. Special application procedures encouraged DV agencies to apply for the DV bonus to meet the gap for vulnerable persons fleeing violence.

Second, the objective scoring criteria used for rating and ranking strongly rewarded projects serving the neediest most vulnerable clients as follows: the highest points for the Project Type scoring category were given to PSH projects serving 100% CH or DedicatedPlus populations with the longest homeless histories and most severe needs; the highest points for the Addressing the CH Population category were given to projects that serve 100% CH; the highest points for the Housing First and Severity of Needs category were given to projects that serve people with barriers and vulnerabilities such as: long duration of homelessness, current substance use, mental illness, criminal history, lack of employment or income, lack of ID, lack of transportation, and more. Factors relating to severity of needs and vulnerabilities were worth 25 out of 100 points.

Third, these scores and vulnerability of the population were key issues when the CoC Governance Board met to review, discuss, rank and select projects on September 13, 2019. As a result, 6 of the first 8 ranked projects are PSH projects targeting 100% CH with the longest homeless histories and most severe needs, 3 projects on the list target vulnerable unaccompanied youth, and one new project targets DV survivors.

1E-4. Public Postings–CoC Consolidated Application. Attachment Required.

Applicants must:

1. indicate how the CoC made public the review and ranking process the CoC used for all project applications; or

2. check 6 if the CoC did not make public the review and ranking process; and

3. indicate how the CoC made public the CoC Consolidated Application—including the CoC Application and CoC Priority Listing that includes all project applications accepted and ranked or rejected—which HUD required CoCs to post to their websites, or partners websites, at least 2 days before the FY 2019 CoC Program Competition application submission deadline; or

4. check 6 if the CoC did not make public the CoC Consolidated Application.

Public Posting of Objective Review and Ranking Process		Public Posting of CoC Consolidated Application including: CoC Application, CoC Priority Listing, Project Listings	
1. Email	<input checked="" type="checkbox"/>	1. Email	<input checked="" type="checkbox"/>
2. Mail	<input type="checkbox"/>	2. Mail	<input type="checkbox"/>
3. Advertising in Local Newspaper(s)	<input type="checkbox"/>	3. Advertising in Local Newspaper(s)	<input type="checkbox"/>
4. Advertising on Radio or Television	<input type="checkbox"/>	4. Advertising on Radio or Television	<input type="checkbox"/>
5. Social Media (Twitter, Facebook, etc.)	<input checked="" type="checkbox"/>	5. Social Media (Twitter, Facebook, etc.)	<input checked="" type="checkbox"/>
6. Did Not Publicly Post Review and Ranking Process	<input type="checkbox"/>	6. Did Not Publicly Post CoC Consolidated Application	<input type="checkbox"/>

1E-5. Reallocation between FY 2015 and FY 2018.

Applicants must report the percentage of the CoC’s ARD that was reallocated between the FY 2015 and FY 2018 CoC Program Competitions.

Reallocation: 9%

1E-5a. Reallocation–CoC Review of Performance of Existing Projects.

Applicants must:

- 1. describe the CoC written process for reallocation;**
 - 2. indicate whether the CoC approved the reallocation process;**
 - 3. describe how the CoC communicated to all applicants the reallocation process;**
 - 4. describe how the CoC identified projects that were low performing or for which there is less need; and**
 - 5. describe how the CoC determined whether projects that were deemed low performing would be reallocated.**
- (limit 2,000 characters)**

Each year, the CoC evaluates all renewal projects against objective rating criteria worth 100 points. Point categories include cost, performance, need, program quality, and outcome measures, among others. A key purpose is to determine if the renewals are under-performing, obsolete, ineffective, not cost efficient, not spending all funds, no longer needed, or if reallocation to another project type would better reduce homelessness. Lower scoring projects (70s or below) are considered for reallocation. The HAP Board makes the decision after review of the objective project information and discussion of what would be the best decision. Through reallocation, the CoC has reduced funding for projects that had a history of under spending and has eliminated projects that had significant performance issues. The CoC has also successfully

implemented a self-reallocation policy providing a preference for otherwise well-performing providers that voluntarily give up TH (or other less effective projects) to create a more effective project type. All previous TH projects have thus been reallocated to PSH, TH-RRH, RRH, or CES.

This year, the CoC approved the reallocation policies on April 7, 2019. The CoC communicated the reallocation policies and process through its written public solicitation of applications sent via list serve on July 15, 2019 to all known interested persons and posted on the CoC webpage. The applicant orientation session held on July 11, 2019 and open to all interested applicants included information and discussion of the reallocation policies. The HAP Board made reallocation decisions on August 13, 2019 as part of rating and ranking decisions. The Board accepted one applicant's request for self-reallocation of a TH-RRH project to PSH for CH families. All other renewals scored well and were otherwise assessed as sufficiently high performing and effective, and thus no other funds were reallocated.

DV Bonus

Instructions

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1F-1 DV Bonus Projects.

Applicants must indicate whether the CoC is requesting DV Bonus projects which are included on the CoC Priority Listing: Yes

1F-1a. Applicants must indicate the type(s) of project(s) included in the CoC Priority Listing.

1. PH-RRH	<input checked="" type="checkbox"/>
2. Joint TH/RRH	<input type="checkbox"/>
3. SSO Coordinated Entry	<input type="checkbox"/>

Applicants must click “Save” after checking SSO Coordinated Entry to view questions 1F-3 and 1F-3a.

*1F-2. Number of Domestic Violence Survivors in CoC’s Geographic Area.

Applicants must report the number of DV survivors in the CoC’s geographic area that:

Need Housing or Services	852.00
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the CoC is Currently Serving	812.00
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1F-2a. Local Need for DV Projects.

Applicants must describe:

- 1. how the CoC calculated the number of DV survivors needing housing or service in question 1F-2; and**
 - 2. the data source (e.g., HMIS, comparable database, other administrative data, external data source).**
- (limit 500 characters)**

HMIS data indicate that 852 individuals self-identified as having experienced DV and needing housing/services from 9.30.2018 through present date, with 812 of those individuals enrolled in a service program (not necessarily RRH), in the CoC, at this time. There are two DV-focused agencies, in the CoC which are prohibited from using HMIS and so are unable to provide data around those individuals, entering DV-focused services.

1F-4. PH-RRH and Joint TH and PH-RRH Project Applicant Capacity.

Applicants must provide information for each unique project applicant applying for PH-RRH and Joint TH and PH-RRH DV Bonus projects which the CoC is including in its CoC Priority Listing—using the list feature below.

Applicant Name	DUNS Number
Walnut Avenue Fam...	16544258

1F-4. PH-RRH and Joint TH and PH-RRH Project

Applicant Capacity

DUNS Number:	16544258
Applicant Name:	Walnut Avenue Family & Women’s Center
Rate of Housing Placement of DV Survivors–Percentage:	72.70%
Rate of Housing Retention of DV Survivors–Percentage:	100.00%

1F-4a. Rate of Housing Placement and Housing Retention.

Applicants must describe:

- 1. how the project applicant calculated the rate of housing placement and rate of housing retention reported in the chart above; and**
- 2. the data source (e.g., HMIS, comparable database, other administrative data, external data source). (limit 500 characters)**

WAFWC operates a DV Housing First Program, which launched February 4, 2019. Since then, WAFWC has served 11 households, with 8 households obtaining housing (1 household left the CoC with referral, 2 households elected to return to the person who chooses to do harm) for a total rate of 72.7% of participant households obtaining housing. 100% of participating households who remained in the program retained housing. WAFWC utilizes Apricot Social Solutions data management.

1F-4b. DV Survivor Housing.

Applicants must describe how project applicant ensured DV survivors experiencing homelessness were assisted to quickly move into permanent housing. (limit 2,000 characters)

Participants have received individualized assessment of housing needs, barriers and preferences with a focus on survivor-stated safety and security needs. Staff have assisted each participant with a housing affordability plan, identification of housing, with rental application completion, tenant counseling, utility set up and moving arrangements. Case management has been provided to support participant self-sufficiency, including obtaining mainstream benefits, education and employment services, community connection and financial assistance during the stabilization period.

1F-4c. DV Survivor Safety.

Applicants must describe how project applicant:

- 1. ensured the safety of DV survivors experiencing homelessness by:**
 - (a) training staff on safety planning;**
 - (b) adjusting intake space to better ensure a private conversation;**
 - (c) conducting separate interviews/intake with each member of a couple;**
 - (d) working with survivors to have them identify what is safe for them as**

it relates to scattered site units and/or rental assistance;
(e) maintaining bars on windows, fixing lights in the hallways, etc. for
congregate living spaces operated by the applicant;
(f) keeping the location confidential for dedicated units and/or congregate
living spaces set-aside solely for use by survivors; and
2. measured its ability to ensure the safety of DV survivors the project
served.
(limit 2,000 characters)

WAFWC provides 40-hour DV Advocate Certification Training twice yearly, employing DV Advocates who can train staff, independent of scheduled trainings, with a long-standing history of providing this training, in the County, due to agency’s primary mission as a DV agency. Trauma-informed and safety design has been implemented within the agency offices, with additional meeting space being provided by a recent remodel; WAFWC remains committed to meeting the needs of survivors in confidential, safe spaces, both inside our main offices, in the community and in project participant’s selected residences. Participants have received individualized assessment of housing needs, barriers and preferences with focus to survivor-stated safety and security needs. WAFWC is not seeking dedicated units; instead we are using a Housing First scattered-site leasing concept so there will be no set-aside units. In furthering services to survivors, agency became a Safe-at-Home Enrolling Agency in Spring of 2019, to continue protecting survivor’s confidentiality in living spaces.

1F-4d. Trauma-Informed, Victim-Centered Approaches.

Applicants must describe:

- 1. project applicant’s experience in utilizing trauma-informed, victim-centered approaches to meet needs of DV survivors; and**
 - 2. how, if funded, the project will utilize trauma-informed, victim-centered approaches to meet needs of DV survivors by:**
 - (a) prioritizing participant choice and rapid placement and stabilization in permanent housing consistent with participants’ preferences;**
 - (b) establishing and maintaining an environment of agency and mutual respect, e.g., the project does not use punitive interventions, ensures program participant staff interactions are based on equality and minimize power differentials;**
 - (c) providing program participants access to information on trauma, e.g., training staff on providing program participant with information on trauma;**
 - (d) placing emphasis on the participant’s strengths, strength-based coaching, questionnaires and assessment tools include strength-based measures, case plans include assessments of program participants strengths and works towards goals and aspirations;**
 - (e) centering on cultural responsiveness and inclusivity, e.g., training on equal access, cultural competence, nondiscrimination;**
 - (f) delivering opportunities for connection for program participants, e.g., groups, mentorships, peer-to-peer, spiritual needs; and**
 - (g) offering support for parenting, e.g., parenting classes, childcare.**
- (limit 4,000 characters)**

WAFWC is committed to providing best practice services for participants. This requires personnel who are well-educated, receive the appropriate training, and

have the qualities necessary to work with high-risk, often traumatized individuals. The project is designed to support direct services and accomplish the objective of providing survivor-driven advocacy including; housing assistance, supportive services, community engagement and financial assistance. Because WAFWC has an existing Advocacy and Prevention Department funded by a CalOES Domestic Violence Assistance Program grant, many of the supportive services required can be met by our existing services. As a DV-focused agency, our Advocacy and Prevention Department is the heart of our services and is a survivor-driven support, skilled at prioritizing survivor needs, completing and supporting safety planning and providing support and information regarding trauma. WAFWC has a cultural competency plan that is regularly reviewed, with input from participants. Agency services include support and peer groups within the agency as well as referral to outside services, as needed and identified by survivors.

1F-4e. Meeting Service Needs of DV Survivors.

Applicants must describe how the project applicant met services needs and ensured DV survivors experiencing homelessness were assisted to quickly move into permanent housing while addressing their safety needs, including:

- Child Custody
- Legal Services
- Criminal History
- Bad Credit History
- Education
- Job Training
- Employment
- Physical/Mental Healthcare
- Drug and Alcohol Treatment
- Childcare

(limit 2,000 characters)

WAFWC is aware that finding housing is only one small step in to maintaining safe and sustainable living situations. Our intention has been to work with participants around employment, childcare, integrated behavioral health, and debt issues to provide the best chance of thriving in their new situation, while service needs and desires are identified by survivor and project staff. The agency is already assisting participants with application for and advocacy to obtain mainstream health, social services and employment programs, as participants are eligible and desire. The agency will continue to work to build connections through participation in CoC and community initiatives, outreach events and through individual introductions to other service providers. In addition to support groups and a 24-hour crisis support hotline, WAFWC provides free Positive Discipline Parenting Classes and a financial literacy course for all participants. Our plan includes establishing a next-step financial support for graduates of the financial literacy classes by connecting participants with local financial management professionals to aid with credit issues. Child custody and legal services are already built into agency goals, with a dedicated team of DV Advocates focusing on meeting these needs. WAFWC does not require drug or alcohol treatment for participants however does provide support,

if participant identifies that as a need, in obtaining coordination and referral into services. WAFWC is currently working to support the needs of our community through Early Childhood Education Center, a childcare program that takes children through age 5, and frequently assists participants in accessing before and after school childcare programs for older children.

2A. Homeless Management Information System (HMIS) Implementation

Intructions:

Guidance for completing the application can be found in the FY 2019 CoC Program Competition Notice of Funding Availability and in the FY 2019 CoC Application Detailed Instructions.

Please submit technical questions to the HUD Exchange Ask-A-Question at <https://www.hudexchange.info/program-support/my-question/>

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2A-1. HMIS Vendor Identification. Bitfocus

Applicants must review the HMIS software vendor name brought forward from FY 2018 CoC Application and update the information if there was a change.

2A-2. Bed Coverage Rate Using HIC and HMIS Data.

Using 2019 HIC and HMIS data, applicants must report by project type:

Project Type	Total Number of Beds in 2019 HIC	Total Beds Dedicated for DV in 2019 HIC	Total Number of 2019 HIC Beds in HMIS	HMIS Bed Coverage Rate
Emergency Shelter (ES) beds	279	18	214	81.99%
Safe Haven (SH) beds	0	0	0	
Transitional Housing (TH) beds	182	0	148	81.32%
Rapid Re-Housing (RRH) beds	204	0	204	100.00%
Permanent Supportive Housing (PSH) beds	571	0	245	42.91%
Other Permanent Housing (OPH) beds	0	0	0	

2A-2a. Partial Credit for Bed Coverage Rates at or Below 84.99 for Any Project Type in Question 2A-2.

For each project type with a bed coverage rate that is at or below 84.99 percent in question 2A-2., applicants must describe:

**1. steps the CoC will take over the next 12 months to increase the bed coverage rate to at least 85 percent for that project type; and
2. how the CoC will implement the steps described to increase bed coverage to at least 85 percent.
(limit 2,000 characters)**

Due to below standard coverage for ES, TH, and PSH, the CoC will take the following steps for each of these project types in the next 12 months: (1) Present the HMIS bed coverage data to the full CoC and brainstorm possible barriers and solutions; (2) Reach out to and hold a formal meeting with each non-HMIS provider to determine the barriers to using HMIS and possible solutions; (3) Develop and implement a written plan for increasing HMIS bed coverage that includes each non-HMIS provider and the specific steps to be taken with each provider (e.g., educating staff on importance of HMIS data, providing free HMIS licenses, and potential funding or scoring sanctions); (4) Track progress and followup with each non-HMIS provider to secure their written commitments to fully implement the plan and to participate in and comply with HMIS; (5) Coordinate with the HMIS lead, CTA, and the providers around licenses, training, and start up; and (6) Report back regularly on progress to the full CoC.

The non-HMIS providers include the large HUD VASH program, non-CoC-funded programs, and faith shelter programs. None of these programs is required by funders to participate in HMIS. Therefore, the approaches for achieving 85% participation will include explaining the benefits of HMIS to the community and to their agency, providing technical assistance and support for implementation, and granting annual waivers of HMIS participation fees if needed.

***2A-3. Longitudinal System Analysis (LSA) Submission.**

Applicants must indicate whether the CoC submitted its LSA data to HUD in HDX 2.0. Yes

***2A-4. HIC HDX Submission Date.**

**Applicants must enter the date the CoC submitted the 2019 Housing Inventory Count (HIC) data into the Homelessness Data Exchange (HDX).
(mm/dd/yyyy)** 04/30/2019

2B. Continuum of Care (CoC) Point-in-Time Count

Instructions:

Guidance for completing the application can be found in the FY 2019 CoC Program Competition Notice of Funding Availability and in the FY 2019 CoC Application Detailed Instructions.

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2B-1. PIT Count Date. 01/31/2019

Applicants must enter the date the CoC conducted its 2019 PIT count (mm/dd/yyyy).

2B-2. PIT Count Data–HDX Submission Date. 04/30/2019

Applicants must enter the date the CoC submitted its PIT count data in HDX (mm/dd/yyyy).

2B-3. Sheltered PIT Count–Change in Implementation.

Applicants must describe:

1. any changes in the sheltered count implementation, including methodology or data quality methodology changes from 2018 to 2019, if applicable; and

2. how the changes affected the CoC’s sheltered PIT count results; or
3. state “Not Applicable” if there were no changes.

(limit 2,000 characters)

Not applicable.

***2B-4. Sheltered PIT Count–Changes Due to Presidentially-declared Disaster.**

Applicants must select whether the CoC added or removed emergency shelter, No

transitional housing, or Safe-Haven inventory because of funding specific to a Presidentially-declared disaster, resulting in a change to the CoC’s 2019 sheltered PIT count.

2B-5. Unsheltered PIT Count–Changes in Implementation.

Applicants must describe:

- 1. any changes in the unsheltered count implementation, including methodology or data quality methodology changes from 2018 to 2019, if applicable; and**
 - 2. how the changes affected the CoC’s unsheltered PIT count results; or**
 - 3. state “Not Applicable” if there were no changes.**
- (limit 2,000 characters)**

Not applicable.

***2B-6. PIT Count–Identifying Youth Experiencing Homelessness.**

Applicants must:

Indicate whether the CoC implemented specific measures to identify youth experiencing homelessness in their 2019 PIT count. Yes

2B-6a. PIT Count–Involving Youth in Implementation.

Applicants must describe how the CoC engaged stakeholders serving youth experiencing homelessness to:

- 1. plan the 2019 PIT count;**
 - 2. select locations where youth experiencing homelessness are most likely to be identified; and**
 - 3. involve youth in counting during the 2019 PIT count.**
- (limit 2,000 characters)**

Planning for the 2019 supplemental youth count included homeless youth service providers and youth with lived experience. The CoC collaborated with the YHDP initiative and other service providers to identify locations where homeless youth were known to congregate and recruit youth currently experiencing homelessness with knowledge of where to locate homeless youth to serve as guides for the count.

A focus group was held with currently and previously homeless youth to identify areas to canvass for youth. ECS (YHDP lead) led on recruiting youth to work as peer enumerators and service provider staff members who accompanied and transported the youth around the county. These teams counted homeless youth in the identified areas of Santa Cruz County on January 30, 2019.

Youth workers were paid \$15 per hour, including training time. Youth and youth service provider staff members were trained on where and how to identify

homeless youth as well as how to record the data.

It was determined that homeless youth would be more prominent on the street during daylight hours rather than in the early morning when the general count was conducted. The youth count was conducted from approximately 3:00PM to 7:00pm on January 30, 2019 the evening before the general count. Youth worked in teams of two to four, with teams coordinated by youth street outreach workers.

Data from the supplemental youth count and general street count were compared and de-duplicated by assessing location, gender, and age. In total, 86 persons under the age of 25 were identified as duplicates and removed from the data set.

2B-7. PIT Count–Improvements to Implementation.

Applicants must describe the CoC’s actions implemented in its 2019 PIT count to better count:

- 1. individuals and families experiencing chronic homelessness;**
- 2. families with children experiencing homelessness; and**
- 3. Veterans experiencing homelessness.**

(limit 2,000 characters)

The approach used this year built upon that of prior years, including 2017 and 2015, when focus groups were held in different regions of the county to inform the count strategy and to help locate homeless concentrations. The focus groups included CH individuals and family heads, heads of family households, and Veterans, as well as outreach workers and service providers specializing in these populations. The focus groups were held in different regions to inform the count strategy and to help identify homeless “hot spots” – locations in the county that were known as common destinations for particular populations of persons experiencing homelessness. The Homeless Count Committee reviewed and approved the strategy.

As with the supplementary youth count, a variety of single adult, family, and Veteran providers participated in the count and recruited homeless adults who again were paid \$15/hr. to participate in the focus groups, to be trained to count homeless persons, and to serve as peer enumerators on the day of the count. Special outreach was made to ensure peer Veteran enumerators. Each count team counted 1-4 census tracts and included both a community volunteer and a homeless and enumerator acting as a guide.

The sheltered count was a complete count of all ES and TH programs, including all programs where CH, families, and Veterans are served. An HMIS Sheltered PIT was generated, corrected and regenerated. This report included sub-reports for Homeless Population, Veteran Households, Youth Households, Homeless Subpopulations, and client detail (without identifiers). A supplementary survey was sent to agencies not participating in HMIS to gather similar data for the same date 1/31/19. Agencies were asked to confirm their data, including all population and subpopulation data.

3A. Continuum of Care (CoC) System Performance

Instructions

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*3A-1. First Time Homeless as Reported in HDX.

Applicants must:

Report the Number of First Time Homeless as Reported in HDX.
--

1,114

3A-1a. First Time Homeless Risk Factors.

Applicants must:

1. describe the process the CoC developed to identify risk factors the CoC uses to identify persons becoming homeless for the first time;
2. describe the CoC's strategy to address individuals and families at risk of becoming homeless; and
3. provide the name of the organization or position title that is responsible for overseeing the CoC's strategy to reduce the number of individuals and families experiencing homelessness for the first time. (limit 2,000 characters)

1st time homelessness in Santa Cruz County and all of CA is growing. During the PIT, the CoC conducts a random survey that asks 1st time homeless risk factor questions. Of 399 persons surveyed in 2019, 33% were 1st time homeless. Key risk factors were: lost job (26%), eviction (18%), substance abuse (13%), domestic violence (10%), and landlord raised rent (10%). Moreover, the Smart Path CES has used HMIS data to identify first-time homelessness risk factors, including: DV; job loss or loss of benefits, leading to eviction; and health issues, e.g., substance use and emergency hospitalizations. Each year, the CoC reviews all risk information as part of planning strategies to prevent homelessness, including: steadily expanding

prevention programs (TANF housing subsidies/SSVF prevention) and connecting them with services such as preventative health care; including prevention program access and diversion strategies in CES: emphasizing job services (CalFresh Employment Training and Workforce Santa Cruz linkages) and connecting them to housing and stabilization services; expanding both health insurance enrollment and community health services (homeless-targeted health clinic and dental clinic), and holding 2 Project Homeless Connect events per year.

This year, the CoC has retained Focus Strategies to support system improvements, including a baseline performance assessment. This assessment will use existing PIT, HIC, and HMIS data to produce an analysis of program-level and system wide performance measure, including identifying the risk factors for 1st time homelessness. Performance data will be used to inform the system redesign process and development of specific community-supported action steps for improving program and system performance. Focus Strategies initial baseline assessment has already identified the critical need for a new diversion approach to help stem inflows of first time homelessness. Responsible: Homeless Services Coordinator, County CAO.

***3A-2. Length of Time Homeless as Reported in HDX.**

Applicants must:

Report Average Length of Time Individuals and Persons in Families Remained Homeless as Reported in HDX.	173
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3A-2a. Strategy to Reduce Length of Time Homeless.

Applicants must:

- 1. describe the CoC’s strategy to reduce the length of time individuals and persons in families remain homeless;**
 - 2. describe how the CoC identifies and houses individuals and persons in families with the longest lengths of time homeless; and**
 - 3. provide the name of the organization or position title that is responsible for overseeing the CoC’s strategy to reduce the length of time individuals and families remain homeless.**
- (limit 2,000 characters)**

CoC has strategies to help reduce the average length-of-time (LOT) homelessness. To address the LOT problem, which is caused largely by the lack of affordable housing, the CoC has set LOT homeless performance targets by program type; made serving persons with the longest LOT homeless a high priority for CoC-funded PSH; and asked all PSH to ID and prioritize this group. RRH subsidies have been increased, volunteer housing navigators have been recruited, and a Housing Authority Landlord Incentive Program has been created and funded to incentivize rentals to homeless households by covering some costs for damages, missed rent, and vacancies.

In addressing long-term homelessness, the Smart Path CES uses the VI-SPDAT and a by-name registry to identify and prioritize persons with the longest LOT homeless for PSH, building upon Project 180/2020 surges, which have housed more than 850 persons as of September 2019. Also, the CoC has

prioritizes creating new PSH; adopted CPD 16-11, established the Housing Authority Section 8 preference for Disabled Medically Vulnerable Homeless; and made use of the Housing Authority moving on programs to frees S+C and DMV vouchers spaces for persons with very long LOT homeless. Responsible: County HSD.

***3A-3. Successful Permanent Housing Placement and Retention as Reported in HDX.**

Applicants must:

	Percentage
1. Report the percentage of individuals and persons in families in emergency shelter, safe havens, transitional housing, and rapid rehousing that exit to permanent housing destinations as reported in HDX.	28%
2. Report the percentage of individuals and persons in families in permanent housing projects, other than rapid rehousing, that retain their permanent housing or exit to permanent housing destinations as reported in HDX.	95%

3A-3a. Exits to Permanent Housing Destinations/Retention of Permanent Housing.

Applicants must:

- 1. describe the CoC’s strategy to increase the rate at which individuals and persons in families in emergency shelter, safe havens, transitional housing and rapid rehousing exit to permanent housing destinations;**
 - 2. provide the organization name or position title responsible for overseeing the CoC’s strategy to increase the rate at which individuals and persons in families in emergency shelter, safe havens, transitional housing and rapid rehousing exit to permanent housing destinations;**
 - 3. describe the CoC’s strategy to increase the rate at which individuals and persons in families in permanent housing projects, other than rapid rehousing, retain their permanent housing or exit to permanent housing destinations; and**
 - 4. provide the organization name or position title responsible for overseeing the CoC’s strategy to increase the rate at which individuals and persons in families in permanent housing projects, other than rapid rehousing, retain their permanent housing or exit to permanent housing destinations.**
- (limit 2,000 characters)**

The CoC is challenged by an extremely high cost, low vacancy rental market. Strategies that have contributed to positive exits PH include: implementation of CES in ES and TH sites; the CoC-wide implementation of Housing First; the persistent focus on locating housing by the CE and Housing Work Group; the addition of housing navigators or housing-focused case management in all ES, TH, and RRH programs; the housing surge strategies through Project 180/2020 leading 650 person housed; the use in housing surges of volunteer housing navigators through Wings Homeless Advocates; the establishment of the 120-HCV preference for Disabled Medically Vulnerable Homeless; the implementation of master leasing in CoC-funded PSH programs; the continued prioritization of new PSH and RRH for CoC funds and RRH for ESG funds; the freeing of S+C space through the Housing Authority S+C-to-HCV Move On

program; and the encouragement of private landlords to house homeless persons through the Housing Authority Landlord Incentive Program.
Responsible: Smart Path CES.

Strategies that have contributed to 95% PH retention include: steady increases in the number PH subsidies through the CoC-funded PSH master leasing and rental assistance programs and the HCV preference for DMV Homeless; the stabilization of CH persons in PSH through ongoing integrated service teams connected to health clinics and public health funding sources such as Healthcare for the Homeless; the expansion of prevention financial assistance programs through the use of mainstream sources such as CalWorks Housing Subsidies and HOME TBRA; the CoC-wide Housing First implementation, which has reduced evictions for program issues; and the attention all CoC programs place on identifying and finding solutions for residents at risk of housing loss. Responsible: Santa Cruz County Housing Authority.

***3A-4. Returns to Homelessness as Reported in HDX.**

Applicants must:

	Percentage
1. Report the percentage of individuals and persons in families returning to homelessness over a 6-month period as reported in HDX.	7%
2. Report the percentage of individuals and persons in families returning to homelessness over a 12-month period as reported in HDX.	6%

3A-4a. Returns to Homelessness–CoC Strategy to Reduce Rate.

Applicants must:

- 1. describe the strategy the CoC has implemented to identify individuals and persons in families who return to homelessness;**
- 2. describe the CoC’s strategy to reduce the rate of additional returns to homelessness; and**
- 3. provide the name of the organization or position title that is responsible for overseeing the CoC’s strategy to reduce the rate individuals and persons in families return to homelessness. (limit 2,000 characters)**

The CoC uses both HMIS and PIT survey question data to assess the risk factors among those who return to homelessness, e.g., abusive relationships, roommate problems, rent increases, income loss, incarceration, substance abuse relapse, mental health crises, and health problems. In addition, the Smart Path Metrics and Improvements Work Group has developed metrics and reporting for returns to homelessness. The information gathered informs CoC strategies for reducing homelessness recidivism as follows: the implementation of a CoC returns to homelessness performance scoring standard of no more than 20%; CoC program and CES and Housing Work Group case conferencing focused on identifying and finding solutions for residents at risk of housing loss; the CoC-wide Housing First implementation, which reduces evictions for program issues; the increased use of housing subsidies and affordability strategies that help keep vulnerable person housed; the deployment of

integrated services teams in PH that help stabilize persons with health, mental health, and co-occurring conditions; the increase in resources for prevention and the connection of prevention and diversion strategies to CES.

As mentioned above, the Focus Strategies baseline performance assessment will use existing PIT, HIC, and HMIS data to produce an analysis of program-level and system wide performance measures, including returns to homelessness, and for development of specific community-supported action steps for reducing recidivism. Responsible: Homeless Services Coordinator, County CAO.

***3A-5. Cash Income Changes as Reported in HDX.**

Applicants must:

	Percentage
1. Report the percentage of individuals and persons in families in CoC Program-funded Safe Haven, transitional housing, rapid rehousing, and permanent supportive housing projects that increased their employment income from entry to exit as reported in HDX.	3%
2. Report the percentage of individuals and persons in families in CoC Program-funded Safe Haven, transitional housing, rapid rehousing, and permanent supportive housing projects that increased their non-employment cash income from entry to exit as reported in HDX.	18%

3A-5a. Increasing Employment Income.

Applicants must:

- 1. describe the CoC's strategy to increase employment income;**
 - 2. describe the CoC's strategy to increase access to employment;**
 - 3. describe how the CoC works with mainstream employment organizations to help individuals and families increase their cash income; and**
 - 4. provide the organization name or position title that is responsible for overseeing the CoC's strategy to increase jobs and income from employment.**
- (limit 2,000 characters)**

The CoC works in a variety of ways to help homeless persons not only to access a range of employment opportunities in the first place, but also to increase their incomes when they are employed through job advance support and education and training activities for career advancement and higher paying jobs. First, the CoC sets annual performance targets for increasing employment (this year 25% employed) and closely monitors CoC-funded program employment performance. Second, the CoC supports homeless-targeted employment programs such Homeless Garden Project and Downtown Streets Team, which offer supportive employment environments that often are the first step toward a future of employment. Third, the CoC actively encourages partnerships between homeless programs (such as FIT and CAB) and Workforce Career Centers and Goodwill programs in North and South County to benefit homeless job seekers with a broad array of job services. Fourth, the CoC encourages PSH providers to partner with the Community Connections, which helps SMI consumers with employment. Fifth, the CoC fosters a range of links to Cabrillo College for career education especially for youth and young

adults served by the YHDP initiative, which has funded Cabrillo Collage to provide rental assistance to homeless students. Sixth, the Homeless Services Center operates a jobs program on its Coral Street campus, funded by the SNAP FSET (Food Stamp Employment Training) Program. Responsible: Senior Analyst, County Human Services.

3A-5b. Increasing Non-employment Cash Income.

Applicants must:

- 1. describe the CoC's strategy to increase non-employment cash income;**
- 2. describe the CoC's strategy to increase access to non-employment cash sources;**
- 3. provide the organization name or position title that is responsible for overseeing the CoC's strategy to increase non-employment cash income.**

The CoC works in a variety of ways to help homeless persons not only gain access to mainstream income benefits, but also to apply for and receive all the cash benefits to which they are entitled in order to maximize their incomes. For example, the CoC sets annual performance targets for increasing total overall income (75% maintained or increased income) and closely monitors CoC-funded program non-employment income performance. In addition, the CoC written standards specifically require all CoC- and ESG- programs to assist all homeless clients to apply for appropriate mainstream income and non-income benefits, such as CalWORKS, SSI, SNAP, and WIC. Case managers provide a range of support to clients, including assisting them to identify, apply for, and receive cash benefits, gather documents, attend benefits appointments, and to overcome any barriers to program access that client may be experiencing. The County Homeless Persons Health Project has an SSI specialist, who assists residents of S+C and other PSH to apply for and receive SSI benefits. Finally, the CoC uses volunteer mentors to help clients apply for benefits, employment, and housing; links Vets to VA benefits; and uses an HMIS benefits eligibility module. Responsible: Senior Analyst, County Human Services.

3A-5c. Increasing Employment. Attachment Required.

Applicants must describe how the CoC:

- 1. promoted partnerships and access to employment opportunities with private employers and private employment organizations, such as holding job fairs, outreach to employers, and partnering with staffing agencies; and**
 - 2. is working with public and private organizations to provide meaningful, education and training, on-the-job training, internship, and employment opportunities for residents of permanent supportive housing that further their recovery and well-being.**
- (limit 2,000 characters)**

CoC agencies partner with Workforce Santa Career Centers in Santa Cruz, Watsonville, Capitola, Goodwill-Santa Cruz, and Watsonville-Youth in order to connect homeless persons to a broad range of skills education, job training, job search, and employer linkages. CoC members CAB and County HSD have a specific MOU (attached) with the local Workforce Development Board and many other workforce agencies. The MOU makes homeless persons, among other

groups, a shared customer population of the MOU signatory agencies, and assures direct access for homeless persons to services such as employment assessments, subsidized employment, job readiness workshops, job search and retention assistance, career planning and counseling, supportive services, job fairs and labor exchanges, support for employers, and emergency assistance for food and shelter. The MOU specifically grants a service priority for homeless persons to the services of all the MOU partners.

The CoC and its agencies also collaborate with: (1) Veterans employment programs, including a Goodwill program and VSRI, Inc.; (2) Community Connections, which provides pre-employment, employment, education, community integration and peer support for mental health consumers; (3) Cabrillo College, which provides career education; and (4) Access 2 Employment, which sponsors job fairs and events in Santa Cruz County. Each CoC-funded PSH program emphasizes and tracks employment as a key strategy to increase income. PSH providers have traditionally partnered very closely with Community Connection to connect their high vulnerability clients to services uniquely tailored for persons with significant behavioral barriers to employment.

3A-5d. Promoting Employment, Volunteerism, and Community Service.

Applicants must select all the steps the CoC has taken to promote employment, volunteerism and community service among people experiencing homelessness in the CoC’s geographic area:

1. The CoC trains provider organization staff on connecting program participants and people experiencing homelessness with education and job training opportunities.	<input type="checkbox"/>
2. The CoC trains provider organization staff on facilitating informal employment opportunities for program participants and people experiencing homelessness (e.g., babysitting, housekeeping, food delivery).	<input type="checkbox"/>
3. The CoC trains provider organization staff on connecting program participants with formal employment opportunities.	<input type="checkbox"/>
4. The CoC trains provider organization staff on volunteer opportunities for program participants and people experiencing homelessness.	<input type="checkbox"/>
5. The CoC works with organizations to create volunteer opportunities for program participants.	<input type="checkbox"/>
6. The CoC works with community organizations to create opportunities for civic participation for people experiencing homelessness (e.g., townhall forums, meeting with public officials).	<input type="checkbox"/>
7. Provider organizations within the CoC have incentives for employment.	<input type="checkbox"/>
8. The CoC trains provider organization staff on helping program participants budget and maximize their income to maintain stability in permanent housing.	<input type="checkbox"/>

3A-6. System Performance Measures Data–HDX Submission Date 05/31/2019

Applicants must enter the date the CoCs submitted its FY 2018 System Performance Measures data in HDX. (mm/dd/yyyy)

3B. Continuum of Care (CoC) Performance and Strategic Planning Objectives

Instructions

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Warning! The CoC Application score could be affected if information is incomplete on this formlet.

3B-1. Prioritizing Households with Children.

Applicants must check each factor the CoC currently uses to prioritize households with children for assistance during FY 2019.

1. History of or Vulnerability to Victimization (e.g. domestic violence, sexual assault, childhood abuse)	<input checked="" type="checkbox"/>
2. Number of previous homeless episodes	<input checked="" type="checkbox"/>
3. Unsheltered homelessness	<input checked="" type="checkbox"/>
4. Criminal History	<input checked="" type="checkbox"/>
5. Bad credit or rental history	<input checked="" type="checkbox"/>
6. Head of Household with Mental/Physical Disability	<input checked="" type="checkbox"/>

3B-1a. Rapid Rehousing of Families with Children.

Applicants must:

1. describe how the CoC currently rehouses every household of families with children within 30 days of becoming homeless that addresses both housing and service needs;

2. describe how the CoC addresses both housing and service needs to ensure families with children successfully maintain their housing once

assistance ends; and

3. provide the organization name or position title responsible for overseeing the CoC’s strategy to rapidly rehouse families with children within 30 days of them becoming homeless.

(limit 2,000 characters)

The CoC works to rehouse families within 30 days by: working with school districts, mainstream, and homeless assistance programs serving families to identify, assess and serve every family experiencing homelessness; using the CES process and participant list maintained in HMIS to track and prioritize each family for the most appropriate housing intervention; using HMIS data to track reductions on LOT homeless among families; expanding the use of housing navigators and housing-focused case management in all family-serving agencies; and prioritizing new RRH for families in CoC, ESG, and mainstream funds. In 2019, the CoC applied for \$339,522 in RRH funds from the State ESG program; County Human Services continued implementing a \$1.1 million CalWORKS Housing Support grant for RRH for homeless families; and the County allocated \$576,098 in California HEAP and CESH funds mostly for RRH.

In meeting housing/service needs, RRH providers combine rental assistance with housing-focused case management including assistance to locate units and negotiate with landlords; short-term rental assistance and security deposits to speed the process; assistance with money management, credit cleanup, and eviction history; and counseling/referrals to improve access to employment, mainstream benefits, and critical stabilization service, such as child care. The Housing Authority’s Landlord Incentive Program incentivizes rentals to homeless families. The CoC is participating in the California Bringing Families Home evaluation of program effectiveness.

RRH providers follow up with clients and offer counseling on issues that threaten housing stability, e.g., loss of job, lack of income, or relationship problems. Clients are connected to prevention assistance, emergency payments, financial counseling services, and other mainstream services to avoid housing loss. Responsible persons: Family Program Directors, FIT, HSC, and PVSS.

3B-1b. Antidiscrimination Policies.

