

Application Narrative Template - CoC

1. SUMMARY OF HOMELESSNESS IN THE CoC, LARGE CITY, OR COUNTY

A. Submit their CoC's complete HUD Longitudinal Systems Analysis (LSA).

The CA-521 CoC's complete HUD Longitudinal Systems Analysis report covering October 2017-September 2018 is submitted as a zip file containing all data exports.

B. Use the LSA data to provide (as defined by HUD):

The table below contains all requested data points from the LSA.

1. Total number of households served by project type	
(1) Emergency Shelter (ES), Safe Haven (SH), Transitional Housing (TH)	283
(2) Rapid Rehousing (RRH)	194
(3) Permanent Supportive Housing (PSH)	56
2. Total number of disabled households served across all interventions.	303
3. Total number of households experiencing chronic homelessness served across all interventions.	123
4. Total number of 55+ households served across all interventions.	87
5. Total number of unaccompanied youth served across all interventions.	33
6. Total number of veteran households served across all interventions.	31
7. Number of individuals served across all interventions by gender	
(1) Female	330
(2) Male	264
(3) Transgender	3
(4) Gender Non-Conforming	0
8. Total number individuals served across all interventions by race/ethnicity	
(1) White, Non-Hispanic/Non-Latino (only),	267
(2) White, Hispanic/Latino (only),	116
(3) Black or African American (only),	131
(4) Asian (only),	7
(5) American Indian or Alaska Native (only),	33
(6) Native Hawaiian/Other Pacific Islander (only)	11
(7) Multiple races	26

2. DEMONSTRATION OF REGIONAL COORDINATION

A. Coordinated Entry System (CES) Information

For CoC applicants:

1. Describe how your CES functions, including:
 - a. What entity is responsible for operating your CES?

Yolo County's Continuum of Care (CoC), Homeless and Poverty Action Coalition (HPAC), developed coordinated entry policies and procedures several years ago that have been periodically updated based on needs of the system. In 2019, Yolo County and HPAC received technical assistance through Technical Assistance Collaborative (TAC) consultants provided by the California Department of Housing and Community Development (HCD). One of the several recommendations included forming a Coordinated Entry Subcommittee. In October 2019, HPAC formally adopted this recommendation and formed a Coordinated Entry Subcommittee. The newly formed Coordinated Entry Subcommittee serves as the Policy Oversight Entity for the CES. As staff to the CoC, the County of Yolo's Health and Human Services Agency (HHS) provides technical assistance to the CoC regarding policy development, maintains the HMIS processes utilized by CES, and facilitates the Case Conferencing process by which CES participating permanent housing projects fill vacancies.

- b. What is the process for assessment and identification of housing needs for individuals and families that are experiencing or at risk of experiencing homelessness in your community?

The assessment process begins with an initial triage period where an individual or family is assessed for prevention or diversion services first. A full assessment is completed once it is determined that prevention or diversion is not possible for an individual or family. Yolo County uses the Vulnerability Index and Service Prioritization Decision Assistance Tool (VI-SPDAT) as the assessment tool to determine vulnerability and prioritization for services. Two different versions of the tool are used dependent on whether a household includes children.

A phased assessment approach is utilized which allows information regarding an individual or family's vulnerability

gathered through the course of service provision and coordination after the initial VI-SPDAT is completed to be considered when assessing an individual or family's housing needs and eligibility for services.

c. How are people referred to available housing through CES?

Historically in Yolo County, only CoC Program or ESG funded projects have been mandated by the CoC to utilize the CoC's Coordinated Entry policies to fill vacant units. However, over the last year, funding sources not governed by the CoC have required participation in the CES as a condition of receiving funds and those additional projects have begun utilizing the CoC's process as well.

Once a VI-SPDAT assessment is completed for an individual or family in need of housing, the assessment is added to the Community Queue (the Queue) in the local Homeless Management Information System (HMIS). Referrals to the Queue are made on an ongoing basis and remain active for at least 120 days, and clients remain on the Queue as long as they maintain contact with a local HMIS participant service provider.

