



California Interagency Council on Homelessness

HHAP Round 5 Application

Part 1: Regional Identification and Contracting Information

Steps to complete this section:

1. Select the CoC Region.
2. Indicate which of the Eligible Applicants are participating in this HHAP-5 application.
3. For each participating Eligible Applicant, you will also be prompted to indicate whether and how the Eligible Applicant intends to contract with the state (i.e., indicate the Administrative Entity for that eligible applicant's HHAP-5 Allocation).

Please select the Continuum of Care region

Lake County CoC

Application Participation Guidance:

Cal ICH encourages eligible applicants to apply in collaboration with all eligible applicants in their CoC Region and submit a single Regionally Coordinated Homelessness Action Plan. Applicants may apply together and still receive funds separately.

- *Large Cities **must** apply as part of the regional application with the County and CoC.*
- *Counties **must** apply as part of a regional application with the CoC and any overlapping Large Cities.*
 - *In a multi-county CoC: Counties **are strongly encouraged to** apply in collaboration with other counties that are served by the same CoC.*
- *A CoC that serves a single county **must** apply as part of the regional application with the County and any overlapping Large Cities.*
- *A CoC that serves multiple counties **must either:***

- *Apply as part of a regional application with multiple Counties and any overlapping Large Cities; and/or*
- *Participate in the regional application of **each** overlapping County and the Large Cities therein.*

Contracting Guidance:

Each Eligible Applicant (Large City, County, and CoC) has the discretion to receive their base allocation directly or may designate an Eligible Applicant in their region to serve as their Administrative Entity. This selection will indicate to Cal ICH which Eligible Applicant will enter into contract with the state to receive and administer each Eligible Applicant's HHAP-5 allocation.

The Administrative Entity is responsible for HHAP funds and meeting the terms and conditions of the contract. Broadly speaking, this means administering funds, contracting (when necessary) with sub-recipients, and reporting on HHAP-5 dollars and activities to Cal ICH.

- *If you plan to contract with the state to receive and administer **only** your (single) HHAP-5 allocation, select: "Will enter into contract with the state to receive and administer their HHAP-5 allocation individually" under the contracting selection.*
- *If you **do not plan to contract with the state** and instead plan to identify another participating Eligible Applicant in the region to enter into contract with the state to receive and administer your HHAP-5 allocation, select: "Identify another participating Eligible Applicant in their region to enter into contract with the state to receive and administer their HHAP-5 allocation" under the contracting selection. You will then be prompted to designate the Administrative Entity from a list of eligible applicants in the region.*
- *If you plan to contract with the state to **receive and administer multiple HHAP-5 allocations** within your region, select "Will enter into contract with the state to receive and administer their HHAP-5 allocation and allocation(s) from other Eligible Applicants in the region" under the contracting selection.*

Lake County CoC Region

Lake County CoC

CA-529 Participation

Is participating in this single collaborative application with the regional partner(s) listed.

CA-529 Contracting

Will enter into contract with the state to receive and administer their HHAP-5 allocation individually

Contact Title

CoC Administrator

Name

Scott Abbott

Email

Phone

scott.abbott@lakecountyca.gov

(707) 274-9101 x26124

Lake County

Lake County Participation

Is participating in this single collaborative application with the regional partner(s) listed.

Lake County Contracting

Will enter into contract with the state to receive and administer their HHAP-5 allocation individually

Contact Title

Program Manager - MHSA and Housing

Name

Scott Abbott

Email

scott.abbott@lakecountyca.gov

Phone

(707) 274-9101 x26124

Number of Contracts

2

Part 2. Regionally Coordinated Homelessness Action Plan

Participating Jurisdictions' Roles and Responsibilities

Steps to complete this section:

1. Identify and describe the specific roles and responsibilities of **each participating Eligible Applicant** in the region regarding:
 - o Outreach and site coordination;
 - o Siting and use of available land;
 - o Development of interim and permanent housing options; and
 - o Coordination and connection to the delivery of services for individuals experiencing or at risk of experiencing homelessness within the region.
2. Describe and explain how all Participating Jurisdictions are coordinating in each area.

Optional: You may also include roles and responsibilities of small jurisdictions in the region that elect to engage and collaborate on the plan.

Guidance:

Each Eligible Applicant must identify and describe their role in the region for **each** table.

To add additional jurisdictions, click "Add a Participating Jurisdiction" near the bottom of each table.

Outreach & Site Coordination

Participating Jurisdictions	Roles & Responsibilities
Lake County Continuum of Care	Oversee HHAP-5 funding expenditures by nonprofit providers; advise county on homelessness & prevention needs & activities.
County of Lake	Oversee & manage HHAP-5 expenditures in consultation with CoC; serve as CoC administrator & fiscal manager; cooperate in the provision of new housing sites identification & developments.

Given the individual roles and responsibilities identified above, describe and explain how all participating jurisdictions are or will begin to coordinate these efforts to ensure comprehensive outreach and site coordination to individuals experiencing and at-risk of experiencing homelessness in the region.

Regional Coordination Narrative - Outreach & Site Coordination

Both the county & the CoC have been coordinating efforts to ensure comprehensive outreach & site coordination for the homeless & those at-risk. Lake Co Behavioral Health Services, which manages the county's HHAP funding & serves as the CoC administrator, has launched its long-planned HUB coordinated entry system which is designed to work with the CoC's HMIS. All service providers within Lake County, including those not utilizing HHAP funds, participate in HMIS in an effort to ensure those needing housing assistance do not go unserved.

Land Use & Development

Participating Jurisdictions	Roles & Responsibilities
Lake County CoC	Advises county & participating nonprofits on site needs, housing development types & supportive services needed.
County of Lake	Provides information on available sites, including those owned by the county; facilitates development opportunities with nonprofit sponsors; assisted with funding as available.

Given the individual roles and responsibilities identified above, describe and explain how all participating jurisdictions are or will begin to coordinate these efforts to use and develop available land to address and end homelessness in the region.

Regional Coordination Narrative - Land Use & Development

County of Lake is the administrator for the Lake County CoC, besides being an active participant. The uploaded MOU details the complete cooperation & coordination between the two entities towards solving the county's significant needs documented here towards solving its homelessness & at-risk of homelessness needs.

Development of Interim and Permanent Housing Options

Participating Jurisdictions	Roles & Responsibilities
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Lake County CoC	Research needs & advise on local needs; oversee housing services by local providers subcontracted through CoC.
County of Lake	Provide CoC administration; assist with the development, operation & management of emergency housing; identify county-owned sites available for housing development; facilitate affordable housing development.

Given the individual roles and responsibilities identified above, describe and explain how all participating jurisdictions are or will begin to coordinate these efforts to develop adequate interim and permanent housing options to address and end homelessness in the region.

Regional Coordination Narrative - Shelter, Interim, and PH Options

The County of Lake has established the county's first year-round homeless shelter utilizing the unused former Lake County Juvenile Hall facility. This is this first such facility within the county. Meanwhile, however, the county is working with the nonprofit Rural Communities Housing Development Corporation (RCHDC), which is based in the adjacent Mendocino County but which operates with Lake County, to develop permanent housing. Lake County has committed substantial funding, including county land dedication & NPLH funding, towards an affordable supportive housing project currently under development.

Coordination of & Connection to Service Delivery

Participating Jurisdictions	Roles & Responsibilities
Lake County CoC	Distribute HHAP & other funding to service partners; oversee performance against desired outcomes.
County of Lake	Manage HMIS & coordinated entry within county; support county & CoC homelessness prevention & permanent housing goals.

Given the individual roles and responsibilities identified above, describe how all participating jurisdictions are or will begin to coordinate to provide the full array of services, shelter, and permanent housing solutions to people experiencing and at-risk of experiencing homelessness in the region.