Applicants must check all that apply that describe actions the CoC is taking to ensure providers (including emergency shelter, transitional housing, and permanent housing (PSH and RRH)) within the CoC adhere to antidiscrimination policies by not denying admission to or separating any family members from other members of their family or caregivers based on any protected classes under the Fair Housing Act, and consistent with 24 CFR 5.105(a)(2) – Equal Access to HUD-Assisted or -Insured Housing.

1. CoC conducts mandatory training for all CoC- and ESG-funded housing and services providers on these topics.	<input type="checkbox"/>
2. CoC conducts optional training for all CoC- and ESG-funded housing and service providers on these topics.	<input type="checkbox"/>

3. CoC has worked with ESG recipient(s) to adopt uniform anti-discrimination policies for all subrecipients.	<input checked="" type="checkbox"/>
4. CoC has worked with ESG recipient(s) to identify both CoC- and ESG-funded facilities within the CoC geographic area that might be out of compliance and has taken steps to work directly with those facilities to come into compliance.	<input checked="" type="checkbox"/>

3B-1c. Unaccompanied Youth Experiencing Homelessness–Addressing Needs.

Applicants must indicate whether the CoC’s strategy to address the unique needs of unaccompanied youth experiencing homelessness who are 24 years of age and younger includes the following:

1. Unsheltered homelessness	Yes
2. Human trafficking and other forms of exploitation	Yes
3. LGBT youth homelessness	Yes
4. Exits from foster care into homelessness	Yes
5. Family reunification and community engagement	Yes
6. Positive Youth Development, Trauma Informed Care, and the use of Risk and Protective Factors in assessing youth housing and service needs	Yes

3B-1c.1. Unaccompanied Youth Experiencing Homelessness–Prioritization Based on Needs.

Applicants must check all that apply that describes the CoC’s current strategy to prioritize unaccompanied youth based on their needs.

1. History of, or Vulnerability to, Victimization (e.g., domestic violence, sexual assault, childhood abuse)	<input checked="" type="checkbox"/>
2. Number of Previous Homeless Episodes	<input checked="" type="checkbox"/>
3. Unsheltered Homelessness	<input checked="" type="checkbox"/>
4. Criminal History	<input checked="" type="checkbox"/>
5. Bad Credit or Rental History	<input checked="" type="checkbox"/>

3B-1d. Youth Experiencing Homelessness–Housing and Services Strategies.

Applicants must describe how the CoC increased availability of housing and services for:

- 1. all youth experiencing homelessness, including creating new youth-focused projects or modifying current projects to be more youth-specific or youth-inclusive; and**
- 2. youth experiencing unsheltered homelessness including creating new**

**youth-focused projects or modifying current projects to be more youth-specific or youth-inclusive.
(limit 3,000 characters)**

The All In strategic plan section entitled Priority 7: Initiating a Response to Youth and Young Adult (YYA) Homelessness, laid out an action plan for both sheltered and unsheltered YYA adults that included convening a steering group; expanding YYA outreach and developing a Youth drop-in center; developing a YYA housing continuum, including ES, TH, RRH, PSH, and group housing; and linking youth to a range of culturally appropriate mainstream health, social, educational, and supportive services.

Since then, the CoC has formed a YHDP Steering Committee and YAB, created a coordinated community plan, and secured \$2.2 million YHDP funding for 7 youth projects: 1 Shared TH (Host Homes), 2 RRH Plus; 1 PSH, 1 Drop-In Center, 1 Integrated Service Team, and 1 Youth CES. All projects are operational and three are applying this year for renewal. These projects build upon existing programs that include: Encompass’s highly effective THP Plus (transitional housing ages 18-24), TVP (transitional housing choice vouchers ages 18-20), and ILP Program (independent living skills ages 15-21) and Resource Center (ages 15-24).

This year, the CoC and County implemented a key new step by allocating an additional \$1.268 million in State HEAP to leverage YHDP. These funds will support the youth drop-in center and emergency beds, increase outreach and integrated services, and add more host homes. The CoC is working to secure funding to meet additional gaps for Tiny Homes, South County drop-in center bilingual social services, and LGBTQ diversity training and support services.

Most of the above efforts target all homeless YYA, including minors, students, runaways, victims of human trafficking, LGBTQ, emancipating foster youth, pregnant and parenting, justice system-involved, and immigrant youth. Unsheltered YYA adults are a priority group for all YHDP projects, and for the HEAP program, which focuses on short-term emergency needs.

3B-1d.1. Youth Experiencing Homelessness–Measuring Effectiveness of Housing and Services Strategies.

Applicants must:

- 1. provide evidence the CoC uses to measure each of the strategies in question 3B-1d. to increase the availability of housing and services for youth experiencing homelessness;**
 - 2. describe the measure(s) the CoC uses to calculate the effectiveness of both strategies in question 3B-1d.; and**
 - 3. describe why the CoC believes the measure it uses is an appropriate way to determine the effectiveness of both strategies in question 3B-1d.**
- (limit 3,000 characters)**

The CoC uses evidence from funding sources, HIC, PIT, HMIS, SCCOE M-V Education homeless survey, mainstream data from youth-serving systems (Benefits, Child Welfare, Foster Care, and Juvenile Probation) to measure both strategies relating to increasing the availability of housing and services. The YHDP and HEAP funds represent a significant increase in resources. The 2019 HIC shows 44 beds for YYA an increase from 29 in 2018. The 2019 PIT found

608 unaccompanied YYA, including: 39 under 18, 97% unsheltered, 15 pregnant/parenting youth households, 17% of YYA 18-24 identified as Latinx, 33% of YYA 18-24 identified as LGBTQ, and 32% had been abused. The 2017/18 SCCOE survey found 3,438 public school students had been homeless in the previous school year. 2016-17 data from mainstream programs found the following numbers of at risk youth: 136 - Child Welfare, 351 - Juvenile Probation, 1067 - Public Benefits, and 162 - Foster Care.

The measures the CoC uses include: increased funding, increased housing and service programs/units/beds, and measures as follows in a Transformation Results Chain framework, relevant to all sheltered and unsheltered YYA, developed by the YHDP Steering Committee:

Prevention/Diversion:

- Reduced # of YYA first time homeless
- Increased ability of YYA to access housing and benefits
- Increased # of YYA who feel independent and supported

Permanent Connections:

- Increased # of YYA who report a permanent connection with at least one adult
- Increased # of YYA who achieve self-ID'd goals
- Increased # of YYA who are connected to community support

Housing Continuum:

- Decreased average length-of-time (LOT) homeless among YYA
- Decrease among YYA in returns to homelessness
- Increased PH placement/retention success among YYA
 - oHost Homes – 80% move to PH
 - oTH – 85% move to PH
 - oRRH – 90% remain in PH/18 mos.
 - oPSH – 90% remain in PH/12 mos.

Employment/Education:

- Increased # of YYA in education, training, or jobs
- Increased # of YYA with living wage
- Increased # of employers hiring YYA.

These measure are appropriate because they result from a comprehensive community process that made use of a best practices theory of change model called the Transformational Results Chain (TRC). YHDP Steering Committee designed 'backwards' starting with the overall vision and desired lasting change, then developing topic specific goals, outcomes, strategies (outputs), and inputs that move towards the desired results. Unique components of the TRC model include identifying normative/paradigm shifts, systems shifts and management/everyday shifts that will aid the community in producing long-term sustainable results.

3B-1e. Collaboration–Education Services.

Applicants must describe:

- 1. the formal partnerships with:**
 - a. youth education providers;**

**b. McKinney-Vento LEA or SEA; and
c. school districts; and**

**2. how the CoC collaborates with:
a. youth education providers;
b. McKinney-Vento Local LEA or SEA; and
c. school districts.
(limit 2,000 characters)**

The CoC works in formal partnership with Santa Cruz County Office of Education Students in Transition (SCCOE SIT) program through a YHDP-funded integrated service team to ID and provide wraparound services to homeless youth in schools and community settings. This builds upon a long-term formal partnership to support SCCOE SIT efforts to identify children who are homeless, guarantee their educational rights, and provide educational and support services. The SCCOE SIT has a seat on the CoC, and family and youth providers regularly attend SCCOE meetings. All CoC and ESG programs serving homeless families or youth coordinated closely with SEA, LEA, and school liaisons, Head Start programs, and the SCCOE to ensure all homeless children are succeeding in school and have access to needed resources.

SCCOE has been awarded McKinney-Vento (M-V) Education of Homeless Children and Youth (EHCY) grant funds for nearly 30 years. EHCY allows SCCOE staff to liaison between the State and local districts in addressing any enrollment, student choice or legal issues or concerns from parents and schools involving the M-V Homeless Assistance Act and Every Student Succeeds Act (ESSA). The newest EHCY grant funds new positions at SCCOE furnish more intensive case management and advocacy for homeless students, coordination of staff training on legal rights and requirements as well as trauma-informed care and inclusive responses to homeless youth.

CoC collaborations with Education programs include Foster Youth and Homeless student advocacy, training and case management, the Backpack Project, the annual Students in Transition Needs Assessment Survey, AB109 education in the jails, Restorative Practices Diversion for police and probation referrals, mental health prevention and intervention support in collaboration with the County Children’s Behavioral Health Department and Encompass Community Services.

3B-1e.1. Informing Individuals and Families Experiencing Homeless about Education Services Eligibility.

**Applicants must describe policies and procedures the CoC adopted to inform individuals and families who become homeless of their eligibility for education services.
(limit 2,000 characters)**

The CoC has policies and procedures to inform individuals and families who become homeless of their eligibility for education services. The following quotes the relevant policies and procedures as excerpted from the CoC’s adopted CoC and ESG program standards document, adopted by the CoC on 11/13/14:

Educational policies and liaison:
All programs that serve households with children or unaccompanied youth,

must:

- * Take the educational needs of children into account when placing families in housing and will, to the maximum extent practicable, place families with children as close as possible to their school of origin so as not to disrupt such children's education
- * Inform families with children and unaccompanied youth of their educational rights, including providing written materials, help with enrollment, and linkage to McKinney Vento Liaisons as part of intake procedures.
- * Not require children and unaccompanied youth to enroll in a new school as a condition of receiving services.
- * Allow parents or the youth (if unaccompanied) to make decisions about school placement.
- * Not require children and unaccompanied youth to attend after-school or educational programs that would replace/interfere with regular day school or prohibit them from staying enrolled in their original school.
- * Post notices of student's rights at each program site that serves homeless children and families in appropriate languages.
- * Designate staff that will be responsible for:
 - * ensuring that homeless children and youth in their programs are in school and are receiving all educational services they are entitled to.
 - * coordinating with the CoC, the Department of Social Services, the County Office of Education, the McKinney Vento Coordinator, the McKinney Vento Educational Liaisons, and other mainstream providers as needed.

3B-1e.2. Written/Formal Agreements or Partnerships with Early Childhood Services Providers.

Applicant must indicate whether the CoC has an MOU/MOA or other types of agreements with listed providers of early childhood services and supports and may add other providers not listed.

	MOU/MOA	Other Formal Agreement
Early Childhood Providers	Yes	No
Head Start	Yes	No
Early Head Start	Yes	No
Child Care and Development Fund	No	Yes
Federal Home Visiting Program	No	Yes
Healthy Start	Yes	No
Public Pre-K	Yes	No
Birth to 3 years	No	Yes
Tribal Home Visting Program	No	No
Other: (limit 50 characters)		
First 5 Starlight Infant/Toddler Program	Yes	No

3B-2. Active List of Veterans Experiencing Homelessness.

Applicant must indicate whether the CoC Yes

uses an active list or by-name list to identify all veterans experiencing homelessness in the CoC.

3B-2a. VA Coordination–Ending Veterans Homelessness.

Applicants must indicate whether the CoC is actively working with the U.S. Department of Veterans Affairs (VA) and VA-funded programs to achieve the benchmarks and criteria for ending veteran homelessness. Yes

3B-2b. Housing First for Veterans.

Applicants must indicate whether the CoC has sufficient resources to ensure each veteran experiencing homelessness is assisted to quickly move into permanent housing using a Housing First approach. No

3B-3. Racial Disparity Assessment. Attachment Required.

Applicants must:
 1. select all that apply to indicate the findings from the CoC’s Racial Disparity Assessment; or
 2. select 7 if the CoC did not conduct a Racial Disparity Assessment.

1. People of different races or ethnicities are more likely to receive homeless assistance.	<input type="checkbox"/>
2. People of different races or ethnicities are less likely to receive homeless assistance.	<input type="checkbox"/>
3. People of different races or ethnicities are more likely to receive a positive outcome from homeless assistance.	<input type="checkbox"/>
4. People of different races or ethnicities are less likely to receive a positive outcome from homeless assistance.	<input type="checkbox"/>
5. There are no racial or ethnic disparities in the provision or outcome of homeless assistance.	<input type="checkbox"/>
6. The results are inconclusive for racial or ethnic disparities in the provision or outcome of homeless assistance.	<input type="checkbox"/>
7. The CoC did not conduct a racial disparity assessment.	<input checked="" type="checkbox"/>

4A. Continuum of Care (CoC) Accessing Mainstream Benefits and Additional Policies

Instructions:

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Warning! The CoC Application score could be affected if information is incomplete on this formlet.

4A-1. Healthcare—Enrollment/Effective Utilization

Applicants must indicate, for each type of healthcare listed below, whether the CoC assists persons experiencing homelessness with enrolling in health insurance and effectively utilizing Medicaid and other benefits.

Type of Health Care	Assist with Enrollment	Assist with Utilization of Benefits?
Public Health Care Benefits (State or Federal benefits, Medicaid, Indian Health Services)	Yes	Yes
Private Insurers:	Yes	Yes
Non-Profit, Philanthropic:	Yes	Yes
Other: (limit 50 characters)		

4A-1a. Mainstream Benefits.

Applicants must:

- 1. describe how the CoC systematically keeps program staff up to date regarding mainstream resources available for program participants (e.g., Food Stamps, SSI, TANF, substance abuse programs) within the geographic area;**
- 2. describe how the CoC disseminates the availability of mainstream resources and other assistance information to projects and how often;**
- 3. describe how the CoC works with projects to collaborate with healthcare organizations to assist program participants with enrolling in**

health insurance;

4. describe how the CoC provides assistance with the effective utilization of Medicaid and other benefits; and

5. provide the name of the organization or position title that is responsible for overseeing the CoC’s strategy for mainstream benefits. (limit 2,000 characters)

The County Health Services and Human Services agencies are CoC members, and the CoC works closely with them to identify and fund activities for expanding homeless access to mainstream benefits and to inform program staff regarding available benefits. For example, Health Services’ HPHP program uses Healthcare for Homeless, SAMSHA, and SSA funds to help CoC program participants apply EBT, GA, SSI, SSDI, Medi-Cal, ACA insurance, and more. Human Services pays to outstation a benefits worker at FIT to assist families to receive TANF, Medicaid, SNAP, and other benefits. Health Services and Human Services attend two Project Homeless Connect events per year, assisting persons on the spot to apply for a range of mainstream benefits.

At CoC meetings every two months, County Human Services and Health Services staff distribute written materials that include program toolkits, fact sheets, partner agency resources, and updates. CoC staff regularly send similar information via e-blast at the request of Health or Human Services staff. Also, the County Human Services website is updated regularly with current information on all mainstream benefits, and the CoC HMIS provides a benefits eligibility module that keeps program staff up-to-date and facilitates benefits applications.

To assist homeless people to take advantage of opportunities for Medi-Cal (Medicaid) or Covered California enrollment, the CoC collaborates with the Health Improvement Partnership, Central Coast Alliance for Health, Dignity Health, First Five Santa Cruz, and Santa Cruz Community Health Centers. Each is actively engaged in outreach activities to promote enrolling qualified participants in Medi-Cal, Medicare, and Covered California insurance under the ACA. Finally, supported by HUD’s H2 Initiative and CSH assistance, the CoC and healthcare agencies collaborate on expansion of Medi-Cal reimbursement for services in PSH. Responsible: County Human Services Senior Analyst.

4A-2. Lowering Barriers to Entry Data:

Applicants must report:

1. Total number of new and renewal CoC Program-funded PSH, RRH, SSO non-coordinated entry, Safe-Haven, and Transitional Housing projects the CoC has ranked in its CoC Priority Listing in FY 2019 CoC Program Competition.	13
2. Total number of new and renewal CoC Program-funded PSH, RRH, SSO non-coordinated entry, Safe-Haven, and Transitional Housing projects the CoC has ranked in its CoC Priority Listing in FY 2019 CoC Program Competition that reported that they are lowering barriers to entry and prioritizing rapid placement and stabilization to permanent housing.	13
Percentage of new and renewal PSH, RRH, Safe-Haven, SSO non-Coordinated Entry projects the CoC has ranked in its CoC Priority Listing in the FY 2019 CoC Program Competition that reported that they are lowering barriers to entry and prioritizing rapid placement and stabilization to permanent housing.	100%

4A-3. Street Outreach.

Applicants must:

- 1. describe the CoC’s street outreach efforts, including the methods it uses to ensure all persons experiencing unsheltered homelessness are identified and engaged;**
 - 2. state whether the CoC’s Street Outreach covers 100 percent of the CoC’s geographic area;**
 - 3. describe how often the CoC conducts street outreach; and**
 - 4. describe how the CoC tailored its street outreach to persons experiencing homelessness who are least likely to request assistance.**
- (limit 2,000 characters)**

The purpose of street outreach in Santa Cruz County is to engage and assist all homeless persons, including those populations least likely to access services without outreach. Outreach workers work to build trust, offer basic healthcare and personal care items, and make referrals to emergency shelter, housing programs, health clinics, and mainstream programs, providing transportation when needed. Outreach teams also provide on-the-spot CES assessments, safety assessments, psychosocial assessments, and stay engaged with the person to help facilitate successful housing referral and placement. Key goals are to connect each person to a healthcare and housing.

Street outreach covers the entire CoC geography (Santa Cruz County) and includes: 1) HPHP mobile outreach teams visit 23 locations per month countywide, offering services and referrals; 2) the Encompass Downtown Outreach Worker Team engages 30 homeless individuals per month in the downtown Santa Cruz area and connects them to a range of resources; 3) the HOPES program in downtown Santa Cruz focuses on justice system-involved and addicted homeless persons; 4) the County MOST team provides forensic ACT outreach and wraparound services to severely mentally ill homeless persons; and 5) youth and Veterans agencies outreach to members of their service populations. All outreach programs provide bilingual services (Spanish-English), referrals, and transportation when needed. The Community Action Board maintains a bilingual toll-free shelter hotline. 2-1-1 I&R is available 24/7/365 by phone or Internet in more than 170 languages.

4A-4. RRH Beds as Reported in HIC.

Applicants must report the total number of rapid rehousing beds available to serve all household types as reported in the Housing Inventory Count (HIC) for 2018 and 2019.

	2018	2019	Difference
RRH beds available to serve all populations in the HIC	191	204	13

4A-5. Rehabilitation/Construction Costs–New No Projects.

Applicants must indicate whether any new project application the CoC ranked and submitted in its CoC Priority Listing in the FY 2019 CoC Program Competition is requesting

\$200,000 or more in funding for housing rehabilitation or new construction.

4A-6. Projects Serving Homeless under Other Federal Statutes. No

Applicants must indicate whether the CoC is requesting to designate one or more of its SSO or TH projects to serve families with children or youth defined as homeless under other federal statutes.

4B. Attachments

Instructions:

Multiple files may be attached as a single .zip file. For instructions on how to use .zip files, a reference document is available on the e-snaps training site:
<https://www.hudexchange.info/resource/3118/creating-a-zip-file-and-capturing-a-screenshot-resource>

Document Type	Required?	Document Description	Date Attached
_ FY 2019 CoC Competition Report (HDX Report)	Yes	2019 CoC Competit...	09/25/2019
1C-4.PHA Administration Plan–Moving On Multifamily Assisted Housing Owners’ Preference.	No	HSA Admin Plan Mo...	09/25/2019
1C-4. PHA Administrative Plan Homeless Preference.	No	PHA Admin Plan DM...	09/25/2019
1C-7. Centralized or Coordinated Assessment System.	Yes	Santa Cruz County...	09/25/2019
1E-1.Public Posting–15-Day Notification Outside e-snaps–Projects Accepted.	Yes	15-Day Public Pos...	09/25/2019
1E-1. Public Posting–15-Day Notification Outside e-snaps–Projects Rejected or Reduced.	Yes	15-Day Public Pos...	09/25/2019
1E-1.Public Posting–30-Day Local Competition Deadline.	Yes	Public Posting 30...	09/25/2019
1E-1. Public Posting–Local Competition Announcement.	Yes	Public Posting Lo...	09/25/2019
1E-4.Public Posting–CoC-Approved Consolidated Application	Yes		
3A. Written Agreement with Local Education or Training Organization.	No	Written MOU Workf...	09/25/2019
3A. Written Agreement with State or Local Workforce Development Board.	No		
3B-3. Summary of Racial Disparity Assessment.	Yes		
4A-7a. Project List-Homeless under Other Federal Statutes.	No		
Other	No		
Other	No		

Other	No		
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Attachment Details

Document Description: 2019 CoC Competition Report - CA-508

Attachment Details

Document Description: HSA Admin Plan Moving On Plan

Attachment Details

Document Description: PHA Admin Plan DMV Homeless Preference

Attachment Details

Document Description: Santa Cruz County CES Assessment Tool

Attachment Details

Document Description: 15-Day Public Posting Notification Outside Snaps
Projects Accepted

Attachment Details

Document Description: 15-Day Public Posting Notification Outside Snaps Projects Rejected or Reduced

Attachment Details

Document Description: Public Posting 30-Day Deadline

Attachment Details

Document Description: Public Posting Local Competition Announcement

Attachment Details

Document Description:

Attachment Details

Document Description: Written MOU Workforce Development Board

Attachment Details

Document Description:

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Submission Summary

Ensure that the Project Priority List is complete prior to submitting.

Page	Last Updated
1A. Identification	09/20/2019
1B. Engagement	09/25/2019
1C. Coordination	09/25/2019
1D. Discharge Planning	No Input Required
1E. Local CoC Competition	09/25/2019
1F. DV Bonus	09/25/2019
2A. HMIS Implementation	09/25/2019
2B. PIT Count	09/25/2019
3A. System Performance	09/25/2019
3B. Performance and Strategic Planning	09/25/2019
4A. Mainstream Benefits and Additional Policies	09/25/2019
4B. Attachments	Please Complete

FY2019 CoC Application	Page 55	09/25/2019
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Submission Summary

No Input Required

2019 HDX Competition Report

PIT Count Data for CA-508 - Watsonville/Santa Cruz City & County CoC

Total Population PIT Count Data

	2016 PIT	2017 PIT	2018 PIT	2019 PIT
Total Sheltered and Unsheltered Count	1959	2249	2320	2167
Emergency Shelter Total	387	271	320	337
Safe Haven Total	0	0	0	0
Transitional Housing Total	218	179	201	130
Total Sheltered Count	605	450	521	467
Total Unsheltered Count	1354	1799	1799	1700

Chronically Homeless PIT Counts

	2016 PIT	2017 PIT	2018 PIT	2019 PIT
Total Sheltered and Unsheltered Count of Chronically Homeless Persons	573	600	634	403
Sheltered Count of Chronically Homeless Persons	156	77	111	123
Unsheltered Count of Chronically Homeless Persons	417	523	523	280

2019 HDX Competition Report

PIT Count Data for CA-508 - Watsonville/Santa Cruz City & County CoC

Homeless Households with Children PIT Counts

	2016 PIT	2017 PIT	2018 PIT	2019 PIT
Total Sheltered and Unsheltered Count of the Number of Homeless Households with Children	147	129	134	122
Sheltered Count of Homeless Households with Children	96	75	80	63
Unsheltered Count of Homeless Households with Children	51	54	54	59

Homeless Veteran PIT Counts

	2011	2016	2017	2018	2019
Total Sheltered and Unsheltered Count of the Number of Homeless Veterans	276	146	236	245	151
Sheltered Count of Homeless Veterans	31	33	19	28	23
Unsheltered Count of Homeless Veterans	245	113	217	217	128

2019 HDX Competition Report

HIC Data for CA-508 - Watsonville/Santa Cruz City & County CoC

HMIS Bed Coverage Rate

Project Type	Total Beds in 2019 HIC	Total Beds in 2019 HIC Dedicated for DV	Total Beds in HMIS	HMIS Bed Coverage Rate
Emergency Shelter (ES) Beds	279	18	214	81.99%
Safe Haven (SH) Beds	0	0	0	NA
Transitional Housing (TH) Beds	182	0	148	81.32%
Rapid Re-Housing (RRH) Beds	204	0	204	100.00%
Permanent Supportive Housing (PSH) Beds	571	0	245	42.91%
Other Permanent Housing (OPH) Beds	0	0	0	NA
Total Beds	1,236	18	811	66.58%

2019 HDX Competition Report

HIC Data for CA-508 - Watsonville/Santa Cruz City & County CoC

PSH Beds Dedicated to Persons Experiencing Chronic Homelessness

Chronically Homeless Bed Counts	2016 HIC	2017 HIC	2018 HIC	2019 HIC
Number of CoC Program and non-CoC Program funded PSH beds dedicated for use by chronically homeless persons identified on the HIC	444	622	547	554

Rapid Rehousing (RRH) Units Dedicated to Persons in Household with Children

Households with Children	2016 HIC	2017 HIC	2018 HIC	2019 HIC
RRH units available to serve families on the HIC	61	63	69	43

Rapid Rehousing Beds Dedicated to All Persons

All Household Types	2016 HIC	2017 HIC	2018 HIC	2019 HIC
RRH beds available to serve all populations on the HIC	167	185	191	204

2019 HDX Competition Report

FY2018 - Performance Measurement Module (Sys PM)

Summary Report for CA-508 - Watsonville/Santa Cruz City & County CoC

Measure 1: Length of Time Persons Remain Homeless

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

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

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

	Universe (Persons)		Average LOT Homeless (bed nights)			Median LOT Homeless (bed nights)		
	Submitted FY 2017	FY 2018	Submitted FY 2017	FY 2018	Difference	Submitted FY 2017	FY 2018	Difference
1.1 Persons in ES and SH	749	791	113	107	-6	67	66	-1
1.2 Persons in ES, SH, and TH	955	955	205	173	-32	115	92	-23

b. This measure is based on data element 3.17.

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

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

2019 HDX Competition Report
FY2018 - Performance Measurement Module (Sys PM)

	Universe (Persons)		Average LOT Homeless (bed nights)			Median LOT Homeless (bed nights)		
	Submitted FY 2017	FY 2018	Submitted FY 2017	FY 2018	Difference	Submitted FY 2017	FY 2018	Difference
1.1 Persons in ES, SH, and PH (prior to "housing move in")	764	1006	452	641	189	196	309	113
1.2 Persons in ES, SH, TH, and PH (prior to "housing move in")	989	1162	513	686	173	275	395	120

2019 HDX Competition Report

FY2018 - Performance Measurement Module (Sys PM)

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

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

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

	Total # of Persons who Exited to a Permanent Housing Destination (2 Years Prior)	Returns to Homelessness in Less than 6 Months		Returns to Homelessness from 6 to 12 Months		Returns to Homelessness from 13 to 24 Months		Number of Returns in 2 Years	
		FY 2018	% of Returns	FY 2018	% of Returns	FY 2018	% of Returns	FY 2018	% of Returns
Exit was from SO	1	0	0%	0	0%	0	0%	0	0%
Exit was from ES	194	16	8%	12	6%	10	5%	38	20%
Exit was from TH	58	0	0%	1	2%	2	3%	3	5%
Exit was from SH	0	0		0		0		0	
Exit was from PH	236	16	7%	18	8%	6	3%	40	17%
TOTAL Returns to Homelessness	489	32	7%	31	6%	18	4%	81	17%

Measure 3: Number of Homeless Persons

Metric 3.1 – Change in PIT Counts

2019 HDX Competition Report

FY2018 - Performance Measurement Module (Sys PM)

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

	January 2017 PIT Count	January 2018 PIT Count	Difference
Universe: Total PIT Count of sheltered and unsheltered persons	2249	2320	71
Emergency Shelter Total	271	320	49
Safe Haven Total	0	0	0
Transitional Housing Total	179	201	22
Total Sheltered Count	450	521	71
Unsheltered Count	1799	1799	0

Metric 3.2 – Change in Annual Counts

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

	Submitted FY 2017	FY 2018	Difference
Universe: Unduplicated Total sheltered homeless persons	958	968	10
Emergency Shelter Total	754	804	50
Safe Haven Total	0	0	0
Transitional Housing Total	249	216	-33

2019 HDX Competition Report

FY2018 - Performance Measurement Module (Sys PM)

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

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

	Submitted FY 2017	FY 2018	Difference
Universe: Number of adults (system stayers)	103	139	36
Number of adults with increased earned income	5	4	-1
Percentage of adults who increased earned income	5%	3%	-2%

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

	Submitted FY 2017	FY 2018	Difference
Universe: Number of adults (system stayers)	103	139	36
Number of adults with increased non-employment cash income	46	25	-21
Percentage of adults who increased non-employment cash income	45%	18%	-27%

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

	Submitted FY 2017	FY 2018	Difference
Universe: Number of adults (system stayers)	103	139	36
Number of adults with increased total income	48	26	-22
Percentage of adults who increased total income	47%	19%	-28%

2019 HDX Competition Report

FY2018 - Performance Measurement Module (Sys PM)

Metric 4.4 – Change in earned income for adult system leavers

	Submitted FY 2017	FY 2018	Difference
Universe: Number of adults who exited (system leavers)	61	113	52
Number of adults who exited with increased earned income	10	7	-3
Percentage of adults who increased earned income	16%	6%	-10%

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

	Submitted FY 2017	FY 2018	Difference
Universe: Number of adults who exited (system leavers)	61	113	52
Number of adults who exited with increased non-employment cash income	8	22	14
Percentage of adults who increased non-employment cash income	13%	19%	6%

Metric 4.6 – Change in total income for adult system leavers

	Submitted FY 2017	FY 2018	Difference
Universe: Number of adults who exited (system leavers)	61	113	52
Number of adults who exited with increased total income	18	24	6
Percentage of adults who increased total income	30%	21%	-9%

2019 HDX Competition Report

FY2018 - Performance Measurement Module (Sys PM)

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

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

	Submitted FY 2017	FY 2018	Difference
Universe: Person with entries into ES, SH or TH during the reporting period.	712	1129	417
Of persons above, count those who were in ES, SH, TH or any PH within 24 months prior to their entry during the reporting year.	275	320	45
Of persons above, count those who did not have entries in ES, SH, TH or PH in the previous 24 months. (i.e. Number of persons experiencing homelessness for the first time)	437	809	372

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

	Submitted FY 2017	FY 2018	Difference
Universe: Person with entries into ES, SH, TH or PH during the reporting period.	999	1495	496
Of persons above, count those who were in ES, SH, TH or any PH within 24 months prior to their entry during the reporting year.	339	381	42
Of persons above, count those who did not have entries in ES, SH, TH or PH in the previous 24 months. (i.e. Number of persons experiencing homelessness for the first time.)	660	1114	454

2019 HDX Competition Report

FY2018 - Performance Measurement Module (Sys PM)

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

This Measure is not applicable to CoCs in FY2018 (Oct 1, 2017 - Sept 30, 2018) reporting period.

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

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

	Submitted FY 2017	FY 2018	Difference
Universe: Persons who exit Street Outreach	0	252	252
Of persons above, those who exited to temporary & some institutional destinations	0	75	75
Of the persons above, those who exited to permanent housing destinations	0	16	16
% Successful exits		36%	

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

2019 HDX Competition Report

FY2018 - Performance Measurement Module (Sys PM)

	Submitted FY 2017	FY 2018	Difference
Universe: Persons in ES, SH, TH and PH-RRH who exited, plus persons in other PH projects who exited without moving into housing	774	1193	419
Of the persons above, those who exited to permanent housing destinations	337	337	0
% Successful exits	44%	28%	-16%

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

	Submitted FY 2017	FY 2018	Difference
Universe: Persons in all PH projects except PH-RRH	10	129	119
Of persons above, those who remained in applicable PH projects and those who exited to permanent housing destinations	10	123	113
% Successful exits/retention	100%	95%	-5%

2019 HDX Competition Report FY2019 - SysPM Data Quality

CA-508 - Watsonville/Santa Cruz City & County CoC

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

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

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

2019 HDX Competition Report FY2019 - SysPM Data Quality

	All ES, SH				All TH				All PSH, OPH				All RRH				All Street Outreach			
	2015-2016	2016-2017	2017-2018	2018-2019	2015-2016	2016-2017	2017-2018	2018-2019	2015-2016	2016-2017	2017-2018	2018-2019	2015-2016	2016-2017	2017-2018	2018-2019	2015-2016	2016-2017	2017-2018	2018-2019
1. Number of non-DV Beds on HIC	335	329	263	269	247	228	201	223	409	457	638	560	131	167	185	191				
2. Number of HMIS Beds	302	296	232	222	224	207	167	189	143	184	223	238	85	111	138	129				
3. HMIS Participation Rate from HIC (%)	90.15	89.97	88.21	82.53	90.69	90.79	83.08	84.75	34.96	40.26	34.95	42.50	64.89	66.47	74.59	67.54				
4. Unduplicated Persons Served (HMIS)		1070	847	823		308	260	224		148	286	204		636	759	843		0	0	280
5. Total Leavers (HMIS)		911	679	641		155	114	106		17	41	35		353	294	416		0	0	258
6. Destination of Don't Know, Refused, or Missing (HMIS)		270	238	167		8	7	7		0	4	2		16	17	51		0	0	133
7. Destination Error Rate (%)		29.64	35.05	26.05		5.16	6.14	6.60		0.00	9.76	5.71		4.53	5.78	12.26				51.55

2019 HDX Competition Report

Submission and Count Dates for CA-508 - Watsonville/Santa Cruz City & County CoC

Date of PIT Count

	Date	Received HUD Waiver
Date CoC Conducted 2019 PIT Count	1/31/2019	

Report Submission Date in HDX

	Submitted On	Met Deadline
2019 PIT Count Submittal Date	4/30/2019	Yes
2019 HIC Count Submittal Date	4/30/2019	Yes
2018 System PM Submittal Date	5/31/2019	Yes

ADMINISTRATIVE PLAN

Section 8 Housing Choice Voucher Program

Housing Authority of the County of Santa Cruz



The Administrative Plan contains those policies of the Housing Authority of the County of Santa Cruz that have been adopted by the Board of Commissioners, as required by [24CFR 982.54](#), governing the establishment and administration of a waiting list, the issuance of Section 8 Housing Choice Vouchers, and overall program administration. The Housing Authority reserves the right to amend the Administrative Plan.

July 2018

Please note that the electronic copy of this document contains hyperlinks to applicable HUD regulations and other references. An electronic copy of this document is available at the following website: <http://www.hacosantacruz.org/agency.htm>. If you cannot access the electronic copy of this document, copies of the referenced links and regulations will be available upon request.

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- b) Medically vulnerable as defined by a Homeless Action Partnership approved Vulnerability Index through the VI-SPDAT.
- c) Homeless as defined by HUD per the HEARTH Act in [Federal Register / Vol. 76, No. 233](#).
- d) Have established a case management plan with a provider of housing supportive services within Santa Cruz County.

Currently, a maximum of 120 households may be assisted by this preference program at any given time. A maximum of 15% of new vouchers issued will be dedicated to applicants receiving this preference. The Housing Authority may continue to accept referrals for persons eligible for this preference while the waiting list is closed. DMV voucher holders who have been stably housed for 2 years may “graduate” into the regular voucher program if they are in good standing with the program and there are vouchers/funding available. At that time, the DMV voucher would be available for the next eligible family referred to the Housing Authority.

3. Vulnerable Homeless Persons in San Benito County

The Housing Authority is working with San Benito County to develop a limited waiting list preference for persons who are experiencing homelessness or at risk of homelessness and have other vulnerability factors. This preference may be implemented following the establishment of a formal agreement with San Benito County and/or a lead service agency identified by San Benito County. The preference will be limited to 24 households, with a maximum of 2 new households per month.

4. Disabled Transitioning from Institutions (DTI)

The Housing Authority has adopted a limited waiting list preference for disabled persons transitioning from institutions into community-based settings, and persons at serious risk of institutionalization for persons who meet the following criteria:

- a) Disabled as defined by HUD at [24CFR 5.403](#).
- b) Transitioning – Individuals must either be currently living in, or at serious risk of being admitted to, a qualified institution at the time of referral to the Housing Authority, or must have been living in a qualified institution no more than 90 days prior to the referral to the Housing Authority.

Qualifying institutions include intermediate care facilities, licensed residential facilities, and specialized institutions that care for the intellectually disabled, developmentally disabled, physically disabled or mentally ill. This definition does not include board and care facilities (such as adult homes, adult day care, and adult congregate living).

Referral Agency / Supportive Services – Qualifying individuals must be referred by a service provider agency that has entered into a memorandum of understanding (MOU) with the Housing Authority. The service provider will document and certify the eligibility criteria above (disability status and transition from qualifying institution). The service provider must also certify that the individual is ready to transition out of an institutional environment, and must have a case management plan to assist the individual with the transition. Additionally, the service provider must assist the individual with all aspects of the Housing Choice Voucher

program, including completing applications, obtaining documentation of income, attending Housing Authority appointments with the client, and assisting the client in finding and maintaining housing.

A maximum of 12 households may be assisted by this preference program at any given time. The Housing Authority may continue to accept referrals for persons who would be eligible for this preference while the waiting list is closed.

5. **Graduates of the Shelter Plus Care (S+C) Permanent Supportive Housing Program**
The Housing Authority has been awarded competitive grants for permanent supportive housing for people experiencing chronic homelessness. A program known as Shelter Plus Care is a partnership between the Housing Authority and the County Health Services Agency to provide wrap-around services from outreach and eligibility to housing stabilizing services.

S+C recipients who have been stably housed for 2 years may “graduate” into the regular voucher program if they are in good standing with the program and there are vouchers/funding available. At that time, the S+C assistance would be available for the next eligible family referred to the Housing Authority by the Health Services Agency.

6. **Public Housing Tenants without an appropriately sized unit**
The Housing Authority has adopted a waiting list preference for residents in the Housing Authority of the County of Santa Cruz Low-Income Public Housing (LIPH) program who are residing in a unit that is either too large, or too small, for their family size, and who have not been offered an appropriately sized unit after being over or under-housed for at least one year, due to lack of unit availability.
7. **Admission of Low-Income Families**
Low-income families (up to 80% median household income) may be admitted to the program if they are working families (defined as a family in which the head, spouse or sole member is employed). In addition, low-income families in which the head and spouse or sole member is age 62 or over or is a person with disabilities may be admitted under this section. Such low-income families will not be admitted ahead of non-low-income families but will be placed on the waiting list according to the date of their application.