When a CES participant housing provider has a vacancy:

1. The housing provider contacts Yolo County Health and Human Services Agency (HHSA) as soon as they become aware of a vacancy.
2. HHSA staff schedules a Case Conference to take place within 1-2 weeks of notice of the vacancy.
3. HHSA notifies participating CES service providers of the vacancy and solicits referrals to the Queue through targeted outreach to community service providers that serve the housing project's target populations, for a specified "referral period". This ensures that any potentially eligible individuals not already on the Queue, have an opportunity to be assessed and considered for the vacancy.
4. The service providers review previous referrals and make new referrals to the Queue.
5. After the referral period ends, HHSA screens all referrals active on the Queue for eligibility to the housing project, referrals that meet the housing project's specific eligibility requirements (i.e., no income, serious mental illness diagnosis, etc.) move

- on to step 6 of process. Referrals that do not meet the eligibility requirements remain on the Queue to be considered for subsequent housing options.
6. HHSA compiles eligible referrals into a list prioritized by the highest vulnerability, indicated by the VI-SPDAT numerical score.
 7. HHSA facilitate the Case Conference attended by the housing provider, outreach workers, and case managers from Yolo County HMIS Partner Agencies. Attendees of the Case Conference review the list and select approximately five (5) individuals or families to refer to the housing project. As the facilitator, HHSA ensures that those with the highest need for Permanent Supportive Housing and the most barriers to housing retention are prioritized first.
 8. HHSA communicates the results of the Case Conference by providing the housing provider with the list of those referred to housing ranked by prioritization and with a point of contact indicated for each individual or family, and by notifying Case Conference attendees of the results and ongoing service coordination needs of those referred to housing and those not referred to housing.
 9. The housing provider offers available units to the most vulnerable individuals and families first, in compliance with the CoC and ESG Interim Rules and CPD-17-01. The housing provider and case managers are responsible for collaborating to ensure the following activities are completed: preparation of program related documents, complete interviews as part of tenant selection process, and other actions needed to facilitate the client's housing placement. In the event the client is not connected to a case manager, the housing provider will work through direct client engagement to ensure the above items are completed.
 10. The housing provider then reports back to HHSA within 1 week with the status of referrals and documents the following: (a) Attempt at contact, and (b) whether the individual or family will be placed in housing, or (c) the reason why an individual is not placed in housing.
 11. If all of the selected individuals or families are inaccessible, ineligible, or otherwise unable to be

housed at that time, steps 2-10 are repeated as quickly as possible.

2. How do you promote the utilization of your CES? Specifically:
 - a. What outreach do you conduct to ensure all individuals experiencing homelessness, including those with multiple barriers, are aware of the CES assessment and referral process?

The Yolo County Coordinated Entry system covers the entire CoC geographic area. Each major city has programs that provide shelter, mainstream services, and outreach for individuals living homeless. Also, each of the three major cities has a special partnership with the city police departments that embeds homeless outreach and housing navigators with the local police while addressing unsheltered homelessness. These partnerships have allowed individuals living homeless to receive outreach and services while also training local law enforcement on best practices for engaging with and helping individuals living in unsheltered homelessness. Apart from homeless services being offered in the major cities, Yolo County also has a large amount of rural areas and as a result the outreach teams operate throughout the entire county. Every individual contacted has equal opportunity to engage in the Coordinated Entry Process. These practices ensure that those with multiple barriers, who are least likely to seek services, receive special outreach and services.

The CoC's Coordinated Entry Policies and Procedures includes policies that when outreach workers encounter an individual during street outreach, the worker will complete a VI-SPDAT, if possible, or arrange for a VI-SPDAT to be completed within 30 days or when adequate rapport is established. Furthermore, to ensure that the individual is added to the community queue as quickly as possible, the policies require that should a VI-SPDAT not be completed by live data entry, the VI-SPDAT shall be entered in HMIS within 3 days of the assessment being completed.