Regional Coordination Narrative - Coordination & Connection to Service Delivery

Both participating jurisdictions & their nonprofit sponsors already are cooperating in providing their services in a cooperative effort through the county's recently launched Coordinated Entry System (CES) plus the CoC's HMIS managed by the county.

System Performance Measures & Improvement Plan

Steps to complete this section:

1. Identify the most recent system performance measures for the region.
2. Describe the key action(s) the region intends to take to improve each system performance measure.

Guidance:

Cal ICH shall provide each region with system performance measures by CoC, with the exception of the LA region, which will receive data from all four CoCs within LA County. Applicants must enter that data in the corresponding measures fields in the application. Applicants should not adjust the data provided even if the geographic region of the data does not perfectly align with the participating applicant geography of this application.

*The application must include **at least one** key action for **each** system performance measure. All columns must be filled out for each action.*

For "Funding Type" select one of the options. If you select the blank field, you may type in a unique funding source type.

To add additional actions or racial equity measures, click the appropriate "Add" buttons near the bottom of each table.

Note: While Cal ICH expects most of the disparities listed to be based on race or ethnicity, applicants may identify other populations that are also overrepresented among people experiencing homelessness in the region.

Definitions:

- **Key Actions** may include a brief description of a strategic initiative or step identified to address or improve the specific system performance measure. This can be a policy, program, partnership, target measure, or any other approach which reflects an improvement and delivers positive impact. Provide a clear description of the action and its intended outcome.
- **Lead Entity** should include the name of the regional Eligible Applicant responsible for managing the key action.
- **Collaborating Entity/ies** may include a group, organization, or jurisdiction within your region working to address or improve the system performance measure. This can be another participating jurisdiction, a system partner, or any organization actively participating in the key action.
- **Timeframe** should include a target date for completion of the key action.
- **Success Measurement Methods** may include a systematic approach or tool used to assess the effectiveness and impact of the key action on the system performance measure. This can be quantitative measures, qualitative feedback, or any combination that provides insight into the progress and outcomes pertaining to the key action. Provide a clear description of how you plan to track and report on the success of your key action.

SPM 1a: Number of people accessing services who are experiencing homelessness.

SPM 1a
339

Key Actions PM 1

Key Action	Funding Source(s) the region intends to use to achieve the action	Funding Type	Lead Entity	Collaborating Entity/ies	Target Date for Completion	Success Measurement Method
expand available emergency shelter beds	HHAP; PLHA	State	Lake County	Lake Co CoC	12/31/2028	20% bed increase using PLHA
continue to fund Rapid Rehousing & other housing access/retention programs	HHAP; HHIP	State	Lake County; CoC	housing & homelessness service providers, other agencies working with vulnerable populations	12/31/2024	10% additional households served with HHAP-5

SPM 7.1a: Racial and ethnic disparities among those accessing services who are experiencing homelessness.

Racial/Ethnic Group	Measure
Native Americans	30
US veterans	30
Latinos	20

Key Actions PM 1

Key Action	Funding Source(s) the region intends to use to achieve the action	Funding Type	Lead Entity	Collaborating Entity/ies	Target Date for Completion	Success Measurement Method
improve outreach through local tribal governments	HHAP	State	Lake County	Lake Co CoC	12/31/2025	reduction in PIT count Native American homeless; increase cooperation with local tribes towards emergency & permanent

SPM 1b: Number of people experiencing unsheltered homelessness on a single night (unsheltered PIT count)

SPM 1b
259

Key Actions PM 1

Key Action	Funding Source(s) the region intends to use to achieve the action	Funding Type	Lead Entity	Collaborating Entity/ies	Target Date for Completion	Success Measurement Method
expand available emergency shelter beds	HHAP; PLHA	State	County of Lake	CoC; City of Lakeport	12/31/2028	20% increase in emergency beds
continue affordable housing preservation & development	HHAP; NPLH; HHIP; CSBG, ESG	State	County of Lake; North Coast Opportunities (lake County's Community Action Agency)	CoC; nonprofit developers	3/31/2025	construction & occupation of NPLH-supported housing complex; maintain &/or place eligible households into affordable housing with HHAP, HHIP, CSBG & ESG funds

SPM 7.1b: Racial and ethnic disparities among those experiencing unsheltered homelessness on a single night

Racial/Ethnic Group	Measure
Native Americans	20
US veterans	20

Key Actions PM 1

Key Action	Funding Source(s) the region intends to use to	Funding Type	Lead Entity	Collaborating Entity/ies	Target Date for Completion	Success Measurement Method
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achieve the action

Improve & increase culturally appropriate outreach efforts	HHAP-5	State	Lake County; Lake County CoC	all service entities; tribal governments & representative agencies	6/30/2025	Native Americans; veterans served
Improve cooperation, coordination among Lake County agencies, CoC members service providers & local Native American tribal governments/entities	HHAP-5	State	Lake County; Lake County CoC	all service entities; tribal governments & representative agencies	6/30/2025	Native American, veterans served

SPM 2: Number of people accessing services who are experiencing homelessness for the first time.

SPM 2
182

Key Actions PM 1

Key Action	Funding Source(s) the region intends to use to achieve the action	Funding Type	Lead Entity	Collaborating Entity/ies	Target Date for Completion	Success Measurement Method
Expand outreach	HHAP-5	State	County of Lake; Lake County CoC	all entities serving target populations	6/30/2025	households enrolled in CES, HMIS
Expand specific youth outreach CES entry points	HHAP-5	State	County of Lake; Lake County CoC	all entities serving target populations	6/30/2025	youth enrolled in CES, HMIS & provided housing, services

SPM 7.2: Racial and ethnic disparities in the number of people

accessing services who are experiencing homelessness for the first time

Racial/Ethnic Group	Measure
Native Americans	20
US veterans	20
Unaccompanied youth	5

Key Actions PM 1

Key Action	Funding Source(s) the region intends to use to achieve the action	Funding Type	Lead Entity	Collaborating Entity/ies	Target Date for Completion	Success Measurement Method
improved, extended outreach	HHAP-5	State	County of Lake, CoC	all service providers	6/30/2025	increased service numbers
better coordination with local tribal governments	HHAP-5	State	County of Lake, CoC	all service providers	6/30/2025	increased service numbers

SPM 3: Number of people exiting homelessness into permanent housing.

SPM 3
91

Key Actions PM 1

Key Action	Funding Source(s) the region intends to use to achieve the action	Funding Type	Lead Entity	Collaborating Entity/ies	Target Date for Completion	Success Measurement Method
Develop additional affordable housing units	PLHA, NPLH	State	County of Lake	local nonprofit developer	12/31/2024	30 units
Continue affordable housing occupancy	HHAP-5, HHIP	State	County of Lake, CoC	all service providers	6/30/2025	20 households

SPM 7.3: Racial and ethnic disparities in the number of people exiting homelessness into permanent housing.

Racial/Ethnic Group	Measure
US veterans	10

Key Actions PM 1

Key Action	Funding Source(s) the region intends to use to achieve the action	Funding Type	Lead Entity	Collaborating Entity/ies	Target Date for Completion	Success Measurement Method
additional supportive housing units	HHAP-5; NPLH; PLHA	State	County of Lake	all service providers; Behavioral Health Services; veterans groups	6/30/2025	new construction

SPM 4: Average length of time that people experienced homelessness while accessing services

SPM 4
78

Key Actions PM 1

Key Action	Funding Source(s) the region intends to use to achieve the action	Funding Type	Lead Entity	Collaborating Entity/ies	Target Date for Completion	Success Measurement Method
Expand CES & HMIS use	HHAP-5	State	County of Lake	Lake County CoC	6/30/2025	10% usage increase

SPM 7.4: Racial and ethnic disparities in the average length of time that people experienced homelessness while accessing services.