Temporary Measures during Periods of Low Utilization Rate

During times of low voucher or funding utilization (under 97%), the Housing Authority may utilize the following measures:

1. **Lease In-Place Option.** This preference will only be applicable to applicants already on the waiting list who currently live in the Housing Authority jurisdiction, reside in a unit that meets HQS standards, with a landlord who is willing to accept a voucher.
2. **Eviction Prevention.** The Housing Authority may accept direct referrals from the Community Action Board of Santa Cruz County (CAB) of families at imminent risk of homelessness due to eviction for economic reasons. The Eviction Prevention preference will be limited to applicants on the HCV waiting list, and the preference will be limited to 24 vouchers.

Targeting

Notwithstanding the above, if necessary to meet the HUD statutory requirement that 75% of

1C-5. PHA Administration Plan–Homeless Preference

ADMINISTRATIVE PLAN

Section 8 Housing Choice Voucher Program

Housing Authority of the County of Santa Cruz



The Administrative Plan contains those policies of the Housing Authority of the County of Santa Cruz that have been adopted by the Board of Commissioners, as required by [24CFR 982.54](#), governing the establishment and administration of a waiting list, the issuance of Section 8 Housing Choice Vouchers, and overall program administration. The Housing Authority reserves the right to amend the Administrative Plan.

July 2018

Please note that the electronic copy of this document contains hyperlinks to applicable HUD regulations and other references. An electronic copy of this document is available at the following website: <http://www.hacosantacruz.org/agency.htm>. If you cannot access the electronic copy of this document, copies of the referenced links and regulations will be available upon request.

4. Pippin Orchards Apartments – Pippin Orchards Apartments is located at 56 Atkinson Lane, Watsonville. It is an apartment complex of 46 units, with 31 of those units designated for Project Based Vouchers. MP Pippin Associates, LP is the owner and MidPen Property Management Corporation is the property manager. The Housing Authority will administer the Pippin Orchards site based waiting list and make referrals to MidPen. Of the 31 project based units, 15 units, located in the unincorporated part of the County, will have a preference for families that either live or work in Santa Cruz County. The remaining 16 project based units, located in the City of Watsonville, have no residency preference. Applications will be processed based on a sequence established in a lottery. Six of the 31 units will be designated for disabled families, as defined by HUD, with a preference for those who would benefit most from supportive services offered at Pippin. Housing Choice Coalition, on behalf of the San Andreas Regional Center, will maintain an interest list for these units, and will make referrals directly to the Housing Authority as units become available. Up to two of the 31 units will be designated for persons aged 18-24 with disabilities who are experiencing homelessness, as defined by HUD. Encompass Community Services will maintain an interest list for these units, and will make referrals directly to the Housing Authority as units become available.

Waiting List Preferences for Designated Groups on the Housing Choice Voucher Waiting List

Waiting list preferences are described below. All preferences are verified. These preferences will not have the purpose or effect of delaying or otherwise denying admission to the program based on the race, color, ethnic origin, gender, gender identity, sexual orientation, religion, disability, or age of any member of an applicant family. Unless otherwise stated, waiting list preferences apply to the Santa Cruz County Housing Choice Voucher Waiting List. All preferences adopted by the Housing Authority are based on local housing needs and priorities as determined by the Housing Authority. With the exception of these waiting list preferences, all other applicants on the Housing Choice Voucher waiting lists will be assisted by date of placement on the waiting list.

1. Live/Work Residency Preference

The Housing Authority has established a partial live/work residency preference, such that 75% of the families selected from the waiting list will either currently live or work in the jurisdiction of the waiting list and 25% of families selected from the waiting list will neither live nor work in the jurisdiction. The residency preference is applicable to the Santa Cruz County Housing Choice Voucher Waiting List (for households with a head of household, spouse or registered domestic partner that lives/works in Santa Cruz County) and the Hollister/San Juan Bautista Housing Choice Voucher Waiting List (for households with a head of household, spouse or registered domestic partner that lives/works in San Benito County.) The residency preference ensures that the majority of the Housing Choice Vouchers, which have been awarded to the Housing Authority by HUD to serve our jurisdiction, will be made available to those who live or work in the jurisdiction.

2. Disabled and Medically Vulnerable Homeless Persons (DMV)

The Housing Authority has adopted a limited waiting list preference for disabled and medically vulnerable homeless persons. The Homeless Services Center provides referrals for persons who meet all of the following criteria:

- a) Disabled as defined by HUD at [24CFR 5.403](#).

- b) Medically vulnerable as defined by a Homeless Action Partnership approved Vulnerability Index through the VI-SPDAT.
- c) Homeless as defined by HUD per the HEARTH Act in Federal Register / Vol. 76, No. 233.
- d) Have established a case management plan with a provider of housing supportive services within Santa Cruz County.

Currently, a maximum of 120 households may be assisted by this preference program at any given time. A maximum of 15% of new vouchers issued will be dedicated to applicants receiving this preference. The Housing Authority may continue to accept referrals for persons eligible for this preference while the waiting list is closed. DMV voucher holders who have been stably housed for 2 years may “graduate” into the regular voucher program if they are in good standing with the program and there are vouchers/funding available. At that time, the DMV voucher would be available for the next eligible family referred to the Housing Authority.

3. Vulnerable Homeless Persons in San Benito County

The Housing Authority is working with San Benito County to develop a limited waiting list preference for persons who are experiencing homelessness or at risk of homelessness and have other vulnerability factors. This preference may be implemented following the establishment of a formal agreement with San Benito County and/or a lead service agency identified by San Benito County. The preference will be limited to 24 households, with a maximum of 2 new households per month.

4. Disabled Transitioning from Institutions (DTI)

The Housing Authority has adopted a limited waiting list preference for disabled persons transitioning from institutions into community-based settings, and persons at serious risk of institutionalization for persons who meet the following criteria:

- a) Disabled as defined by HUD at 24CFR 5.403.
- b) Transitioning – Individuals must either be currently living in, or at serious risk of being admitted to, a qualified institution at the time of referral to the Housing Authority, or must have been living in a qualified institution no more than 90 days prior to the referral to the Housing Authority.

Qualifying institutions include intermediate care facilities, licensed residential facilities, and specialized institutions that care for the intellectually disabled, developmentally disabled, physically disabled or mentally ill. This definition does not include board and care facilities (such as adult homes, adult day care, and adult congregate living).

Referral Agency / Supportive Services – Qualifying individuals must be referred by a service provider agency that has entered into a memorandum of understanding (MOU) with the Housing Authority. The service provider will document and certify the eligibility criteria above (disability status and transition from qualifying institution). The service provider must also certify that the individual is ready to transition out of an institutional environment, and must have a case management plan to assist the individual with the transition. Additionally, the service provider must assist the individual with all aspects of the Housing Choice Voucher

1C-8. Centralized or Coordinated Assessment Tool



Smart Path Assessment- Single Adult

VULNERABILITY INDEX - SERVICE PRIORITIZATION DECISION ASSISTANCE TOOL (VI-SPDAT)

SINGLE ADULTS

AMERICAN VERSION 2.01

Administration

Interviewer's Name _____	Agency _____	<input type="radio"/> Team <input type="radio"/> Staff <input type="radio"/> Volunteer
Survey Date DD/MM/YYYY ___/___/____	Survey Time _____	Survey Location _____

Opening Script

Every assessor in your community regardless of organization completing the VI-SPDAT should use the same introductory script. In that script you should highlight the following information:

- the name of the assessor and their affiliation (organization that employs them, volunteer as part of a Point in Time Count, etc.)
- the purpose of the VI-SPDAT being completed
- that it usually takes less than 7 minutes to complete
- that only "Yes," "No," or one-word answers are being sought
- that any question can be skipped or refused
- where the information is going to be stored
- that if the participant does not understand a question or the assessor does not understand the question that clarification can be provided
- the importance of relaying accurate information to the assessor and not feeling that there is a correct or preferred answer that they need to provide, nor information they need to conceal

Basic Information

First Name _____	Nickname _____	Last Name _____	
In what language do you feel best able to express yourself? _____			
Date of Birth DD/MM/YYYY ___/___/____	Age _____	Social Security Number _____	Consent to participate <input type="radio"/> Yes <input type="radio"/> No

IF THE PERSON IS 60 YEARS OF AGE OR OLDER, THEN SCORE 1.

SCORE:

0

VULNERABILITY INDEX - SERVICE PRIORITIZATION DECISION ASSISTANCE TOOL (VI-SPDAT)

SINGLE ADULTS

AMERICAN VERSION 2.01

A. History of Housing and Homelessness

1. Where do you sleep most frequently? (check one)

- Shelters
- Transitional Housing
- Safe Haven
- Outdoors**
- Other (specify):** _____
- Refused**

IF THE PERSON ANSWERS ANYTHING OTHER THAN "SHELTER", "TRANSITIONAL HOUSING", OR "SAFE HAVEN", THEN SCORE 1.

SCORE:

0

2. How long has it been since you lived in permanent stable housing? _____ Years Refused

3. In the last three years, how many times have you been homeless? _____ Refused

IF THE PERSON HAS EXPERIENCED 1 OR MORE CONSECUTIVE YEARS OF HOMELESSNESS, AND/OR 4+ EPISODES OF HOMELESSNESS, THEN SCORE 1.

SCORE:

0

B. Risks

4. In the past six months, how many times have you...

- a) Received health care at an emergency department/room? _____ Refused
- b) Taken an ambulance to the hospital? _____ Refused
- c) Been hospitalized as an inpatient? _____ Refused
- d) Used a crisis service, including sexual assault crisis, mental health crisis, family/intimate violence, distress centers and suicide prevention hotlines? _____ Refused
- e) Talked to police because you witnessed a crime, were the victim of a crime, or the alleged perpetrator of a crime or because the police told you that you must move along? _____ Refused
- f) Stayed one or more nights in a holding cell, jail or prison, whether that was a short-term stay like the drunk tank, a longer stay for a more serious offence, or anything in between? _____ Refused

IF THE TOTAL NUMBER OF INTERACTIONS EQUALS 4 OR MORE, THEN SCORE 1 FOR EMERGENCY SERVICE USE.

SCORE:

0

5. Have you been attacked or beaten up since you've become homeless? Y N Refused

6. Have you threatened to or tried to harm yourself or anyone else in the last year? Y N Refused

IF "YES" TO ANY OF THE ABOVE, THEN SCORE 1 FOR RISK OF HARM.

SCORE:

0

VULNERABILITY INDEX - SERVICE PRIORITIZATION DECISION ASSISTANCE TOOL (VI-SPDAT)

SINGLE ADULTS

AMERICAN VERSION 2.01

7. Do you have any legal stuff going on right now that may result in you being locked up, having to pay fines, or that make it more difficult to rent a place to live? Y N Refused

IF "YES," THEN SCORE 1 FOR LEGAL ISSUES.

SCORE:

0

8. Does anybody force or trick you to do things that you do not want to do? Y N Refused
9. Do you ever do things that may be considered to be risky like exchange sex for money, run drugs for someone, have unprotected sex with someone you don't know, share a needle, or anything like that? Y N Refused

IF "YES" TO ANY OF THE ABOVE, THEN SCORE 1 FOR RISK OF EXPLOITATION.

SCORE:

0

C. Socialization & Daily Functioning

10. Is there any person, past landlord, business, bookie, dealer, or government group like the IRS that thinks you owe them money? Y N Refused
11. Do you get any money from the government, a pension, an inheritance, working under the table, a regular job, or anything like that? Y N Refused

IF "YES" TO QUESTION 10 OR "NO" TO QUESTION 11, THEN SCORE 1 FOR MONEY MANAGEMENT.

SCORE:

0

12. Do you have planned activities, other than just surviving, that make you feel happy and fulfilled? Y N Refused

IF "NO," THEN SCORE 1 FOR MEANINGFUL DAILY ACTIVITY.

SCORE:

0

13. Are you currently able to take care of basic needs like bathing, changing clothes, using a restroom, getting food and clean water and other things like that? Y N Refused

IF "NO," THEN SCORE 1 FOR SELF-CARE.

SCORE:

0

14. Is your current homelessness in any way caused by a relationship that broke down, an unhealthy or abusive relationship, or because family or friends caused you to become evicted? Y N Refused

IF "YES," THEN SCORE 1 FOR SOCIAL RELATIONSHIPS.

SCORE:

0

VULNERABILITY INDEX - SERVICE PRIORITIZATION DECISION ASSISTANCE TOOL (VI-SPDAT)

SINGLE ADULTS

AMERICAN VERSION 2.01

D. Wellness

15. Have you ever had to leave an apartment, shelter program, or other place you were staying because of your physical health? Y N Refused
16. Do you have any chronic health issues with your liver, kidneys, stomach, lungs or heart? Y N Refused
17. If there was space available in a program that specifically assists people that live with HIV or AIDS, would that be of interest to you? Y N Refused
18. Do you have any physical disabilities that would limit the type of housing you could access, or would make it hard to live independently because you'd need help? Y N Refused
19. When you are sick or not feeling well, do you avoid getting help? Y N Refused
20. FOR FEMALE RESPONDENTS ONLY: Are you currently pregnant? Y N N/A or Refused

IF "YES" TO ANY OF THE ABOVE, THEN SCORE 1 FOR PHYSICAL HEALTH.

SCORE:

0

21. Has your drinking or drug use led you to being kicked out of an apartment or program where you were staying in the past? Y N Refused
22. Will drinking or drug use make it difficult for you to stay housed or afford your housing? Y N Refused

IF "YES" TO ANY OF THE ABOVE, THEN SCORE 1 FOR SUBSTANCE USE.

SCORE:

0

23. Have you ever had trouble maintaining your housing, or been kicked out of an apartment, shelter program or other place you were staying, because of:
- a) A mental health issue or concern? Y N Refused
- b) A past head injury? Y N Refused
- c) A learning disability, developmental disability, or other impairment? Y N Refused
24. Do you have any mental health or brain issues that would make it hard for you to live independently because you'd need help? Y N Refused

IF "YES" TO ANY OF THE ABOVE, THEN SCORE 1 FOR MENTAL HEALTH.

SCORE:

0

IF THE RESPONDENT SCORED 1 FOR PHYSICAL HEALTH AND 1 FOR SUBSTANCE USE AND 1 FOR MENTAL HEALTH, SCORE 1 FOR TRI-MORBIDITY.

SCORE:

0

VULNERABILITY INDEX - SERVICE PRIORITIZATION DECISION ASSISTANCE TOOL (VI-SPDAT)

SINGLE ADULTS

AMERICAN VERSION 2.01

25. Are there any medications that a doctor said you should be taking that, for whatever reason, you are not taking? Y N Refused

26. Are there any medications like painkillers that you don't take the way the doctor prescribed or where you sell the medication? Y N Refused

IF "YES" TO ANY OF THE ABOVE, SCORE 1 FOR MEDICATIONS.

SCORE:

0

27. YES OR NO: Has your current period of homelessness been caused by an experience of emotional, physical, psychological, sexual, or other type of abuse, or by any other trauma you have experienced? Y N Refused

IF "YES", SCORE 1 FOR ABUSE AND TRAUMA.

SCORE:

0

Scoring Summary

DOMAIN	SUBTOTAL	RESULTS
PRE-SURVEY	0 /1	Score: Recommendation: 0-3: no housing intervention 4-7: an assessment for Rapid Re-Housing 8+: an assessment for Permanent Supportive Housing/Housing First
A. HISTORY OF HOUSING & HOMELESSNESS	0 /2	
B. RISKS	0 /4	
C. SOCIALIZATION & DAILY FUNCTIONS	0 /4	
D. WELLNESS	0 /6	
GRAND TOTAL:	0 /17	

Follow-Up Questions

On a regular day, where is it easiest to find you and what time of day is easiest to do so?	place: _____ time: ____ : ____ or Night
Is there a phone number and/or email where someone can safely get in touch with you or leave you a message?	phone: (____) _____ - _____ email: _____
Ok, now I'd like to take your picture so that it is easier to find you and confirm your identity in the future. May I do so?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Refused

Communities are encouraged to think of additional questions that may be relevant to the programs being operated or your specific local context. This may include questions related to:

- military service and nature of discharge
- legal status in country
- children that may reside with the adult at some point in the future
- ageing out of care
- income and source of it
- current restrictions on where a person can legally reside
- safety planning
- mobility issues



Smart Path Assessment- Family

VULNERABILITY INDEX - SERVICE PRIORITIZATION DECISION ASSISTANCE TOOL (VI-SPDAT)

FAMILIES

AMERICAN VERSION 2.0

Administration

Interviewer's Name	Agency	<input type="radio"/> Team <input type="radio"/> Staff <input type="radio"/> Volunteer
Survey Date DD/MM/YYYY ___/___/_____	Survey Time ____:____	Survey Location _____

Opening Script

Every assessor in your community regardless of organization completing the VI-SPDAT should use the same introductory script. In that script you should highlight the following information:

- the name of the assessor and their affiliation (organization that employs them, volunteer as part of a Point in Time Count, etc.)
- the purpose of the VI-SPDAT being completed
- that it usually takes less than 7 minutes to complete
- that only "Yes," "No," or one-word answers are being sought
- that any question can be skipped or refused
- where the information is going to be stored
- that if the participant does not understand a question that clarification can be provided
- the importance of relaying accurate information to the assessor and not feeling that there is a correct or preferred answer that they need to provide, nor information they need to conceal

Basic Information

PARENT 1	First Name	Nickname	Last Name
	In what language do you feel best able to express yourself? _____		
	Date of Birth DD/MM/YYYY ___/___/_____	Age	Social Security Number _____ <input type="radio"/> Yes <input type="radio"/> No
PARENT 2	<input type="checkbox"/> No second parent currently part of the household		
	First Name	Nickname	Last Name
	In what language do you feel best able to express yourself? _____		
	Date of Birth DD/MM/YYYY ___/___/_____	Age	Social Security Number _____ <input type="radio"/> Yes <input type="radio"/> No
IF EITHER HEAD OF HOUSEHOLD IS 60 YEARS OF AGE OR OLDER, THEN SCORE 1.			SCORE: <div style="border: 1px solid black; width: 50px; height: 20px; display: inline-block;"></div>

VULNERABILITY INDEX - SERVICE PRIORITIZATION DECISION ASSISTANCE TOOL (VI-SPDAT)

FAMILIES

AMERICAN VERSION 2.0

Children

1. How many children under the age of 18 are currently with you? _____ Refused
2. How many children under the age of 18 are not currently with your family, but you have reason to believe they will be joining you when you get housed? _____ Refused
3. *IF HOUSEHOLD INCLUDES A FEMALE:* Is any member of the family currently pregnant? Y N Refused
4. Please provide a list of children's names and ages:

First Name	Last Name	Age	Date of Birth
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

IF THERE IS A SINGLE PARENT WITH 2+ CHILDREN, AND/OR A CHILD AGED 11 OR YOUNGER, AND/OR A CURRENT PREGNANCY, THEN SCORE 1 FOR **FAMILY SIZE**.
 IF THERE ARE TWO PARENTS WITH 3+ CHILDREN, AND/OR A CHILD AGED 6 OR YOUNGER, AND/OR A CURRENT PREGNANCY, THEN SCORE 1 FOR **FAMILY SIZE**.

SCORE:
0

A. History of Housing and Homelessness

5. Where do you and your family sleep most frequently? (check one)
 - Shelters
 - Transitional Housing
 - Safe Haven
 - Outdoors
 - Other (specify): _____
 - Refused

IF THE PERSON ANSWERS ANYTHING OTHER THAN "SHELTER", "TRANSITIONAL HOUSING", OR "SAFE HAVEN", THEN SCORE 1.

SCORE:
0

6. How long has it been since you and your family lived in permanent stable housing? _____ Years Refused
7. In the last three years, how many times have you and your family been homeless? _____ Refused

IF THE FAMILY HAS EXPERIENCED 1 OR MORE CONSECUTIVE YEARS OF HOMELESSNESS, AND/OR 4+ EPISODES OF HOMELESSNESS, THEN SCORE 1.

SCORE:
0

VULNERABILITY INDEX - SERVICE PRIORITIZATION DECISION ASSISTANCE TOOL (VI-SPDAT)

FAMILIES

AMERICAN VERSION 2.0

B. Risks

8. In the past six months, how many times have you or anyone in your family...

- a) Received health care at an emergency department/room? Refused
- b) Taken an ambulance to the hospital? Refused
- c) Been hospitalized as an inpatient? Refused
- d) Used a crisis service, including sexual assault crisis, mental health crisis, family/intimate violence, distress centers and suicide prevention hotlines? Refused
- e) Talked to police because they witnessed a crime, were the victim of a crime, or the alleged perpetrator of a crime or because the police told them that they must move along? Refused
- f) Stayed one or more nights in a holding cell, jail or prison, whether that was a short-term stay like the drunk tank, a longer stay for a more serious offence, or anything in between? Refused

IF THE TOTAL NUMBER OF INTERACTIONS EQUALS 4 OR MORE, THEN SCORE 1 FOR EMERGENCY SERVICE USE.

SCORE:

0

9. Have you or anyone in your family been attacked or beaten up since they've become homeless? Y N Refused

10. Have you or anyone in your family threatened to or tried to harm themselves or anyone else in the last year? Y N Refused

IF "YES" TO ANY OF THE ABOVE, THEN SCORE 1 FOR RISK OF HARM.

SCORE:

0

11. Do you or anyone in your family have any legal stuff going on right now that may result in them being locked up, having to pay fines, or that make it more difficult to rent a place to live? Y N Refused

IF "YES," THEN SCORE 1 FOR LEGAL ISSUES.

SCORE:

0

12. Does anybody force or trick you or anyone in your family to do things that you do not want to do? Y N Refused

13. Do you or anyone in your family ever do things that may be considered to be risky like exchange sex for money, run drugs for someone, have unprotected sex with someone they don't know, share a needle, or anything like that? Y N Refused

IF "YES" TO ANY OF THE ABOVE, THEN SCORE 1 FOR RISK OF EXPLOITATION.

SCORE:

0

C. Socialization & Daily Functioning

14. Is there any person, past landlord, business, bookie, dealer, or government group like the IRS that thinks you or anyone in your family owe them money? Y N Refused

15. Do you or anyone in your family get any money from the government, a pension, an inheritance, working under the table, a regular job, or anything like that? Y N Refused

IF "YES" TO QUESTION 14 OR "NO" TO QUESTION 15, THEN SCORE 1 FOR MONEY MANAGEMENT. SCORE: 0

16. Does everyone in your family have planned activities, other than just surviving, that make them feel happy and fulfilled? Y N Refused

IF "NO," THEN SCORE 1 FOR MEANINGFUL DAILY ACTIVITY. SCORE: 0

17. Is everyone in your family currently able to take care of basic needs like bathing, changing clothes, using a restroom, getting food and clean water and other things like that? Y N Refused

IF "NO," THEN SCORE 1 FOR SELF-CARE. SCORE: 0

18. Is your family's current homelessness in any way caused by a relationship that broke down, an unhealthy or abusive relationship, or because other family or friends caused your family to become evicted? Y N Refused

IF "YES," THEN SCORE 1 FOR SOCIAL RELATIONSHIPS. SCORE: 0

D. Wellness

19. Has your family ever had to leave an apartment, shelter program, or other place you were staying because of the physical health of you or anyone in your family? Y N Refused

20. Do you or anyone in your family have any chronic health issues with your liver, kidneys, stomach, lungs or heart? Y N Refused

21. If there was space available in a program that specifically assists people that live with HIV or AIDS, would that be of interest to you or anyone in your family? Y N Refused

22. Does anyone in your family have any physical disabilities that would limit the type of housing you could access, or would make it hard to live independently because you'd need help? Y N Refused

23. When someone in your family is sick or not feeling well, does your family avoid getting medical help? Y N Refused

IF "YES" TO ANY OF THE ABOVE, THEN SCORE 1 FOR PHYSICAL HEALTH. SCORE: 0

VULNERABILITY INDEX - SERVICE PRIORITIZATION DECISION ASSISTANCE TOOL (VI-SPDAT)

FAMILIES

AMERICAN VERSION 2.0

24. Has drinking or drug use by you or anyone in your family led your family to being kicked out of an apartment or program where you were staying in the past? Y N Refused

25. Will drinking or drug use make it difficult for your family to stay housed or afford your housing? Y N Refused

IF "YES" TO ANY OF THE ABOVE, THEN SCORE 1 FOR **SUBSTANCE USE**.

SCORE:

0

26. Has your family ever had trouble maintaining your housing, or been kicked out of an apartment, shelter program or other place you were staying, because of:

a) A mental health issue or concern? Y N Refused

b) A past head injury? Y N Refused

c) A learning disability, developmental disability, or other impairment? Y N Refused

27. Do you or anyone in your family have any mental health or brain issues that would make it hard for your family to live independently because help would be needed? Y N Refused

IF "YES" TO ANY OF THE ABOVE, THEN SCORE 1 FOR **MENTAL HEALTH**.

SCORE:

0

28. IF THE FAMILY SCORED 1 EACH FOR PHYSICAL HEALTH, SUBSTANCE USE, AND MENTAL HEALTH: Does any single member of your household have a medical condition, mental health concerns, and experience with problematic substance use? Y N N/A or Refused

IF "YES", SCORE 1 FOR **TRI-MORBIDITY**.

SCORE:

0

29. Are there any medications that a doctor said you or anyone in your family should be taking that, for whatever reason, they are not taking? Y N Refused

30. Are there any medications like painkillers that you or anyone in your family don't take the way the doctor prescribed or where they sell the medication? Y N Refused

IF "YES" TO ANY OF THE ABOVE, SCORE 1 FOR **MEDICATIONS**.

SCORE:

0

31. YES OR NO: Has your family's current period of homelessness been caused by an experience of emotional, physical, psychological, sexual, or other type of abuse, or by any other trauma you or anyone in your family have experienced? Y N Refused

IF "YES", SCORE 1 FOR **ABUSE AND TRAUMA**.

SCORE:

0

E. Family Unit

32. Are there any children that have been removed from the family by a child protection service within the last 180 days? Y N Refused

33. Do you have any family legal issues that are being resolved in court or need to be resolved in court that would impact your housing or who may live within your housing? Y N Refused

IF "YES" TO ANY OF THE ABOVE, SCORE 1 FOR FAMILY LEGAL ISSUES.

SCORE:

0

34. In the last 180 days have any children lived with family or friends because of your homelessness or housing situation? Y N Refused

35. Has any child in the family experienced abuse or trauma in the last 180 days? Y N Refused

36. IF THERE ARE SCHOOL-AGED CHILDREN: Do your children attend school more often than not each week? Y N N/A or Refused

IF "YES" TO ANY OF QUESTIONS 34 OR 35, OR "NO" TO QUESTION 36, SCORE 1 FOR NEEDS OF CHILDREN.

SCORE:

0

37. Have the members of your family changed in the last 180 days, due to things like divorce, your kids coming back to live with you, someone leaving for military service or incarceration, a relative moving in, or anything like that? Y N Refused

38. Do you anticipate any other adults or children coming to live with you within the first 180 days of being housed? Y N Refused

IF "YES" TO ANY OF THE ABOVE, SCORE 1 FOR FAMILY STABILITY.

SCORE:

0

39. Do you have two or more planned activities each week as a family such as outings to the park, going to the library, visiting other family, watching a family movie, or anything like that? Y N Refused

40. After school, or on weekends or days when there isn't school, is the total time children spend each day where there is no interaction with you or another responsible adult...

a) 3 or more hours per day for children aged 13 or older? Y N Refused

b) 2 or more hours per day for children aged 12 or younger? Y N Refused

41. IF THERE ARE CHILDREN BOTH 12 AND UNDER & 13 AND OVER: Do your older kids spend 2 or more hours on a typical day helping their younger sibling(s) with things like getting ready for school, helping with homework, making them dinner, bathing them, or anything like that? Y N N/A or Refused

IF "NO" TO QUESTION 39, OR "YES" TO ANY OF QUESTIONS 40 OR 41, SCORE 1 FOR PARENTAL ENGAGEMENT.

SCORE:

0

VULNERABILITY INDEX - SERVICE PRIORITIZATION DECISION ASSISTANCE TOOL (VI-SPDAT)

FAMILIES

AMERICAN VERSION 2.0

Scoring Summary

DOMAIN	SUBTOTAL	RESULTS
PRE-SURVEY	0 /2	Score: Recommendation: 0-3 no housing intervention 4-8 an assessment for Rapid Re-Housing 9+ an assessment for Permanent Supportive Housing/Housing First
A. HISTORY OF HOUSING & HOMELESSNESS	0 /2	
B. RISKS	0 /4	
C. SOCIALIZATION & DAILY FUNCTIONS	0 /4	
D. WELLNESS	0 /6	
E. FAMILY UNIT	0 /4	
GRAND TOTAL:	0 /22	

Follow-Up Questions

On a regular day, where is it easiest to find you and what time of day is easiest to do so?	place: _____ time: ____ : ____ or Night
Is there a phone number and/or email where someone can safely get in touch with you or leave you a message?	phone: (____) _____ - _____ email: _____
Ok, now I'd like to take your picture so that it is easier to find you and confirm your identity in the future. May I do so?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Refused

Communities are encouraged to think of additional questions that may be relevant to the programs being operated or your specific local context. This may include questions related to:

- military service and nature of discharge
- ageing out of care
- mobility issues
- legal status in country
- income and source of it
- current restrictions on where a person can legally reside
- children that may reside with the adult at some point in the future
- safety planning



Smart Path
to Housing and Health
Santa Cruz County Coordinated
Assessment and Referral System

Smart Path Assessment- Transition Age Youth

NEXT STEP TOOL FOR HOMELESS YOUTH

SINGLE YOUTH

AMERICAN VERSION 1.0

Administration

Interviewer's Name _____	Agency _____	<input type="checkbox"/> Team <input type="checkbox"/> Staff <input type="checkbox"/> Volunteer
Survey Date DD/MM/YYYY ____/____/____	Survey Time ____ : ____ AM/PM	Survey Location _____

Opening Script

Every assessor in your community regardless of organization completing the VI-SPDAT should use the same introductory script. In that script you should highlight the following information:

- the name of the assessor and their affiliation (organization that employs them, volunteer as part of a Point in Time Count, etc.)
- the purpose of the VI-SPDAT being completed
- that it usually takes less than 7 minutes to complete
- that only "Yes," "No," or one-word answers are being sought
- that any question can be skipped or refused
- where the information is going to be stored
- that if the participant does not understand a question that clarification can be provided
- the importance of relaying accurate information to the assessor and not feeling that there is a correct or preferred answer that they need to provide, nor information they need to conceal

Basic Information

First Name _____	Nickname _____	Last Name _____	
In what language do you feel best able to express yourself? _____			
Date of Birth DD/MM/YYYY ____/____/____	Age _____	Social Security Number _____	Consent to participate <input type="checkbox"/> Yes <input type="checkbox"/> No

IF THE PERSON IS 17 YEARS OF AGE OR LESS, THEN SCORE 1. **SCORE:**

NEXT STEP TOOL FOR HOMELESS YOUTH

SINGLE YOUTH

AMERICAN VERSION 1.0

A. History of Housing and Homelessness

1. Where do you sleep most frequently? (check one)

- Shelters Couch surfing Other (specify): _____
 Transitional Housing Outdoors
 Safe Haven Refused

IF THE PERSON ANSWERS ANYTHING OTHER THAN "SHELTER", "TRANSITIONAL HOUSING", OR "SAFE HAVEN", THEN SCORE 1. SCORE:

2. How long has it been since you lived in permanent stable housing? _____ Refused

3. In the last three years, how many times have you been homeless? _____ Refused

IF THE PERSON HAS EXPERIENCED 1 OR MORE CONSECUTIVE YEARS OF HOMELESSNESS, AND/OR 4+ EPISODES OF HOMELESSNESS, THEN SCORE 1. SCORE:

B. Risks

4. In the past six months, how many times have you...

- a) Received health care at an emergency department/room? _____ Refused
- b) Taken an ambulance to the hospital? _____ Refused
- c) Been hospitalized as an inpatient? _____ Refused
- d) Used a crisis service, including sexual assault crisis, mental health crisis, family/intimate violence, distress centers and suicide prevention hotlines? _____ Refused
- e) Talked to police because you witnessed a crime, were the victim of a crime, or the alleged perpetrator of a crime or because the police told you that you must move along? _____ Refused
- f) Stayed one or more nights in a holding cell, jail, prison or juvenile detention, whether it was a short-term stay like the drunk tank, a longer stay for a more serious offence, or anything in between? _____ Refused

IF THE TOTAL NUMBER OF INTERACTIONS EQUALS 4 OR MORE, THEN SCORE 1 FOR EMERGENCY SERVICE USE. SCORE:

5. Have you been attacked or beaten up since you've become homeless? Y N Refused

6. Have you threatened to or tried to harm yourself or anyone else in the last year? Y N Refused

IF "YES" TO ANY OF THE ABOVE, THEN SCORE 1 FOR RISK OF HARM. SCORE:

NEXT STEP TOOL FOR HOMELESS YOUTH

SINGLE YOUTH

AMERICAN VERSION 1.0

7. Do you have any legal stuff going on right now that may result in you being locked up, having to pay fines, or that make it more difficult to rent a place to live? Y N Refused

8. Were you ever incarcerated when younger than age 18? Y N Refused

IF "YES" TO ANY OF THE ABOVE, THEN SCORE 1 FOR LEGAL ISSUES.

SCORE:

9. Does anybody force or trick you to do things that you do not want to do? Y N Refused

10. Do you ever do things that may be considered to be risky like exchange sex for money, food, drugs, or a place to stay, run drugs for someone, have unprotected sex with someone you don't know, share a needle, or anything like that? Y N Refused

IF "YES" TO ANY OF THE ABOVE, THEN SCORE 1 FOR RISK OF EXPLOITATION.

SCORE:

C. Socialization & Daily Functioning

11. Is there any person, past landlord, business, bookie, dealer, or government group like the IRS that thinks you owe them money? Y N Refused

12. Do you get any money from the government, an inheritance, an allowance, working under the table, a regular job, or anything like that? Y N Refused

IF "YES" TO QUESTION 11 OR "NO" TO QUESTION 12, THEN SCORE 1 FOR MONEY MANAGEMENT.

SCORE:

13. Do you have planned activities, other than just surviving, that make you feel happy and fulfilled? Y N Refused

IF "NO," THEN SCORE 1 FOR MEANINGFUL DAILY ACTIVITY.

SCORE:

14. Are you currently able to take care of basic needs like bathing, changing clothes, using a restroom, getting food and clean water and other things like that? Y N Refused

IF "NO," THEN SCORE 1 FOR SELF-CARE.

SCORE:

NEXT STEP TOOL FOR HOMELESS YOUTH

SINGLE YOUTH

AMERICAN VERSION 1.0

15. Is your current lack of stable housing...

- a) Because you ran away from your family home, a group home or a foster home? Y N Refused
- b) Because of a difference in religious or cultural beliefs from your parents, guardians or caregivers? Y N Refused
- c) Because your family or friends caused you to become homeless? Y N Refused
- d) Because of conflicts around gender identity or sexual orientation? Y N Refused

IF "YES" TO ANY OF THE ABOVE, THEN SCORE 1 FOR **SOCIAL RELATIONSHIPS**.

SCORE:

- e) Because of violence at home between family members? Y N Refused
- f) Because of an unhealthy or abusive relationship, either at home or elsewhere? Y N Refused

IF "YES" TO ANY OF THE ABOVE, THEN SCORE 1 FOR **ABUSE/TRAUMA**.

SCORE:

D. Wellness

- 16. Have you ever had to leave an apartment, shelter program, or other place you were staying because of your physical health? Y N Refused
- 17. Do you have any chronic health issues with your liver, kidneys, stomach, lungs or heart? Y N Refused
- 18. If there was space available in a program that specifically assists people that live with HIV or AIDS, would that be of interest to you? Y N Refused
- 19. Do you have any physical disabilities that would limit the type of housing you could access, or would make it hard to live independently because you'd need help? Y N Refused
- 20. When you are sick or not feeling well, do you avoid getting medical help? Y N Refused
- 21. Are you currently pregnant, have you ever been pregnant, or have you ever gotten someone pregnant? Y N Refused

IF "YES" TO ANY OF THE ABOVE, THEN SCORE 1 FOR **PHYSICAL HEALTH**.

SCORE:

NEXT STEP TOOL FOR HOMELESS YOUTH

SINGLE YOUTH

AMERICAN VERSION 1.0

22. Has your drinking or drug use led you to being kicked out of an apartment or program where you were staying in the past? Y N Refused
23. Will drinking or drug use make it difficult for you to stay housed or afford your housing? Y N Refused
24. If you've ever used marijuana, did you ever try it at age 12 or younger? Y N Refused

IF "YES" TO ANY OF THE ABOVE, THEN SCORE 1 FOR **SUBSTANCE USE**.

SCORE:

25. Have you ever had trouble maintaining your housing, or been kicked out of an apartment, shelter program or other place you were staying, because of:
- a) A mental health issue or concern? Y N Refused
- b) A past head injury? Y N Refused
- c) A learning disability, developmental disability, or other impairment? Y N Refused
26. Do you have any mental health or brain issues that would make it hard for you to live independently because you'd need help? Y N Refused

IF "YES" TO ANY OF THE ABOVE, THEN SCORE 1 FOR **MENTAL HEALTH**.

SCORE:

IF THE RESPONENT SCORED 1 FOR **PHYSICAL HEALTH** AND 1 FOR **SUBSTANCE USE** AND 1 FOR **MENTAL HEALTH**, SCORE 1 FOR **TRI-MORBIDITY**.

SCORE:

27. Are there any medications that a doctor said you should be taking that, for whatever reason, you are not taking? Y N Refused
28. Are there any medications like painkillers that you don't take the way the doctor prescribed or where you sell the medication? Y N Refused

IF "YES" TO ANY OF THE ABOVE, SCORE 1 FOR **MEDICATIONS**.

SCORE:

Scoring Summary

DOMAIN	SUBTOTAL	RESULTS
PRE-SURVEY	/1	Score: Recommendation: 0-3: no moderate or high intensity services be provided at this time 4-7: assessment for time-limited supports with moderate intensity 8+: assessment for long-term housing with high service intensity
A. HISTORY OF HOUSING & HOMELESSNESS	/2	
B. RISKS	/4	
C. SOCIALIZATION & DAILY FUNCTIONS	/4	
D. WELLNESS	/6	
GRAND TOTAL:	/17	

NEXT STEP TOOL FOR HOMELESS YOUTH

SINGLE YOUTH

AMERICAN VERSION 1.0

Follow-Up Questions

On a regular day, where is it easiest to find you and what time of day is easiest to do so?	place: _____ time: ___ : ___ or Morning/Afternoon/Evening/Night
Is there a phone number and/or email where someone can get in touch with you or leave you a message?	phone: (____) _____ - _____ email: _____
Ok, now I'd like to take your picture so that it is easier to find you and confirm your identity in the future. May I do so?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Refused

Communities are encouraged to think of additional questions that may be relevant to the programs being operated or your specific local context. This may include questions related to:

- military service and nature of discharge
- ageing out of care
- mobility issues
- legal status in country
- income and source of it
- current restrictions on where a person can legally reside
- children that may reside with the youth at some point in the future
- safety planning



Smart Path
to Housing and Health
Santa Cruz County Coordinated
Assessment and Referral System

Assessment Specialist

Field for the Assessment Specialist, not a required field:

1. There are significant concerns with this VI-SPDAT score. It is suggested that a full SPDAT be conducted should this client be referred to a housing program.