Another significant outreach opportunity that has been implemented in the last several years in Yolo County that is part of the coordinated entry process is monthly homeless multidisciplinary team (MDT) meetings in the three major jurisdictions (Woodland, Davis, and West Sacramento). These meetings are staffed and facilitated by HHSA homeless team

members and attended by individuals from more than 15 different organizations or departments. Anyone attending can identify a homeless individual or family to case conference with the group, identify resources and housing options, and HHSA homeless team staff also pull the top 5 most vulnerable clients from each jurisdiction monthly to case conference, as needed.

b. What is the grievance or appeal process for customers?

While there currently is no standard appeal process developed for the CoC, development of an appeals process is part of the 2020 Work Plan for the newly formed Coordinated Entry Subcommittee. Participants are eligible to appeal housing placement decisions according to each CES participant organization's individual program policies.

c. How do you provide culturally responsive services to people experiencing homelessness?

All CES participant organizations commit to following the CoC's Coordinated Entry Policies and Procedures that promote the following approaches to assure culturally responsive service provision: cultural and linguistic competency, fair and equal access, Housing First, low barrier, person-centered approach, and a respect for participant autonomy. Training is available to CES participant providers on cultural and linguistic competency through the County of Yolo's training programs. Furthermore, specialized training on serving individuals affected by domestic violence is offered by Empower Yolo, the local domestic violence victim services agency.

The aforementioned approaches are detailed below:

- Cultural and Linguistic Competency: All staff administering assessments use culturally and linguistically competent practices. Assessments include trauma-informed culturally and linguistically competent questions for special subpopulations, including:
 - Immigrants, refugees, and other first-generation subpopulations;
 - Youth;
 - Persons fleeing, or attempting to flee, domestic violence, dating violence, sexual assault, or stalking; and

- Persons who identify as lesbian, gay, bisexual and/or transgender (LGBT).
- Organizations strive to provide access to translation of verbal and written materials in the three (3) threshold languages of Yolo County: English, Spanish, Russian.
- Fair and Equal Access: All people in the CoC's geographic area have fair and equal access to the coordinated entry process, regardless of where or how they present for services. Fair and equal access means that people can easily access the coordinated entry process, whether in person, by phone, or some other method, and that the process for accessing help is well known.
- Housing First principles are followed to quickly and successfully connect individuals and families experiencing homelessness to permanent housing without preconditions and barriers to entry, such as sobriety, treatment or service participation requirements. Supportive services are offered to maximize housing stability and prevent returns to homelessness as opposed to addressing predetermined treatment goals prior to permanent housing entry.
- Low Barrier: The CoC's Coordinated Entry System does not screen people out for assistance due to perceived barriers to housing or services, including, but not limited to:
 - Too little or no income;
 - Active or history of substance use;
 - History of domestic violence;
 - Resistance to receiving services;
 - Type or extent of disability-related services or supports that are needed;
 - History of evictions or poor credit;
 - Lease violations or history of not being a leaseholder;
 - Criminal record—with exceptions for state or local restrictions that prevent projects from serving people with certain convictions.
- Participant Autonomy: HPAC's coordinated entry process allows participants autonomy to freely refuse to answer assessment questions and to refuse housing and service options without retribution or limiting their access to assistance.

- Person-Centered Approach HPAC uses a person-centered approach, and incorporates the following principles:
 - Person-Centered Assessments: Assessments are based in-part on participants' strengths, goals, risks, and protective factors.
 - Accessible Tools and Processes: Tools and assessment processes are designed to be easily understood by participants. Assessment questions and instructions reflect the developmental capacity of the participants being assessed.
 - Sensitivity to Lived Experiences: Sensitivity to participants' lived experiences is incorporated into every aspect of this coordinated entry system, including the ongoing assessment and improvement of assessment tools and delivery protocols that are trauma informed, minimize risk and harm, and address potential psychological impacts.
 - Participant Choice: Participants' choices in coordinated entry process decisions, such as location and type of housing, level and type of services, and other program characteristics, are accommodated to the fullest extent possible given overriding health and safety concerns and compliance with outstanding legal requirements. The ongoing development of assessment processes that provide options and recommendations similarly shall be guided and informed by participant choice, as opposed to rigid decisions about what individuals or families need.
 - Clear Referral Expectations: Participants are able to easily understand to which programs they are being referred, what the program expects of them, what they can expect of the program, and evidence of the program's rate of success.
 - Commitment to Referral Success: The providers in HPAC's Coordinated Entry System commit to successfully completing the referral process once a referral decision has been made through Coordinated Entry, including supporting the safe transition of participants from an access point or emergency shelter to housing, and supporting participants in identifying and accessing an

alternate suitable project in the rare instance of an eligible participant being rejected by a participating project.