Racial/Ethnic Group	Measure
US veterans	10

Key Actions PM 1

Key Action	Funding Source(s) the region intends to use to achieve the action	Funding Type	Lead Entity	Collaborating Entity/ies	Target Date for Completion	Success Measurement Method
expand supportive housing	HHAP-5, NPLH	State	County of Lake	nonprofit developers	6/30/2025	30 units

SPM 5: Percent of people who return to homelessness within 6 months of exiting homelessness response system to permanent housing.

SPM 5
7.00%

Key Actions PM 1

Key Action	Funding Source(s) the region intends to use to achieve the action	Funding Type	Lead Entity	Collaborating Entity/ies	Target Date for Completion	Success Measurement Method
increased affordable housing with supportive services	HHAP-5; HHIP, NPLH	State	County of Lake	Lake County CoC; nonprofit developer; service providers	6/30/2025	40 units

SPM 7.5: Racial and ethnic disparities in the percent of people who return to homelessness within 6 months of exiting homelessness response system to permanent housing.

Racial/Ethnic Group	Measure
US veterans	10.00%

Key Actions PM 1

Key Action	Funding Source(s) the region intends to use to	Funding Type	Lead Entity	Collaborating Entity/ies	Target Date for Completion	Success Measurement Method
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achieve the action

expand supportive housing opportunities	HHAP-5; HHIP; NPLH; PLHA	State	County of Lake	Lake County CoC; nonprofit developer	6/30/2025	40 units
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SPM 6: Number of people with successful placements from street outreach projects.

SPM 6
0

Key Actions PM 1

Key Action	Funding Source(s) the region intends to use to achieve the action	Funding Type	Lead Entity	Collaborating Entity/ies	Target Date for Completion	Success Measurement Method
Continue & expand outreach efforts	HHAP-5; HHIP	State	County of Lake	Lake County CoC; other service providers	6/30/2026	increase placements by 10%

SPM 7.6: Racial and ethnic disparities in the number of people with successful placements from street outreach projects.

Racial/Ethnic Group	Measure
US veterans	10

Key Actions PM 1

Key Action	Funding Source(s) the region intends to use to achieve the action	Funding Type	Lead Entity	Collaborating Entity/ies	Target Date for Completion	Success Measurement Method
increase supportive housing opportunities	NPLH; PLHA	State	County of Lake	nonprofit developer	6/30/2025	10 households

Equity Improvement Plan

Steps to Complete this Section:

1. Identify and describe the key actions the region will take to ensure racial and gender equity in:

- Service delivery;
- Housing placements;
- Housing retention; and
- Identify any changes to procurement or other means to affirm equitable access to housing and services for groups overrepresented among residents experiencing homelessness.

2. Identify if place-based encampment resolution is occurring in the region and if so, the CoC must describe and provide evidence of collaboration with the cities or counties providing encampment resolution services that addresses how people served through encampment resolution have or will be prioritized for permanent housing within the Coordinated Entry System.

Optional: upload any evidence the region would like to provide regarding collaboration and/or prioritization as it relates to question 2.

Guidance:

Of the four tables below, the first three must include at a minimum one key action to address racial equity and one key action to address gender equity. The fourth and final table must include at least one key action.

To add additional actions, click "Add an Action" at the bottom of the table.

Definitions:

- **Key Actions** may include a brief description of a strategic initiative or step identified to address or improve the inequity. This can be a policy, program, partnership, target metric, or any other approach which reflects an improvement and delivers positive impact. Provide a clear description of the action and its intended outcome.
- **Lead Entity** should include the name of the regional Eligible Applicant responsible for managing the key action.
- **Collaborating Entity/ies** may include a group, organization, or jurisdiction within your region working to address or improve the inequity. This can be another participating jurisdiction, a system partner, or any organization actively participating in the key action.

Key Actions the Region Will Take to Ensure Racial and Gender Equity in Service Delivery

Key Action	Lead Entity	Collaborating Entity/ies
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Expand outreach to Native Americans; recruit additional CoC members representing Native Americans	County of Lake & CoC	local tribal governments
Improve funding opportunities' notification to local tribal governments	County of Lake & CoC	local tribal governments
Improve access to unaccompanied youth, especially the LGBTQ+ population, to housing & other services	County of Lake & CoC	service providers; local youth advisory board
Expand emergency & permanent housing opportunities for families with minor children, especially single parents with children	County of Lake & CoC	service providers; county Office of Education & Probation Dept.

Key Actions the Region Will Take to Ensure Racial and Gender Equity in Housing Placements

Key Action	Lead Entity	Collaborating Entity/ies
Provide additional educational opportunities in cultural & linguistic plus gender-identity equity issues	County of Lake & CoC	service providers; local tribal governments
Provide additional educational opportunities in mental illness, dual diagnoses issues	County of Lake	service providers; local law enforcement
Increase housing opportunities for households with children; monitor for discrimination against non-traditional households, including those with children	County of Lake & CoC	service providers; local housing authority; legal aid

Key Actions the Region Will Take to Ensure Racial and Gender Equity in Housing Retention

Key Action	Lead Entity	Collaborating Entity/ies
Provide additional educational opportunities in cultural & linguistic equity issues	County of Lake	service providers; legal aid; local housing management agencies
Provide additional educational opportunities in mental illness, dual diagnoses issues	County of Lake	service providers; legal aid; local housing management agencies
Assist with housing retention, especially when racial & gender equity conflicts may be at issue	County of Lake & CoC	service providers; local housing management agencies; legal aid

Key Actions the Region Will Take to Change Procurement or

Other Means to Affirm Equitable Access to Housing and Services for Overrepresented Groups Among People Experiencing Homelessness in the Region

Key Action	Lead Entity	Collaborating Entity/ies
Improve funding opportunities' notification to local tribal governments	County of Lake & CoC	service providers
Provide technical assistance to tribal organizations that request	County of Lake & CoC	service providers
Assist new local veteran service groups with funding information & assistance as appropriate	County of Lake & CoC	service providers
Increase outreach to homeless encampment residents (CA encampment resolution funding application submitted)	County of Lake	Cities of Lakeport & Clearlake; service providers

Is place-based encampment resolution occurring within the region?

No

Optional Upload: Evidence of Collaboration and/or Prioritization

Plan to Reduce the Number of People Experiencing Homelessness Upon Exiting an Institutional Setting

Steps to Complete this Section:

1. Identify and describe the key actions **each participating Eligible Applicant** will take to reduce the number of people falling into homelessness as they exit institutional settings including:
 - Jails
 - Prisons
 - Hospitals:
 - Other Institutional Settings (such as foster care, behavioral health facilities, etc. as applicable in the region)

Guidance:

At a minimum, if an institutional setting is present in an Eligible Applicant's jurisdiction, the Eligible Applicant must identify their role.

To add additional actions, click "Add an Action" at the bottom of the table.

If an institution is not present in a jurisdiction, type N/A.

Definitions:

- **Key Actions** may include a brief description of a strategic initiative or step identified to address or improve the specific performance measure. This can be a policy, program, partnership, target measure, or any other approach which reflects an improvement and delivers positive impact. Provide a clear description of the action and its intended outcome.
- **Lead Entity** should include the name of the regional Eligible Applicant responsible for managing the key action.
- **Collaborating Entity** may include a group, organization, or jurisdiction within your region working to address or improve the performance measure. This can be another participating jurisdiction, a system partner, or any organization actively participating in the key action.