This score seems significantly high. This score seems significantly low.

Comment:

2. Is this client a participant in the Dignity Health Passport to Health High Utilizer Program?

Yes No



Date ____/____/____

Smart Path Non-Housing Resources

Select all categories of non-housing resources to which you referred the participant:

- Basic Needs** (meals, food pantry, clothing, showers, emergency shelter)
- Health Services** (medical services, mental health services, dental services, substance use disorder services)
- Government Benefits** (Medi-Cal, SSI, General Assistance, TANF, CalFresh)
- Other** (employment programs, personal identification (ID, birth certificate, Social Security Card), free phone, mail services, transportation (bus passes))



Smart Path
to Housing and Health
Santa Cruz County Coordinated
Assessment and Referral System

Smart Path Check In

Date ___/___/___	Date ___/___/___	Date ___/___/___
Date ___/___/___	Date ___/___/___	Date ___/___/___
Date ___/___/___	Date ___/___/___	Date ___/___/___
Date ___/___/___	Date ___/___/___	Date ___/___/___
Date ___/___/___	Date ___/___/___	Date ___/___/___



Smart Path
to Housing and Health
Santa Cruz County Coordinated
Assessment and Referral System

Date / /

Client Notes

Lined area for client notes, consisting of 20 horizontal lines within a rectangular border.



Smart Path
 to Housing and Health
 Santa Cruz County Coordinated
 Assessment and Referral System

Date / /

Smart Path Additional Questions

First Name

Middle

Last Name

1. Who is in your household?

- One or more adults with children over 18 in the household, select one VI-SPDAT per person
- One or more adults with minor children in custody, select one VI-F-SPDAT
- Single adult, select the VI-SPDAT
- Adult couple, select two separate VI-SPDATs
- Young adult 18-24, select the VI-TAY-SPDAT

2. Are you expecting any changes in your family structure?

- Yes No

Comment:

3. Are you willing to participate in a drug and alcohol-free housing program?

- Yes No

4. Are you working with a case manager at any agencies?

- Yes No

a. If so, what is the name of the agency and case manager?

Agency:

Case Manager:



Santa Cruz County
Homeless Management Information System
CLIENT INFORMED CONSENT &
RELEASE OF INFORMATION AUTHORIZATION

_____ is a Partner Agency in the Homeless Management Information System (HMIS). HMIS is a computerized system that can improve programs for homeless persons by allowing information to be shared among partner agencies that provide services such as shelter and health care and/or homelessness research or administrative services. The system is Internet-based and uses many security protections to ensure confidentiality. Partner agencies currently include:

- Association of Faith Communities
- City of Santa Cruz
- Community Action Board
- Community Bridges – Mountain Community
- Community Technology Alliance
- County Administrative Office - Santa Cruz County
- County of Santa Cruz Homeless Services
- Downtown Streets Team
- Encompass Community Services
- Families in Transition
- Front St. Inc
- Homeless Garden Project
- Homeless Persons Health Project
- Homeless Services Center
- Housing Authority of Santa Cruz County
- Housing Choices
- Janus Santa Cruz County
- Mental Health Client Action Network
- Mountain Community Resources
- Pajaro Rescue Mission
- Pajaro Valley Shelter Services
- Salud Para La Gente
- Salvation Army
- Santa Cruz Community Health Center
- Santa Cruz County Health Services Agency
- Santa Cruz Human Services Department
- Santa Cruz Public Libraries
- Veteran Resource Center
- Wing Homeless Advocacy

Participation in the HMIS program is important to our community's ability to provide you with the best services and housing possible. As you receive services, information will be collected about you, the services provided to you, and the outcomes these services help you to achieve. Your name and other identifying information will not be shared with any agency not participating in the system (unless required to do so by law.) Authorizing your information to be entered into the HMIS is voluntary. Refusing to do so will not limit your access to shelter or services.

I give authorization for my basic and relevant information to be entered _____ (please initial) and shared _____ (please initial) between Partner Agencies in order to help assist me in obtaining permanent housing, employment, financial assistance, vocational services, counseling and medical/mental health treatment and for research and administrative purposes. (Basic information includes intake date, name, gender, birth date, ethnicity, marital status, number in household, military status, primary language spoken, and non-confidential services requested and received.) I understand that I have the right to receive a copy of all information shared between the Partner Agencies.

I understand that the current list of participating Partner Agencies may change over time to include other agencies who provide housing or services to the homeless population, and I give authorization for my information to be shared with any new Partner Agency. _____ (please initial)

I understand that I may request a current list of all Partner Agencies at any time. I understand that I may cancel this authorization at any time by written request, but that the cancellation will not be retroactive. I understand that this release is valid for three years from the date of my signature below.

Print Name of Client or Guardian

Signature Of Client Or Guardian

Date

Note: A separate, HIPAA-compliant authorization is required for disclosure of any patient health information, including mental health and drug and alcohol information protected by any State or Federal privacy law including, but not limited to, Health Insurance Portability and Accountability Act ("HIPAA"), 45 C.F.R. parts 160 and 164, California Confidentiality of Medical Information Act ("CMIA"), Civil Code sections 56-56.16, Welfare and Institutions Code section 5328, or 42 C.F.R. part 2.1, et seq.

July 2018



HMIS # _____
CM Name _____
Date ____/____/____

Santa Cruz County HMIS- New Client Form

This form is designed to be completed by a service provider while interviewing a client. A separate form should be completed for each member of the household.

Household Information Is client: Single Adult Adult in Household

If checked Single Adult	Go to Client Profile																		
If checked Adult in Household	Are you the Head of Household (HoH)? <input type="checkbox"/> Yes <input type="checkbox"/> No																		
If you are in a household, what is your relationship to the HoH?	<table style="width: 100%; border: none;"> <tr> <td style="width: 50%; border: none;"><input type="checkbox"/> Wife</td> <td style="width: 50%; border: none;"><input type="checkbox"/> Aunt</td> </tr> <tr> <td style="border: none;"><input type="checkbox"/> Daughter</td> <td style="border: none;"><input type="checkbox"/> Uncle</td> </tr> <tr> <td style="border: none;"><input type="checkbox"/> Son</td> <td style="border: none;"><input type="checkbox"/> Niece</td> </tr> <tr> <td style="border: none;"><input type="checkbox"/> Father</td> <td style="border: none;"><input type="checkbox"/> Nephew</td> </tr> <tr> <td style="border: none;"><input type="checkbox"/> Mother</td> <td style="border: none;"><input type="checkbox"/> Grandparent</td> </tr> <tr> <td style="border: none;"><input type="checkbox"/> Sister</td> <td style="border: none;"><input type="checkbox"/> Significant Other</td> </tr> <tr> <td style="border: none;"><input type="checkbox"/> Brother</td> <td style="border: none;"><input type="checkbox"/> Domestic Partner</td> </tr> <tr> <td style="border: none;"><input type="checkbox"/> Roommate</td> <td style="border: none;"><input type="checkbox"/> Spouse</td> </tr> <tr> <td style="border: none;"><input type="checkbox"/> Grandchild</td> <td style="border: none;"><input type="checkbox"/> Other</td> </tr> </table>	<input type="checkbox"/> Wife	<input type="checkbox"/> Aunt	<input type="checkbox"/> Daughter	<input type="checkbox"/> Uncle	<input type="checkbox"/> Son	<input type="checkbox"/> Niece	<input type="checkbox"/> Father	<input type="checkbox"/> Nephew	<input type="checkbox"/> Mother	<input type="checkbox"/> Grandparent	<input type="checkbox"/> Sister	<input type="checkbox"/> Significant Other	<input type="checkbox"/> Brother	<input type="checkbox"/> Domestic Partner	<input type="checkbox"/> Roommate	<input type="checkbox"/> Spouse	<input type="checkbox"/> Grandchild	<input type="checkbox"/> Other
<input type="checkbox"/> Wife	<input type="checkbox"/> Aunt																		
<input type="checkbox"/> Daughter	<input type="checkbox"/> Uncle																		
<input type="checkbox"/> Son	<input type="checkbox"/> Niece																		
<input type="checkbox"/> Father	<input type="checkbox"/> Nephew																		
<input type="checkbox"/> Mother	<input type="checkbox"/> Grandparent																		
<input type="checkbox"/> Sister	<input type="checkbox"/> Significant Other																		
<input type="checkbox"/> Brother	<input type="checkbox"/> Domestic Partner																		
<input type="checkbox"/> Roommate	<input type="checkbox"/> Spouse																		
<input type="checkbox"/> Grandchild	<input type="checkbox"/> Other																		

Client Profile

Social Security Number	
First Name	Middle
Last Name	
Alias (If multiple aliases, separate by commas)	
Quality of Name	<input type="checkbox"/> Full Name Reported <input type="checkbox"/> Client Doesn't Know <input type="checkbox"/> Partial, Street Name, or Code Name Reported <input type="checkbox"/> Client Refused
U.S. Military Veteran (If Yes, complete Veteran Information below)	<input type="checkbox"/> Yes <input type="checkbox"/> Client Doesn't Know <input type="checkbox"/> No <input type="checkbox"/> Client Refused
Disabling Condition	<input type="checkbox"/> Yes <input type="checkbox"/> Client Doesn't Know <input type="checkbox"/> No <input type="checkbox"/> Client Refused
Primary Phone Number	

Client Demographics

Date of Birth	_____ / _____ / _____	
Gender	<input type="checkbox"/> Female <input type="checkbox"/> Male <input type="checkbox"/> Trans Female (MTF or Male to Female) <input type="checkbox"/> Trans Male (FTM or Female to Male)	<input type="checkbox"/> Gender Non-Conforming (i.e. not exclusively male or female) <input type="checkbox"/> Client Doesn't Know <input type="checkbox"/> Client Refused
Ethnicity	<input type="checkbox"/> Non-Hispanic/Non-Latino <input type="checkbox"/> Hispanic/Latino <input type="checkbox"/> Client Doesn't Know <input type="checkbox"/> Client Refused	Race <input type="checkbox"/> American Indian or Alaska Native <input type="checkbox"/> Asian <input type="checkbox"/> Black or African American <input type="checkbox"/> Native Hawaiian or Other Pacific Islander <input type="checkbox"/> White <input type="checkbox"/> Client Doesn't Know <input type="checkbox"/> Client Refused

Veteran Information

U.S. Military Veteran If yes, answer questions below	Year Entered in Military Service (Year)	Separated (Year)
Theater of Operations: World War II	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Client Doesn't Know <input type="checkbox"/> Client Refused
Theater of Operations: Korean War	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Client Doesn't Know <input type="checkbox"/> Client Refused
Theater of Operations: Vietnam War	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Client Doesn't Know <input type="checkbox"/> Client Refused
Theater of Operations: Persian Gulf War	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Client Doesn't Know <input type="checkbox"/> Client Refused
Theater of Operations: Afghanistan	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Client Doesn't Know <input type="checkbox"/> Client Refused
Theater of Operations: Iraq (Iraqi Freedom)	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Client Doesn't Know <input type="checkbox"/> Client Refused
Theater of Operations: Iraq (New Dawn)	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Client Doesn't Know <input type="checkbox"/> Client Refused
Theater of Operations: Other Operations	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Client Doesn't Know <input type="checkbox"/> Client Refused
Branch of Military	<input type="checkbox"/> Army <input type="checkbox"/> Air Force <input type="checkbox"/> Navy <input type="checkbox"/> Marine	<input type="checkbox"/> Coast Guard <input type="checkbox"/> Client Doesn't Know <input type="checkbox"/> Client Refused
Discharge Status	<input type="checkbox"/> Honorable <input type="checkbox"/> General Under Honorable Conditions <input type="checkbox"/> Under Other Than Honorable Conditions (OTH) <input type="checkbox"/> Bad Conduct	<input type="checkbox"/> Dishonorable <input type="checkbox"/> Uncharacterized <input type="checkbox"/> Client doesn't know <input type="checkbox"/> Client Refused

Client Location

Address Type	<input type="checkbox"/> Home <input type="checkbox"/> Work <input type="checkbox"/> School <input type="checkbox"/> Mailing <input type="checkbox"/> Emergency <input type="checkbox"/> Father <input type="checkbox"/> Mother <input type="checkbox"/> Spouse	<input type="checkbox"/> Temporary <input type="checkbox"/> Other <input type="checkbox"/> Legal Guardian <input type="checkbox"/> Message <input type="checkbox"/> Management Company <input type="checkbox"/> Forwarding Address <input type="checkbox"/> Encampment <input type="checkbox"/> Tunnel
Name of Location		
Address (line 1)		
Address (line 2)		
City		State
Zip Code		
Email		
Phone #1		
Phone #2		

Additional Client Location

Address Type	<input type="checkbox"/> Home <input type="checkbox"/> Work <input type="checkbox"/> School <input type="checkbox"/> Mailing <input type="checkbox"/> Emergency <input type="checkbox"/> Father <input type="checkbox"/> Mother <input type="checkbox"/> Spouse	<input type="checkbox"/> Temporary <input type="checkbox"/> Other <input type="checkbox"/> Legal Guardian <input type="checkbox"/> Message <input type="checkbox"/> Management Company <input type="checkbox"/> Forwarding Address <input type="checkbox"/> Encampment <input type="checkbox"/> Tunnel
Name of Location		
Address (line 1)		
Address (line 2)		
City		State
Zip Code		
Email		
Phone #1		
Phone #2		

I, (Adult client or Head of Household) certify that the information I have provided here is true/correct to the best of my knowledge.

Print Name of Client

Signature of Client

Date

Print Name of Intake Worker

Signature of Intake Worker

Date

1E-1. Public Posting–15-Day Notification Outside e-snaps–Projects Accepted.

Final Ranked and Tiered List of Projects for 2019 CoC NOFA Funding Competition

From: tony gardner (tonygardnerconsulting@yahoo.com)

To: ellenm@hacosantacruz.org; joey.crottogini@santacruzcounty.us; kristina.riera@santacruzcounty.us; christine.sippl@encompasscs.org; leslie.goodfriend@santacruzcounty.us; ian.winters@encompasscs.org; bob@ctagroup.org; javier@ctagroup.org; pkramer@santacruzhs.org; tstaggs@santacruzhs.org; melisa@fitsantacruz.org; sara@fitsantacruz.org; erik.riera@santacruzcounty.us; jmacecevic@wafwc.org; pfurlong@bwcmail.org; sharlan@bwcmail.org; jennyp@hacosantacruz.org; brendar@cbridges.org; roxannem@cbridges.org; kristie.brenda@encompasscs.org; jace.freyman@encompasscs.org

Cc: rayne.marr@santacruzcounty.us; ingrid.trejo@santacruzcounty.us; elissa.benson@santacruzcounty.us

Date: Saturday, September 14, 2019, 6:06 AM PDT

Dear 2019 CoC Project Applicants,

Per requirements of the FY2019 CoC Program NOFA that notice of funding status be confirmed, in writing and outside of e-snaps, about the final determination of the CoC Priority Listing, I am sending this email to confirm that the following submissions to the FY2019 Santa Cruz County CoC Program competition have been accepted and ranked by the CoC as follows. Any projects not on the list below have been declined for submission.

Project Rank Order/Tiering/Amounts:

Rank	Ag gre gat e sco re	Agency	Project	Component/Population	New/ Rene wal	Max. Allowab le Funding Request
Tier 1						
1	95.75	HSA/Homeless Persons' Health Project	M.A.T.C.H.	Permanent supportive housing: Single adults who have been chronically homeless with alcohol issues	Rene wal	\$614,132
2	95.5	Housing Authority/HSA (Homeless Persons' Health Project)	Shelter Plus Care Renewal	Permanent supportive housing: Chronically homeless adults & those with mental disabilities	Rene wal	\$747,994
3	92.125	County HSD	Brommer St. PSH	Permanent supportive housing: Chronically homeless families with children	New Self Re- alloc ation	\$57,067
4	89.5	County Health Services Agency	Permanent Supportive Housing Master Leasing Bonus Project	Permanent supportive housing: Chronically homeless persons with long histories of homelessness/severe service barriers	Rene wal	\$105,236
5	88.75	Housing Authority	New Roots (YHDP)	Permanent supportive housing: young adults and families ages 18-24	Rene wal	\$150,741
		Encompass	Freedom Cottage			

6	86.75	Community Services	Homeless Housing Project	Permanent supportive housing: Homeless adults with a disability	Renewal	\$15,645
7	85.5	Encompass Community Services	Housing for Health 3 PSH	Permanent supportive housing: Chronically homeless persons with long histories of homelessness/severe service barriers	Renewal	\$90,429
8	85.5	Homeless Services Center	Page Smith TH and RRH	Transitional housing and rapid rehousing: Single adults	Renewal	\$147,683
9	85.25	County HSD	Coordinated Entry System	Coordinated entry program: all homeless, incl. chronically homeless, families, youth, vets, & others	Renewal	\$228,362
10	83.25	Families in Transition	Young Adults Achieving Success (Y.A.A.S) – YHDP 2.0	Rapid re-housing: Pregnant/parenting youth 18-24 years	Renewal	\$195,911
11	82	Families in Transition	First Step Scattered Site Rapid Re-Housing Project	Rapid re-housing: Families with children from the streets or shelters	Renewal	\$410,804
12	80	Community Technology Alliance	HMIS	HMIS data: Individuals, families & children	Renewal	\$91,699
13a	80.375	WAFWC	Rapid Rehousing Program for Survivors of DV	Rapid re-housing: Families and individuals fleeing DV	New (DV Bonuses)	\$3,021

Total Tier 1: \$2,858,724

Tier 2						
13b	80.375	WAFWC	Rapid Rehousing Program for Survivors of DV	Rapid re-housing: Families and individuals fleeing DV	New (DV Bonuses)	\$76,510
14	76.5	Bill Wilson Center	Santa Cruz County Shared Housing	Transitional housing: unaccompanied homeless youth 18-24	Renewal	\$108,679
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Total Tier 2: \$379,722

Total Tier 1 & 2

\$3,238,446

The applications listed above will be submitted to HUD with the CoC's Consolidated Application.

The HAP Board approved the CoC Priority Listing on September 13, 2019. For further information please see the attached minutes of the September 13, 2019 HAP Board meeting.

Thank you very much for you efforts to end homelessness.

Best Wishes,

Tony Gardner
Homeless Action Partnership CoC Consultant

Tony Gardner Consulting

415.458.2460

tonygardnerconsulting@yahoo.com



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177.4kB

SANTA CRUZ COUNTY HOMELESS ACTION PARTNERSHIP

MEETING MINUTES

Santa Cruz County Homeless Action Partnership Board Meeting

County of Santa Cruz CAO Conference Room
701 Ocean Street, Room 520
Santa Cruz, California

Friday, September 13, 2019, 9:00 a.m. – 1:00 p.m.

HAP Board Members Present: Rayne Marr (Chair), Amy Peeler, Susie O’Hara, Don Lane, Judy Hutchinson

HAP Board Members Absent: Tamara Vides, Linda Lemaster, Tina Friend, Kelly Conway

HAP Staff Present: Ingrid Trejo, Tony Gardner

1. Overview of the HAP Board Role & Process

The HAP Board heard and discussed a presentation by HAP staff regarding the HAP Board role and function in rating, ranking, and tiering project proposals, reallocating funds, and selecting a bonus and DV bonus projects, for HUD CoC funds; CoC strategic considerations and options; and the conflict of interest requirements pertaining to HAP Board Members.

Each HAP Board Member present signed and submitted a Certification relating to conflict of interest. Don Lane disclosed a potential conflict relating to a specific project proposal, and thus recused himself from any discussion, consideration, or voting in connection with that project proposal.

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The HAP Board then received brief presentations from and engaged in questions and answers (Q&A) with all of the following applicants/projects requesting new project funding in 2019:

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HAP CONTACT:

Tony Gardner
415.458.2460
Rayne Perez
831.454.3411

3. Project Ranking/Tiering Decisions & Bonus Project Selection

The HAP Board then engaged in a discussion and decision process including consideration of the following:

- a. HAP Board Members’ review of the applications using previously publicly announced objective scoring criteria that included HMIS-generated performance measures.
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- c. HAP Board discussion of application ranking scenarios in the context of *All In* strategic plan and HUD priorities, performance metrics, tiering considerations, etc.

After careful consideration, the HAP Board made the following CoC application rank order and amount, bonus project, reallocation, and tiering decisions:

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Rank	Aggregate score	Agency	Project	Component/Population	New/Renewal	Max. Allowable Funding Request
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Total Tier 2: \$379,722

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After very careful consideration, the HAP Board reallocated \$57,067 from the Housing Authority’s Brommer Street TH & RRH renewal to the County Human Services Department (HSD) Brommer Street PSH new project. To encourage reallocation in line with HUD policy, the HAP has given

priority for reallocated funds to applicants that voluntarily request to reallocate their own TH projects or other projects that are no longer needed, no longer match the agency's mission, or are underperforming on the one hand to one of the eligible new reallocation project types on the other. Thus, the Housing Authority's and HSD's joint request to reallocate \$57,067 from Brommer Street TH & RRH renewal to Brommer Street PSH new project was accepted.

CoC Bonus Project

This year, Santa Cruz County agencies were eligible to competitively apply for \$150,425 as a bonus for a new CH-dedicated PSH project, new DedicatedPlus PSH project, new joint TH and RRH project, new RRH project, new Coordinated Entry project, or new HMIS project. Two qualified proposals for the CoC bonus funds were submitted: (1) HSC's Page Smith TH and RRH new expansion project requesting \$150,424, and (2) the Community Bridges Homeless Elder Access CES new project requesting \$150,425. After hearing presentations from both applicants and carefully considering the merits of both projects, the HAP Board selected the Community Bridges Homeless Elder Access CES new project for the entire bonus, while it declined the HSC's Page Smith TH and RRH new expansion project. This decision in no way reflect badly on HSC or its new expansion project. Rather, this was simply a difficult choice that had to be made between two well-qualified projects.

DV Bonus

This year, HUD made available \$50 million nationally for a competitive Domestic Violence (DV) Bonus, to provide housing and services to survivors of domestic violence, dating violence, and stalking. CoC could apply for up to 10 percent of its Preliminary Pro Rata Need (PPRN), which is \$79,431 in our case. Applicants could apply for DV Bonus funding for:

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2. Joint TH and PH-RRH component projects.
3. Supportive Services Only Projects for Coordinated Entry (SSO-CE) to implement policies, procedures, and practices that equip the CoC's coordinated entry to better meet the needs of DV survivors.

Only one project applied for the DV bonus. Thus, the HAP Board selected the WAFWC – DV Bonus RRH project for the entire bonus amount of \$79,431.

Tiering

Once again, this year HUD required all CoCs to rank all projects in two tiers. Tier 1 is 94% of the Annual Renewal Demand (ARD) of \$3,008,490. 94% of that amount is \$2,858,724. Tier 2 is the remaining 6% of ARD (\$149,766) plus the bonus amount (\$150,425), plus the DV bonus amount (\$79,431) equaling \$379,722. The purpose of tiering is to allow CoCs to clearly indicate to HUD which projects are of highest priority for limited 2019 CoC funds. HUD will select Tier 1 projects before it selects Tier 2 projects. Tier 1 projects are almost certain to be funded (as long as they meet eligibility and threshold requirements), while Tier 2 projects are subject to national competition and are less likely to be funded. Projects can straddle the Tier 1 and Tier 2 line; HUD will fund the Tier 1 amount even if it does not fund the Tier 2 amount, as long as the project is still viable at the lower amount.

After very careful consideration, the HAP Board placed three projects into Tier 2:

First, it placed WAFWC – DV Bonus RRH new project across the Tier 1 and Tier 2 line with \$3,021 in Tier 1 and \$76,510 in Tier 2. In doing so, it elevated the HMIS project above the DV bonus project into Tier 1 due to the critical need to sustain HMIS in order to meet HUD HMIS requirements.

Second, it placed the Bill Wilson Center's Santa Cruz County Shared Youth TH (Host Homes) renewal and the Encompass Community Services Housing for Health 2 PSH renewal in the middle of Tier 2. Finally it placed the Community Bridges Homeless Elder Access CES new project at the bottom of Tier 2.

These decisions in no way reflect badly on the projects placed into Tier 2, nor the submitting agencies. The projects were well designed to be effective, and each applicant agency plays a highly effective and critical role for the persons experiencing homelessness they serve. Rather, these were simply difficult choices among limited alternatives.

CoC Planning Grant

The HAP Board approved submission of a CoC planning grant application for the maximum allowable amount - \$90,225. HUD does not require ranking of the project this year.

Respectfully submitted by HAP Staff: *Ingrid Trejo and Tony Gardner*

Submission Date: *September 13, 2019*

1E-1. Public Posting–15-Day Notification Outside e-snaps–Projects Rejected or Reduced.

HAP Board Decline of 2019 Page Smith TH & RRH New Expansion Request for CoC Bonus Funds

From: tony gardner (tonygardnerconsulting@yahoo.com)

To: pkramer@santacruzhs.org; tstaggs@santacruzhs.org

Cc: rayne.marr@santacruzcounty.us; ingrid.trejo@santacruzcounty.us; elissa.benson@santacruzcounty.us

Date: Saturday, September 14, 2019, 6:31 AM PDT

Dear Phil and Tom,

Per requirements of the FY2019 CoC Program NOFA that notice of funding status be confirmed, in writing and outside of e-snaps, about the final determination of the CoC Priority Listing, I am sending this e-mail to confirm that your Page Smith TH & RRH new expansion request for CoC Bonus funds was *declined* by the HAP Board at its meeting on September 13, 2019. For further information please see the attached minutes of the September 13, 2019 HAP Board meeting.

As you can see from the attached meeting minutes, the HAP Board selected another project for the entire CoC Bonus and did not otherwise reallocate any renewal funding for your new project request. Therefore, the referenced new project cannot be submitted with this year's CoC consolidated application to HUD. The HAP Board choice not to select your project was not taken lightly, and it should not be viewed as reflecting badly on your project. Rather, it was simply a very difficult decision among limited alternatives.

As per the 2019 local CoC process timeline, any written appeals are due by 5 pm September 17th, and should be e-mailed to tonygardnerconsulting@yahoo.com and ingrid.trejo@santacruzcounty.us.

Please don't hesitate to let us know whether you have any questions.

Best wishes,

Tony Gardner
Santa Cruz County CoC Consultant

Tony Gardner Consulting

P.O. Box 205

Fairfax, CA 94978

415.458.2460 land

415.717.9336 mobile tonygardnerconsulting@yahoo.com



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Respectfully submitted by HAP Staff: *Ingrid Trejo and Tony Gardner*

Submission Date: *September 13, 2019*

Changes to Brommer Transitional Housing Program

From: Jenny Panetta (JennyP@hacosantacruz.org)

To: tonygardnerconsulting@yahoo.com; Rayne.Marr@santacruzcounty.us; Ingrid.Trejo@santacruzcounty.us

Cc: EllenM@hacosantacruz.org

Date: Thursday, August 29, 2019, 3:23 PM PDT

Hi everyone,

The Housing Authority has been in discussions with Tony Gardner, as well as Jessica Scheiner and Ellen Timberlake at HSD, regarding changes to the Brommer Transitional Housing Program. As a result, with the agreement of all parties, we have elected to withdraw our application for CoC funding for the Transitional Housing Program. Our plan is to continue to partner with HSD to provide housing and supportive services to the same population (homeless families) but through a Permanent Supportive Housing Model utilizing Housing Choice Vouchers. The Housing Authority supports HSD's grant application for supportive services for the families at this site. Although we wish to transition from a transitional housing model to a permanent supportive housing model, we want to express that we would still be interested in pursuing options to fund ongoing "permanent" rental assistance for this population through CoC funding should the opportunity arise in the future.

Tony: Thank you for your assistance as we explored options to restructure the program over the past two months! As always, the information, insight and feedback you provided was extremely helpful!!! Please don't hesitate to let us know if you have any questions or concerns about this change.

Jenny Panetta, Executive Director

Housing Authority of the County of Santa Cruz



2160 41st Avenue, Capitola CA 95010

831-454-9455 ext. 231 831-469-3712 fax

www.hacosantacruz.org

[Sign up for Housing Authority Updates!](#)

RE: Brommer St Renewal Application for HAP/CoC

From: Ellen Murtha (EllenM@hacosantacruz.org)

To: tonygardnerconsulting@yahoo.com

Date: Wednesday, August 28, 2019, 2:50 PM PDT

Tony,

The Housing Authority Board met today and approved withdrawing the Brommer St application. We support the County HSD application for PSH. Is there anything I need to do about the Brommer St application I submitted in e-snaps?

Thanks,

Ellen

Ellen Murtha, Sr. Admin. Analyst



831.454.9455 x241

2160 41st Ave., Capitola, CA. 95010

EllenM@hacosantacruz.org

www.hacosantacruz.org

[Sign up for Housing Authority Updates!](#)

From: tony gardner [mailto:tonygardnerconsulting@yahoo.com]

Sent: Tuesday, August 6, 2019 8:41 AM

To: Ellen Murtha

Re: Changes to Brommer Transitional Housing Program

From: tony gardner (tonygardnerconsulting@yahoo.com)

To: Rayne.Marr@santacruzcounty.us; Ingrid.Trejo@santacruzcounty.us; JennyP@hacosantacruz.org

Cc: EllenM@hacosantacruz.org

Date: Friday, August 30, 2019, 2:30 AM PDT

Thanks!

Tony Gardner Consulting

P.O. Box 205

Fairfax, CA 94978

415.458.2460 land

415.717.9336 mobile tonygardnerconsulting@yahoo.com

On Friday, August 30, 2019, 12:23:24 AM GMT+2, Jenny Panetta <JennyP@hacosantacruz.org> wrote:

Hi everyone,

The Housing Authority has been in discussions with Tony Gardner, as well as Jessica Scheiner and Ellen Timberlake at HSD, regarding changes to the Brommer Transitional Housing Program. As a result, with the agreement of all parties, we have elected to withdraw our application for CoC funding for the Transitional Housing Program. Our plan is to continue to partner with HSD to provide housing and supportive services to the same population (homeless families) but through a Permanent Supportive Housing Model utilizing Housing Choice Vouchers. The Housing Authority supports HSD's grant application for supportive services for the families at this site. Although we wish to transition from a transitional housing model to a permanent supportive housing model, we want to express that we would still be interested in pursuing options to fund ongoing "permanent" rental assistance for this population through CoC funding should the opportunity arise in the future.

Tony: Thank you for your assistance as we explored options to restructure the program over the past two months! As always, the information, insight and feedback you provided was extremely helpful!!! Please don't hesitate to let us know if you have any questions or concerns about this change.

Jenny Panetta, Executive Director

Housing Authority of the County of Santa Cruz



2160 41st Avenue, Capitola CA 95010

831-454-9455 ext. 231 831-469-3712 fax

www.hacosantacruz.org

[Sign up for Housing Authority Updates!](#)

Subject: Re: Brommer St Renewal Application for HAP/CoC

That sounds like the right approach.

Thanks!

Tony

Tony Gardner Consulting

P.O. Box 205

Fairfax, CA 94978

415.458.2460 land

415.717.9336 mobile tonygardnerconsulting@yahoo.com

On Tuesday, August 6, 2019, 5:36:50 PM GMT+2, Ellen Murtha <EllenM@hacosantacruz.org> wrote:

Tony,

Thanks for your helpful call last week. The Housing Authority Board meets on Aug 28th. Two days after the CoC/HAP submission due date. We will need to submit a paper and e-snaps renewal application in case the Board decides to not approve the Brommer Street funding changes. I think HSD will also be submitting a new application for PSH requesting HUD CoC funds for the supportive services. If all goes as planned, we would take withdraw our applications on Aug 29th.

Thanks,

Ellen

Ellen Murtha, Sr. Admin. Analyst



831.454.9455 x241

2160 41st Ave., Capitola, CA. 95010

EllenM@hacosantacruz.org

www.hacosantacruz.org

[Sign up for Housing Authority Updates!](#)

From: tony gardner [mailto:tonygardnerconsulting@yahoo.com]

Sent: Friday, August 2, 2019 9:44 AM

To: Ellen Murtha

Subject: Re: Brommer St Renewal Application for HAP/CoC

Ok please call me at 415.458.2460.

Tony

Tony Gardner Consulting

P.O. Box 205

Fairfax, CA 94978

415.458.2460 land

415.717.9336 mobile tonygardnerconsulting@yahoo.com

On Friday, August 2, 2019, 06:26:45 PM GMT+2, Ellen Murtha <EllenM@hacosantacruz.org> wrote:

Yes!

Ellen Murtha, Sr. Admin. Analyst



831.454.9455 x241

2160 41st Ave., Capitola, CA. 95010

EllenM@hacosantacruz.org

www.hacosantacruz.org

[Sign up for Housing Authority Updates!](#)

From: tony gardner [mailto:tonygardnerconsulting@yahoo.com]

Sent: Friday, August 2, 2019 9:06 AM

To: Ellen Murtha

Subject: Re: Brommer St Renewal Application for HAP/CoC

Do you have time to talk now?

Tony Gardner Consulting

P.O. Box 205

Fairfax, CA 94978

415.458.2460 land

415.717.9336 mobile tonygardnerconsulting@yahoo.com

On Friday, August 2, 2019, 05:12:27 PM GMT+2, Ellen Murtha <EllenM@hacosantacruz.org> wrote:

Tony,

Here's the email and the attached letter Jenny sent to Ellen Timberlake before we met with her and Jessica:

From: Jenny Panetta
Sent: Monday, July 15, 2019 3:26 PM
To: Ellen M. Timberlake <Ellen.Timberlake@santacruzcounty.us>
Cc: Ellen Murtha <EllenM@hacosantacruz.org>
Subject: Brommer Street

Hi Ellen,

The Housing Authority owns a six unit development on Brommer Street that is currently used for a transitional housing program. The program receives funding through the HUD Continuum of Care (CoC) grant application process. We learned last year that HUD was shifting Continuum of Care (CoC) funding away from Transitional Housing programs to Rapid Rehousing Programs. Additionally, the Brommer Street program has consistently ranked in the lower tier of CoC funded projects, and has been at risk for cuts for several years. This trend gave the Housing Authority reason to rethink the use of the property. After careful consideration, the Housing Authority believes that the best use for the property would be to utilize the units for Section 8 Housing Choice Vouchers (S8/HCV) instead of CoC funded transitional housing, while still serving the same population, low-income families at risk of homelessness as referred by HSD.

The attached letter has additional information about how the current funding structure through the CoC grant has not been sufficient to pay back our rehabilitation construction loan and to adequately fund the reserve account. However, changing the program structure to a model that uses Section 8 vouchers (instead of CoC grant funding) would have several benefits... it increases revenue to a level that will allow us to pay down our loan and fund a reserve account, it keeps rents "affordable" at 30% of income, and it could be done in a manner that allows us to continue to designate the units for the same population (families who are homeless or at risk of homelessness, that are referred by HSD).

Since the CoC application process has recently opened, and renewal grant applications are due in a matter of weeks, we'd like to get a date on the calendar to discuss this as soon as possible. We're happy to meet in person or set up a call if that's easier.

We look forward to speaking with you soon, and we appreciate your partnership!

Jenny Panetta, Executive Director

Housing Authority of the County of Santa Cruz'



2160 41st Avenue, Capitola CA 95010

831-454-9455 ext. 231 831-469-3712 fax

www.hacosantacruz.org

[Sign up for Housing Authority Updates!](#)

Thanks

Ellen

Ellen Murtha, Sr. Admin. Analyst



831.454.9455 x241

2160 41st Ave., Capitola, CA. 95010

EllenM@hacosantacruz.org

www.hacosantacruz.org

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From: Ellen Murtha

Sent: Thursday, August 1, 2019 3:01 PM

To: Tony Gardner (tonygardnerconsulting@yahoo.com)

Subject: FW: Brommer St Renewal Application for HAP/CoC

Tony,

We, and Jessica S from HSD, would like to talk with you about changing Brommer Street project so that it is used for permanent supportive housing for families with HSD providing supportive services and the Housing Authority providing vouchers. We hope to talk with you soon as both Jessica and I will be away starting Aug 9th

Thanks,

Ellen

Ellen Murtha, Sr. Admin. Analyst



831.454.9455 x241

2160 41st Ave., Capitola, CA. 95010

EllenM@hacosantacruz.org

www.hacosantacruz.org

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1E-1.Public Posting–30-Day Local Competition Deadline

FY 2019 CoC Local Santa Cruz County Competition - Public Solicitation of Applications and Invitation to Applicant Technical Assistance Session

From: tony gardner (tonygardnerconsulting@yahoo.com)

To: santacruzhap@ctagroup.org

Cc: rayne.marr@santacruzcounty.us; ingrid.trejo@santacruzcounty.us

Bcc: jharuyama@scottsvally.org; Rayne.Marr@santacruzcounty.us; sle4you@yahoo.com; equezada@cccil.org; kathy.molloy@santacruzcounty.us; crossovernetwork@sbcglobal.net; jennyp@hacosantacruz.org; laura@pvshelter.org; homes4everyone@yahoo.com; Nmacias@santacruzcoe.org; paul.gendreau@santacruzcounty.us; rayc@cbridges.org; susan.paradise@santacruzcounty.us; wolfgang@cruzio.com; darrieg@homelessgardenproject.org; aespinoza@cfsc.org; christina@cfsc.org; abutler@frontst.com; rmendoza@frontst.com; kfrost@unitedwaysc.org; mshippen@yahoo.com; Lizet@EnergyServices.org; amccabe@frontst.com; Doxns@earthlink.net; ranell@durjan.com; blipscomb@cityofsantacruz.com; gregenhart@crla.org; opsmoran@msn.com; Alan.lamb@santacruzcounty.us; connery@appliedsurveyresearch.org; samantha@appliedsurveyresearch.org; james@appliedsurveyresearch.org; drpalee@aol.com; dlane@cruzio.com; bob@ctagroup.org; michele@teenchallengemb.org; tomr@teenchallengemb.org; scveteranadvocate@gmail.com; patsgorman@hotmail.com; kimberly@pvshelter.org; inbal.yassur@encompasscs.org; jwhite@abodeservices.org; ewilson@midpen-housing.org; ian.winters@encompasscs.org; melisa@fitsantacruz.org; shebreh.kalantarijohnson@encompasscs.org; helen@cabinc.org; doug.mattos@cityofwatsonville.org; mlonski@vetsresource.org; Kristie.Brenda@EncompassCS.org; christine.sipl@EncompassCS.org; jim.straubinger@santacruzcounty.us; kelly.conway@va.gov; mariaelena@cabinc.org; monica.martinez@encompasscs.org; ed@hrcmc.org; stacy.studebaker@va.gov; meg@siannahouse.org; shannon.healer@va.gov; amy.peeler@santacruzcounty.us; LourdesA@cabinc.org; james@crossoversoundwaves.com; AngieM@cabinc.org; jessica.scheiner@santacruzcounty.us; kristina.riera@santacruzcounty.us; erik.riera@santacruzcounty.us; mbernal@cityofsantacruz.com; gmerrill@emergentsystems.com; jdrosen9@gmail.com; Jeanette.Garcia@santacruzcounty.us; pkramer@santacruzpsc.org; LConner@schealthcenters.org; Jennifer.mikkelson@santacruzcounty.us; director@diversitycenter.org; Claudia@fitsantacruz.org; kcorneille@santacruzcoe.org; Andy.Stone@santacruzcounty.us

Date: Monday, July 15, 2019, 2:57 PM PDT

Dear Homelessness Stakeholders:

As you know, the Department of Housing and Urban Development's (HUD's) Notice of Funding Availability (NOFA) for the Fiscal Year 2019 Continuum of Care (CoC) Program Competition was released on Friday, July 3, 2019.