3. What, if any, are the current challenges preventing successful CES operation in your jurisdiction, and how do you plan to address these challenges?

The biggest challenge to successful CES operation in our community is the lack of system exit options, communication between CES providers, and inconsistency in service delivery practices across providers. There are several successful outreach and case management programs throughout the county, however the low housing stock keeps people in the system for prolonged periods of time as case managers and housing navigators struggle to find housing on the open market for high needs individuals. Similarly, the CES participant permanent supportive housing options in the community primarily rely on leasing units from property managers or landlords whose criminal background, credit history, or tenant behavior expectations are incongruent with Housing First principles. PSH project managers work diligently to maintain positive relationships with these landlords, however these challenges have resulted in landlords choosing to not renew master leases or the denial of CES referred clients, leaving units vacant for extended periods of time or people with lower vulnerability being housed.

In fall of 2018, a system wide Community Queue was implemented to facilitate referral to the CES. The Community Queue is a living list of individuals in the HMIS system whose vulnerability has been assessed with the VI-SPDAT. This list is utilized to determine housing placement and referral to resources. During monthly Multi-Disciplinary Team (MDT) meetings in each of Yolo County's 3 major cities, this list is utilized to identify the most vulnerable individuals in the community who may need further care coordination. Due to staffing challenges and lack of consistent training on utilization of the Community Queue, the first year of its implementation saw that a large number of individuals who had been assessed for services were not properly referred to the Queue. Because of this, many individuals were not able to be considered for housing opportunities through the CES process. In fall of 2019, HMIS staff identified this issue and took immediate actions to correct it. A technical training guide was developed for and distributed to case managers and the rate of assessed individuals being appropriately referred to the Community Queue has increased greatly in the last 2 months.

The monthly MDT meetings also allow for information sharing and streamlined communication regarding client care. During these meetings representatives from social services organizations, law enforcement, physical health and behavioral health collaborate to develop care plans for high need individuals. Clients are invited to participate during the portion of the meeting dedicated to their care coordination and many have taken advantage of this opportunity to address their homelessness crisis in a holistic fashion.

In addition, a formal Coordinated Entry Subcommittee is now in place. With the creation of this working group solely dedicated to Coordinated Entry, the administrative infrastructure to review Queue utilization and make recommendations for improvement is occurring on a regular basis. Furthermore, the Coordinated Entry Subcommittee plans to conduct a systems gap analysis to further identify where the process breaks down and what is needed to address these issues. Possible solutions include targeted outreach to landlords and property managers to discuss the challenges and ways to work together, and publicly telling the Yolo data story to combat stigma and change the face of homelessness. Both strategies can increase buy-in and cooperation from the private sector. Additionally, the CoC, County, and nonprofits have collaborated on several new Permanent Supportive Housing (PSH) projects under development (145 new units through No Place Like Home (NPLH) alone) that will utilize the CES system, increasing the supply of Housing First guided projects.

B. Prioritization Criteria

1. What are the criteria used to prioritize assistance for people experiencing homelessness in your jurisdiction?

Priority decisions for housing and services are made based on the severity of the following factors:

- VI-SPDAT Score
- Chronic Homelessness and/or Length of Time Homeless
- Disabling Conditions

Participants with co-occurring disabling conditions are prioritized the highest, followed by participants with at least one disabling condition.

2. How is CES, pursuant to 24 CFR 578.8(a)(8) used for this process? Currently, CES is primarily utilized to prioritize individuals for placement in permanent supportive housing units participating in the CES. However, the prioritization criteria referenced above

guides the prioritization decisions for various services other than permanent housing when resources are limited.