Key Actions to Reduce the Number of People Experiencing Homelessness Upon Exiting a Jail

Key Action	Lead Entity	Collaborating Entity/ies
assist Lake County Sheriff's Dept with referral of inmates being discharged to appropriate service agencies for CED & HMIS entry	County of Lake	Lake County Sheriff's Dept, Lake County Probation Dept
Ensure inmates identifying as LGBTQ+ return to stable housing/receive appropriate placement services upon institutional exit	County of Lake	Lake County Sheriff's Dept, Lake County Probation Dept; legal aid

Key Actions to Reduce the Number of People Experiencing Homelessness Upon Exiting a Prison

Key Action	Lead Entity	Collaborating Entity/ies
Refer former Lake County residents returning to county after out-of-county prison term, if requested, to appropriate service agencies for CED & HMIS entry	County of Lake	Lake County Probation Dept
Provide emergency shelter, as available & appropriate, to persons upon release & return to Lake County	County of Lake	service providers

Key Actions to Reduce the Number of People Experiencing

Homelessness Upon Exiting a Hospital

Key Action	Lead Entity	Collaborating Entity/ies
Ensure county's two hospitals' social workers refer patients before discharge to appropriate service agencies for CES & HMIS entry	County of Lake	Lake County Behavioral Health Services, Lake County Social Services
Provide emergency shelter, as available & appropriate, to patients upon discharge	County of Lake	service providers

Key Actions to Reduce the Number of People Experiencing Homelessness Upon Exiting Other Institutional Settings (such as foster care, behavioral health facilities, etc. as applicable in the region)

Institutional Setting	Key Action	Lead Entity	Collaborating Entity/ies
Foster care	Refer exiting youth to service agencies utilizing CES & HMIS for temporary &/or permanent housing placement with supportive services.	County of Lake	Lake County Office of Education, Lake County Behavioral Health Services,
Behavioral health facilities under county contract	Continue to monitor performance & successful program completion of clients, particularly those in special categories such as racial minority or LGBTQ+; continue search for additional providers as needed.	County of Lake	Lake County Behavioral Health Services, Lake County Superior Court
Juvenile detention (out of county under contract)	Ensure released juveniles are returning to secure home situations; refer families to appropriate service agencies for CES & HMIS entry.	County of Lake	Lake County Probation Dept

Plan to Utilize Local, State, and Federal Funds to End Homelessness

Steps to Complete this Section:

1. The plan must include the total amount of available funding, the amount prioritized for permanent housing solutions, and an explanation of how **each participating applicant** is utilizing local, state, and federal funding programs to end homelessness. These programs must include, but are not limited to:
 - The Homekey Program,
 - The No Place Like Home Program
 - The Multifamily Housing Program
 - The Housing for a Healthy California Program
 - The Homeless Housing, Assistance, and Prevention Program
 - Building Homes and Jobs Act
 - The California Emergency Solutions Grants Program
 - The National Housing Trust Fund established pursuant to the Housing and Economic Recovery Act of 2008
 - HOME Investment Partnerships Act
 - Parolee or probation programs that are intended to prevent homelessness upon release.

Guidance:

*All of the above programs **must** be included and fully explained in the table. Where the region has multiple awards for the same program that are administered by different entities, those may be listed on separate lines. For example, in a region with one county and one CoC who receive their HHAP awards separately, each Eligible Applicant may enter their HHAP awards in separate lines. Simply click "Add Funding Program, then select the program from the drop down list.*

If one of the ten required programs is not present in a region, type N/A under Local Fund Administrator.

In addition to the listed programs, participating Eligible Applicants should add any other funds and programs that are being utilized to address and end homelessness in the region. Simply click "Add Funding Program" then select the blank field and you may type in the name of the funding program.

To add additional funding programs, click "Add Funding Program" at the bottom of the table.

Definitions:

1. **Local Fund Administrator:** *The entity responsible for administering the given funding source.*
2. **Description of How Funds are/will be Utilized to End Homelessness in the Region:** *Comprehensive summary of how the funding program will be utilized in the region. Applicants should highlight whether, how, and to what extent the funds are being used for permanent housing.*
3. **Funding Amount:** *Amount of known dollars secured or available to spend within the HHAP-5 grant timeframe (FY 23-24 through FY 27-28)*
4. **Timeframe of Use:** *The date range the local fund administrator anticipates expending the*

identified program funds.

Funding Landscape

Funding Program	Funding Type	Local Fund Administrator	Description of How Funds are/will be Utilized to End Homelessness in the Region	Funding Amount	Amount Prioritized for permanent Housing Solutions	Timeframe of Use
The Homekey Program	State	n/a				
The No Place Like Home Program	State	Lake County	Previously-approved funding is being directed to a nonprofit developer for the construction of a supportive housing project, on a county-owned parcel, for the chronically homeless mentally ill.	\$557,845.00	\$557,845.00	FY23-FY25
The Multifamily Housing Program	n/a	n/a				
The Housing for a Healthy California Program	n/a	n/a				
The Homeless Housing, Assistance, and Prevention Program	State	Lake County ; Lake County CoC	The county is dedicating the bulk of its funding towards continued operation of its recently-opened emergency shelter on county property. Some funding is reserved for expansion of youth-directed outreach & services. The CoC is contributing some funding towards that emergency shelter plus reserving funds for its continuing outreach & Rapid Rehousing efforts. Both entities will use some funding for the allowed HMIS maintenance &	\$1,296,102.70	\$150,000.00	FY 23-FY25

			improvement.			
Building Homes and Jobs Act	n/a	n/a				
The California Emergency Solutions Grants Program	State	n/a				
The National Housing Trust Fund established pursuant to the Housing and Economic Recovery Act of 2008	n/a	n/a				
HOME Investment Partnerships Act	n/a	n/a				
Parolee or probation programs that are intended to prevent homelessness upon release	n/a	n/a				
Housing & Homelessness Incentive Program	State	Lake County	Housing assistance; street medicine outreach	\$250,000.00	\$200,000.00	FY23-FY25
Emergency Solutions Grant	State	North Coast Opportunities	CoC-recommended funds used by NCO, the county's Community Action Agency	\$123,123.00	\$123,123.00	FY23-FY25
Community Services Block Grant	State	North Coast Opportunities	State funds provided to NCO, which serves as the county's Community Action Agency; helps fund administrative services supporting the ESG program	\$3,600.00		FY23-FY25
Permanent Local Housing Allocation	State	Lake County	Previously-approved funding is being directed to a nonprofit developer for the construction of a supportive housing project, on a county-owned parcel, for the chronically homeless mentally ill. Anticipated PLHA funds will likely go	\$602,469.00	\$602,469.00	FY 23-25

to City of Lakeport towards its planned emergency shelter & navigation center to serve all eligible county citizens.

Total \$ Available to prevent and end homelessness:	Total Prioritized for Permanent Housing Solutions:
\$2,833,139.70	\$1,633,437.00

Plan to Connect People Experiencing Homelessness to All Eligible Benefit Programs

Steps to Complete this Section:

1. Explain how the region is connecting, or will connect, individuals to wrap-around services from all eligible federal, state, and local benefit programs, including, but not limited to, housing and homelessness services and supports that are integrated with the broader social services systems and supports. Benefit Programs include, but are not limited to:
 - o CalWORKs
 - o CalFresh
 - o Supplemental Security Income/State Supplemental Program (SSI/SSP) and disability benefits advocacy;
 - o In-home supportive services;
 - o Adult protective services;
 - o Child welfare;
 - o Child care; and
 - o Medi-Cal benefits through Managed Care Plans

Guidance:

All of the above benefit programs *must* be included and fully explained in the table. In addition to these benefit programs, participating eligible applicants should add other benefit programs that provide wrap-around services in the region.

To add additional benefit programs, click "Add Benefit Program" at the bottom of the table. If you select the

blank field and you may type in the name of the benefit program.