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United Way of Santa Cruz County, Conference Room
4450 Capitola Road
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The HAP encourages applications from organizations that have not previously received CoC Program funding. We ask that you and the public forward this Public Solicitation for Applications and other attachments to any interested parties, send them to relevant additional listservs, and post them on public bulletin boards.

If you have any questions, please do not hesitate to contact HAP CoC Consultant Tony Gardner at tonygardnerconsulting@yahoo.com.

Thank you for your interest in the Santa Cruz County CoC Program.

Very truly yours,

Tony Gardner
HAP CoC Consultant

Tony Gardner Consulting

P.O. Box 205
Fairfax, CA 94978
415.458.2460 land
415.717.9336 mobile tonygardnerconsulting@yahoo.com



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FY 2019 CoC Local Santa Cruz County Competition - Public Solicitation of Applications and Invitation to Applicant Technical Assistance Session

From: tony gardner (tonygardnerconsulting@yahoo.com)

To: santacruzhap@ctagroup.org

Bcc: martinewatkins@santacruzcoe.org; Victoria.williams@santacruzcounty.us; sarah@casaofsantacruz.org; ksaiahicks@gmail.com; jessiecamarena@yahoo.com; kenneth.salas6@gmail.com; michaelcarballo@gmail.com; angel.m.may@gmail.com; kglass2080@gmail.com; nikkigrant777@gmail.com; abra.murphy@gmail.com; brosephsandoval@gmail.com; droseinda@splg.org; mpaynter@santacruzcoe.org; Najeeb.Kamil@santacruzcounty.us; Richard_Puente@pvusd.net; rowest@cabrillo.edu; kristie.brenda@EncompassCS.org; kareyes@cabrillo.edu; jgoldstein@ci.capitola.ca.us; rebecca.garcia@cityofwatsonville.org; tshull@cityofsantacruz.com; Carlos.Palacios@santacruzcounty.us; thereseadams@baymoon.com; Elissa.Benson@santacruzcounty.us; cfm.roy@gmail.com; gneacc@aol.com; leslie.goodfriend@santacruzcounty.us; PFurlong@bwcmail.org; AEnsign@bwcmail.org; Ifoster@billwilsoncenter.org; mimi.hall@santacruzcounty.us; MArevalo@bwcmail.org; kwojnar@santacruzpsc.org; Nikshita.Patel@santacruzcounty.us; scottg@solopublications.com; claudiabrown@yahoo.com; gmerrill@emergentsystems.com; KalyneF@monarchsc.org; LauraS@monarchsc.org; Sylvia.Caras@gmail.com; tadams@unitedwaysc.org; Allison.Endert@santacruzcounty.us; joey.crottogini@santacruzcounty.us; emurphy@ccah-alliance.org; Raquel.Ruiz@santacruzcounty.us; sylvia.caras@gmail.com; Denise.Acosta@USW.salvationarmy.org; Ji.Im@DignityHealth.org; eromero@cccil.org; ariana@fitsantacruz.org; sara@fitsantacruz.org; debates44@aol.com; pseever@prodigy.net; compassionman@hotmail.com; Magaly.laubach@usw.salvationarmy.org; Harold.Laubachjr@usw.salvationarmy.org; EllenM@hacosantacruz.org; tstagg@santacruzpsc.org; rsteckler@santacruzpsc.org; athompson@santacruzpsc.org; elston13@earthlink.net; skagno@gmail.com; david.davis@santacruzcounty.us; alubin@santacruzpsc.org; tamara.vides@cityofwatsonville.org; homes4everyone@post.com; mmagana@cccil.org; m.alice.blymyer@gmail.com; sames@losd.ca; Yanetcontreras1997@gmail.com; shc.program@fsa-cc.org; Fox.m.shawn@gmail.com; isaiahlgarcia@gmail.com

Date: Monday, July 15, 2019, 2:59 PM PDT

Dear Homelessness Stakeholders:

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If you have any questions, please do not hesitate to contact HAP CoC Consultant Tony Gardner at tonygardnerconsulting@yahoo.com.

Thank you for your interest in the Santa Cruz County CoC Program.

Very truly yours,

Tony Gardner
HAP CoC Consultant

Tony Gardner Consulting

P.O. Box 205
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FY 2019 CoC Local Santa Cruz County Competition - Public Solicitation of Applications and Invitation to Applicant Technical Assistance Session

From: tony gardner (tonygardnerconsulting@yahoo.com)

To: santacruzhap@ctagroup.org

Bcc: jazmineg734@gmail.com; shandara@yogaforallmovement.org; ahgonzalez@splg.org; Ryon.hoffmann@gmail.com; Jamie@santacruzmah.org; codymanning123@gmail.com; kareyes@cabrillo.edu; director@diversitycenter.org; monica.lippi@santacruzcounty.us; CPlatt@bwcmail.org; john@appliedsurveyresearch.org; SOhara@cityofsantacruz.com; adriana.flores@cityofwatsonville.org; galvarez@cccil.org; erin_tully@janussc.org; megan@casasantacruz.org; sam@chmpsc.org; david.davis@santacruzcounty.us; cpeterson@santacruzpsc.org; tomh@baymoon.com; sethm@cbridges.org; mayraf@cbridges.org; cjurado@midpen-housing.org; nmagana@midpen-housing.org; gracehart@aol.com; dickrenard@gmail.com; sarah.leonard@mhcan.org; alicia.hernandez@mhcan.org; cplatt@bwcmail.org; timjudy@comcast.net; serg@steppingupsantacruz.org; sergkagno@gmail.com; kalynef@monarchsc.org; juanluis@cabinc.org; mireyagomezcontreras@gmail.com; nora.krantzler@santacruzcounty.us; nora.boothby@gmail.com; shebrehkj@gmail.com; perejoel@gmail.com; bill@millermxfield.com; geonewhall@gmail.com; annaeadamski@gmail.com; warmingcenterprogram@gmail.com; showalter.jon@gmail.com; marvlewis@hotmail.com; peacefulsuz@gmail.com; oana@pvshelter.org; afrandsen@bwcmail.org; architectatlaw@gmail.com; AlmaM@monarchsc.org; camulcai@cabrillo.edu; guptak1@sutterhealth.org; GandhiB1@sutterhealth.org; koshlaychukj@santacruzpl.org; odriscollj@santacruzpl.org; vwan@abodeservices.org; cgaydos@abodeservices.org; nane.scbu@gmail.com; carol@barriosunidos.net; nane@barriosunidos.net; brooke@streetsteam.org; pgorman@stfrancisoupkitchen.org; peggy.benedum@wingsadvocacy.org; marcos.marquez@usw.salvationarmy.org; angel.marquez@usw.salvationarmy.org; raymundo.jimenez@usw.salvationarmy.org; thelma.jimenez@usw.salvationarmy.org; nilssons@santacruzpl.org; carlos.landaverry@cityofwatsonville.org

Date: Monday, July 15, 2019, 3:00 PM PDT

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Thank you for your interest in the Santa Cruz County CoC Program.

Very truly yours,

Tony Gardner
HAP CoC Consultant

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P.O. Box 205
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HAP 2019

HMIS Log In (<https://ctagroup.org/santa-cruz-hmis/hmis-log-in/>)

User Central (<https://ctagroup.org/santa-cruz-hmis/santa-cruz-user-central/>)

Training (<https://ctagroup.org/santa-cruz-hmis/santa-cruz-training/>)

HAP (<https://ctagroup.org/santa-cruz-hmis/hap-2019/>)

Help (<https://ctagroup.org/santa-cruz-hmis/scz-request-help/>)

Santa Cruz County's Continuum of Care: the HAP



The Santa Cruz County's Continuum of Care is known as the Homeless

Action Partnership ([http://www.sccoplanning.com/PlanningHome/Housing/County-WideHomelessPrograms/HAP\(HomelessActionPartnership\)%E2%80%93ContinuumofCare.aspx](http://www.sccoplanning.com/PlanningHome/Housing/County-WideHomelessPrograms/HAP(HomelessActionPartnership)%E2%80%93ContinuumofCare.aspx)) (HAP). The HAP is a broad-based, community-wide action team that implements a Continuum of Care (CoC) strategy for resolving homelessness.

The HAP's vision is that all Santa Cruz County residents will have the stable housing and appropriate services they need to live in dignity and reach their highest potential...Read more (http://ctagroup.org/wp-content/uploads/2016/07/HAP-Structure_2nd-Draft.docx)

HEAP and CESH

LOI for Community Engagement and Public Communications Services

(<http://ctagroup.org/wp-content/uploads/2019/03/Letter-of-Interest-Communications-and-Community-Engagement.pdf>)

Appendix A to LOI (<http://ctagroup.org/wp-content/uploads/2019/01/Appendix-A-County-of-Santa-Cruz-Purchase-Order-Terms-and-Conditions.pdf>)

LOI for Emergency Shelter Operations (<http://ctagroup.org/wp-content/uploads/2019/01/HEAP-Emergency-Allocation-Letter-of-Interest-FINAL.pdf>)

Final Posted Santa Cruz County HEAP CESH RFP 1/18/19 (<http://ctagroup.org/wp-content/uploads/2019/01/Final-Posted-Santa-Cruz-County-HEAP-CESH-RFP-1-18-19.pdf>)

Santa Cruz County HEAP and CESH Project Budget Format (<http://ctagroup.org/wp-content/uploads/2019/01/Santa-Cruz-County-HEAP-and-CESH-Project-Budget-Format.xlsx>)

Appendix H. HEAP and CESH Program Outcomes Logic Model (http://ctagroup.org/wp-content/uploads/2019/01/Final-Appendix-H.HEAP_.CESH-Program-OutcomesLogicModelTemplate.docx)

2019 CoC NOFA Information

Santa Cruz County 2019 Fed ESG RFA (<http://ctagroup.org/wp-content/uploads/2019/04/Final-Updated-Santa-Cruz-County-2019-Fed-ESG-RFA.pdf>)

HAP 2019 Public Solicitation and CoC Competition Policies and Procedures

(<http://ctagroup.org/wp-content/uploads/2019/07/Final-HAP-2019-Public-Solicitation-and-CoC-Competition-Policies-and-Procedures.pdf>)

HAP 2019 Renewal Project Proposal Form (<http://ctagroup.org/wp-content/uploads/2019/07/HAP-2019-Renewal-Project-Proposal-Form.doc>)

HAP 2019 New Project Application Form (<http://ctagroup.org/wp-content/uploads/2019/07/HAP-2019-New-Project-Application-Form.doc>)

HAP 2019 CoC Timeline (<http://ctagroup.org/wp-content/uploads/2019/07/Santa-Cruz-County-HAP-CoC-Timeline-7-15-19.pdf>)

Final 2019 Santa Cruz County CoC GIW FY 2019 GIW (<http://ctagroup.org/wp-content/uploads/2019/07/Santa-Cruz-County-2019-GIW.xlsx>)

2019 Match Form (<http://ctagroup.org/wp-content/uploads/2019/07/Match-format.docx>)

HAP Board 9/13/19 Meeting Minutes (<http://ctagroup.org/wp-content/uploads/2019/09/Minutes-CoC-Rank-Order-9-13-19-HAP-Board.pdf>)

2018 CoC NOFA Information

Final Submitted 2018 CoC Application (<http://ctagroup.org/wp-content/uploads/2018/09/Final-Submitted-2018-CoC-Application.pdf>)

Final Submitted 2018 Santa Cruz County Priorities Listing (<http://ctagroup.org/wp-content/uploads/2018/09/Final-Submitted-2018-Santa-Cruz-County-Priorities-Listing.pdf>)

Santa Cruz County 2018 Fed ESG RFA (<http://ctagroup.org/wp-content/uploads/2018/06/Final-Updated-Santa-Cruz-County-2018-Fed-ESG-RFA.pdf>)

HAP 2018 Public Solicitation and CoC Competition Policies and Procedures (<http://ctagroup.org/wp-content/uploads/2018/07/HAP-2018-Public-Solicitation-and-CoC-Competition-Policies-and-Procedures.pdf>)

HAP 2018 Renewal Project Proposal Form (<http://ctagroup.org/wp-content/uploads/2018/07/HAP-2018-Renewal-Project-Proposal-Form.doc>)

HAP 2018 New Project Application Form (<http://ctagroup.org/wp-content/uploads/2018/07/HAP-2018-New-Project-Application-Form.doc>)

Final 2018 Santa Cruz County CoC GIW FY 2018 GIW (<http://ctagroup.org/wp-content/uploads/2018/07/Final-2018-Santa-Cruz-County-CoC-GIW-FY-2018-GIW.pdf>)


Match Form (<http://ctagroup.org/wp-content/uploads/2018/07/Match-format.docx>)

8/30/18 CoC Project Ranking and Tiering Notice/Minutes (<http://ctagroup.org/wp-content/uploads/2018/09/Minutes-8-30-18-HAP-Board.pdf>)

Final CoC Application – Posted 9/25/17 (<http://ctagroup.org/wp-content/uploads/2017/09/Final-CA-508-CoC-Application-for-Posting-9-25-17.pdf>)

Final Project Priorities – Posted 9/25/17 (<http://ctagroup.org/wp-content/uploads/2017/09/Final-CA-508-Project-Priorities-for-Posting-9-25-17.pdf>)

Continuum of Care Written Program Standards (<http://ctagroup.org/wp-content/uploads/2017/12/Final-Updated-Santa-Cruz-County-HAP-CoC-Standards-December-2017.pdf>)

 (<http://ctagroup.wpengine.com/wp-content/uploads/2015/10/7.-All-In-Strategic-Plan-FINAL.pdf>)

All In – Santa Cruz County 10 Year Strategic Plan (<http://ctagroup.wpengine.com/wp-content/uploads/2015/10/7.-All-In-Strategic-Plan-FINAL.pdf>)

2016 Chronically Homeless Definition (<http://ctagroup.wpengine.com/wp-content/uploads/2016/01/Chronically-homeless-definition1.docx>)

HAP Documents and Resources

Minutes 8-24-16 HAP Board (<http://ctagroup.org/wp-content/uploads/2016/08/Corrected-Minutes-8-24-16-HAP-Board.pdf>)

Minutes 9-6-17 HAP Board (<http://ctagroup.org/wp-content/uploads/2017/09/Minutes-9-6-17-HAP-Board.pdf>)

Youth Homelessness Demonstration Program

Santa Cruz County CoC Youth Homelessness Demonstration Program Application Narrative (/wp-

content/uploads/2017/01/Santa_Cruz_County_CoC_HUD.YHDP_Narrative_Responses.pdf)

Santa Cruz County CoC Youth System Map (/wp-content/uploads/2017/01/Youth_System_Map.pdf)

Santa Cruz County YHDP Coordinated Community Plan- FINAL Draft (<http://ctagroup.org/wp-content/uploads/2018/01/Santa-Cruz-County-YHDP-CCP-Submission-with-Watermark-01.26.18-1.pdf>)

Invitation for Innovative Proposal (<http://ctagroup.org/wp-content/uploads/2018/02/Final-Santa-Cruz-County-YHDP-IFIP-2-12-18.pdf>)

Letter of Intent Cover Sheet (<http://ctagroup.org/wp-content/uploads/2018/02/Revised-Santa-Cruz-YHDP-LOI-Cover-Sheet-2-22-2018.docx>)

Letter of Intent Narrative (<http://ctagroup.org/wp-content/uploads/2018/02/Santa-Cruz-YHDP-LOI-Narrative-2-12-18.docx>)

YHDP Full Proposal Requirements (<http://ctagroup.org/wp-content/uploads/2018/03/Final-Santa-Cruz-County-YHDP-Full-Proposal-Requirements.pdf>)

YHDP Scoring Tool (<http://ctagroup.org/wp-content/uploads/2018/03/Final-Santa-Cruz-County-YHDP-FP-Scoring-Tool.pdf>)

YHDP Extended Host Homes LOI Form (<http://ctagroup.org/wp-content/uploads/2018/05/Santa-Cruz-YHDP-Extended-Host-Homes-LOI-Form.pdf>)

YHDP Host Homes Project Description (<http://ctagroup.org/wp-content/uploads/2018/05/YHDP-Host-Homes-Project-Description.pdf>)

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SANTA CRUZ COUNTY HOMELESS ACTION PARTNERSHIP



PUBLIC SOLICITATION OF APPLICATIONS

**2019 Local Continuum of Care
Project Evaluation & Application Policies and Procedures**

Process Summary
Requirements
Rating Criteria
Timeline
Instructions

Prepared by Homeless Action Partnership Staff

Updated July 2019

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Resource Information

- 2019 CoC NOFA: <https://www.hudexchange.info/programs/e-snaps/fy-2019-coc-program-nofa-coc-program-competition/#nofa-and-notices>
- CoC Program Interim Rule (24 CFR part 578): <https://www.hudexchange.info/resource/2035/coc-program-interim-rule-formatted-version>
- E-snaps application system: <https://esnaps.hud.gov>
- HUD Websites:
 - www.hud.gov
 - www.hudexchange.info
- Funding Application: <https://www.hudexchange.info/programs/e-snaps/>
- Training and Resources: www.hudexchange.info/homelessness-assistance/
- Code of Conduct for HUD Grant Programs: www.hud.gov/program_offices/spm/gmombgmt/grantsinfo/conduct
- HUD Exchange Ask A Question (AAQ): <https://www.hudexchange.info/program-support/myquestion/>
- Listserv: www.hudexchange.info/maillinglist
- HAP CoC Webpage maintained by CTA: <https://ctagroup.org/santa-cruz-hmis/hap-2019/>
- HAP CoC Webpage maintained by County Planning: <https://www.sccoplanning.com/PlanningHome/Housing/County-WideHomelessPrograms.aspx>

Attachments:

1. **Local CoC Process Timeline**
2. Local Objective Project Rating and Scoring Criteria
3. Local Proposal Instructions and Checklist

ATTACHMENTS

Local CoC Process Timeline

Each year, the Homeless Action Partnership (HAP) administers the Continuum of Care (CoC) Program Competition for HUD funds. This calendar serves as a guide for CoC applicants who are considering applying for new or renewal funds from HUD. Please note that the dates are tentative and may change. Please contact Rayne Marr at ingrid.trejo@santacruzcounty.us or HAP CoC Consultant at tonygardnerconsulting@yahoo.com with questions.

Step	Date
HUD releases 2019 CoC NOFA & E-snaps Applications	July 3
HAP issues initial local notice of HUD funding available	July 5
Technical assistance available from CoC Consultant	Ongoing
HAP releases public notice of local CoC review/application process and materials	July 11
Applicant TA Session to review HUD and local requirements & Santa Cruz County local application	July 24, 10:30-12:00 , Location: United Way, 4450 Capitola Rd., Capitola
Deadline for applicants to submit local supplemental application materials (via e-mail) and HUD applications (via e-snaps) (at least 30 days before HUD deadline)	August 26, 5 pm submit local supplemental applications to ingrid.trejo@santacruzcounty.us and tonygardnerconsulting@yahoo.com . Submit HUD e-snaps application at https://www.hudexchange.info
HAP meeting (includes work on CoC Application issues)	August 28, 10:30-12:30 , Location: TBD
CoC Board meeting to evaluate, approve or reject, and rank/tier CoC projects	September 11, 1:00-3:00 , Location: CAO Sequoia Room, 701 Ocean St., 5 th Floor, Santa Cruz
Written approvals/denials/reductions with explanation sent to applicants (at least 15 days before HUD deadline)	September 13
Applicant appeals period	September 13 - September 17 submit written appeals to applications to ingrid.trejo@santacruzcounty.us and tonygardnerconsulting@yahoo.com .
Deadline for HAP to send appeals decisions	September 20 (appellants to receive written e-mailed decision with explanation)
Project Priorities List finalized	September 24
BOS approval of CoC application	September 24
Deadline for HAP to post CoC Application on website and to notify community members it is available	September 27 (2 days before HUD deadline)
HUD deadline for submission of consolidated CoC Application in e-snaps	September 30 4:59 PST

Local Evaluation/Application Instructions and Checklist

1. LOCAL PROJECT PROPOSAL

Deadline: Monday, August 26, 5 pm

Submit via e-mail (no paper copies) to: tonygardnerconsulting@yahoo.com & ingrid.trejo@santacruzcounty.us

Completed Local Evaluation/Application for your type of project: (1) renewal project, or (2) new project.

Local Attachments:

- Most recently completed CoC Annual Progress Report (APR) (*renewal projects only*)
- Any HUD Letters with HUD Monitoring Findings, dated 1/1/17 or later, relating to your project including follow correspondence (*renewal projects only*)
- Latest Independent Audit, only if available (*all projects*)
- Summary of any agency client surveys or focus groups conducted in the previous two program years, only if available (*all projects*)
- Match letters, need not be submitted but must available for HUD review.

2. HUD ELECTRONIC APPLICATION (E-SNAPS)

Deadline: Monday, August 26, 5 pm

Submit via e-snaps: <https://esnaps.hud.gov/grantium/frontOffice.jsf> (No need to submit paper or e-mail to Tony & Ingrid)

Project Application, including all required charts, narratives, certifications, and attachments.

Please contact the HAP CoC Consultant at tonygardnerconsulting@yahoo.com if you have any questions.

1E-1. Public Posting–Local Competition Announcement.

FY 2019 CoC Local Santa Cruz County Competition - Public Solicitation of Applications and Invitation to Applicant Technical Assistance Session

From: tony gardner (tonygardnerconsulting@yahoo.com)

To: santacruzhap@ctagroup.org

Cc: rayne.marr@santacruzcounty.us; ingrid.trejo@santacruzcounty.us

Bcc: jharuyama@scottsvally.org; Rayne.Marr@santacruzcounty.us; sle4you@yahoo.com; equezada@cccil.org; kathy.molloy@santacruzcounty.us; crossovernetwork@sbcglobal.net; jennyp@hacosantacruz.org; laura@pvshelter.org; homes4everyone@yahoo.com; Nmacias@santacruzcoe.org; paul.gendreau@santacruzcounty.us; rayc@cbridges.org; susan.paradise@santacruzcounty.us; wolfgang@cruzio.com; darrieg@homelessgardenproject.org; aespinoza@cfsc.org; christina@cfsc.org; abutler@frontst.com; rmendoza@frontst.com; kfrost@unitedwaysc.org; mshippen@yahoo.com; Lizet@EnergyServices.org; amccabe@frontst.com; Doxns@earthlink.net; ranell@durjan.com; blipscomb@cityofsantacruz.com; greghardt@crla.org; opsmoran@msn.com; Alan.lamb@santacruzcounty.us; connery@appliedsurveyresearch.org; samantha@appliedsurveyresearch.org; james@appliedsurveyresearch.org; drpalee@aol.com; dlane@cruzio.com; bob@ctagroup.org; michele@teenchallengemb.org; tomr@teenchallengemb.org; scveteranadvocate@gmail.com; patsgorman@hotmail.com; kimberly@pvshelter.org; inbal.yassur@encompasscs.org; jwhite@abodeservices.org; ewilson@midpen-housing.org; ian.winters@encompasscs.org; melisa@fitsantacruz.org; shebreh.kalantarijohnson@encompasscs.org; helen@cabinc.org; doug.mattos@cityofwatsonville.org; mlonski@vetsresource.org; Kristie.Brenda@EncompassCS.org; christine.sipl@EncompassCS.org; jim.straubinger@santacruzcounty.us; kelly.conway@va.gov; mariaelena@cabinc.org; monica.martinez@encompasscs.org; ed@hrcmc.org; stacy.studebaker@va.gov; meg@siennahouse.org; shannon.healer@va.gov; amy.peeler@santacruzcounty.us; LourdesA@cabinc.org; james@crossoversoundwaves.com; AngieM@cabinc.org; jessica.scheiner@santacruzcounty.us; kristina.riera@santacruzcounty.us; erik.riera@santacruzcounty.us; mbernal@cityofsantacruz.com; gmerrill@emergentsystems.com; jdrosen9@gmail.com; Jeanette.Garcia@santacruzcounty.us; pkramer@santacruzpsc.org; LConner@schealthcenters.org; Jennifer.mikkelson@santacruzcounty.us; director@diversitycenter.org; Claudia@fitsantacruz.org; kcorneille@santacruzcoe.org; Andy.Stone@santacruzcounty.us

Date: Monday, July 15, 2019, 2:57 PM PDT

Dear Homelessness Stakeholders:

As you know, the Department of Housing and Urban Development's (HUD's) Notice of Funding Availability (NOFA) for the Fiscal Year 2019 Continuum of Care (CoC) Program Competition was released on Friday, July 3, 2019.

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Copies of the Public Solicitation of Applications and all related local materials will be posted on the HAP webpage at: <https://ctagroup.org/santa-cruz-hmis/hap-2019/>, and on the County Planning Department webpage at: <http://www.sccoplanning.com/PlanningHome/Housing/County-WideHomelessPrograms.aspx>

A CoC Applicant Technical Assistance (TA) Session open to all interested parties will be held a the following date, time, and location:

CoC Applicant TA Session
United Way of Santa Cruz County, Conference Room
4450 Capitola Road
Capitola, California
Wednesday, July 24, 10:30 am - 12:00 pm

The CoC Applicant TA Session is open to representatives of any organization that might be interested in applying for CoC funding, including nonprofit organizations, local governments, instrumentalities of local governments, and public housing agencies. Please RSVP via return e-mail if you are comfortable doing so.

The HAP encourages applications from organizations that have not previously received CoC Program funding. We ask that you and the public forward this Public Solicitation for Applications and other attachments to any interested parties, send them to relevant additional listservs, and post them on public bulletin boards.

If you have any questions, please do not hesitate to contact HAP CoC Consultant Tony Gardner at tonygardnerconsulting@yahoo.com.

Thank you for your interest in the Santa Cruz County CoC Program.

Very truly yours,

Tony Gardner
HAP CoC Consultant

Tony Gardner Consulting

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Final HAP 2019 Public Solicitation and CoC Competition Policies and Procedures.pdf
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Santa Cruz County 2019 GIW.xlsx
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Match format.docx
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From: tony gardner (tonygardnerconsulting@yahoo.com)

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Bcc: martinewatkins@santacruzcoe.org; Victoria.williams@santacruzcounty.us; sarah@casaofsantacruz.org; ksaiahicks@gmail.com; jessiecamarena@yahoo.com; kenneth.salas6@gmail.com; michaelcarballo@gmail.com; angel.m.may@gmail.com; kglass2080@gmail.com; nikkigrant777@gmail.com; abra.murphy@gmail.com; brosephsandoval@gmail.com; droseinda@splg.org; mpaynter@santacruzcoe.org; Najeeb.Kamil@santacruzcounty.us; Richard_Puente@pvusd.net; rowest@cabrillo.edu; kristie.brenda@EncompassCS.org; kareyes@cabrillo.edu; jgoldstein@ci.capitola.ca.us; rebecca.garcia@cityofwatsonville.org; tshull@cityofsantacruz.com; Carlos.Palacios@santacruzcounty.us; thereseadams@baymoon.com; Elissa.Benson@santacruzcounty.us; cfm.roy@gmail.com; gneacc@aol.com; leslie.goodfriend@santacruzcounty.us; PFurlong@bwcmail.org; AEnsign@bwcmail.org; Ifoster@billwilsoncenter.org; mimi.hall@santacruzcounty.us; MArevalo@bwcmail.org; kwojnar@santacruzpsc.org; Nikshita.Patel@santacruzcounty.us; scottg@solopublications.com; claudiabrown@yahoo.com; gmerrill@emergentsystems.com; KalyneF@monarchsc.org; LauraS@monarchsc.org; Sylvia.Caras@gmail.com; tadams@unitedwaysc.org; Allison.Endert@santacruzcounty.us; joey.crottogini@santacruzcounty.us; emurphy@ccah-alliance.org; Raquel.Ruiz@santacruzcounty.us; sylvia.caras@gmail.com; Denise.Acosta@USW.salvationarmy.org; Ji.Im@DignityHealth.org; eromero@cccil.org; ariana@fitsantacruz.org; sara@fitsantacruz.org; debates44@aol.com; pseever@prodigy.net; compassionman@hotmail.com; Magaly.laubach@usw.salvationarmy.org; Harold.Laubachjr@usw.salvationarmy.org; EllenM@hacosantacruz.org; tstagg@santacruzpsc.org; rsteckler@santacruzpsc.org; athompson@santacruzpsc.org; elston13@earthlink.net; skagno@gmail.com; david.davis@santacruzcounty.us; alubin@santacruzpsc.org; tamara.vides@cityofwatsonville.org; homes4everyone@post.com; mmagana@cccil.org; m.alice.blymyer@gmail.com; sames@losd.ca; Yanetcontreras1997@gmail.com; shc.program@fsa-cc.org; Fox.m.shawn@gmail.com; isaiahlgarcia@gmail.com

Date: Monday, July 15, 2019, 2:59 PM PDT

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To: santacruzhap@ctagroup.org

Bcc: jazmineg734@gmail.com; shandara@yogaforallmovement.org; ahgonzalez@splg.org; Ryon.hoffmann@gmail.com; Jamie@santacruzmah.org; codymanning123@gmail.com; kareyes@cabrillo.edu; director@diversitycenter.org; monica.lippi@santacruzcounty.us; CPlatt@bwcmail.org; john@appliedsurveyresearch.org; SOhara@cityofsantacruz.com; adriana.flores@cityofwatsonville.org; galvarez@cccil.org; erin_tully@janussc.org; megan@casasantacruz.org; sam@chmpsc.org; david.davis@santacruzcounty.us; cpeterson@santacruzpsc.org; tomh@baymoon.com; sethm@cbridges.org; mayraf@cbridges.org; cjurado@midpen-housing.org; nmagana@midpen-housing.org; gracehart@aol.com; dickrenard@gmail.com; sarah.leonard@mhcan.org; alicia.hernandez@mhcan.org; cplatt@bwcmail.org; timjudy@comcast.net; serg@steppingupsantacruz.org; sergkagno@gmail.com; kalynef@monarchsc.org; juanluis@cabinc.org; mireyagomezcontreras@gmail.com; nora.krantzler@santacruzcounty.us; nora.boothby@gmail.com; shebrehkj@gmail.com; perejoel@gmail.com; bill@millermxfield.com; geonewhall@gmail.com; annaeadamski@gmail.com; warmingcenterprogram@gmail.com; showalter.jon@gmail.com; marvlewis@hotmail.com; peacefulsuz@gmail.com; oana@pvshelter.org; afrandsen@bwcmail.org; architectatlaw@gmail.com; AlmaM@monarchsc.org; camulcai@cabrillo.edu; guptak1@sutterhealth.org; GandhiB1@sutterhealth.org; koshlaychukj@santacruzpl.org; odriscollj@santacruzpl.org; vwan@abodeservices.org; cgaydos@abodeservices.org; nane.scbu@gmail.com; carol@barriosunidos.net; nane@barriosunidos.net; brooke@streetsteam.org; pgorman@stfrancissoupkitchen.org; peggy.benedum@wingsadvocacy.org; marcos.marquez@usw.salvationarmy.org; angel.marquez@usw.salvationarmy.org; raymundo.jimenez@usw.salvationarmy.org; thelma.jimenez@usw.salvationarmy.org; nilssons@santacruzpl.org; carlos.landaverry@cityofwatsonville.org

Date: Monday, July 15, 2019, 3:00 PM PDT

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Wednesday, July 24, 10:30 am - 12:00 pm

The CoC Applicant TA Session is open to representatives of any organization that might be interested in applying for CoC funding, including nonprofit organizations, local governments, instrumentalities of local governments, and public housing agencies. Please RSVP via return e-mail if you are comfortable doing so.

The HAP encourages applications from organizations that have not previously received CoC Program funding. We ask that you and the public forward this Public Solicitation for Applications and other attachments to any interested parties, send them to relevant additional listservs, and post them on public bulletin boards.

If you have any questions, please do not hesitate to contact HAP CoC Consultant Tony Gardner at tonygardnerconsulting@yahoo.com.

Thank you for your interest in the Santa Cruz County CoC Program.

Very truly yours,

Tony Gardner
HAP CoC Consultant

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Final HAP 2019 Public Solicitation and CoC Competition Policies and Procedures.pdf
419.1kB



HAP 2019 New Project Application Form.doc
152kB



HAP 2019 Renewal Project Proposal Form.doc
144kB



Santa Cruz County HAP CoC Timeline 7-15-19.pdf
58.9kB



Santa Cruz County 2019 GIW.xlsx

14.2kB



Match format.docx

69.5kB

HAP 2019

HMIS Log In (<https://ctagroup.org/santa-cruz-hmis/hmis-log-in/>)

User Central (<https://ctagroup.org/santa-cruz-hmis/santa-cruz-user-central/>)

Training (<https://ctagroup.org/santa-cruz-hmis/santa-cruz-training/>)

HAP (<https://ctagroup.org/santa-cruz-hmis/hap-2019/>)

Help (<https://ctagroup.org/santa-cruz-hmis/scz-request-help/>)

Santa Cruz County's Continuum of Care: the HAP



The Santa Cruz County's Continuum of Care is known as the Homeless

Action Partnership ([http://www.sccoplanning.com/PlanningHome/Housing/County-WideHomelessPrograms/HAP\(HomelessActionPartnership\)%E2%80%93ContinuumofCare.aspx](http://www.sccoplanning.com/PlanningHome/Housing/County-WideHomelessPrograms/HAP(HomelessActionPartnership)%E2%80%93ContinuumofCare.aspx)) (HAP). The HAP is a broad-based, community-wide action team that implements a Continuum of Care (CoC) strategy for resolving homelessness.