Definitions:

- **Connection Strategy/ies means methods and actions that support client access and/or enrollment in eligible benefit programs.** This may be a method or action that supports connection between a benefit program and clients, between benefits programs, and/or between benefits programs and the homeless services system, so long as the method or action **supports client access and/or enrollment in the eligible benefit program.**
- **Lead Entity** should include the name of the regional Eligible Applicant responsible for managing the benefit program.
- **Collaborating Entity** may include a group, organization, or jurisdiction within your region working to provide the benefit. This can be another participating jurisdiction, a system partner, or any organization actively participating in providing the benefit.

Benefit Programs

Benefit Program	Connection Strategy/ies	Lead Entity	Collaborating Entity/ies
CalWORKs	Lake County Coordinated Entry System (CES); HMIS; active, representative CoC membership with regular meetings	Lake County Social Services	local agencies & service providers participating in the county's CES & HMIS
CalFresh	Lake County Coordinated Entry System (CES); HMIS; active, representative CoC membership with regular meetings	Lake County Social Services	local nonprofits, including the county's USDA food distribution partner Clear Lake Gleaners
Supplemental Security Income/State Supplemental Program (SSI/SSP) and disability benefits advocacy	Lake County Coordinated Entry System (CES); HMIS; active, representative CoC membership with regular meetings	Lake County office of federal Social Security Administration office	local county agencies such as Social Services, Behavioral Health Services & the CoC; entities involved with low-income individuals participating in the county's CES & HMIS
In-home supportive services	Lake County Coordinated Entry System (CES); HMIS; active, representative CoC membership with regular meetings	Lake County Social Services	local agencies & service providers participating in the county's CES & HMIS

Adult protective services	Lake County Coordinated Entry System (CES); HMIS; active, representative CoC membership with regular meetings	Lake County Social Services	Lake County Superior Court; Lake County Counsel
Child welfare	Lake County Coordinated Entry System (CES); HMIS; active, representative CoC membership with regular meetings	Lake County Social Services; Lake County Probation Dept.; Lake County Sheriff Dept; Cities of Lakeport & Clearlake police departments	Lake County Superior Court; local Indian Child Welfare Act (ICWA) representatives; local mandated reporters
Child care	Lake County Coordinated Entry System (CES); HMIS; active, representative CoC membership with regular meetings	Lake County Office of Education; local nonprofits	local county agencies such as Social Services, Behavioral Health Services & the CoC; entities involved with low-income individuals participating in the county's CES & HMIS
Medi-Cal benefits through Managed Care Plans	Lake County Coordinated Entry System (CES); HMIS; active, representative CoC membership with regular meetings	Lake County Social Services; Partnership Health Plan of CA (contracted Lake Co agency)	local medical providers, including Lake County Behavioral Health Services

Memorandum of Understanding (MOU)

Upload the Memorandum of Understanding (MOU) that reflects the Regionally Coordinated Homelessness Action Plan submitted under this application.

Optional: Upload any additional supporting documentation the region would like to provide.

Memorandum of Understanding (MOU)

Lake Co BOS-CoC MOU executed 7-24.pdf

Supporting Documentation (Optional)

MOU LCBHS & Lake Co CoC 2-24.pdf

Application Process Certification:

By checking the box below, I certify that that all participating eligible applicants met the statutory public meeting process requirements in developing the Regionally Coordinated Homelessness Action Plan in compliance with HSC section 50233(d)-(e) and all of the following is true:

- All Eligible Applicants electing to collaborate to complete the Regionally Coordinated Homelessness Action Plan have engaged in a public stakeholder process that included at least three public meetings before the plan was completed.

Meeting Dates

Meeting Dates

10/5/2023

1/9/2024

2/1/2024

2/27/2024

- All of the following groups were invited and encouraged to engage in the public stakeholder process:

Stakeholder engagement

Stakeholders

Description of how Stakeholders were invited and encouraged to engage in the public stakeholder process

People with lived experience of homelessness

Meeting was posted on a public agenda in accordance with the Brown Act & public comment was encouraged. CoC membership includes people with lived experience

Youth with lived experience of homelessness

Meeting was posted on a public agenda in accordance with the Brown Act & public comment was encouraged. CoC membership includes people with lived experience. Homeless & formerly homeless youth were included in advisory board

Persons of populations overrepresented in homelessness

Meeting was posted on a public agenda in accordance with the Brown Act & public comment was encouraged. CoC membership includes people with lived experience. Outreach was conducted specifically with Native American & veteran representative groups

Local department leaders and staff from qualifying smaller jurisdictions, including child welfare, health care, behavioral health, justice, and education system leaders

Meeting was posted on a public agenda in accordance with the Brown Act & public comment was encouraged. CoC membership includes people with lived experience. The CoC includes representation from all the listed stakeholders.

Homeless service and housing providers operating within the region

Meeting was posted on a public agenda in accordance with the Brown Act & public comment was encouraged. CoC membership includes people with lived experience. The CoC includes representation for all homeless service & housing providers within Lake County

Medi-Cal Managed Care Plans contracted with the State Department of Health Care Services in the region

Meeting was posted on a public agenda in accordance with the Brown Act & public comment was encouraged. CoC membership includes people with lived experience. The county's managed care plan manager participated with Lake County Behavioral Health Services in reviewing local homelessness prevention efforts

Street medicine providers and other service providers directly assisting people experiencing homelessness or at risk of homelessness

Meeting was posted on a public agenda in accordance with the Brown Act & public comment was encouraged. CoC membership includes people with lived experience. All direct service providers participated with the CoC &/or Lake County Behavioral Health Services as stakeholders

I certify under penalty of perjury that all of the information in the above section is true and accurate to the best of my knowledge.

Open

Part 3: Funding Plan

Steps to complete this section:

1. Identify all Eligible Use Categories the Administrative Entity anticipates using.
2. Provide the **dollar amount** budgeted per eligible use category. Again, this must account for 100 percent of the HHAP-5 Allocation(s) the Administrative Entity will be responsible for administering.
3. Where applicable, provide the **dollar amount** that will be designated under the Youth Set-Aside from the selected eligible use categories. **Reminder: the youth set-aside must total at least 10% of all monies received.**
4. Provide a brief description of activities HHAP-5 funds will support in each selected eligible use category.
5. Provide an explanation of how the activities therein align with the state's HHAP-5 priorities to:
 - sustain existing investments towards long-term housing stability and supportive services and
 - prioritize permanent housing solutions.
6. Indicate whether the budget proposes to support **ANY** new interim housing solutions outside of the

youth set-aside.

7. Indicate whether the budget proposes to support new interim housing solutions for youth in excess of 10% of the total HHAP-5 Dollars budgeted
 - o If the Administrative Entity answers “yes” to either 6 or 7, they will be asked to demonstrate dedicated, sufficient resources from other funding sources for long-term housing stability and permanent housing solutions. This entails summarizing total available dollars for preventing and ending homelessness in the region, including the percentage of these resources dedicated to permanent and interim housing solutions, providing the status of five policy actions for each eligible applicant in the region, and demonstrating the need for additional shelter.

Guidance:

*Each Administrative Entity must submit a **single** Funding Plan that accounts for the entire HHAP-5 Allocation(s) which the Administrative Entity will be responsible for administering. This includes:*

- 100 percent of the HHAP-5 Base allocation(s);
- 100 percent of the HHAP-5 Planning allocation(s); and
- 100 percent of the Initial Supplemental Funding allocation(s).

The youth set-aside must total at least 10% of all monies received.

Administrative costs may not exceed 7% of all monies received.

Up to 1% of all monies received may be budgeted for costs related to the Homeless Management Information System (HMIS). Related costs include HMIS licenses, training, system operating costs, and costs associated with carrying out related activities. Upon agreement between the grantee and the Homeless Management Information System lead entity, the grantee shall transfer the authorized amount of funds directly to the HMIS lead entity.