The HAP's vision is that all Santa Cruz County residents will have the stable housing and appropriate services they need to live in dignity and reach their highest potential...Read more (http://ctagroup.org/wp-content/uploads/2016/07/HAP-Structure_2nd-Draft.docx)

HEAP and CESH

LOI for Community Engagement and Public Communications Services

(<http://ctagroup.org/wp-content/uploads/2019/03/Letter-of-Interest-Communications-and-Community-Engagement.pdf>)

Appendix A to LOI (<http://ctagroup.org/wp-content/uploads/2019/01/Appendix-A-County-of-Santa-Cruz-Purchase-Order-Terms-and-Conditions.pdf>)

LOI for Emergency Shelter Operations (<http://ctagroup.org/wp-content/uploads/2019/01/HEAP-Emergency-Allocation-Letter-of-Interest-FINAL.pdf>)

Final Posted Santa Cruz County HEAP CESH RFP 1/18/19 (<http://ctagroup.org/wp-content/uploads/2019/01/Final-Posted-Santa-Cruz-County-HEAP-CESH-RFP-1-18-19.pdf>)

Santa Cruz County HEAP and CESH Project Budget Format (<http://ctagroup.org/wp-content/uploads/2019/01/Santa-Cruz-County-HEAP-and-CESH-Project-Budget-Format.xlsx>)

Appendix H. HEAP and CESH Program Outcomes Logic Model (http://ctagroup.org/wp-content/uploads/2019/01/Final-Appendix-H.HEAP_.CESH-Program-OutcomesLogicModelTemplate.docx)

2019 CoC NOFA Information

Santa Cruz County 2019 Fed ESG RFA (<http://ctagroup.org/wp-content/uploads/2019/04/Final-Updated-Santa-Cruz-County-2019-Fed-ESG-RFA.pdf>)

HAP 2019 Public Solicitation and CoC Competition Policies and Procedures

(<http://ctagroup.org/wp-content/uploads/2019/07/Final-HAP-2019-Public-Solicitation-and-CoC-Competition-Policies-and-Procedures.pdf>)

HAP 2019 Renewal Project Proposal Form (<http://ctagroup.org/wp-content/uploads/2019/07/HAP-2019-Renewal-Project-Proposal-Form.doc>)

HAP 2019 New Project Application Form (<http://ctagroup.org/wp-content/uploads/2019/07/HAP-2019-New-Project-Application-Form.doc>)

HAP 2019 CoC Timeline (<http://ctagroup.org/wp-content/uploads/2019/07/Santa-Cruz-County-HAP-CoC-Timeline-7-15-19.pdf>)

Final 2019 Santa Cruz County CoC GIW FY 2019 GIW (<http://ctagroup.org/wp-content/uploads/2019/07/Santa-Cruz-County-2019-GIW.xlsx>)

2019 Match Form (<http://ctagroup.org/wp-content/uploads/2019/07/Match-format.docx>)

HAP Board 9/13/19 Meeting Minutes (<http://ctagroup.org/wp-content/uploads/2019/09/Minutes-CoC-Rank-Order-9-13-19-HAP-Board.pdf>)

2018 CoC NOFA Information

Final Submitted 2018 CoC Application (<http://ctagroup.org/wp-content/uploads/2018/09/Final-Submitted-2018-CoC-Application.pdf>)

Final Submitted 2018 Santa Cruz County Priorities Listing (<http://ctagroup.org/wp-content/uploads/2018/09/Final-Submitted-2018-Santa-Cruz-County-Priorities-Listing.pdf>)

Santa Cruz County 2018 Fed ESG RFA (<http://ctagroup.org/wp-content/uploads/2018/06/Final-Updated-Santa-Cruz-County-2018-Fed-ESG-RFA.pdf>)

HAP 2018 Public Solicitation and CoC Competition Policies and Procedures (<http://ctagroup.org/wp-content/uploads/2018/07/HAP-2018-Public-Solicitation-and-CoC-Competition-Policies-and-Procedures.pdf>)

HAP 2018 Renewal Project Proposal Form (<http://ctagroup.org/wp-content/uploads/2018/07/HAP-2018-Renewal-Project-Proposal-Form.doc>)

HAP 2018 New Project Application Form (<http://ctagroup.org/wp-content/uploads/2018/07/HAP-2018-New-Project-Application-Form.doc>)

Final 2018 Santa Cruz County CoC GIW FY 2018 GIW (<http://ctagroup.org/wp-content/uploads/2018/07/Final-2018-Santa-Cruz-County-CoC-GIW-FY-2018-GIW.pdf>)


Match Form (<http://ctagroup.org/wp-content/uploads/2018/07/Match-format.docx>)

8/30/18 CoC Project Ranking and Tiering Notice/Minutes (<http://ctagroup.org/wp-content/uploads/2018/09/Minutes-8-30-18-HAP-Board.pdf>)

Final CoC Application – Posted 9/25/17 (<http://ctagroup.org/wp-content/uploads/2017/09/Final-CA-508-CoC-Application-for-Posting-9-25-17.pdf>)

Final Project Priorities – Posted 9/25/17 (<http://ctagroup.org/wp-content/uploads/2017/09/Final-CA-508-Project-Priorities-for-Posting-9-25-17.pdf>)

Continuum of Care Written Program Standards (<http://ctagroup.org/wp-content/uploads/2017/12/Final-Updated-Santa-Cruz-County-HAP-CoC-Standards-December-2017.pdf>)

 (<http://ctagroup.wpengine.com/wp-content/uploads/2015/10/7.-All-In-Strategic-Plan-FINAL.pdf>)

All In – Santa Cruz County 10 Year Strategic Plan (<http://ctagroup.wpengine.com/wp-content/uploads/2015/10/7.-All-In-Strategic-Plan-FINAL.pdf>)

2016 Chronically Homeless Definition (<http://ctagroup.wpengine.com/wp-content/uploads/2016/01/Chronically-homeless-definition1.docx>)

HAP Documents and Resources

Minutes 8-24-16 HAP Board (<http://ctagroup.org/wp-content/uploads/2016/08/Corrected-Minutes-8-24-16-HAP-Board.pdf>)

Minutes 9-6-17 HAP Board (<http://ctagroup.org/wp-content/uploads/2017/09/Minutes-9-6-17-HAP-Board.pdf>)

Youth Homelessness Demonstration Program

Santa Cruz County CoC Youth Homelessness Demonstration Program Application Narrative (/wp-

content/uploads/2017/01/Santa_Cruz_County_CoC_HUD.YHDP_Narrative_Responses.pdf)

Santa Cruz County CoC Youth System Map (/wp-

content/uploads/2017/01/Youth_System_Map.pdf)

Santa Cruz County YHDP Coordinated Community Plan- FINAL Draft

(<http://ctagroup.org/wp-content/uploads/2018/01/Santa-Cruz-County-YHDP-CCP-Submission-with-Watermark-01.26.18-1.pdf>)

Invitation for Innovative Proposal (<http://ctagroup.org/wp-content/uploads/2018/02/Final-Santa-Cruz-County-YHDP-IFIP-2-12-18.pdf>)

Letter of Intent Cover Sheet (<http://ctagroup.org/wp-content/uploads/2018/02/Revised-Santa-Cruz-YHDP-LOI-Cover-Sheet-2-22-2018.docx>)

Letter of Intent Narrative (<http://ctagroup.org/wp-content/uploads/2018/02/Santa-Cruz-YHDP-LOI-Narrative-2-12-18.docx>)

YHDP Full Proposal Requirements (<http://ctagroup.org/wp-content/uploads/2018/03/Final-Santa-Cruz-County-YHDP-Full-Proposal-Requirements.pdf>)

YHDP Scoring Tool (<http://ctagroup.org/wp-content/uploads/2018/03/Final-Santa-Cruz-County-YHDP-FP-Scoring-Tool.pdf>)

YHDP Extended Host Homes LOI Form (<http://ctagroup.org/wp-content/uploads/2018/05/Santa-Cruz-YHDP-Extended-Host-Homes-LOI-Form.pdf>)

YHDP Host Homes Project Description (<http://ctagroup.org/wp-content/uploads/2018/05/YHDP-Host-Homes-Project-Description.pdf>)

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SANTA CRUZ COUNTY HOMELESS ACTION PARTNERSHIP



PUBLIC SOLICITATION OF APPLICATIONS

**2019 Local Continuum of Care
Project Evaluation & Application Policies and Procedures**

Process Summary
Requirements
Rating Criteria
Timeline
Instructions

Prepared by Homeless Action Partnership Staff

Updated July 2019

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OVERVIEW OF THE HUD COC NOFA AND CoC INTERIM RULE REQUIREMENTS

Introduction

The purpose of the Continuum of Care (CoC) program is to promote communitywide commitment to the goal of ending homelessness; provide funding for efforts by nonprofit providers, and State and local governments to quickly rehouse homeless individuals and families while minimizing the trauma and dislocation caused to homeless individuals, families, and communities by homelessness; promote access to and effective utilization of mainstream programs by homeless individuals and families; and optimize self-sufficiency among individuals and families experiencing homelessness.

Each year the U.S. Department of Housing and Urban Development (HUD) releases a Notice of Funding Availability (NOFA), signifying the beginning of a funding competition among more than 400 CoCs, the community stakeholder groups that guide local responses to homelessness. The 2019 CoC NOFA was released on July 3, 2019, opening the competition making available **approximately \$2.3 billion** to serve homeless people nationally. The information in the NOFA sets forth the competition rules and processes for 2019. This document includes the highlights of the NOFA; additional information will be shared as it is made available by HUD.

Before the application is submitted to HUD, our CoC, the Homeless Action Partnership (HAP), is required to hold a local competition to determine which projects will be included in the consolidated application, along with their relative priority. The results of the local competition dictate for which projects the CoC will seek funding. Additional information about project application requirements and standards will be available at the upcoming Applicant Technical Assistance Session. For further information about the CoC Notice of Funding Available (NOFA), the CoC Interim Rule, and HUD's CoC online application system (called e-snaps) go to: <https://www.hudexchange.info/programs/e-snaps/fy-2019-coc-program-nofa-coc-program-competition/#nofa-and-notice>.

Funding Available and Tiered Funding Approach

\$3,328,671 is the possible total (before FMR adjustments) for Santa Cruz County projects. This includes:

- **\$3,008,490** is our Annual Renewal Demand (ARD, the amount needed for one-year *renewal* of all expiring CoC grants or reallocation to permanent supportive housing (PSH) where 100% of beds are dedicated to chronically homeless (CH), PSH where the project meets the definition of DedicatedPLUS (details below), rapid rehousing (RRH), joint transitional housing (TH) and RRH projects (details below), coordinated entry (CE), or dedicated homeless management information system (HMIS)
- **\$150,425** is our total possible amount for CoC *bonus* projects. Eligible types of CoC bonus projects: PSH where 100% of beds are dedicated to CH, PSH where the project meets the definition of DedicatedPLUS, RRH, joint TH and RRH, CE, and dedicated HMIS
- **\$79,531** is our total possible amount for nationally competitive Domestic Violence (DV) bonus projects. Eligible types of DV bonus projects: RRH demonstrating (*new this year*) trauma-informed, victim-centered approaches, joint TH and RRH projects demonstrating trauma-informed, victim-centered approaches, and CE projects that better equip CE to meet the needs

of DV survivors (e.g., to implement policies and procedures that are demonstrating trauma-informed and victim-centered or to better coordinate referrals between the CoC's CE system and DV CE system)

- **\$90,225** for one CoC planning project (not competitively ranked).

In 2019, funds are NOT available for:

- Emergency shelter
- Homelessness prevention projects
- New TH only
- New supportive service only projects (except coordinated entry).

Tiering: HUD requires CoCs to rank all projects in two tiers, which are financial thresholds. Tier 1 is 100% of the combined Annual Renewal amounts for all projects eligible for renewal for the first time plus 94% percent of the combined Annual Renewal amounts for all other projects eligible for renewal (*revised this year*). Tier 2 is the remaining ARD *plus* approved bonus projects, as follows:

- **\$2,858,724** is our expected Tier 1 amount
- **\$379,722** is our possible maximum Tier 2 amount (remaining ARD (\$149,766), plus maximum CoC bonus amount (\$150,425), plus maximum competitive DV bonus amount (\$79,531).

The purpose of this tiering is to allow CoCs to clearly indicate to HUD which projects are of highest priority for limited 2019 CoC funding. HUD will select CoC planning projects and Tier 1 projects before it selects Tier 2 projects. CoC planning grants and Tier 1 projects are almost certain to be funded as long as they meet HUD eligibility and threshold requirements. Tier 2 projects, on the other hand, are subject to a national competition, and are less likely to be funded, since there is insufficient funding nationally for all Tier 2 project. See below for further information about the Tier 2 competition.

How HUD Will Select Projects

HUD will select project in the following order:

1. A renewal that exceeds \$10 million
2. All CoC planning projects
3. All Unified Funding Agency (UFA) cost projects
4. DV bonus projects that awarded based on the DV bonus criteria in the CoC NOFA; if awarded as a DV bonus, it will be removed from the list and projects below it will slide up one rank; if not, it will retain the rank provided by the CoC and be treated as a regular ranked project. (*Revised this year*) DV bonus criteria, 100-points possible:
 - a. For RRH or joint TH-RRH projects: (1) up to 25 points will be awarded in direct proportion to the score received on the CoC Application; (2) up to 25 points will be awarded on the extent the CoC is able to quantify the need, the extent of the need, and how the project will fill the gap; and (3) up to 50 points will be awarded based on the previous performance of the applicant in serving DV survivors, including housing and safety outcomes; must also use trauma-informed and victim-centered approaches
 - b. For CE projects: (1) up to 50 points will be awarded in direct proportion to the score received on the CoC Application; and (2) up to 50 points will be awarded based on the extent the CoC can demonstrate the need for CE that better meets the needs of DV survivors and how the project will fill that need

5. Projects fully in Tier 1 will be selected based on CoC score from highest to lowest CoC score
6. Projects fully in Tier 2 will be selected in order of score until there is no more funding available based on the following Tier 2 scoring factors totaling 100 points:
 - a. CoC Score: Up to 50 of 100 points will be awarded in direct proportion to the score received on the CoC Application
 - b. CoC Project Ranking. Up to 40 of 100 points for the CoC's ranking of the project application(s). To more evenly distribute funding across CoCs and take into account the CoCs ranking of projects, point values will be assigned directly related to the CoCs ranking of projects
 - c. (Revised this year) Low Barriers to Entry. Up to 10 of 100 points for:
 - i. How the project demonstrates that it is low-barrier and prioritizes rapid placement and stabilization in permanent housing
 - ii. An HMIS project or CE project will automatically receive 10 points
7. For projects that straddle the two tiers, the Tier 1 portion will be funded in accordance with the above Tier 1 process and the Tier 2 portion will be funded in accordance with the Tier 2 process. HUD may award project funds for just the Tier 1 portion, provided the project is still feasible with the reduced funding (e.g., is able to continue serving homeless program participants effectively).

Overview of Key HUD Changes This Year

- Youth Homelessness Demonstration Program (YHDP): Some YHDP projects awarded in FY 2016 are due for first-time renewal in the FY 2019 CoC Program Competition.
- Expansion Projects: The application submission process for renewal projects that want to submit a new expansion project has changed:
 - New expansion project requests can now be paired with renewal consolidation requests
 - DV bonus projects can now be created as an expansion of a non-DV renewal project so long as the expansion portion of the project is dedicated to the DV bonus population
 - How the start and end dates are calculated for consolidated grants has been changed
- Domestic Violence (DV) Bonus: \$50 million available for new DV Bonus projects:
 - The explicit Housing First requirement has been replaced with a requirement that DV projects demonstrate trauma-informed, victim-center approaches
- CoC Bonus: The CoC Bonus is calculated differently in FY 2019:
 - CoCs are eligible to apply for up to 5 percent of its Final Pro Rata Need (FPRN), or 25 percent of the CoC's Preliminary Pro Rata Need (PPRN) minus its Annual Renewal Demand (ARD), whichever is greater
 - To be eligible, a CoC must demonstrate that it ranks projects based on how they improve system performance
- HUD Policy Priorities: HUD has added two new policy priorities and modified the Housing First policy priority:
 - Policy priorities for employment and for evidence-based practices have been added
 - Housing First policy priority (and Housing First project requirements) now allows communities and projects flexibility to include service participation requirements where they will improve outcomes
- Serving Youth: HUD has clarified that unaccompanied youth 24 and under may be served if they are currently living in "unsafe situations."

- Tier 2 Scoring: HUD has changed how Tier 2 is scored by replacing an explicit Housing First requirement with a “Low Barriers to Entry” requirement (i.e., allowing service requirements)
- New 1-Year Projects: New projects requesting one year of funding can now also request an 18-month contract term to allow for project start-up activities
- Joint TH-RRH Projects: Joint TH-RRH projects can now demonstrate sufficient RRH by:
 - Identifying a budget that has twice as many resources for the RRH portion of the project than the TH portion
 - Having twice as many RRH units at a point in time as TH units, or
 - Showing that the budget and units are appropriate for the population being served
- CoC Scoring Emphasis: HUD has shifted the overall CoC scoring emphasis a little bit more toward the categories for CoC Coordination and System Performance.

HUD’s Homeless Policy & Program Priorities

CoCs and Project Applications will be evaluated based on the extent to which they further HUD’s policy priorities. The information provided in the policy priorities are not as extensive as previous years; however, upon close read you will find that the goal of ending homelessness remains the target. Policy priorities continue to focus on:

1. Ending homelessness for all persons

- Identify, engage, and effectively serve all persons experiencing homelessness
- Measure performance based on local data that take into account the challenges faced by all subpopulations (e.g., veterans, youth, families, or CH)
- Have a comprehensive outreach strategy in place to identify and continuously engage all unsheltered individuals and families
- Use local data to determine the characteristics of individuals and families with the highest needs and longest experiences of homelessness to develop housing and supportive services tailored to their needs
- Use the reallocation process to create new projects that improve their overall performance and better respond to their needs.

2. Creating a systemic response to homelessness

- Use system performance measures such as the average length of homeless episodes, rates of return to homelessness, and rates of exit to permanent housing destinations to determine how effectively they are serving homeless people
- Use Coordinated Entry process to promote participant choice, coordinate homeless assistance and mainstream housing and services to ensure people experiencing homelessness receive assistance quickly, and make homelessness assistance open, inclusive, and transparent.

3. Strategically allocating and using resources

- Use cost, performance, and outcome data to improve how resources are utilized to end homelessness
- Review project quality, performance, and cost effectiveness
- Maximize the use of mainstream and other community-based resources when serving persons experiencing homelessness
- Develop partnerships with Public Housing Authorities (PHAs) to work toward helping CoC

- Program participants exit PSH through Housing Choice Vouchers and other available housing
- Develop partnerships with other government, faith, nonprofits resources specializing in mental health, substance abuse, job training, life skills, and similar activities
- Review all projects eligible for renewal in FY 2019 to determine their effectiveness in serving people experiencing homelessness as well as their cost effectiveness.

4. (New This Year) Increasing employment

- Work with local employment agencies and employers to prioritize training and employment opportunities for people experiencing homelessness
- Promote partnerships with public and private organizations that promote employment.

5. (Revised This Year) Providing flexibility for Housing First & service participation requirements

- Prioritize rapid placement and stabilization in permanent housing without preconditions
- Provides flexibility for communities and programs to use (or not use) service requirements to promote important outcomes (e.g., employment, increased income, reduced substance abuse, and strengthened social connections).

Who can be Served

Persons served by CoC funded projects must be “homeless” under the HUD’s final rule on the definition of homelessness under the HEARTH Act. However, different project types have different requirements for homeless categories and eligibility. The definition includes four broad categories of homelessness:

- 1. People who are living in a place not meant for human habitation, in emergency shelter, in transitional housing, or are exiting an institution** where they temporarily resided if they were in shelter or a place not meant for human habitation before entering the institution. The only significant change from existing practice is that people will be considered homeless if they are exiting an institution where they resided for up to 90 days (it was previously 30 days), and were homeless immediately prior to entering that institution.
- 2. People who are losing their primary nighttime residence, which may include a motel or hotel or a doubled up situation, within 14 days** and lack resources or support networks to remain in housing. HUD had previously allowed people who were being displaced within 7 days to be considered homeless. The regulation also describes specific documentation requirements for this category.
- 3. Families with children or unaccompanied youth who are unstably housed and likely to continue in that state.** This is a new category of homelessness, and it applies to families with children or unaccompanied youth (up to age 24) who have not had a lease or ownership interest in a housing unit in the last 60 or more days, have had two or more moves in the last 60 days, and who are likely to continue to be unstably housed because of disability or multiple barriers to employment. New and renewal RRH, Joint TH-RRH, and SSO projects may serve persons in this category only if HUD has approved the CoC to do so; new and renewal PSH projects may not serve persons in this category.
- 4. People who are fleeing or attempting to flee domestic violence, dating violence, sexual assault, stalking, or other dangerous or life-threatening situations** related to violence; have no other residence; and lack the resources or support networks to obtain other permanent housing.

For information HUD requirements for documenting “homeless” status, please see HUD’s homeless status guidance available at: <https://www.hudexchange.info>.

Unaccompanied Youth

(*New this year*) any youth-serving provider funded under this NOFA may serve unaccompanied youth aged 24 and under (or families headed by youth aged 24 and under) who have an unsafe primary nighttime residence and no safe alternative to that residence. 3rd party documentation of homelessness cannot be required. HUD interprets “living in unsafe situations” as having an unsafe primary nighttime residence and no safe alternative to that residence. These youth-related requirements supersede any conflicting requirements.

Also, **YHDP projects** renewing for the first time in the FY 2019 CoC Program Competition must serve youth experiencing homelessness, including unaccompanied and pregnant youth, where no member of the household is older than 24.

Chronically Homeless

In addition to meeting the definition of homeless, some projects must serve persons who meet the more specific definition of “**chronically homeless**.” These projects include new permanent supportive housing (PSH) projects, renewal PSH projects that were originally funded under chronic homelessness initiatives, and any other PSH project that has committed in recent years to targeting and/or prioritizing chronically homeless.

A homeless individual, or a family with an adult head of household (of if no adult, a minor head of household) with a disability who:

- Lives in a place not meant for human habitation, a safe haven, or in an emergency shelter; AND
- Has been homeless in such place for at least 12 months OR on at least 4 separate occasions in the last 3 years, as long as the combined occasions equal at least 12 months and each break in homelessness separating the occasions included at least 7 consecutive nights.

Stays in institutional care facilities for fewer than 90 days will not constitute as a break in homelessness, but are included in the 12-month total.

Some Types of People who are not Considered Homeless

People in the following situations are NOT homeless:

- Paying excessive amount for housing, housing is substandard, or the housing is crowded;
- Living with relatives or friends;
- Living in a Board and Care, Adult Congregate Living Facility, or similar place;
- Being discharged from an institution (after a stay of 90 consecutive days or more); or
- Utilizing Housing Choice Vouchers, except Katrina evacuees that received Katrina Disaster Housing Assistance Program (KDHAP) Housing Choice Vouchers.

Eligible Project Applicants

Eligible project applicants for the CoC Program Competition are **nonprofit organizations, States, local**

governments, and instrumentalities of State and local governments, and public housing agencies. For-profit entities are not eligible to apply for grants, or to be subrecipients of grant funds.

Eligible CoC Program Components

The CoC program includes the following four project components eligible under the 2019 CoC NOFA:

Permanent housing (PH) is defined as community-based housing without a designated length of stay in which formerly homeless individuals and families live as independently as possible. The CoC Program may fund two types of permanent housing: (1) **permanent supportive housing** (PSH), which is permanent housing with indefinite leasing or rental assistance paired with services to help homeless people with disabilities achieve housing stability; and (b) **rapid re-housing** (RRH), a model that emphasizes housing search and relocation services and short- and medium-term rental assistance to move homeless people as rapidly as possible into permanent housing.

Transitional housing (TH) is a project component that may be used to cover the costs of up to 24 months of housing with accompanying support services, providing a period of stability to enable homeless people to transition successfully to and maintain permanent housing within 24 months of program entry. Program participants must have a lease or occupancy agreement in place when residing in transitional housing. Note: In 2019, HUD is allowing a **Joint TH and RRH component project type**.

Supportive services only (SSO) is a program component limited to recipients and subrecipients providing services to individuals and families not residing in housing operated by the recipient. SSO recipients and subrecipients may use the funds to conduct outreach to sheltered and unsheltered homeless persons, link clients with housing or other necessary services, and provide ongoing support. SSO projects may be offered in a structure or structures at one central site, or in multiple buildings at scattered sites where services are delivered. Projects may also be operated independent of a building (e.g., street outreach) and in a variety of community-based settings, including in homeless programs operated by other agencies. Note: In 2019, the only new SSO projects allowed are **Coordinated Entry** Projects created through reallocation and/or bonus funding.

Homeless Management Information System Funds under this component may be used only by HMIS leads for leasing a structure in which the HMIS operates, for operating the structure in which the HMIS is housed, and/or for covering other costs related to establishing, operating, and customizing a CoC's HMIS. Note: In 2018, reallocation and/or bonus funding can be used for a new dedicated HMIS project.

Eligible Cost Types

CoC Program funding can only be used to support eligible costs listed in the CoC Interim Rule. Not all costs are eligible in each program component or project type. The eligible costs are summarized below. For further information, please see the CoC Interim Rule and CoC Program Introductory Guide at: <https://www.hudexchange.info>.

Acquisition of real property is an eligible cost category under the PH, TH, and SSO program components. Grant funds may be used for up to 100 percent of the cost of purchasing property for the purpose of providing permanent Housing, transitional housing, and supportive services only activities.

Rehabilitation of structures is an eligible cost category under the PH, TH, and SSO program components. Eligible rehabilitation costs include installing cost-saving energy measures and bringing a structure up to health and safety standards. Rehabilitation on leased properties is ineligible.

New construction of structures is eligible under the PH and TH program components. New construction may include building entirely new facilities, constructing an addition to an existing structure that increases the floor area by 100 percent or more, and the cost of land for construction. Grant funds may be used for up to 100 percent of costs (as long as the match requirement is met through other means).

Leasing is an eligible cost category under the PH, TH, SSO, and HMIS program components. Funds may be used to lease individual units or all or part of structures. Rents must be reasonable and, in the case of individual units, the rent paid may not exceed HUD-determined fair market rents. Leasing funds may not be used for units or structures owned by the recipient, subrecipient, or their parent organization. When leasing funds are used to pay rent on units, the lease must be between the recipient or the subrecipient and the landowner, with a sublease or occupancy agreement with the program participant. The recipient may charge the program participant an occupancy charge consistent with the interim CoC rule.

Rental assistance is an eligible cost category under the PH and TH program components and may be tenant-based (TBRA), sponsor-based (SBRA), or project-based (PBRA), depending upon the component type. Rental assistance may be short-term for up to 3 months; medium-term for 4 to 24 months; or long-term for more than 24 months. The length of assistance depends upon the component type under which the cost is funded. Recipients must serve as many program participants as shown in their funding application to HUD, but, if the amount reserved for the term of the grant exceeds the amount needed to pay actual costs, the excess funds may be used to cover property damage, rent increases, or the rental needs of a greater number of program participants. When rental assistance funds are used to pay rent on units, the lease must be between the program participant and the landowner.

Supportive services are eligible costs under the PH, TH, and SSO program components, including Coordinated Entry. All eligible services types are listed in the box, and any cost not listed is ineligible. As in the past, services must be offered to residents of PSH and TH for the full period of their residence. RRH programs must require program participants to meet with a case manager at least monthly. Services may be provided to formerly homeless individuals for up to six months after their exit from homelessness, including the six months following exit from a transitional housing project. Eligible costs include the cost of providing services, the salary and benefits of staff providing services, and materials and supplies used in providing services.

Eligible Types of Services

- Annual assessment of service needs
- Assistance with moving costs
- Case management
- Child care operations or vouchers
- Education services
- Employment assistance and job training
- Food (meals or groceries)
- Housing search and counseling
- Legal services
- Life skills training
- Outpatient mental health services
- Outpatient health services
- Outreach services
- Outpatient substance abuse treatment
- Transportation
- Utility deposits

Operating costs are eligible under the PH, TH, and HMIS program components. Funds may be used to pay the day-to-day operating costs in a single structure or individual housing units, including maintenance (such as scheduled replacement of major systems), repair, building security (when CoC Program funds pay for more than 50 percent of the facility by unit or area), electricity, gas, water, furniture, equipment, property insurance, and taxes. These costs may not be combined with rental assistance costs within the same structure.

HMIS Costs related to contributing client data to or maintaining data in the CoC’s HMIS or a comparable database for victim services providers or legal services providers are eligible costs under the PH, TH, SSO, and HMIS program components. Eligible HMIS costs include hardware, equipment and software costs; training and overhead; and HMIS-related staffing costs.

Project Administration These costs include expenses related to the overall administration of the grant, such as management, coordination, monitoring, and evaluation activities and environmental review.

Indirect Costs

Indirect Costs (also known as “facilities and administrative costs” defined at 2 CFR 200.56) are eligible under the CoC Program for all project types, and if the applicant does not have an approved federally negotiated indirect cost rate, the applicant may use a *de minimus* rate of 10 percent of modified total direct costs. If a renewal project decides to request indirect costs, it must carve the amount out of other program costs.

CoC Renewal Funding

Projects that have existing CoC grants that are expiring can apply for a continuation (renewal) grant under the following parameters.

- **Which Grants Can be Renewed:** To apply for renewal funding, the existing grant must be expiring in the calendar year 2020 (January 1 – December 31, 2020). A grant agreement for the project being renewed must be in place no later than December 31, 2019
- **Applicants That Can Renew:** The applicant must be the same entity that signed the expiring grant agreement with HUD
- **Activities That Can Be Renewed:** A project can only request renewal of term activities:
 - Leasing
 - Rental assistance
 - Operations
 - Supportive services
 - HMIS
 - Project administration
- **Amount That Can be Renewed (GIW):** A project’s request cannot exceed the Annual Renewal Amount for the project approved by HUD in the Grant Inventory Worksheet (GIW)
- **First-Time S+C Renewals:** S+C projects renewing for the first time, can request more units than the original grant if the units are documented with leases and approved in advance by HUD through the CoC Registration and GIW process
- **FMR issues:** Eligible renewal projects requesting rental assistance are permitted to request a per-unit amount less than the Fair Market Rent (FMR), based on the actual rent costs per unit (but not more than). This will help to reduce the number of projects receiving rental assistance that have large balances of unspent funds remaining at the end of the operating year. Renewal project applicants must ensure that the amount requested will be sufficient to cover all eligible costs, as HUD cannot provide funds beyond what is awarded through the competition. HUD will adjust leasing, operating, and rental assistance budget line items based on changes to the Fair Market Rents (FMR). All adjustments will be made prior to award announcement.

- Renewal term: **1 year for all renewal projects.**

Renewing PSH and DedicatedPLUS:

A renewal project that is PSH 100% dedicated to chronically homeless people may either become a DedicatedPLUS project or may continue to dedicate 100 percent of its beds to chronically homeless individuals and families. If a renewal project that has 100 percent of its beds dedicated to chronically homeless individuals and families elects to become a DedicatedPLUS project, the project will be required to adhere to all fair housing requirements.

DedicatedPLUS Projects:

A DedicatedPLUS project is defined as a project where 100 percent of the beds are dedicated to serve individuals with disabilities and families in which one adult or child has a disability, including unaccompanied homeless youth, that at intake are:

- Experiencing chronic homelessness
- Residing in a TH project that will be eliminated and meets the definition of chronically homeless in effect at the time in which the individual or family entered the TH project
- Residing in a place not meant for human habitation, emergency shelter, or safe haven, but the individuals or families experiencing chronic homelessness had been admitted and enrolled in a PH project within the last year and were unable to maintain a housing placement
- Residing in TH funded by a Joint TH and PH-RRH component project and who were experiencing chronic homelessness prior to entering the project
- Residing and has resided in a place not meant for human habitation, a safe haven, or emergency shelter for at least 12 months in the last 3 years, but has not done so on 4 separate occasions OR
- Receiving assistance through a Department of Veterans Affairs (VA)-funded homeless assistance program and met one of the above criteria at initial intake to the VA system.

Consolidating Renewal Projects:

Eligible renewal project applicants may consolidate up to four eligible renewal projects into one project application during the application process. This means that a CoC Program recipient no longer must wait for a grant agreement amendment to be executed to consolidate two or more grants before it can apply for a single consolidated project in the CoC Program Competition. The projects being combined during a grant consolidation will continue uninterrupted.

To be eligible for consolidation, the projects must have the same recipient and be for the same component; and will be funded in this competition only with FY 2019 funds (meaning no funds recaptured from prior years will be awarded to the project). HUD will not permit projects with outstanding problems, such as monitoring findings or financial management issues, to consolidate. HUD will not permit a transitional housing and a permanent housing project to consolidate to form a Joint TH and PH-RRH project and will not permit a transition grant to be consolidated with any other project.

To apply for a consolidated grant, applicants must submit separate renewal project applications in e-snaps for each of the grants that are proposed to be consolidated, and an application for the new consolidated grant with the combined budget and information of all grants proposed for consolidation. Project applications for the grants that are proposed to be consolidated will be ranked, and if all those grants are selected, HUD will award the single consolidated grant. If one of the grants proposed to be consolidated is found to be ineligible for consolidation or is not selected, HUD will award all grants that are eligible for renewal and selected as separate grants.

A Note About Renewal Threshold Requirement: HUD assumes renewal projects meet project eligibility and quality threshold requirements because of previously approved grant applications, unless information to the contrary is received (e.g., monitoring findings, results from investigations by the Office of Inspector General, the recipient routinely does not draw down funds from LOCCS at least once per quarter, or consistently late APRs.). Eligibility threshold is determined on a pass/fail basis, and if standards are not met, the project will be rejected from the competition. Please see the 2019 CoC NOFA for further information regarding how renewal projects are assessed.

HUD reserves the right to reduce or reject a funding from the project applicant for the following:

- Outstanding obligation that is in arrears or a payment schedule has not been agreed upon
- Audit finding(s) for which a response is overdue or unsatisfactory
- History of inadequate financial management accounting practices
- Evidence of untimely expenditures on prior award
- History of other major capacity issues that have significantly affected the operation of the project and its performance
- History of not reimbursing subrecipients for eligible costs timely, or at least quarterly
- History of serving ineligible program participants, expending funds on ineligible costs, or failing to expend funds within statutorily established timeframes.

Creating New Projects

In 2019, CoCs may submit new projects created through (1) reallocation, (2) new project bonus, (3) combination of reallocation and new project bonus, and (4) new DV Bonus projects. Because new project applications may be created through the reallocation or bonus processes, if HUD determines that a project applicant or a CoC incorrectly classified one or more new projects as reallocation or bonus, HUD may reclassify the project(s) as either reallocation or bonus if the CoC exceeded either its reallocation or bonus amount. If a project applicant uses both reallocation and bonus amounts to create a single new project but did not have sufficient amounts available from either source, HUD will reduce the project to the amount available, if any.

The following chart summarizes allowable new project types:

Eligible New Projects from Reallocation, CoC Bonus, or Combination Funding	Eligible DV Bonus Projects
<ol style="list-style-type: none"> 1. New PSH projects that will serve 100 percent chronically homeless families and individuals 2. New PSH projects that will serve the DedicatedPLUS population 3. New RRH projects that will serve individuals and families, including unaccompanied youth 4. Joint TH and RRH projects 5. New CE project 6. New HMIS project. 	<ol style="list-style-type: none"> 1. RRH projects demonstrating trauma-informed, victim-centered approaches 2. Joint TH and RRH projects demonstrating trauma-informed, victim-centered approaches 3. CE projects that better equip CE to meet the needs of DV survivors (e.g., to implement policies and procedures that are demonstrating trauma-informed and victim-centered or to better coordinate referrals between the CoC's CE system and DV CE system).

New Project Threshold Requirements

For new projects, the review process considers applicant and subrecipient eligibility and capacity, project eligibility, and project quality as part of the threshold review. Project Eligibility Threshold: HUD will review eligibility threshold requirements on a pass/fail standard, and if standards are not met, the project will be rejected from the competition.

Applicants and subrecipients must:

- Be eligible under the CoC Program
- Demonstrate financial and management capacity and experience to carry out the project and to administer Federal funds
- Submit required certifications
- Propose an eligible population for the project type, as designated by the CoC Program
- Show that the project is cost-effective, with costs not deviating substantially from the norm in that locale for similar project activities
- Agree to participate in HMIS (except for victim service providers who must use a comparable database).

Project Quality Threshold: HUD will review all new project applications to determine if they meet project quality threshold requirements with clear and convincing evidence. The housing and services proposed must be appropriate to the needs of the program participants and the community.

- For new PSH or RRH projects, applications must receive at least 3 out of 4 possible points, and must meet the 3rd point, to be funded. Quality threshold factors include:
 1. Whether the type of housing, number, and configuration of units will fit the needs of the program participants
 2. Whether the type of the supportive services offered (regardless of funding source) will ensure that participants obtain or retain permanent housing
 3. Whether the plan to connect clients to benefits meets program participant needs
 4. Whether participants are assisted in obtaining and remaining permanent housing in a manner that fits their needs.
- For new Joint TH and RRH projects, applications must receive at least 4 out of 6 possible points, and must meet the 4th point, to be funded. Quality threshold factors include:
 1. Whether the type of housing, number, and configuration of units will fit the needs of the program participants
 2. The proposed project will provide enough rapid rehousing assistance to ensure that at any given time a program participant may move from transitional housing to permanent housing. This may be demonstrated by identifying a budget that has twice as many resources for the rapid rehousing portion of the project than the TH portion, by having twice as many PH-RRH units at a point in time as TH units, or by demonstrating that the budget and units are appropriate for the population being served by the project
 3. Whether the type of the supportive services offered (regardless of funding source) will ensure that participants obtain or retain permanent housing
 4. Whether the plan to connect clients to benefits meets program participant needs
 5. Whether participants are assisted in obtaining and remaining permanent housing in a manner that fits their needs
 6. Whether the project has low barriers to entry and prioritizes rapid placement and stabilization in housing.

- For new SSO projects for centralized or coordinated assessment systems, applications must receive at least 3 out of 5 possible points, and must meet the 5th point, to be funded. Quality threshold factors include:
 1. Whether the system is easily accessible to all in the CoC's geography who are seeking information about homelessness assistance
 2. Whether the advertising strategy is designed to reach persons with the highest barriers
 3. Whether there is a standardized assessment process
 4. Whether the project ensures participants are directed to housing/services that fit their needs
 5. Whether the plan to connect clients to benefits meets program participant needs.

Other threshold requirements:

- Project applicants and potential subrecipients must have satisfactory capacity, drawdowns, and performance for existing grant(s), as evidenced by timely reimbursement of subrecipients, regular drawdowns, and timely resolution of any monitoring findings
- For expansion projects, project applicants must clearly articulate the part of the project that is being expanded. Additionally, the project applicants must clearly demonstrate that they are not replacing other funding sources
- Project applicants must demonstrate they will be able to meet all timeliness standards
- HUD reserves the right to deny the funding request for a new project, if the request is made by an existing recipient that HUD finds to have significant issues related to capacity, performance, or unresolved audit/monitoring finding related to one or more existing grants. Additionally, HUD reserves the right to withdraw funds if no APR is submitted on the prior grant.

More About Reallocation, CoC Bonus, and Combined Projects

- \$150,425 is the maximum CoC bonus amount this year, but again this amount can be combined with reallocated funds, if available, to form a larger project.
- The availability of reallocated funds in any amount is not guaranteed and depends upon whether the HAP Board reallocated funds from one or more renewals for performance reasons or if reallocation would better end homelessness.
- Reallocated, CoC bonus, and combination projects must be ranked and tiered with other projects; there is no separate competition.

PSH bonus and/or reallocation projects:

- May use grant funds for:
 - Acquisition
 - Rehabilitation
 - New Construction
 - Leasing
 - Operations
 - Rental Assistance
 - Supportive Services
 - HMIS
 - Administration
- Must be fully dedicated to (100%) to chronically homeless individuals and families or to the populations allowed by the DedicatedPLUS project type

- Should use a Housing First approach. Housing First is a model of housing assistance that is offered without preconditions (such as sobriety or a minimum income threshold). Service participation requirements are now allowed. Rapid placement and stabilization in permanent housing are primary goals
- May be single site or scattered site
- Services must be offered based on residents needs
- A tenant lease is required, must be for at least one year, must be renewable, and terminable only for cause.

RRH bonus and/or reallocation projects:

- May use grant funds for:
 - Short term (up to 3 months) and/or medium-term (3-24 months) tenant-based rental assistance (must be at full FMR)
 - Supportive services
 - HMIS
 - Administration
- May serve homeless individuals and families, including unaccompanied youth
- Lease is required; must be renewable, for a term of at least one year (regardless of the length of assistance provided), and terminable only for cause.
- Project must:
 - Limit rental assistance to no more than 24 months per household
 - Limit services to no more than 6 months after rental assistance stops
 - Re-evaluate at least once per year whether the project participant continues to lack the resources and support networks necessary to retain housing without CoC assistance
 - Offer supportive services (may include any eligible CoC Program supportive service). Project participants should have access to a wide array of supportive services designed to help them retain stable, long-term housing
 - Require project participants to meet with a case manager at least monthly.
- Project may (in line with written RRH program standards adopted by the HAP):
 - Set a maximum amount or percentage of rental assistance that a project participant may receive
 - Set a maximum number of months (up to 24 months) that a project participant may receive rental assistance
 - Set a maximum number of times that a participant may receive rental assistance
 - Require project participants to share in the costs of rent.

Joint TH and RRH bonus and/or reallocation projects:

- May use grant funds for:
 - Leasing of a structure or units
 - Operating costs to provide transitional housing
 - Short or medium-term tenant-based rental assistance on behalf of program participants to pay for the RRH portion of the project
 - Supportive services
 - HMIS
 - Project administrative costs
- May serve homeless families and/or individuals
- Must use Housing First

- Must be able to provide both components, including the units supported by the TH component and the rental assistance and services provided through the RRH component, to all participants
- A participant may choose to receive only the TH unit or the assistance provided through the RRH component, but the project must make both types of assistance available
- Must provide enough rapid rehousing assistance to ensure that at any given time a program participant may move from transitional housing to permanent housing. This may be demonstrated by identifying a budget that has twice as many resources for the rapid rehousing portion of the project than the TH portion, by having twice as many PH-RRH units at a point in time as TH units, or by demonstrating that the budget and units are appropriate for the population being served by the project
- Must limit total assistance to 24 months.

HMIS bonus and/or reallocation projects:

- Grant funds may be used for: HMIS and Administration
- The CoC's HMIS Lead Agency is the only agency that can apply for this funding.

CE bonus and/or reallocation projects:

- Coordinated entry is defined to mean a centralized or coordinated process designed to coordinate program participant intake, assessment, and provision of referrals. A centralized or coordinated assessment system covers the geographic area, is easily accessed by individuals and families seeking housing or services, is well advertised, and includes a comprehensive and standardized assessment tool
- Grant funds may be used for: Supportive services and Administration.

Transitional Grants

Applicants may transition renewal projects from one CoC Program component to another (e.g., TH to RRH, RRH to PSH) during the competition. To be eligible to receive a transition grant, the renewal project applicant must have the consent of its CoC. To create a transition grant, the CoC must wholly eliminate one or more projects and use those funds to create the single, new transition grant.

For a new project to be considered a transition grant, the applicant for the new project must be the same recipient for the eligible renewal grant(s) being eliminated, and the applicant must provide the grant number(s) of the projects being eliminated to create the new project and attach a copy of the most recently awarded project application (e.g., if the project was last funded in the FY 2018 CoC Program Competition, a copy of the FY 2018 CoC Program Competition project application must be attached to the project application).

New Projects Created Through Expansion of Existing Projects

HUD will allow applicants to apply for a new expansion project under the reallocation process, new CoC bonus, and new DV bonus to expand and eligible renewal project by adding units or beds, persons served, services provide to existing participants, or to add additional activities in the case of HMIS or CE projects. For the new expansion project to be selected for conditional award the renewal project application must also be selected for conditional award. Expansion requests may only be for a one-year term and HUD will not fund capital development activities.

If both the new expansion project and the renewal it expands are selected for funding, one grant agreement incorporating both project applications will be executed. If the renewal project application is not conditionally selected for funding, the expansion project application will not be selected.

(New this year) project applicants may use the DV bonus to expand an existing renewal project that is not currently dedicated to serving survivors of domestic violence, dating violence, or stalking that meet the definition of homeless in order to dedicate additional beds, units, persons served, or services provided to existing program participants to this population.

To apply for an expansion grant, project applicants must submit separate renewal and new project applications and a renewal application that includes the information from the renewal new project application that combines the activities, and budgets into one renewal project application. While the renewal and new projects will be ranked by the CoC, the combined expansion project will not be ranked and, if selected for conditional award, will take the ranked position of the stand-alone renewal project, and the separate new project will be removed from the ranking resulting in project applications below to slide up one ranked position. However, if the combined renewal expansion project is also part of a consolidation project application, HUD will follow the ranking process for consolidated projects outlined in Section II.B.5 and if the combined expansion and consolidation is selected for conditional award, the ranked position of the stand-alone renewal project and the new project will be removed from the ranking, resulting in project applications below to slide up. If HUD determines the combined expansion project is ineligible, HUD will review the renewal and new project applications separately as these projects will retain their ranked position on the CoC Project listings

Additional New Project Design and Implementation Issues

Funding Levels and Adjustments

- New project applications must request the full FMR amount per unit
- HUD will adjust leasing, operating, and rental assistance budget line items based on changes to the Fair Market Rents (FMR). All adjustments will be made prior to award announcement
- If the recipient has a subrecipient, it is required to share at least 50% of project administrative funds with its subrecipient(s).

Timeliness

- Proof of site control, match, environmental review, and the documentation of financial feasibility must be completed within 12 months of the announcement of the award, or 24 months in the case of funds for acquisition, rehabilitation, or new construction. The 12-month deadline may be extended by HUD for up to 12 additional months upon a showing of compelling reasons for delay due to factors beyond the control of the recipient or subrecipient
- For recipients of funds for rehabilitation or new construction:
 1. Construction activities must begin within 9 months of the later of signing of the grant agreement or of signing an addendum to the grant agreement authorizing use of grant funds for the project.
 2. Construction activities must be completed within 24 months of signing the grant agreement.
 3. Activities that cannot begin until after construction activities are completed must begin within 3 months of the date that construction activities are completed
- In order to expend funds within statutorily required deadlines, applicants funded for new sponsor-based and project-based rental assistance must execute the grant agreement and begin

providing rental assistance within 2 years. However, HUD strongly encourages all rental assistance to begin within 12 months of award. Applicants unable to begin within 12 months should consult with the local HUD CPD Field Office.

New Project Grant Terms

It usually makes sense to for new and renewal projects apply for **1 year** renewable yearly to maximize funding. However, the following the following terms were allowable under the 2018 CoC NOFA:

New Projects can request 1, 2, 3, 4, 5, or 15 year grant terms, with the following exceptions:

1. Any new projects that request tenant-based rental assistance may request a **1-year, 2-year, 3-year, 4-year, or 5-year** grant term.
2. Any new project application that includes leasing could only request **up to a 3-year** grant term.
3. Any new projects requesting project-based rental assistance or sponsor-based rental assistance, or operating costs could request up to a 15-year grant term, but request up to **5 years** of funds.
4. Any of the following new projects could request **1-year, 2-year, 3-year, 4-year, or 5-year** grant terms: operating costs, supportive services only, HMIS, and project administration.
5. Any new project applications that requested new construction, acquisition, or rehabilitation had to request a minimum of a **3-year grant term and could request up to a 5-year grant** terms.
6. If an applicant requested funds for new construction, acquisition, or rehabilitation in addition to requesting funds for operating, supportive services, or HMIS, the term had to be **3 years plus the time** necessary to acquire the property, complete construction, and begin operating the project
7. Expansion proposals are limited to **1 year**.
8. (*New this year*) HUD will allow new projects that request a **1 year** of funding to request a longer initial grant term not to exceed 18 months. HUD has determined that most new projects requesting 1 year of funding normally take approximately 3 to 6 months to begin fully operating the new project (e.g., hiring staff, developing partnerships with landowners if leasing or renting). Therefore, a new project requesting 1 year of funding may request a grant term of 12 months to 18 months.

Match Requirements

All eligible funding costs, except leasing, must be matched with no less than a **25 percent cash or in-kind contribution. No match is required for leasing.** The match requirements apply to project administration funds, CoC planning costs, and UFA costs, along with the traditional expenses—operations, rental assistance, supportive services, and HMIS.

Cash match: A recipient or subrecipient may use funds from any source, including any other federal sources (excluding CoC program funds), as well as State, local, and private sources, provided that funds from the source are not statutorily prohibited to be used as a match. (The recipient must ensure that the rules governing match funds allow them to be match for the CoC Program.) The cash must be used for activities that are eligible under the CoC Interim Rule.

- **NOTE: Program income CAN be used as match.**
- Funds from other federal programs (e.g., HUD VASH) are eligible sources of match and are considered government sources. Project applicants are encouraged to include funds from these sources, whenever possible.

In-kind Match: the recipient or subrecipient may use the value of property, equipment, goods, or services contributed to the project, provided that, if the recipient or subrecipient had to pay for such

items with grant funds, the costs would have been eligible. If third-party services are to be used as a match, the recipient or subrecipient and the third-party service provider that will deliver the services must enter into a memorandum of understanding (MOU)—before the grant is executed—documenting that the third party will provide such services and value towards the project.

- Services provided by individuals must be valued at rates consistent with those ordinarily paid for similar work in the recipient's or subrecipient's organization
- The MOU must establish the unconditional commitment, except for selection to receive a grant, by the third party to provide services, the specific service to be provided, the profession of the persons providing the service, and the hourly cost of the service to be provided.

Electronic Application (e-snaps)

The following e-snaps information is a just a brief summary. Project applicants should rely on HUD's very detailed e-snaps materials as authoritative on e-snaps matters.

CoCs and applicants are required to apply for CoC funds electronically through HUD's *e-snaps* system. Santa Cruz County projects must participate in the Santa Cruz CoC application through *e-snaps*. The e-snaps online grant application and management system, training materials, Frequently Asked Questions, and additional resources are available at: <https://www.hudexchange.info>.

Questions may be submitted to HUD through the *e-snaps* Virtual Helpdesk also at: <https://www.hudexchange.info>.

E-snaps can be directly accessed at: <https://esnaps.hud.gov/grantium/frontOffice.jsf>

In essence, applicants will:

1. Create a User Profile (new users only): First, create a user name and password
2. Project Applicant Profile: Second, fill out and submit a Project Applicant Profile form AND
3. Project Application: Finally, register for, fill out and submit a Project Application form for each project and provide applicable attachments.

The CoC lead staff will have access in *e-snaps* to each Project Application in order to review the applications. Any changes needed will be returned to applicants for correction. CoC lead staff will not be able to directly edit Project Applications.

In 2019, the HAP Board must approve (or reject), rank, and place into Tier 1 or Tier 2 all projects correctly submitted in e-snaps. This includes CoC bonus and DV bonus projects. If not correctly submitted, projects cannot be approved or ranked in e-snaps and thus cannot be funded.

Applicants using e-snaps must have a valid **DUNS** number and up-to-date federal **System for Award Management (SAM)** registration, formerly the Central Contractor Registry (CCR).

Again, only basic information is about e-snaps (subject to change and correction) is provided above. Therefore, it is critical that you access and review e-snaps materials at: <https://www.hudexchange.info>.

The Santa Cruz County Homeless Action Partnership's CoC Consultant will be available to answer

questions about e-snaps at tonygardnerconsulting@yahoo.com. ***Before contacting the consultant, please attempt to answer your own question by reading the applicable e-snaps information or training materials.***

Use of Energy Star

The HAP fully supports HUD's policy to promote energy-efficient housing. All McKinney-Vento CoC-funded projects are encouraged to purchase and use Energy Star labeled products. Applicants constructing, rehabilitating, or maintaining housing or community facilities are encouraged to promote energy efficiency in design and operations. They are urged especially to purchase and use products that display the Energy Star label. Applicants providing housing assistance or counseling services are encouraged to promote Energy Star materials and practices, as well as buildings constructed to Energy Star standards, to both homebuyers and renters. Applicants are encouraged to undertake program activities that include developing Energy Star promotional and information materials, providing outreach to low- and moderate-income renters and buyers on the benefits and savings when using Energy Star products and appliances, utilizing Energy Star-designated products in the construction or rehabilitation of housing units, and replacing worn products or facilities such as light bulbs, water heaters, furnaces, etc., with Energy Star products to reduce operating costs. Communities and developers are encouraged to promote the designation of community buildings and homes as Energy Star compliant. For further information about Energy Star, please go to <http://www.energystar.gov/>.

LOCAL SANTA CRUZ COUNTY 2019 CoC PROJECT EVALUATION PROCESS

Role of the Santa Cruz County Homeless Action Partnership (HAP)

Applicants for new and/or renewal CoC funding in 2018 must participate in the local consolidated application being coordinated by the Santa Cruz HAP. The process includes applying for funds, providing information as needed for the consolidated application, and participating in planning meetings. The key local deadlines and requirements are listed in the attached CoC Process Timeline. Please note that the dates and requirements are subject to change. The best way to keep track of such changes is to attend all the meetings; however, we will make our best effort to keep everyone informed! Technical assistance is available from the CoC Consultant at tonygardnerconsulting@yahoo.com.

Types of Projects Encouraged

All eligible projects are encouraged to apply for CoC funds in the local competition. Based upon HUD priorities and Santa Cruz CoC priorities the following proposal types are being encouraged:

Renewal Proposals:

- Renewal of existing CoC and YHDP projects (those expiring in 2020) that are high performing and are an effective use of funds for reducing homelessness.

Reallocation Proposals:

- Voluntary or transitional reallocation of TH projects to (1) new PSH exclusively targeted to CH with emphasis on the longest histories of homelessness and most severe needs,¹ (2) new DedicatedPLUS projects, (3) new Joint TH and RRH projects, (4) new RRH for homeless individuals or families, including unaccompanied youth, and (4) expansion CE or HMIS proposals to the extent justified by unmet operational costs for those programs
- Other proposals requesting reallocation of funds for new PSH exclusively targeted to CH with emphasis on the longest histories of homelessness and most severe needs, new DedicatedPLUS projects, new Joint TH and RRH projects, or new RRH for homeless individuals or families, including unaccompanied youth
- Proposals requesting reallocation of funds for expansion of coordinated entry and HMIS projects to the extent justified by unmet operational costs for those programs.

New Project Bonus Proposals

- New PSH serving exclusively CH individuals and families with emphasis on the longest histories of homelessness and most severe needs
- New PSH DedicatedPLUS projects
- New Joint TH and RRH projects
- New RRH for homeless individuals or families, including unaccompanied youth
- Proposals requesting reallocation of funds for expansion of coordinated entry and HMIS projects to the extent justified by unmet operational costs for those programs.

¹ See CPD Notice 14-012 on prioritizing persons with experiencing chronic homelessness for more details at: <https://www.hudexchange.info/resources/documents/Notice-CPD-14-012-Prioritizing-Persons-Experiencing-Chronic-Homelessness-in-PSH-and-Recordkeeping-Requirements.pdf>. The CoC has adopted this policy.

DV Bonus Proposals

- RRH projects demonstrating trauma-informed, victim-centered approaches
- Joint TH and RRH projects demonstrating trauma-informed, victim-centered approaches
- CE project that better equips CE to meet the needs of DV survivors (e.g., to implement policies and procedures that are demonstrating trauma-informed and victim-centered or to better coordinate referrals between the CoC's CE system and DV CE system).

The following types of projects are not eligible for CoCs like ours under HUD's rules:

- Emergency shelter
- Homelessness prevention
- New transitional housing
- New supportive services only.

Notice Regarding Potential Reallocation of Funds

Please be aware that the HAP will review all renewal grants and may reallocate funds if it finds that one or more renewal project is under performing, obsolete, or ineffective, or that reallocation would reduce homelessness. See above for the types of projects that are eligible to receive reallocated funds.

Encouragement of Voluntary or Transitional Reallocation to Better Align the CoC

In order to encourage projects to voluntarily align themselves with HUD priorities and local priorities under *All In: Toward a Home for Every Santa Cruz County Resident*, existing transitional housing projects, or other projects components that are no longer needed, that no longer match the agency's mission, or that are underperforming, wishing to convert their project to one of the eligible new reallocation project types described above, will be given priority by the HAP Governance Board in accessing the funds reallocated from their existing project. If desired, such projects may use the transitional grant procedure allowed this year under the 2019 CoC NOFA.

Any such project must complete a new project application as part of the local competition and will be scored on the basis of that application.

Specific Methods of Evaluating Proposals From Victim Service Providers

The HAP encourages applications from victim service providers and other providers for DV bonus projects and other projects that will help meet the housing, safety, and other needs of survivors of domestic violence, dating violence, and stalking. The following specific evaluation methods apply to proposals from victim service providers:

Renewal Proposals:

- Use of comparable database: Victim service providers are prohibited from entering data into HMIS, and instead must use a comparable database that meets HMIS requirements. Therefore, all relevant performance and data questions in the local supplemental application and the HUD e-snaps application must be answered using aggregate (non-identifiable) data from a comparable database.

- Addressing safety needs: The project quality, readiness, and appropriateness section of the local supplemental application and the project description section of HUD e-snaps application must include a description of how the project will improve the safety of participants, and the performance metrics section of local supplemental application must propose at least one relevant measure of the degree of participant safety.

New Project Proposals

- Use of comparable database: Victim service providers are prohibited from entering data into HMIS, and instead must use a comparable database that meets HMIS requirements. Therefore, victim service providers proposing new projects must agree to use a comparable database and to provide the CoC with aggregate (non-identifiable) data from the comparable database.
- Addressing safety needs: The project quality, readiness, and appropriateness section of the local supplemental application and the project description section of HUD e-snaps application must include a description of how the project will improve the safety of participants, and the program goals to be measured annually section of local supplemental application must propose at least one relevant measure of the degree of participant safety.

Encouragement of New Applicants and Technical Assistance for Applicants

The HAP is open to and encourages applications from entities that have not previously been awarded CoC funds. Any prospective or new applicants are requested to contact at tonygardnerconsulting@yahoo.com to learn more about the CoC application goals, requirements and process. In addition, prospective and new applicants will be invited to participate in all of the process steps below, including the Applicant Technical Assistance Session and on-call technical assistance being made available to all applicants.

Basic Local Evaluation Process Steps, Local Deadlines, Decision Minutes, Notice to Applicants, and Website Posting of Priority Listings

- CoC staff issue an internal (Santa Cruz County) notice of funding with an application timeline specifying key requirements, criteria including system performance measures, dates, and deadlines.
- CoC Consultant holds a Technical Assistance Session to brief all prospective, new, and existing applicants about the requirements and process and to make sure every applicant has the necessary information and evaluation and application-related materials to apply.
- CoC Consultant furnishes on-going technical assistance to all applicants e-mail regarding technical requirements and *e-snaps*.
- The CoC requires that local Project Proposals using HAP-created evaluation forms with required attachments (such as renewal APRs) be submitted along with e-snaps applications for review and ranking by the HAP Board (at least 30 days before the HUD deadline).
- The HAP Board meets to approve or reject, score, rank, and place in Tier 1 or Tier 2 renewal and new project applications (including CoC and DV bonus projects), and to hear applicant presentations.
- The CoC provides notice to applicants regarding project approval or rejection, rank order, tier placement, and any reduction (at least 15 days before the HUD deadline). Minutes of the decisions will be made available to all CoC Members, and will posted online with the Project Priority listings.

- The CoC requires that complete and accurate Project Applications be submitted in *e-snaps* with all HUD-required forms (CoC staff will conduct a thorough technical review of the Project Applications and may amend them back in e-snaps for correction and re-submission).
- The Collaborative Applicant posts the CoC Application and Project Priorities submission online for public review (at least two days before the HUD deadline).
- The Collaborative Applicant submits the final 2019 CoC application in e-snaps to HUD, including the CoC Application, Project Applications, and Project Priority Listings.

Please see the attached 2019 CoC Process Timeline for further details about the process steps.

HAP Board Rating and Ranking and Publicly Announced Objective Criteria

HUD requires that the community review, approve (or reject), rank, and place into Tiers 1 and 2 (if applicable) all projects submitted (including CoC and DV bonus projects, but not including the CoC planning project, which is not ranked). As in previous years, this process will be carried out by the HAP Board with members selected for (1) lack of conflict of interest, (2) knowledge of the community and homelessness issues, and (3) representative of varied geographic, subpopulation, and sector interests.

HAP Board members will engage in a fair, objective decision process that may include the following:

1. Signing the HAP Board's No Conflict of Interest Policy and recusal in any cases of conflict.
2. Reviewing, rating, and evaluating local projects using previously publicly announced objective criteria that include system performance measures (please see the accompanying Review Criteria sheet for further details).
3. The local applications and Evaluation Criteria will include project HMIS data used to measure project and system performance in line with national HEARTH Act performance objectives.
4. Proposal question and answer with applicants (if needed).
5. Discussion of the local applications in the context of local strategic plan and HUD priorities and needs, performance metrics, etc.
6. Vote on the approval (or rejection), rank order, and tier placement (if applicable) of each new and renewal project (including bonus projects). The majority voting process is detailed in the HAP CoC Charter.
7. As mentioned above, all applicants will receive notice regarding project approval (or rejection), rank order, Tier placement, and any reduction (at least 15 days before the HUD deadline). Minutes of the rating and ranking decisions, and bonus selection, will be made available to all CoC Members, and will be posted online with the Project Priority listings (at least two days before the HUD deadline).

Deadlines and Proposal Requirements

Please see the attached Process Timeline and Local Proposal Instructions/Checklist.

On-Call Technical Assistance: New and Existing Applicants

If you need on-call technical assistance please don't hesitate to contact the HAP CoC Consultant at tonygardnerconsulting@yahoo.com.

Resource Information

- 2019 CoC NOFA: <https://www.hudexchange.info/programs/e-snaps/fy-2019-coc-program-nofa-coc-program-competition/#nofa-and-notices>
- CoC Program Interim Rule (24 CFR part 578): <https://www.hudexchange.info/resource/2035/coc-program-interim-rule-formatted-version>
- E-snaps application system: <https://esnaps.hud.gov>
- HUD Websites:
 - www.hud.gov
 - www.hudexchange.info
- Funding Application: <https://www.hudexchange.info/programs/e-snaps/>
- Training and Resources: www.hudexchange.info/homelessness-assistance/
- Code of Conduct for HUD Grant Programs: www.hud.gov/program_offices/spm/gmombgmt/grantsinfo/conduct
- HUD Exchange Ask A Question (AAQ): <https://www.hudexchange.info/program-support/myquestion/>
- Listserv: www.hudexchange.info/maillinglist
- HAP CoC Webpage maintained by CTA: <https://ctagroup.org/santa-cruz-hmis/hap-2019/>
- HAP CoC Webpage maintained by County Planning: <https://www.sccoplanning.com/PlanningHome/Housing/County-WideHomelessPrograms.aspx>

Attachments:

1. Local CoC Process Timeline
2. Local Objective Project Rating and Scoring Criteria
3. Local Proposal Instructions and Checklist

ATTACHMENTS

Local CoC Process Timeline

Each year, the Homeless Action Partnership (HAP) administers the Continuum of Care (CoC) Program Competition for HUD funds. This calendar serves as a guide for CoC applicants who are considering applying for new or renewal funds from HUD. Please note that the dates are tentative and may change. Please contact Rayne Marr at ingrid.trejo@santacruzcounty.us or HAP CoC Consultant at tonygardnerconsulting@yahoo.com with questions.

Step	Date
HUD releases 2019 CoC NOFA & E-snaps Applications	July 3
HAP issues initial local notice of HUD funding available	July 5
Technical assistance available from CoC Consultant	Ongoing
HAP releases public notice of local CoC review/application process and materials	July 11
Applicant TA Session to review HUD and local requirements & Santa Cruz County local application	July 24, 10:30-12:00 , Location: United Way, 4450 Capitola Rd., Capitola
Deadline for applicants to submit local supplemental application materials (via e-mail) and HUD applications (via e-snaps) (at least 30 days before HUD deadline)	August 26, 5 pm submit local supplemental applications to ingrid.trejo@santacruzcounty.us and tonygardnerconsulting@yahoo.com . Submit HUD e-snaps application at https://www.hudexchange.info
HAP meeting (includes work on CoC Application issues)	August 28, 10:30-12:30 , Location: TBD
CoC Board meeting to evaluate, approve or reject, and rank/tier CoC projects	September 11, 1:00-3:00 , Location: CAO Sequoia Room, 701 Ocean St., 5 th Floor, Santa Cruz
Written approvals/denials/reductions with explanation sent to applicants (at least 15 days before HUD deadline)	September 13
Applicant appeals period	September 13 - September 17 submit written appeals to applications to ingrid.trejo@santacruzcounty.us and tonygardnerconsulting@yahoo.com .
Deadline for HAP to send appeals decisions	September 20 (appellants to receive written e-mailed decision with explanation)
Project Priorities List finalized	September 24
BOS approval of CoC application	September 24
Deadline for HAP to post CoC Application on website and to notify community members it is available	September 27 (2 days before HUD deadline)
HUD deadline for submission of consolidated CoC Application in e-snaps	September 30 4:59 PST

Local Objective Project Rating and Scoring Criteria – 100 Points Possible

The following objective rating and scoring criteria are aligned with the priorities of *All In: Toward a Home for Every Santa Cruz County Resident*. They were developed by the HAP for use by the HAP Board in rating and ranking new and renewal proposals CoC funds. Each Local Project Proposal will be scored using the following publicly announced objective criteria. The HAP Board will use the scores to help determine whether each proposal is approved (or rejected), its rank order, and whether it is placed in Tier 1 or Tier 2 (if applicable), or is selected for the CoC bonus or DV bonus (if applicable). Each scoring criterion relates to a particular question in the Local Project Proposal Form (new and renewal).

1. Housing/Project Type (5 points possible)

5 points, including –

5 points for:

- (a) Renewal projects of the following types:
 - a. PSH serving 100% chronically homeless persons with emphasis on the longest histories of homelessness and most severe needs
 - b. PSH serving 100% chronically homeless persons that choose to transition to the new DedicatedPLUS project type
 - c. RRH for homeless individuals or families, including unaccompanied youth
 - d. CE projects.
- (b) New projects of the following types proposing to use funds reallocated (including voluntary or transitional reallocations) from renewals and/or new project bonus funds:
 - a. PSH serving 100% chronically homeless persons with emphasis on the longest histories of homelessness and most severe needs
 - b. PSH of the new DedicatedPLUS project type
 - c. Joint TH and RRH projects
 - d. RRH for homeless individuals or families, including unaccompanied youth
 - e. Expansion of CE or HMIS to the extent justified by unmet operational costs for these programs.
- (c) New DV bonus projects of the following types:
 - a. RRH projects that must follow a Housing First approach
 - b. Joint TH and RRH projects that must follow a Housing First approach
 - c. CE project to implement policies, procedures, and practices that equip the CoC's Coordinated Entry to better meet the needs of survivors of domestic violence, dating violence, sexual assault, or stalking.

2.5 points for:

- (a) Renewal projects of the following types:
 - a. TH projects
 - b. PSH projects that are not dedicated 100% to chronically homeless persons with the longest histories of homelessness and most severe needs or are not DedicatedPLUS projects
 - c. HMIS projects.
- (b) New projects of the following types proposing to use funds reallocated from renewals or PH bonus funds:

- a. PSH projects that are not dedicated 100% to chronically homeless persons with the longest histories of homelessness and most severe needs or are not DedicatedPLUS projects.

0 points for:

- All other projects.

Where to look on the renewal application: **Application Question 3** (staff have totaled points for you)

Where to look on the new project application: **Application Question 3** (staff have totaled points for you)

2. Consistency with the Strategic Priorities and Action Strategies of the Strategic Plan, All In (15 points possible)

How does your proposed project help meet the strategic priorities and actions strategies of *All In: Toward a Home for Every Santa Cruz County Resident*? Please identify strategic priorities and action strategies (and any other plan goals) the project will address will address.

Where to look on the renewal application: **Application Question 10**

Where to look on the new project application: **Application Question 9**

3. Project Quality, Readiness & Appropriateness (5 points possible)

Explain how your project's design and mix of services and/or housing are appropriate for serving the population it intends to serve. How are the project's budget, staffing, and administrative structure realistic for the proposed program? *Victim service providers only: How will the project increase the safety of project participants?*

Where to look on the renewal application: **Application Question 11**

Where to look on the new project application: **Application Question 10**

4. Program Goals, Design, HMIS (or comparable database) Performance Metrics (20 points possible)

HMIS projects and first-year projects without a full year of APR data will automatically get 12 points.

For Renewal Projects: Please provide the performance metric information requested from your last HMIS-generated APR (or comparable database for victim service providers) relating to these questions:

Housing Stability: (7 points)

- For PSH, did you meet the standard in helping leavers and stayers combined retain permanent housing for 7 months or more? HUD and CoC Performance Standard – **at least 80%**
- For transitional housing and RRH, did you meet the standard in helping leavers find and move into permanent housing? HUD and CoC Performance Standard – **at least 80%**

Income: (5 points - 2.5 pts. per question)

- For all projects except HMIS, did you meet the standard in helping leavers and stayers combined maintain or increase income from employment AND non-cash benefits from mainstream sources? CoC Performance Standard – **at least 75%**
- For all projects except HMIS, did you meet the standard in helping ADULT leavers and stayers combined maintain or increase income from employment ONLY? CoC Performance Standard – **at least 25%**

Non-Cash Mainstream Benefits: (2 points)

- For all projects except HMIS, did you meet the standard in helping leavers and stayers combined maintain or increase at least one source of non-cash benefits? CoC Performance Standard – **at least 50%**

Program Occupancy: (2 points)

- For all projects except HMIS, did you meet the standard in ensuring that average program occupancy met CoC standard. CoC Performance Standard – **at least 90% for the year**

Returns to Homelessness: (2 points)

- For all projects except HMIS, did you meet the standard in ensuring that leavers did not exit to non-permanent destinations (e.g., shelters, transitional housing, hotels, motels, and the streets)? CoC Performance Standard – **no more than 20%**

Length of Stay: (2 points)

- For PSH only, did you meet the standard by increasing the annual average LOS in permanent housing for leavers and stayers combined? – **higher LOS average than previous APR year**
- For TH and RRH only, did you meet the standard by decreasing the annual average LOS in TH or RRH for leavers? – **lower LOS average than previous APR year**

Victim Service Providers only - Safety: (not scored this year):

- *Please propose at least one relevant measure of the degree of participant safety that you will commit to using in the future.*

Renewal applicants get full points for each measure if they met the performance target, half points if they missed the target by 10% points or less, and 0 points if they missed the target by 10% points more.

For New Housing Projects Only: Please briefly identify:

- Your program goals to be measured annually in the HUD Annual Performance Report (APR);
- Where your homeless participants will come from;
- Your outreach plan to bring participants in;
- The types and frequency of services participants will receive;
- How participants will be helped to obtain and remain in permanent housing; and
- How participants will be helped to increase their employment and income and live independently.
- *Victim Service Providers only - Please propose at least one relevant measure of the degree of participant safety that you will commit to using in the future.*

For New Coordinated Entry Projects Only: Please briefly identify:

- The geographic accessibility of the proposed system for all persons within the CoC's geographic area who are seeking information regarding homeless assistance;
- The strategy for advertising the project that is designed specifically to reach homeless persons with the highest barriers within the CoC's geographic area;
- The standardized assessment process proposed (or the process to choose a standardized assessment system); and,
- Whether/how the system will ensure that program participants are directed to the appropriate housing and services to fit their needs.

*Where to look on the renewal application: **Application Question 12***

*Where to look on the new project application: **Application Question 11***

(Note that the new project application (permanent supportive housing, rapid re-housing, coordinated entry or HMIS) focuses on goals and design; renewal application looks at performance and outcomes)

5. Housing First Emphasis and Severity of Needs (10 points possible)

As the question is not applicable to HMIS, HMIS projects will automatically get 8 points.

Serving People with the Highest Barriers to Housing (6 points):

To what extent does your project embrace the following Housing First approaches?

1. Does the project prioritize client selection based on duration of homelessness and vulnerability?
2. Does the project accept all clients regardless of substance use history, or current use?
3. Does the project accept clients who are diagnosed with, or show symptoms of, a mental illness?
4. Does the project accept clients regardless of criminal history?
5. Does the project accept clients regardless of income or financial resources?
6. Does the project use a harm-reduction model for drugs and/or alcohol use?

Each “yes” response receives 1 point; each “no” response receives 0 points.

Removing Barriers to Housing (4 points)

To what extent does your project eliminate the following barriers to housing?

1. Must have minimum income
2. Must have current employment
3. Must have state issued photo id
4. Must show sobriety (drugs or alcohol)
5. No presenting of symptoms of mental illness
6. Must have transportation
7. Must have specific disabling condition (e.g., MH, SA, HIV/AIDS)
8. Must show use medication

Each non-checked (“no”) response receives 1/2 point; each checked (“yes”) response receives 0 points.

*Where to look on the renewal application: **Application Question 13***

*Where to look on the new project application: **Application Question 12***

6. Agency/Collaborative Capacity (10 points possible)

Briefly explain the type and length of experience of all organizations involved in implementing the proposed project, including the project sponsor, housing and supportive service providers, and any key subcontractors. Describe experience directly related to their role in the proposed project as well as their overall experience working with homeless people. For projects contracting for and overseeing the construction or rehabilitation of housing, leasing housing, or administering rental assistance, describe experience, as applicable.

*Where to look on the renewal application: **Application Question 14***

*Where to look on the new project application: **Application Question 13***

7. Budget and Cost Effectiveness (10 points possible)

Does your project comparatively “deliver” enough per person given its costs? Please explain how your costs per person are all necessary and reasonable. For new permanent housing projects only: Does the budget help meet the CoC goal of emphasizing *housing activities* (percentage of HUD new project dollars requested for housing activities [leasing and operations] versus *services activities* [case management] not including admin)?

*Where to look on the renewal application: **Application Question 15***

*Where to look on the new project application: **Application Question 14***

9. Addresses Chronic Homeless Population (10 points possible)

HUD defines chronically homeless as:

(1) An individual who: (i) Is homeless and lives in a place not meant for human habitation, a safe haven, or in an emergency shelter; and (ii) Has been homeless and living or residing in a place not meant for

human habitation, a safe haven, or in an emergency shelter continuously for at least one year or on at least four separate occasions in the last 3 years; and (iii) Can be diagnosed with one or more of the following conditions: substance use disorder, serious mental illness, developmental disability, post-traumatic stress disorder, cognitive impairments resulting from brain injury, or chronic physical illness or disability; (2) An individual who has been residing in an institutional care facility for fewer than 90 days and met all of the criteria in paragraph (1) of this definition, before entering that facility; or (3) A family with a head of household who meets all of the criteria in paragraph (1) of this definition, including a family whose composition has fluctuated while the head of household has been homeless.

Points will be for the percentage of clients to be served who are homeless under HUD's definition as follows:

- 10 points – 100% served are chronically homeless (note: PH bonus projects must serve 100% chronically homeless)
- 7.5 points – 70-99%
- 5 points – 50-69%
- 2.5 points – 25-49%
- 1 point – 1-24%
- 0 points – 0%.

*Where to look on the renewal application: **Application Question 16***

*Where to look on the new project application: **Application Question 15**
(staff have already totaled these points for you)*

10. Mainstream Resources (10 points possible)

Please check each strategy your program uses to help clients access federal mainstream benefits, including Medicaid; State Children's Health Insurance Program; TANF (CalWORKS); Food Stamps; SSI; Workforce Investment Act; *Employment Income*; Welfare to Work Grant Programs; and, Veterans Health Care. Points will be allocated as follows:

- 10 points – 7 - 8 strategies used
- 8 points – 5 - 6 strategies used
- 6 point – 3 - 4 strategies used
- 4 points – 2 strategies used
- 2 point – 1 strategy used
- 0 points – 0 strategies used.

*Where to look on the renewal application: **Application Question 17***

*Where to look on the new project application: **Application Question 16**
(staff have already totaled these points for you)*

11. Community Collaboration and Participation (5 points possible) *Please note: There is no need to submit a narrative response. Sub-scores will be determined by HAP staff based upon appropriate HAP and documentation for the period from September 19, 2018 to the present time.*

Does the applicant agency participate in Homeless Action Partnership activities mandated by HUD, as follows?

1. HAP meeting participation: 3 points possible
 - a. 0 points: Agency attends 0% to 24% of full HAP meetings.
 - b. 1 point: Agency attends 25% to 49% of full HAP meetings.
 - c. 2 points: Agency attends 50% to 74% of full HAP meetings

- d. 3 points: Agency attends 75% to 100% of full HAP meetings.
- 2. HMIS participation: 2 points possible
 - a. 0 points: No data submitted to HMIS
 - b. 1 point: Has data in HMIS for some (less than 100%) of housing programs listed in the homeless housing inventory
 - c. 2 points: Has data in HMIS for all (100%) of housing programs listed in the homeless housing inventory.

*Where to look on the renewal and new applications: **No question/response on the applications** (staff have already totaled these points for you using relevant data on the applicant's HAP and HMIS participation)*

Local Evaluation/Application Instructions and Checklist

1. LOCAL PROJECT PROPOSAL

Deadline: **Monday, August 26, 5 pm**

Submit via e-mail (no paper copies) to: tonygardnerconsulting@yahoo.com & ingrid.trejo@santacruzcounty.us

Completed Local Evaluation/Application for your type of project: (1) renewal project, or (2) new project.

Local Attachments:

- Most recently completed CoC Annual Progress Report (APR) (*renewal projects only*)
- Any HUD Letters with HUD Monitoring Findings, dated 1/1/17 or later, relating to your project including follow correspondence (*renewal projects only*)
- Latest Independent Audit, only if available (*all projects*)
- Summary of any agency client surveys or focus groups conducted in the previous two program years, only if available (*all projects*)
- Match letters, need not be submitted but must available for HUD review.

2. HUD ELECTRONIC APPLICATION (E-SNAPS)

Deadline: **Monday, August 26, 5 pm**

Submit via e-snaps: <https://esnaps.hud.gov/grantium/frontOffice.jsf> (No need to submit paper or e-mail to Tony & Ingrid)

Project Application, including all required charts, narratives, certifications, and attachments.

Please contact the HAP CoC Consultant at tonygardnerconsulting@yahoo.com if you have any questions.

Memorandum of Understanding
for
Workforce Santa Cruz County
Between the
Workforce Development Board, the Workforce Partners,
and the
County Board of Supervisors

Preamble/Purpose of MOU

The Workforce Innovation and Opportunity Act (WIOA) requires that a Memorandum of Understanding (MOU) be developed and executed between the Local Board and the America's Job Center of CaliforniaSM (AJCC) partners to establish an agreement concerning the operations of the AJCC delivery system. The purpose of the MOU, is to establish a cooperative working relationship between the parties and to define their respective roles and responsibilities in achieving the policy objectives. The MOU also serves to establish the framework for providing services to employers, employees, job seekers and others needing workforce services.

This MOU is entered into in a spirit of cooperation for the purpose of collaborative operation and management of Workforce Santa Cruz County (WFSCC), the local "One-Stop" Career Center system by the signatory agencies, hereafter referred to as "Partners". This MOU supersedes the May 2000 MOU under the Workforce Investment Act (WIA).

California's one-stop delivery system, the AJCC, is a locally-driven system which develops partnerships and provides programs and services to achieve three main policy objectives established by the California Workforce Development Strategic Plan, which includes the following:

- Foster demand-driven skills attainment
- Enable upward mobility for all Californians
- Align, coordinate, and integrate programs and services

These objectives will be accomplished by ensuring access to high-quality AJCCs that provide the full range of services available in the community for all customers seeking the following:

- Looking to find a job.
- Building basic educational or occupational skills.
- Earning a postsecondary certificate or degree.
- Obtaining guidance on how to make career choices.
- Seeking to identify and hire skilled workers.

Local/Regional Vision Statement, Mission Statement, and Goals***"Building Economic Prosperity Through Workforce Development"***

Vision: Workforce Santa Cruz County is a fully integrated workforce development system that maximizes human and business capital by promoting a well trained workforce for Santa Cruz County employers, insuring individual economic security and community vitality. Led by a dynamic Board that is empowered to effect change, WFSCC is committed to customer satisfaction and standards of performance in meeting the needs of job seekers, incumbent workers and local business alike.

Mission: The Workforce Santa Cruz County (WFSCC) system is a network that links public and private partners to strengthen the community by assisting individuals and businesses to reach their full economic potential. This is accomplished through the collaborative integration of

employment, training, education and economic development services for job seekers, students, workers, and employers into a system which will be:

- **Integrated:** offering as many employment, training and education services as possible for employers and individuals seeking jobs or wishing to enhance their skills and affording universal access to the system overall.
- **Comprehensive:** offering a large array of useful information with wide and easy access to needed services.
- **Customer-Focused:** providing the means for customers to judge the quality of services and make informed choices; and
- **Performance-Based:** based on mutually negotiated outcomes between core partners and methods for measurement; and the means toward measuring and attaining customer satisfaction.