To add another funding plan for an additional Administrative Entity, click "Add Funding Plan" near the bottom of the page. You will be prompted to provide a specific number of funding plans (1 per Administrative Entity) based on the participation and contracting selections from Part 1: Regional Identification and Contracting Information.

Funding Plans from Administrative Entity/ies in Lake County CoC Participating in this Application

Administrative Entity 1

Which Administrative Entity is submitting the below budget?

Lake County CoC

Funding Plan - Lake County CoC

Eligible Use Category	HHAP-5 Dollars Budgeted	If applicable, Dollars budgeted for the Youth Set-	Activities These Funds will Support	How are these Activities Aligned with
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			Aside	the State's Priorities?
Rapid Rehousing	\$150,000.00	\$0.00	Provide initial move-in rental costs (utilities deposits, first month rent), subsidize temporary rents for eligible formerly homeless &/or at-risk households. All assisted will be registered with the county's CES & assisted with income stabilization & other necessary issues to support permanent housing maintenance. Client placement & performance is tracked through HMIS.	Prioritize permanent housing opportunities
Prevention and Shelter Diversion	\$0.00			
Delivery of Permanent Housing and Innovative Housing Solutions	\$0.00			
Operating Subsidies-Permanent Housing	\$0.00			
Operating Subsidies-Interim Sheltering	\$0.00			
Interim Sheltering	\$370,000.00	\$0.00	Continue oversight & operation of county's single emergency shelter. Provide supportive services as part of county's CES with goal towards permanent housing placement; track all clients through	Sustain state & local investment in emergency housing with supportive services

			HMIS.	
Improvements to Existing Emergency Shelter	\$0.00			
Street Outreach	\$21,558.53	\$0.00	Increase & improve outreach to underserved groups	Provision of supportive services leading to permanent housing solutions
Services Coordination	\$67,000.00	\$67,000.00	Expand Lake County's network & support services of homelessness & affordable housing providers & related agencies who deal with youth, including their participation in CES & HMIS reporting; work with CoC's youth advisory board (which includes homeless youth & those currently receiving housing services) towards improvement of intervention & housing services.	Improve & strengthen local strategic partnerships aimed at fortifying local homelessness intervention & prevention among youth
Systems Support	\$0.00			
HMIS	\$6,614.00		Continue improvement of & expanded, efficient use of HMIS	Fortify local strategic partnerships & delivery of services
Administrative Costs	\$46,303.00		Support Lake County's continuing management of grants' funding	Continue with efficient delivery of local services towards ending homelessness
Total HHAP-5		Total HHAP-5		

Dollars Budgeted: \$661,475.53 **Youth Set-Aside Dollars Budgeted:** \$67,000.00

Youth Set-Aside Minimum
\$66,147.55

HMIS Maximum
\$6,614.76

Administrative Maximum
\$46,303.29

Does this budget propose to support any new interim housing solutions outside of the youth set-aside?
No

Does this budget propose to support new interim housing solutions for youth in excess of 10% of the total HHAP-5 Dollars budgeted?
No

Administrative Entity 2

Which Administrative Entity is submitting the below budget?
County of Lake

Funding Plan - County of Lake

Eligible Use Category	HHAP-5 Dollars Budgeted	If applicable, Dollars budgeted for the Youth Set-Aside	Activities These Funds will Support	How are these Activities Aligned with the State's Priorities?
Rapid Rehousing	\$0.00			
Prevention and Shelter Diversion	\$0.00			
Delivery of Permanent Housing and Innovative Housing Solutions	\$0.00			
Operating Subsidies-Permanent Housing	\$0.00			
Operating Subsidies-Interim Sheltering	\$0.00			
Interim Sheltering	\$583,858.00	\$63,462.72	Continue oversight & operation of	Sustain state & local

county's single emergency shelter. Provide supportive services as part of county's CES with goal towards permanent housing placement; track all clients through HMIS. County's contract with shelter's nonprofit operator requires the setaside of 4-5 shelter beds for qualifying youth with the same provision of supportive services towards housing stabilization with HMIS tracking.

investment in emergency housing with supportive services, including separate targeted housing for youth

Improvements to Existing Emergency Shelter	\$0.00		
Street Outreach	\$0.00		
Services Coordination	\$0.00		
Systems Support	\$0.00		
HMIS	\$6,346.00	Continue improvement of & expanded, efficient use of HMIS	Fortify local strategic partnerships & delivery of services
Administrative Costs	\$44,423.17	Support Lake County's continuing management of grants' funding, including fiscal tracking & reporting of separate County & CoC funding streams.	Continue with efficient delivery of local services towards ending homelessness

Total HHAP-5 Dollars Budgeted:	Total HHAP-5 Youth Set-Aside Dollars Budgeted:
\$634,627.17	\$63,462.72

Youth Set-Aside Minimum

\$63,462.72

HMIS Maximum

\$6,346.27

Administrative Maximum

\$44,423.90

Does this budget propose to support any new interim housing solutions outside of the youth set-aside?

No

Does this budget propose to support new interim housing solutions for youth in excess of 10% of the total HHAP-5 Dollars budgeted?

No

Certification

Participating Eligible Applicant 1

Participating Eligible Applicant

Lake County Continuum of Care

Certification Lake County Continuum of Care

On behalf of the above entered participating eligible applicant, I certify that all information included in this Application is true and accurate to the best of my knowledge.

Name

Scott Abbott

Phone

(707) 274-9101 x26124

Email

Scott.abbott@co.lake.ca.gov

Participating Eligible Applicant 2

Participating Eligible Applicant

County of Lake

Certification County of Lake

On behalf of the above entered participating eligible applicant, I certify that all information included in this Application is true and accurate to the best of my knowledge.

Name

Scott Abbott

Phone

(707) 274-9101 x26124

Email

Scott.abbott@co.lake.ca.gov

MEMORANDUM OF UNDERSTANDING

Between the County of Lake and the Lake County Continuum of Care

This memorandum is entered into by and between the County of Lake (“County”) and the Lake County Continuum of Care (“CoC”) for the purpose of coordinating the efforts within Lake County towards the alleviation and prevention of homelessness with the County of Lake, specifically as discussed within the Regionally Coordinated Homelessness Action Plan as developed and approved by both the County of Lake and the Lake County Continuum of Care.

RECITALS

WHEREAS, County is a political subdivision of State of California; and

WHEREAS, CoC serves as the Housing Urban Development (HUD) designated primary decision-making group, whose primary purpose and scope is to implement the Continuum of Care program, which is authorized by Subtitle C of Title IV of the McKinney-Vento Homeless Assistance Act (42 U.S.C. 11381-11389); and

WHEREAS, County of CoC desire to outline the roles, responsibilities and actions of each party to alleviate and prevent homelessness in Lake County;

NOW, THEREFORE, the parties hereby agree as follows:

To specifically commit to the roles, responsibilities and actions summarized below and detailed within the referenced Regionally Coordinated Homelessness Action Plan (Action Plan), attached here to as Exhibit A, and submitted HHAP-5 applications.

- The County of Lake will continue to coordinate the availability of public land and its use towards the development of interim and permanent housing. It further will continue, with the CoC, to conduct outreach, coordinate and deliver services, and connect individuals and their families who are experiencing homelessness or are at risk of homelessness with all available resources as identified in the Action Plan and the HHAP-5 applications.
- The County and CoC respectively commit to the applications’ specified actions to meet and improve the system performance measures for the HHAP-5 fundings uses.
- The County and CoC commit to the key actions specified in their applications and Action Plan to ensure racial and gender equity and affirm equitable access to those overrepresented among residents experiencing homelessness.


- The County and CoC remain committed to the specified actions to reduce homelessness among individuals exiting institutional settings such as the county’s two hospitals, the County jail, contracted behavioral health facilities and the foster care system.
- The County and CoC will continue its commitments in the utilization of funding awarded through local, state and federal programs to end homelessness.
- The County and CoC respectively commit to their roles and responsibilities to connect individuals to all eligible wrap-around services available from federal, state and local benefit programs.

COUNTY OF LAKE

LAKE COUNTY CONTINUUM OF CARE




 Chair
 Board of Supervisors
 Date: 07/23/2024



 Date: 07/23/2024

APPROVED AS TO FORM:
 LLOYD GUINTIVANO
 County Counsel

ATTEST:
 SUSAN PARKER
 LLC, Clerk to the Board of Supervisors

By: 

 Date: 06/15/2024

By: Johanna Delong

 Date: 07/23/2024

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MEMORANDUM OF UNDERSTANDING
Between
LAKE COUNTY BEHAVIORAL HEALTH SERVICES
And
LAKE COUNTY CONTINUUM OF CARE
For COLLABORATIVE APPLICANT AND LEAD AGENCY SERVICES

THIS MEMORANDUM OF UNDERSTANDING ("MOU") is entered into this 27th day of February, 2024, by and between the Lake County Behavioral Health Services, herein referred to as "LCBHS" and Lake County Continuum of Care, herein referred to as "CoC", hereinafter jointly referred to as the "Parties". The purpose of this document is to set forth the types and terms of collaborative services between LCBHS and CoC.

WITNESSETH:

WHEREAS, the CoC designated the LCBHS as the Collaborative Applicant and Lead Agency for the CoC by vote on September 18, 2019; and

WHEREAS, the CoC reestablished the LCBHS as the Collaborative Applicant and Lead Agency for the CoC by vote on September 19, 2022; and

NOW, THEREFORE, in consideration of their mutual covenants and conditions, the Parties hereto agree as follows:

1. PURPOSE

The purpose of this MOU is to confirm agreements between the CoC and LCBHS related to the roles of Collaborative Applicant and Lead Agency and the CoC.

This MOU reestablishes the LCBHS as the Collaborative Applicant and Lead Agency for the CoC, defines general understandings, and defines the roles and specific responsibilities of each Party relating to the positions of Collaborative Applicant and Lead Agency.

Collaborative applicant is defined to mean an eligible applicant (a private nonprofit organization, State, local government, or instrumentality of State and local government) that has been designated by the CoC to apply for grant funding on behalf of the CoC.

2. TERM

The term of this MOU is February 27, 2024 through December 31, 2025.

3. FISCAL EXPLANATION

This MOU will represent a shared responsibility for fiscal items, relying primarily on grant funding for operations but also some in-kind contribution from LCBHS. The CoC will determine how grants are awarded to housing service providers.

4. RESPONSIBILITIES

The responsibilities of LCBHS and CoC are set forth in Attachment 1, Description of Services, attached hereto and by this reference incorporated herein. These services are being provided with no cost to either LCBHS or CoC.

5. TERMINATION

This MOU may be terminated by either Party upon the giving of sixty (60) days advance written notice of an intention to terminate.

6. NON-ASSIGNMENT

Neither Party shall assign, transfer or sub-contract this MOU nor their rights or duties under this MOU without the prior written consent of the other Party.

7. RECORDS

All Parties subject to this MOU shall maintain a record of services provided in sufficient detail to permit evaluation of the MOU. All such records shall be made available during normal business hours to authorized representatives of County, State, and Federal governments during the term of this MOU and during the period of record retention for the purpose of program review and/or fiscal audit.

8. COMPLIANCE WITH LAWS/POLICIES

The Parties shall comply with all applicable laws, rules and regulations related to U.S. Department of Housing and Urban Development (HUD) CoC and Emergency Solutions Grant (ESG) regulations. As well as compliance with State and other funding regulations, standards, and guidelines.

9. CONFIDENTIALITY

The Parties shall act in strict conformance with all applicable Federal, State of California and/or local laws and regulations relating to confidentiality, including but not limited to, California Civil Code section 56 et seq., Welfare and Institutions Code sections 827, 5328, 10850 and 14100.2, Health and Safety section 11812, 22 California Code of Regulations section 51009, and 42 Code of Federal Regulations sections 2.1 et seq. The Parties shall ensure that no list of persons receiving services under this MOU is published, disclosed, or used for any other purpose except for the direct administration of the program or other uses authorized by law that are not in conflict with requirements for confidentiality.

10. NON-DISCRIMINATION

During the performance of this MOU, the Parties shall not unlawfully discriminate against any employee or applicant for employment, or recipient of services, because of race, religion, color, national origin, ancestry, physical disability, medical condition, marital status, age or gender, pursuant to all applicable State and Federal statutes and regulations, as set forth in Attachment 11, Assurance of Compliance, attached hereto and by this reference incorporated herein.

11. RELATIONSHIP OF PARTIES

It is understood that this is a MOU by and between a coalition of interested entities addressing homelessness and a department of County government and is not intended to and shall not be construed to create a relationship of agent, servant, employee, partnership, joint venture or association.

12. NO THIRD PARTY BENEFICIARIES

Both LCBHS and CoC agree it is their specific intent that no other person or entity shall be a Party to or a third Party beneficiary of this MOU or and attachment or addenda to this MOU.

13. INDEMNIFICATION

Both LCBHS and CoC agree to be responsible and assume liability for its own wrongful or negligent acts or omissions, or those of its officers, agents, or employees to the full extent required by law.

14. NOTICE

Any and all notices, reports or other communications to be given to LCBHS or CoC shall be given to the persons representing the respective parties at the following addresses:

Department of Behavioral Health Services

Name: Melissa Kopf
Title: Behavioral Health Services, Staff Services Analyst
Address: PO BOX 1024, Lucerne, CA 95458
Email: Melissa.Kopf@lakecountyca.gov

Lake County Continuum of Care

Name: Bruno Sabatier
Title: Chair
Address: 255 N Forbes Street, Lakeport, CA 95453
Email: Bruno.Sabatier@lakecountyca.gov

15. PUBLIC RECORDS ACT

Both LCBHS and CoC are aware that this MOU and any documents provided are related only to this MOU may be subject to the California Public Records Act and may be disclosed to members of the public upon request. It is the responsibility of both LCBHS and CoC to clearly identify information in those documents that it considers to be confidential under the California Public Records Act. To the extent that LCBHS and CoC agree with that designation, such information will be held in confidence whenever possible. All other information will be considered public.

16. ENTIRE AGREEMENT AND MODIFICATION

This MOU contains the entire agreement of the Parties relating to the subject matter of this MOU and supersedes all prior agreements and representations with respect to the subject matter hereof. This MOU may only be modified by a written amendment hereto, executed by both Parties. If there are attachments attached hereto, and a conflict exists between the terms of this MOU and any attachment, the terms of this MOU shall control.

17. ENFORCEABILITY AND SEVERABILITY

The invalidity or enforceability of any term or provisions of this MOU shall not, unless otherwise specified, affect the validity or enforceability of any other term or provision, which shall remain in full force and effect.

18. DISPUTES

Both LCBHS and CoC shall use good faith efforts to resolve any disputes prior to bringing any action to enforce the terms of this MOU.

Should it become necessary for a Party to this MOU to enforce any of the provisions hereof, the prevailing party in any claim or action shall be entitled to reimbursement for all expenses so incurred, including reasonable attorney's fees.

It is agreed by LCBHS and CoC hereto that unless otherwise expressly waived by them, any action brought to enforce any of the provisions hereof or for declaratory relief hereunder shall be filed and remain in a court of competent jurisdiction in the County of Lake, State of California.

19. CAPTIONS

The captions of this MOU are for convenience in reference only and the words contained therein shall in no way be held to explain, modify, amplify or aid in the interpretation, construction or meaning of the provisions of this MOU.