Goals:

- **A Well-trained Workforce:** Develop a well-trained workforce which links our job-seeking customers with county employers.
- **A Dynamic Empowered Board:** Engages business, local government, education and the community in its work and is empowered to think regionally, share responsibility and take action on behalf of the community.
- **Community Vitality:** Fosters economic development by increasing skills and knowledge, productivity and the effective use of resources to broaden prosperity, empower and enable individuals to gain a higher standard of living.
- **Self-sufficiency:** Self-sufficiency for our job-seeking and already employed customers.
- **Meaningful Economic Development Contributions:** To meaningfully contribute to the success of the County's Overall Economic Development Plan.
- **Integrated Workforce Development System:** To develop a fully integrated workforce development system that exceeds the expectations of local employers in assisting to meet their business and recruitment needs.
- **Customer Satisfaction and Continual Improvement:** To consistently meet and/or exceed the needs of our customers.
- **Economic Opportunity:** To ensure that meeting the needs of welfare recipients and the working poor is a critical part of a multifaceted approach to a comprehensive workforce development system.
- **Customer Satisfaction Measures:** To develop universal customer satisfaction performance indicators.

Parties to the MOU

Required partners include local/regional representatives of the following programs:

WIOA Clause	Required Programs	Partner Agency	Program Services	Access
(i) programs authorized under this title;	WIOA Title I Adult, Dislocated Worker, and Youth	Workforce Development Board	<ul style="list-style-type: none"> • Information and referral system; UI application/access point • Public access to resource room: computer stations; Labor Exchange (job seekers & employers) using the State CalJOBS system • Job Seeker self-services • Job Fairs and Hiring Events • Labor Market Information • Employer Services, including rapid response and lay-off aversion services • Supportive Services needed to succeed for eligible participants (Adult, DW & Youth) • Follow-up services for program participants (Adult, DW & Youth) • Training funds, including on-the-job training for eligible participants (Adult, DW & Youth) • WIOA Program eligibility determination for Adult and Dislocated Worker <ul style="list-style-type: none"> ○ WIOA basic and individualized career services ○ Supportive Services needed to succeed for eligible participants ○ Job Search assistance for participants, job boards, job leads • WIOA Program eligibility determination for Youth program <ul style="list-style-type: none"> ○ Career Pathway opportunities ○ Job Preparedness Opportunities, including internships ○ Work Experience Opportunities ○ Entrepreneurial Skills and Pre-Apprenticeship Exploration ○ Leadership Opportunities ○ Adult Mentoring ○ Guidance and Counseling ○ Post-Secondary Education; Alternative Secondary School Services 	<ul style="list-style-type: none"> • Co-location Comprehensive Career Center • Cross information • Direct access
	Youth Build	N/A		
	Job Corps	Job Corps	<ul style="list-style-type: none"> • No-cost, residential & non-residential, academic and vocational training program for low-income, at-risk 16-24 year old young people • WIOA Program eligibility determination • Supportive Services needed to succeed, e.g transportation, housing, clothing, food services, health and welfare 	<ul style="list-style-type: none"> • Cross information • Direct access

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			<ul style="list-style-type: none"> • Internships, work experience, on –the-job training opportunities for participants • Job Placement services for participants 	
	Native American Programs (Section 166)	N/A		
	Migrant Seasonal Farmworkers (MSFW) (Section 167)	Center for Employment Training	<ul style="list-style-type: none"> • Information and referral system; UI application/access point • WIOA/MSFW Program eligibility determination • WIOA basic and individualized career services • Short-term training programs; CPR and Forklift Certifications • In-house supportive services, e.g. stipends; Vocational English as a Second Language (VESL) courses; financial aid/ Pell Grants; instructional programs for High School Equivalency (GED) • Human Development Sessions: e.g. financial literacy; life skills workshops • Testing site: <i>Ability to Benefit</i> • Job Placement assistance services for participants • Follow-up assistance -post training 	<ul style="list-style-type: none"> • Co-location Comprehensive Career Center • Cross information • Direct access
(ii) programs authorized under the Wagner-Peyser Act (29 U.S.C. 49 et seq.);	WIOA Title III Wagner-Peyser	Employment Development Department	<ul style="list-style-type: none"> • Initial assessment of skill levels • Provision of referrals to and coordination of activities; • Provision of workforce and labor market employment statistics information • Provision of information relating to the availability of supportive services or assistance • On-site using staff who are properly trained in UI claims, filing, and/or the acceptance of information necessary to file a claim • Public access to computer stations; Labor Exchange (job seekers & employers) using the State CalJOBS system • State Disability Insurance Program application/access point • Employer Services • Job Fairs and Hiring Events • Youth Employment Opportunity Program (YEOP) access; Case management for eligible youth participants • Job Club: Profile of Santa Cruz, Chapter of Experience Unlimited (EDD) • Instructional programs for High School 	<ul style="list-style-type: none"> • Cross information • Direct access

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			<p>Equivalency</p> <p><u>EDD Provides:</u></p> <ul style="list-style-type: none"> • Outreach to Dislocated Workers • Intake • Orientation • Initial assessment • Referral to Partners • Provide Job Search Information • Labor Exchange • LMI • UI/DI Information, website and filing assistance • Business Services • Phones dial phones to UI and Tax Branch • VSN Assessment • Job Search Workshops <p><u>Personal Job Search Assistance</u></p> <p><u>Workshops</u></p> <ul style="list-style-type: none"> • Conduct workshop • Report issues/attendance to UI • Refer to AJCC (partner) services • Refer and provide supportive services information • Assist CalJOBS registration, resume & UI forms • WSBCO provide standardize presentation material/training • Résumé preparation & critique • Career & skills assessment • Typing Certificates • CalJOBSSM Help Desk Activities (Truckee-EI Centro) • Well-structured complaint process • Discrimination & H2A <p><u>Fidelity Bonding</u></p> <ul style="list-style-type: none"> • Educate clients & employers • Provide individual assistance to process bonding • Assist with bonding paperwork • Assist and write bond • Assist to process bonding • Assist with bonding paperwork <p><u>H-2A Temporary Agriculture Program</u></p> <ul style="list-style-type: none"> • Recruitments and Job Referrals • Enter job order in CalJOBS • Screen for potential applicants <p><u>LMI</u></p> <ul style="list-style-type: none"> • Labor Market Information for regional economies, local areas, and California • Self- service website: accessible to all customers with our LMI products & data • Occupational Guides/Profiles • Wage data 	
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			<ul style="list-style-type: none"> • Skills info & skills transference • In-demand occupations • Education and licensing requirements • Crosswalk occupation and education program offerings • ETPL certified training organizations • Commute pattern data • Evaluating in-demand industries/occupations • Using LMI in your policy/decision making • How to use LMI • How to navigate through our LMI info website • LMI training for WIOA partners • Training through various mediums <p><u>Employer Services</u></p> <ul style="list-style-type: none"> • Employer Advisory Council (EAC) coordination & activities • CalJOBS Registration • CalJOBS navigation & assistance • Help-Desk Employer assistance (Truckee/EI Centro) • Targeted Recruitments • Hiring Incentives • Job Development • Job Fairs • Employer panels • Chamber of Commerce • Employer Seminars • Employer Outreach (Federal Contractors) • Education on Services • CalJOBS assistance, training, education • Resume Retrieval & Screening • Coordination with LMI assistance • Educate on Employer training panel <p><u>Rapid Response (RR)</u></p> <p>Participation:</p> <ul style="list-style-type: none"> • Member of the RR team for planning (UI resources determined by event) <p>Provide info on EDD programs & services:</p> <ul style="list-style-type: none"> • Work Share Program • Partial Program • TAA/TRA <p>AJCC services</p> <ul style="list-style-type: none"> • UI services • CTB • Veterans • Youth <p><u>Work Opportunity Tax Credits</u></p> <ul style="list-style-type: none"> • Educate practitioner staff and employers • Pre-Certification job seekers 	
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			<p>Provide practioner training</p> <p><u>Worker Adjustment Retraining Notification (WARN) Act</u></p> <ul style="list-style-type: none"> • Review WARN notice for potential TAA Petitions • Coordinate with local rapid response teams. • Determine if rapid response event is necessary <p><u>Workshops</u></p> <ul style="list-style-type: none"> • Job search • Resume • Interviewing/Mock • Social media • How to get a state job • LMID/Career exploration • Customer Service • How to work a job fair • Employer Panels • CalJOBS • UI • Veteran Boot Camps • Computer Basics • Bilingual workshops • Soft Skills <p><u>Youth Employment Opportunity Program</u></p> <ul style="list-style-type: none"> • Financial Aid information • Outreach • Orientations • CalJOBS registration • Workshops • Provide practioner training • Educational Counseling • Job Placement Assistance • Case Management • Workshops • Co-enrollment • Referral to training institutions <p><u>CalJOBSSM*</u></p> <ul style="list-style-type: none"> • Employer/client education & assistance: • Registration • Resume • Case Management • Job listings • Job search • Job referrals • Ad-hoc reports • Customer Relationship Management (CRM) • Virtual Recruiter set up • Facilitate labor exchange CalJOBS Reports • CalJOBS Ad-hoc Reports • Marketing 	
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			<ul style="list-style-type: none"> • Help desks • Labor exchange <p><u>MSFW</u></p> <ul style="list-style-type: none"> • Outreach and education (AJCC & agricultural fields) • Workshops to clients/ employers • Education on how to use the UI EDD debit card • Job Search Workshops • Résumé preparation • Individual Assessment • Career Counseling • Job Coaching • Co-enrollment • Referral to training institutions 	
(iii) adult education and literacy activities authorized under title II;	WIOA Title II Adult Education and Literacy	Santa Cruz Adult Education Consortium (AEBG)	<ul style="list-style-type: none"> • Instructional programs for High School Equivalency • Testing site for CASAS; GED • Short-term Vocational, and Career and Technical Educational Programs • English as a Second Language (ESL) courses • Agriculture Academy Program • AB109 Public Safety Realignment Rountree Medium Facility Support Services Partnership 	<ul style="list-style-type: none"> • Direct access
(iv) programs authorized under title I of the Rehabilitation Act of 1973 (29 U.S.C. 720 et seq.) (other than section 112 or part C of title I of such Act (29 U.S.C. 732, 741);	WIOA Title IV Vocational Rehabilitation	Department of Rehabilitation	<ul style="list-style-type: none"> • Information and referral system • Assistance to those with a documented disability (barrier to finding or keeping a job): guidance counseling, career exploration, assessment, job search workshops, job placement assistance, job coaching • Pre-employment Transition Services for In-school Youth • Supportive Services for eligible participants, e.g transportation, clothing & equipment; variety of medical services, childcare, • Assistive technology (assessment and equipment) • Training funds, including on-the-job training • Benefit counseling for those with Social Security Disability Insurance (SSDI) and Supplemental Security Income (SSI) • Disability awareness training for employers 	<ul style="list-style-type: none"> • Direct access
(v) activities authorized under title V of the Older Americans Act of 1965 (42 U.S.C. 3056 et seq.);	Title V Older Americans Act	Peninsula Family Service	<ul style="list-style-type: none"> • Information and referral system • Labor Market Information • Labor Exchange (job seekers & employers) • Workforce Preparation • Financial literacy assistance 	<ul style="list-style-type: none"> • Co-location Comprehensive Career Center • Cross information

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			<ul style="list-style-type: none"> • Job Search Assistance • Individualized Employment Plan development • Internships, work experience opportunities for participants • Supportive Services Information 	
(vi) career and technical education programs at the postsecondary level authorized under the Carl D. Perkins Career and Technical Education Act of 2006 (20 U.S.C. 2301 et seq.);	Carl Perkins Career Technical Education	Cabrillo College	<ul style="list-style-type: none"> • Information and referral system for on and off-campus services • Educational planning; career planning • Case management, coaching and emotional support • Study lab, lounge, computer and printer access • Tutoring services • Financial aid information dissemination and application assistance • Ancillary services: book store voucher assistance • Financial literacy assistance • On-campus Job Fairs and Hiring Events 	<ul style="list-style-type: none"> • Direct access
(vii) activities authorized under chapter 2 of title II of the Trade Act of 1974 (19 U.S.C. 2271 et seq.);	Trade Adjustment Assistance Act	Employment Development Department	<ul style="list-style-type: none"> • Training or re-training allowance • Employment Services, including job search and relocation allowances • Write Petitions • Rapid Response Presentations, Lay Off aversion (eg. workshare) • Orientations • Respond to TAA FAQs • WSBCO provide practioner training • Out-of-area job search and relocation assistance • Individual Assessments • Provide education assistance and funding • Job Placement • Facilitate UI processing • Co-enrollment • Provide supportive services • Labor market research • Write training contract • Invoicing • Out-of-area job search and relocation assistance • ETPL Navigation & Guidance • Provide supportive services, Job Placement, Follow up, OJT, apprenticeship, job development, job search • Case management throughout training period 	<ul style="list-style-type: none"> • Cross information • Direct access
(viii) activities authorized under chapter 41 of title 38, United States Code;	Veterans	Employment Development Department	<ul style="list-style-type: none"> • Information and referral system • Public access to computer stations; Labor Exchange (job seekers & employers) using the State CalJOBS 	<ul style="list-style-type: none"> • Cross information • Direct access

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			<ul style="list-style-type: none"> system Case management for eligible participants Job Fairs and Hiring Events <p><u>Jobs for Veterans State Grant</u></p> <ul style="list-style-type: none"> Outreach to Veterans/ Eligible spouses & transitional service members Screen for Priority of Service Determine eligibility via VSN Assessment Referral to Partners/supportive services Honor a Hero, Hire a Veteran Veteran Hiring Incentives WSBCO provide practioner training Referral to services Career Counseling/prevocational Individual and group counseling IEP Objective Assessment Job Placement Job Fairs & Workshops Case Managed Refer to training Co-enroll Veteran Hiring Incentives 	
(ix) employment and training activities carried out under the Community Services Block Grant Act (42 U.S.C. 9901 et seq.);	Community Services Block Grant	Community Action Board of Santa Cruz County, Inc.	<ul style="list-style-type: none"> Shelter Project: Emergency rent assistance for those facing eviction SmartHIRE Program: subsidized employment opportunities for CalWORKs eligible participants and employers Job readiness workshops (soft skills training) Support for women in non-traditional jobs Support for farmworkers, and other seasonal workers AB109 Public Safety Realignment, Ex-offender employment support Support for adjudicated youth Immigration and legal advice/support Job search and retention assistance Public access to computer stations 	<ul style="list-style-type: none"> Cross information Direct access
(x) employment and training activities carried out by the Department of Housing and Urban Development;	Housing & Urban Development Family Self-Sufficiency Program	Housing Authority of the County of Santa Cruz	<ul style="list-style-type: none"> Family Self-Sufficiency Program for those in the Housing Choice Voucher and Low Income Public Housing Programs 	<ul style="list-style-type: none"> Cross information Direct access
(xi) programs authorized under State unemployment compensation laws	Unemployment Compensation	Employment Development Department	<p><u>Program Eligibility</u></p> <p>The EDD provides UI claim information online to customers on UI OnlineSM and by mailing the following documents that can be</p>	<ul style="list-style-type: none"> Cross information Direct access

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(in accordance with applicable Federal law);

utilized when determining eligibility for the local Title I programs.

- Notice of Unemployment Insurance Award (DE 429Z)
- Notice of Unemployment Insurance Claim Filed (DE 1101CLMT)

If the customer is unable to provide sufficient information, the Data Consent Authorization Form (DCAF) is available for AJCC staff to complete and fax/mail to the EDD. The form is signed by the claimant authorizing the partner to have access to confidential UI claim information (such as, basic claim info and wages reported in previous quarters) for one year. The EDD UI Program responds within three business days upon receipt.

UI Claim Filing Assistance and Information
The WIOA outlines the 10th Basic Career Service as providing meaningful assistance in filing a UI claim in the one-stop delivery system.

- The UI program is committed to providing AJCC staff with training on resources available on the EDD website for filing a UI claim, accessing UI Online, viewing tutorials, and FAQs.

The AJCC staff should be guiding customers through the online methods for filing a UI claim available on the EDD website. If the individual is considered irate/disruptive or all other means to provide meaningful assistance have been exhausted, the AJCC staff can direct the customer to the PSP line.

- The UI program is committed to making the PSP line available in the offices to provide the real-time technology for providing meaningful access after all in-person attempts by cross-trained AJCC staff have been exhausted.

California Training Benefits (CTB)
Participate in consistent and meaningful collaboration and communication pathways within the California Training Benefits (CTB) programs, including a streamlined and expedited response time to determination requests sent to UI for CTB eligibility received from the local areas.

Trade Adjustment Assistance (TAA)/ Trade Readjustment Allowance (TRA)
(UIB) Contribute to consistent and meaningful collaboration and

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			<p>communication pathways within the Trade Adjustment Assistance (TAA) program, specific to the Trade Readjustment Allowance (TRA).</p> <p>(WSB) Commit to writing Petitions, Case Management, Raid Response Presentations, Lay Off aversion (eg. workshare)</p> <p><u>Rapid Response</u></p> <ul style="list-style-type: none"> • Participate in the planning of a Rapid Response event. • Participate as a member of the Rapid Response team. • Participate as a member of the Rapid Response Roundtable. • Provide information on EDD programs and services at orientation: Work Share Program, Partial Program, TAA/TRA, UI services, and CTB. <p>NOTE: UI resources determined by event.</p> <p><u>Reemployment Services and Eligibility Assessment (RESEA), Personalized Job Search Assistance (PJSA), and Initial Assistance Workshop (IAW) Workshops</u> Committed to profiling and scheduling job seekers to IAW, PJSA, and RESEA workshops. Committed to collaborating with the local areas to establish one reemployment workshop that includes all core components for IAW, PJSA, and RESEA while retaining individual tracking and reporting for each respective workshop. Committed to collaborating on feedback loops for reporting UI eligibility issues that may arise during interaction with the customer during the reemployment workshops.</p> <p><u>Work Share</u> Committed to providing lay off aversion information to Employers.</p> <p><u>MSFW</u> Committed to continued collaboration to provide specialized UI claim filing services in specific locations for migrant and seasonal farmworkers. Outreach, intake (including identification through the state's Worker Profiling and Reemployment Services system of unemployment insurance (UI) claimants</p>	
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			<p>likely to exhaust benefits), and orientation to information and other services available through the one-stop delivery system On-site using staff who are properly trained in UI claims, filing, and/or the acceptance of information necessary to file a claim <u>California Training Benefits (CTB)</u></p> <ul style="list-style-type: none"> • Educate public and customers on CTB • WSBCO provide practioner training • CTB Streamline processing • Assist customers to contact UI and resolving issues <p><u>Rapid Response (RR)</u> Participation:</p> <ul style="list-style-type: none"> • Member of the RR team for planning (UI resources determined by event) <p>Provide info on EDD programs & services:</p> <ul style="list-style-type: none"> • Work Share Program • Partial Program • TAA/TRA <p>AJCC services</p> <ul style="list-style-type: none"> • UI services • CTB • Veterans • Youth 	
<p>(xii) programs authorized under section 212 of the Second Chance Act of 2007 (42 U.S.C. 17532); and</p>	<p>Second Chance</p>	<p>N/A</p>		
<p>(xiii) programs authorized under part A of title IV of the Social Security Act (42 U.S.C. 601 et seq.), subject to subparagraph (C).</p>	<p>Temporary Assistance for Needy Families/CalWORKs</p>	<p>County of Santa Cruz, Human Services Department, Employment & Benefit Services Division</p>	<ul style="list-style-type: none"> • Information and referral system • TANF Eligible participants: <ul style="list-style-type: none"> ○ Temporary financial assistance for food, shelter, utilities and expenses other than medical ○ Initial Assessment ○ Career planning and counseling ○ Individualized Employment Plan development ○ Comprehensive Assessment ○ Short-term prevocational services ○ Supportive Services Information ○ Workforce Preparation workshops ○ Job Search Assistance • Labor Exchange (job seekers & employers) 	<ul style="list-style-type: none"> • Co-location Comprehensive Career Center • Cross information • Direct access

N/A: There is no local or regional grant recipient.

One-Stop System Services

WIOA is designed to help job seekers access employment, education, training, and support services to succeed in the labor market and to match employers with the skilled workers they need to compete in the global economy. WIOA provides for a workforce system that is

universally accessible, customer centered and training that is job-driven. Services are delivered through the comprehensive and affiliate career centers.

One-Stop System Shared Customers			
<ul style="list-style-type: none"> • Underemployed • Job seekers • Seasonal workers 	<ul style="list-style-type: none"> • Unemployed • Youth • Farm workers 	<ul style="list-style-type: none"> • Dislocated Worker • Displaced homemakers • Migrant workers 	<ul style="list-style-type: none"> • Information Seekers • Veterans • Spouses of Veterans
<ul style="list-style-type: none"> • Individuals looking for career advancement, training or re-training • Students: returning; adult education; post-secondary 			
Individuals with hurdles to employment			
<ul style="list-style-type: none"> • Disabled • Basic Skills Deficient 	<ul style="list-style-type: none"> • Ex-offenders • Older Workers 	<ul style="list-style-type: none"> • Low-income individuals • Limited English language 	<ul style="list-style-type: none"> • TANF recipients • Homeless
<ul style="list-style-type: none"> • Employers • Businesses <p>Planning to hire, train or lay-off</p>			

AJCC Sites	
Comprehensive AJCC Site	Affiliate AJCC Sites
<p style="text-align: center;">Watsonville Career Center 18 West Beach Street Watsonville, CA 95076 Phone: 831-763-8700</p>	<p style="text-align: center;">Capitola Career Center 2045 - 40th Avenue Capitola, CA 95010 Phone: 831-464-6290</p>
	<p style="text-align: center;">Goodwill Central Coast Santa Cruz Career Center 350 Encinal Street Santa Cruz, CA 95060 Phone: 831-423-8611</p>
	<p style="text-align: center;">Watsonville Youth Center 17 Aspen Way Watsonville, CA 95076 Phone: 831-466-5672</p>

Career Services Provided in any order; no sequence requirement	Training Services May be provided after an interview, evaluation or assessment, and career planning, determines that the individual:
<p>1. Basic Career Services</p> <p>Initial assessment of skill levels Provision of referrals to and coordination of activities; Provision of workforce and labor market employment statistics information Provision of information relating to the availability of supportive services or assistance On-site using staff who are properly trained in UI claims, filing, and/or the acceptance of information necessary to file a claim Provide:</p> <ul style="list-style-type: none"> • Outreach to Dislocated Workers • Intake • Orientation • Initial assessment • Referral to Partners • Provide Job Search Information • Labor Exchange 	<ul style="list-style-type: none"> • Is unlikely or unable to obtain or retain employment, that leads to economic self sufficiency or wages comparable to or higher than wages from previous employment through career services alone; • Is in need of training services to obtain or retain employment that leads to economic self sufficiency or wages comparable to or higher than wages from previous employment, through career services alone; and • Has the skills and qualifications to successfully participate in the selected program of training services.

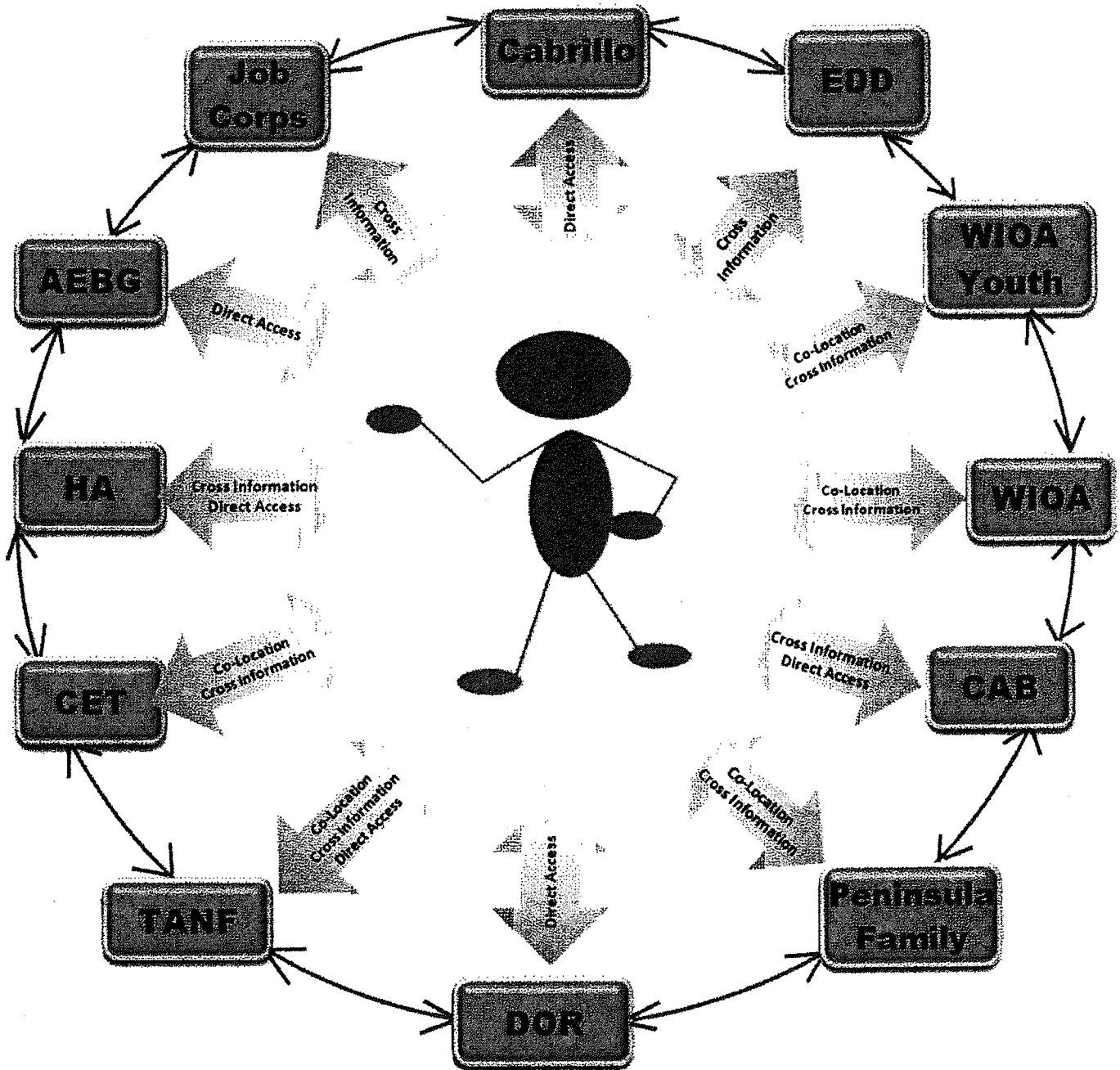
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<ul style="list-style-type: none"> • Labor Market Information • UI/DI Information, website and filing assistance • Business Services • Phones - Dial phones to UI and Tax Branch • Veteran Service Navigator (VSN) Assessment • Job Search Workshops • Résumé preparation & critique • Career & skills assessment • Typing Certificates • CalJOBSSM Help Desk Activities • Deaf and Hard of Hearing • Well-structured complaint process • Discrimination Complaints & H2A 	
<p>2. Individualized Career Services</p> <p>Short-term pre-vocational services, including development of learning skills, communication skills, interviewing skills, punctuality, personal maintenance skills, and professional conduct to prepare individuals for unsubsidized employment or training, in some instances pre-apprenticeship programs may be considered as short-term pre-vocational services</p> <ul style="list-style-type: none"> • Job Search Workshops • Résumé preparation • Individual Assessment • Career Counseling • Job Coaching • Honor a Hero, Hire a Veteran • Veteran Hiring Incentives • Veteran Standdowns • WOTC 	
<p>3. Follow-up services</p> <p>Follow-up services must be provided as appropriate for participants who are placed in unsubsidized employment, for up to 12 months after the first day of employment. Counseling about the work place is an appropriate type of follow-up service. Follow-up services do not extend the date of exit in performance reporting.</p>	<p>Must be provided through an Individual Training Account (ITA), or On-the-Job Training Contract</p> <p>Training Services must be linked to in-demand employment opportunities in the local area or planning region or in a geographic area in which the adult or dislocated worker is willing to commute or relocate.</p> <p>Maximizes customer choice.</p> <p>Informed by the performance of relevant training providers</p> <p>Coordinated, to the extent possible with other sources of assistance (WIOA sec. 134(c)(3))</p>

Services Provided to Employers
<ul style="list-style-type: none"> • Business outreach to focus on meeting the needs of local businesses and job seekers • Job developing to match businesses with job seekers • Specialized recruitments or job fairs • Rapid Response Services • Layoff Aversion Services

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Service Integration Flow



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Responsibility of AJCC Partners

Parties to the MOU (AJCC partners) agree to participate in joint planning, plan development, and modification of activities to accomplish the following:

- Continuous partnership building.
 - Continuous planning in response to state and federal requirements.
 - Responsiveness to local and economic conditions, including employer needs.
 - Adherence to common data collection and reporting needs.
- Make the appropriate service(s) applicable to the partner program available to customers through the one-stop delivery system.
 - Participate in the operation of the one-stop system, consistent with the terms of the MOU and requirements of authorized laws.
 - Participate in capacity building and staff development activities in order to ensure that all partners and staff are adequately cross-trained.

Funding of Services and Operating Costs

All relevant parties to this MOU agree to share in the operating costs of the AJCC system, either in cash or through in-kind services. The cost of services, operating cost, and infrastructure costs of the system will be funded by all AJCC partners through a separately negotiated cost sharing agreement based on an agreed upon formula or plan.

AJCC partners will ensure that the shared costs are supported by accurate data, the shared costs are consistently applied over time, and the methodology used in determining the shared costs are reflected in a separate Cost Sharing Agreement that will be attached to this MOU as Phase II.

Methods for Referring Customers

Parties to the MOU have a shared commitment to mutually implement processes for the referral of customers to services not provided on-site. Parties agree to use the Universal Referral Form (URF) as developed by the Career Center Operators committee to do the following:

- Ensure that intake and referral processes are customer-centered
- Ensure that general information regarding AJCC programs, services, activities and resources are made available to all customers, as appropriate.

Access for Individuals with Barriers to Employment

AJCC partners will ensure access for individuals with barriers to employment. Individuals who may face barriers to employment include:

- Basic skills deficient;
- Disabled;
- Homeless;
- Low-income or public assistance recipients;
- Older workers;
- Ex-Offenders;
- Veterans and
- Limited English speaking ability.

It is the policy of the Workforce Investment Board to implement a *Priority of Service* for designated populations of WIOA customers/applicants. Priority shall be given to the following:

- Recipients of public assistance and other low-income individuals
- Veterans and their spouses
- Residents of Santa Cruz County

Shared Technology and System Security

WIOA emphasizes technology as a critical tool for making all aspects of information exchange possible, including client tracking, common case management, reporting, and data collection. To support the use of these tools, each AJCC Partner agrees to the following:

- Comply with the applicable provisions of WIOA, Welfare and Institutions Code, California Education Code, Rehabilitation Act, and any other appropriate statutes or requirements.
- The principles of common reporting and shared information through electronic mechanisms, including shared technology.
- Commit to share information to the greatest extent allowable under their governing legislation and confidentiality requirements.
- Maintain all records of the AJCC customers or partners (e.g. applications, eligibility and referral records, or any other individual records related to services provided under this MOU) in the strictest confidence, and use them solely for purposes directly related to such services.
- Develop technological enhancements that allow interfaces of common information needs, as appropriate.
- Understand that system security provisions shall be agreed upon by all partners.

Confidentiality

The AJCC Partner agrees to comply with the provisions of WIOA as well as the applicable sections of the Welfare and Institutions Code, the California Education Code, the Rehabilitation Act, and any other appropriate statute or requirement to assure the following:

- All applications and individual records related to services provided under this MOU, including eligibility for services and enrollment and referral, shall be confidential and shall not be open to examination for any purpose not directly connected with the delivery of such services.
- No person will publish, disclose use, or permit, cause to be published, disclosed or used, any confidential information pertaining to AJCC applicants, participants, or customers overall unless a specific release is voluntarily signed by the participant or customer.
- The AJCC partner agrees to abide by the current confidentiality provisions of the respective statutes to which AJCC operators and other AJCC partners must adhere, and shall share information necessary for the administration of the program as allowed under law and regulation. The AJCC partner, therefore, agrees to share client information necessary for the provision of services such as assessment, universal intake, program or training referral, job development or placement activities, and other services as needed for employment or program support purposes, to the extent allowed by applicable statutory provisions.
- Client information shall be shared with a signed *Release of Information* and solely for the purpose of enrollment, referral or provision of services. In carrying out their respective responsibilities, each party shall respect and abide by the confidentiality policies of the other parties.

Non-Discrimination and Equal Opportunity

The AJCC partner shall not unlawfully discriminate, harass or allow harassment against any employee, applicant for employment or AJCC applicant due to gender, race, color, ancestry, religion, national origin, veteran status, physical disability, mental disability, medical condition(s), age, sexual orientation or marital status. The AJCC partner agrees to comply with the provisions of the Fair Employment and Housing Act (Government Code Section 12990) and related, applicable regulations.

The AJCC partner will assure compliance with the Americans with Disabilities Act of 1990 and its amendments, which prohibits discrimination on the basis of disability, as well as other applicable regulations and guidelines issued pursuant to the Americans with Disabilities Act.

Grievances and Complaints Procedure

The AJCC partner agrees to establish and maintain a procedure for grievance and complaints as outlined in WIOA. The process for handling grievances and complaints is applicable to customers and partners. These procedures will allow the customer or entity filing the complaint to exhaust every administrative level in receiving a fair and complete hearing and resolution of their grievance. The partner further agrees to communicate openly and directly to resolve any problems or disputes related to the provision of services in a cooperative manner and at the lowest level of intervention possible.

American's with Disabilities Act and Amendments Compliance

The AJCC partner agrees to ensure that the policies and procedures as well as the programs and services provided at the AJCC are in compliance with the Americans with Disabilities Act and its amendments, in order to provide equal access to all customers with disabilities. Additionally, partners agree to fully comply with the provisions of WIOA, Title VII of the Civil Rights act of 1964, the Age Discrimination Act of 1975, Title IX of the Education Amendments of 1972, 29 CRF Part 37 and all other regulations implementing the aforementioned laws.

Effective Dates and Term of MOU

This MOU shall be binding upon each party hereto upon execution by such party. The term of this MOU shall be three years, commencing on the date of execution by all parties. The MOU will be reviewed not less than once every three years to identify any substantial changes that have occurred.

Modifications and Revisions

This MOU constitutes the entire agreement between the parties and no oral understanding not incorporated herein shall be applicable to any of the parties hereto. This MOU may be modified, altered, or revised, as necessary, by mutual consent of the parties, by the issuance of a written amendment, signed and dated by the parties.

Termination

The parties understand that implementation of the AJCC system is dependent on the good faith effort of every partner to work together to improve services to the community. The parties also agree that this is a project where different ways of working together and providing services are being tried. In the event that it becomes necessary for one or more parties to cease being a part of this MOU, said entity shall notify the other parties, in writing, 30 days in advance of that intention.

Administrative and Operations Management Sections

Dispute Resolution

The parties agree to try to resolve policy or practice disputes at the lowest level, starting with the site supervisor(s) and staff. If issues cannot be resolved at this level, they shall be referred to the management staff of the respective staff employer and the operator, for discussion and resolution.

Communications

The parties agree to utilize the AJCC logo developed by the State of California and the Local Board on buildings identified for AJCC usage. This also includes letterhead, envelopes, business cards, any written correspondence and fax transmittals.

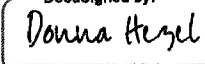
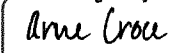

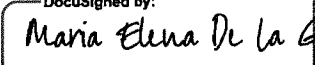
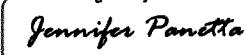
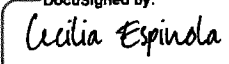

Attachment: WIOA Partner MOU (2292 : Approval of WIOA Local Partner Memorandum of Understanding)

Mutual Hold Harmless/Indemnification/Liability

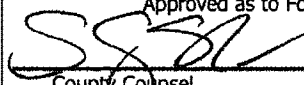
In accordance with provisions of Section 895.4 of the California Government Code, each party hereby agrees to indemnify and save harmless each and the other from any and all claims, suits in law or in equity, of any nature whatsoever, paying for any damages or otherwise arising from any alleged negligent act or omission of any of their respective employees or agents which may occur during the performance of this MOU. In addition, except for Departments of the State of California which cannot provide for indemnification of court costs and attorneys fees under the indemnification policy of the State of California, all other parties to this MOU agree to indemnify, defend and hold harmless each other from and against all court costs and attorneys fees arising out of or resulting from any acts or omissions which arise from the performance of the obligations by such indemnifying party pursuant to this MOU. It is understood and agreed that all indemnity provided herein shall survive the termination of this MOU.

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Required Programs	Partner Agency	Signatories: Name/Title
WIOA Title I Adult, Dislocated Worker, and Youth	Workforce Development Board	DocuSigned by: <i>Ron Slack</i> Ron Slack Workforce Development Board Chair
Job Corps	Job Corps	DocuSigned by: <i>Leslie Gilroy</i> Leslie Gilroy Job Corps Center Director
Migrant Seasonal Farmworkers (Section 167)	Center for Employment Training	DocuSigned by: <i>Hermelinda Sapien</i> Hermelinda Sapien President/Chief Executive Officer
WIOA Title III Wagner-Peyser	Employment Development Department	DocuSigned by: <i>Rick Deraiche</i> Rick Deraiche Deputy Division Chief Workforce Services Branch
Trade Adjustment Assistance Act		
Veterans		
Unemployment Compensation	Employment Development Department	DocuSigned by: <i>Victoria Huynh</i> Victoria Huynh Employment Development Administrator Unemployment Insurance Branch
WIOA Title II Adult Education and Literacy	Adult Education Block Grant (AEBG)	DocuSigned by: <i>Melody Canady</i> Melody Canady Chief Business Officer
		DocuSigned by: <i>Nancy Bilicich</i> Dr. Nancy Bilicich Director, PVUSD Adult Education

WIOA Title IV Vocational Rehabilitation	Department of Rehabilitation	<p>DocuSigned by:  Donna Hezel Acting District Administrator</p>
Title V Older Americans Act	Peninsula Family Service	<p>DocuSigned by:  Anne Croce Executive Director</p>
Carl Perkins Career Technical Education	Cabrillo College	<p>DocuSigned by:  Michael Robins Director of Purchasing, Contracts & Risk Management</p>
Community Services Block Grant	Community Action Board of Santa Cruz County, Inc.	<p>DocuSigned by:  Maria Elena De La Garza Executive Director</p>
Housing & Urban Development Family Self Sufficiency Program	Housing Authority of the County of Santa Cruz	<p>DocuSigned by:  Jennifer Panetta Executive Director</p>
Temporary Assistance for Needy Families/CalWORKs	County of Santa Cruz, Human Services Department, Employment & Benefit Services Division	<p>DocuSigned by:  Cecilia Espinola Executive Director</p>
Santa Cruz County	Board of Supervisors	<p> Bruce McPherson Chair</p>

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Approved as to Form:
 5/19/16
 County Counsel Date