20. OTHER DOCUMENTS

Both LCBHS and CoC agree that they shall cooperate in good faith to accomplish the object of this MOU and, to that end, agree to execute and deliver such other and further instruments and documents as may be necessary and convenient to the fulfillment of these purposes.

21. CONTROLLING LAW

The validity, interpretation and performance of this MOU shall be controlled by and construed under the laws of the State of California.

22. AUTHORITY

LCBHS and CoC and each Party's signatory warrant and represent that each has full authority and capacity to enter into this MOU in accordance with all requirements of law. The Parties also warrant that any signed amendment or modification to the MOU shall comply with all requirements of law, including capacity and authority to amend or modify the MOU.

ATTACHMENT 1

DESCRIPTION OF SERVICES

Unless indicated otherwise herein, LCBHS shall furnish all labor, materials, transportation, supervision, and management and pay all taxes required to complete the project described below.

A majority of services shall be provided at LCBHS offices located at 6302 Thirteenth Ave., Lucerne, CA 95458. Services may also be provided at various locations county-wide.

1. **CoC Responsibilities**

- A. Designate a Collaborative Applicant and Lead Agency.
- B. Designate responsibilities to the Collaborative Applicant and Lead Agency.
- C. Review the CoC Governance Charter annually in consultation with the Collaborative Applicant.
- D. Fulfill the responsibilities as contained in the By-Laws for the General Membership, Executive Committee, Subcommittees, and Workgroups.
- E. Strive for transparency and accountability with the community, including:
 - a) Inviting partnerships, collaborations, and membership opportunities to community stakeholders, particularly those with lived experience and traditionally underserved populations.
 - b) Assessing, evaluating, and prioritizing the homeless needs of the community through open forum.
 - c) Ensuring that grant funds are awarded fairly and appropriately to address identified homeless needs within the community.
 - d) Ensuring homeless services are being performed with quality.
 - e) Providing an oversight of how funding has been utilized.

2. **LCBHS Responsibilities**

- A. As Collaborative Applicant, the LCBHS shall:
 - a) Serve as the applicant for project sponsors who jointly submit a single application for grants on behalf of the CoC, receive grants directly from the source, distribute grants to awarded project sponsors, and provide training to grant recipients as needed.
 - b) Design a collaborative process for the development of applications for grant funding and for evaluating outcomes of projects for which funds are awarded, which includes:
 - Ensuring compliance with grant program requirements;
 - Ensuring compliance with grant selection criteria; and
 - Establishing priorities for funding projects in the geographic area involved.
 - c) Ensure that all funds disbursed are properly accounted for, appropriate services conducted, and records maintained in accordance with Generally Accepted Accounting Principles.
 - d) Provide technical assistance and training to provider agencies to ensure compliance with U.S. Department of Housing and Urban Development (HUD) CoC and ESG regulations, as well as compliance with State and other funding regulations, standards, and guidelines.
 - e) Participate in the Consolidated Plan for the geographic area served by the CoC.

- f) Ensure operation of, and consistent participation by, project sponsors in the Homeless Management Information System.
- g) Review HUD rules, regulations, and guidance and suggest updates to the Governance Charter.
- h) In consultation with the CoC Executive Committee, submit the annual application to HUD for CoC Program funding.
- i) Submit the annual CoC Planning Funds application to HUD.
- j) Submit the Consolidated Application to HUD through the Electronic Special Needs Assistance Programs (ESNAPS).

B. As Lead Agency, the LCBHS shall:

- a) Coordinate and oversee CoC Executive Committee meetings and All Membership meetings. This includes:
 - Scheduling meetings;
 - Developing meeting agendas;
 - Issuing meeting materials; and
 - Posting relevant documents to the CoC website.
- b) Provide support for CoC Executive Committee and all CoC committees.
- c) Build strategic partnerships and cultivate new service partnerships within the community.
- d) Provides CoC Secretary and HMIS administration through obtained grant funding.
- e) Create contract agreements for the CoC's awardees and LCBHS, representing as the Lead Agency.
- f) In support of the Strategic Planning Committee, complete the strategic plan updates with local and county governments.
- g) Monitor provider agencies' programmatic and financial management to ensure compliance with HUD CoC, ESG, State, and other regulations, standards and guidelines.
- h) Support the Performance Review Committee, measure and monitor performance of CoC funded projects. This includes developing strategic goals to end homelessness, collecting and disseminating data to measure performance toward those goals, and continuously evaluating and improving performance.
- i) Maintain the Lake County Continuum of Care website to provide transparency to the activities of the CoC.

3. Associated Costs

- a) LCBHS will utilize grant funding obtained for the CoC to pay for the operating costs associated with the salary of an analyst/HMIS Administrator for the CoC, HMIS software and licenses, and costs associated with Coordinated Entry System such as a contracted central provider, as well as consultants to assist with HMIS, writing for grants, and other quality improvement efforts.
- b) LCBHS will offer in-kind funding support to pay for a program manager, fiscal personnel support, County Counsel as needed, and a number of Coordinated Entry System Access Points
- c) Additional costs will be agreed upon by both parties to determine payment.

ATTACHMENT 2
ASSURANCE OF
COMPLIANCE WITH
THE LAKE COUNTY DEPARTMENT OF BEHAVIORAL HEALTH SERVICES
NONDISCRIMINATION IN STATE AND FEDERALLY
ASSISTED PROGRAMS

Lake County Continuum of Care

HEREBY AGREES THAT it will comply with Title VI and VII of the Civil Rights Act of 1964 as amended; Section 504 of the Rehabilitation Act of 1973, as amended; the Age Discrimination Act of 1975, as amended; the Food Stamp Act of 1977 as amended, and in particular Section 272.6; Title II of the Americans with Disabilities Act of 1990; California Civil Code, Section 51 et seq., as amended; California Government Code Section 11135-11139, as amended; California Government Code Section 12940; California Government Code, Section 4459; Title 22, California Code of Regulations 98000-98263, and other applicable federal and state laws, as well as their implementing regulations (including 45 Code of Federal Regulations (CFR) Parts 80, 84, and 91, 7 CFR Part 15, and 28 CFR Part 42), by ensuring that employment practices and the administration of public assistance and social services programs are nondiscriminatory, to the effect that no person shall because of ethnic group identification, age, sex, color, physical disability, mental disability, medical condition, national origin, race, ancestry, marital status, religion, religious creed or political belief or sexual orientation of any person be excluded from participation in or be denied the benefits of, or be otherwise subject to discrimination under any program or activity receiving federal or state financial assistance; and HEREBY GIVE ASSURANCE THAT it will immediately take any measures necessary to effectuate this agreement.

THIS ASSURANCE is given in consideration of and for the purpose of obtaining any and all federal and state assistance; and THE VENDOR/RECIPIENT HEREBY GIVES ASSURANCE THAT administrative methods/procedures which have the effect of subjecting individuals to discrimination or defeating the objectives of the California Department of Social Services (CDSS) Manual of Policies and Procedures (MPP) Chapter 21 will be prohibited.

BY ACCEPTING THIS ASSURANCE, the vendor/recipient agrees to compile data, maintain records and submit reports as required, to permit effective enforcement of the aforementioned laws, rules and regulations and permit authorized CDSS and/or federal government personnel, during normal working hours, to review such records, books and accounts as needed to ascertain compliance. If there are any violations of this assurance, CDSS shall have the right to invoke fiscal sanctions or other legal remedies in accordance with Welfare and Institutions Code Section 10605, or Government Code Section 11135-11139, or any other laws, or the issue may be referred to the appropriate federal agency for further compliance action and enforcement of this assurance.

The person or persons whose signatures appear below are authorized to sign this Assurance on behalf of the recipient.

THIS ASSURANCE is binding on the vendor/recipient directly or through contract, license, or other provider services, as long as it receives federal or state assistance.