C. Coordination of Regional Needs

1. How have you coordinated with your partnering CoC, large city (if applicable), and/or county to identify your share of the regional need to address homelessness?

As the County Health and Human Services Agency (HHSA) currently serves as support staff to the local CoC, collaboration between the two entities is inherent in our work. While the CoC and County developed their spending plans for the HHAP funds, HHSA staff served as liaison between the two entities to communicate and align intended utilization of funds. In this way, both the County and CoC were able to develop funding plans that complement one another.

2. What is your identified share of this need, and how will the requested funds help your jurisdiction meet it?

The County focuses on supporting system coordination, providing administrative support to the CoC, funding supportive services for PSH projects and collaborating with the Cities on development of housing stock ; the County also makes it a priority to fund housing and shelter projects operated by local nonprofits, and responds to larger system needs unmet by other resources or projects. The CoC and its partners focus on providing housing and shelter opportunities, outreach and case management, and prevention and diversion.

The HHAP funding from both the CoC and County allocation will support the essential grant administration activities and HMIS implementation activities performed by the County. The County HHAP funds will meet the County's goals of supporting system wide improvement and strengthening the crisis response system. The CoC HHAP funds will meet the CoC's goals of prioritizing prevention and diversion programs, rental assistance and rapid rehousing, permanent housing delivery, and new navigation centers and emergency shelters.

D. Creating Sustainable, Long Term Housing Solutions

1. How is your jurisdiction involved in the efforts to create sustainable, long-term housing solutions for people experiencing homelessness across your region?

The CoC supports efforts to create sustainable long-term housing solutions for people experiencing homelessness in our region by funding, operating, and advocating for the development of permanent housing projects. CoC member agencies also advocate for permanent housing development to their local cities. Several CoC member agencies actively work to develop permanent housing solutions. The local public housing authority, Yolo County Housing, has concentrated recent efforts on expanding voucher programs for homeless individuals and families over the last few years through the Mainstream Voucher and Family Unification Program voucher programs. Providers such as Davis Community Meals and Housing, Fourth & Hope, and Yolo Community Care Continuum, operate permanent supportive housing projects through the federal CoC program. In Davis, Davis Opportunity Village has formed the Davis Homeless Alliance with the aim of coordinating homelessness policies for the City of Davis and advocating for permanent housing solutions in the city. In Woodland, Woodland Opportunity Village is partnering with developers and local providers to develop a new permanent supportive housing project in the city of Woodland. Supportive services and case management are essential components in these projects and services are delivered following best practices such as Housing First and trauma informed care. After care and housing stabilization services is provided through many of these projects to assist participants maintain housing long term. Our CoC is comprised of representatives from service providers (homeless, legal, behavioral and physical health), law enforcement, and local cities. This combination of partners allows for efficient communication and collaboration between entities with intersecting priorities and allows for the development of well-rounded projects that address the whole person, improving an individual's chances at maintaining housing. In addition, the CoC supports partners in the acquisition of funding for the development of housing projects through collaboration and providing letters of support for applications.

3. RESOURCES ADDRESSING HOMELESSNESS

A. Existing Programs and Resources

1. Provide an exhaustive list of all funds (including the program and dollar amount) that your jurisdiction currently uses to provide housing and homeless services for homeless populations.

Please see [Appendix A](#) for the complete listing of the programs and dollar amounts associated with each that are available to the CoC and the County to address homelessness.

2. How are these resources integrated or coordinated with applicants from overlapping jurisdictions (i.e. CoC, large city, and/or county)?

In Yolo County, most Federal and State funding options have historically been coordinated through the CoC, with the exception of a few of the programs which cities (CDBG, and HOME) and specific organizations (Veteran's organizations for VHHP) apply for directly. The other direct application that can occur is when a program lives specifically within a County department. For example, within Health and Human Services Agency (HHS) there are branches specific to population and service delivery (Child, Youth, and Family, Adult and Aging, and Service Centers). HHS's Service Center branch directly administers the CalWORKs Housing Support Program (HSP), all three branches partner on the Bringing Families Home grant, and Adult and Aging partners with Service Center on the Homeless and Disability Advocacy Program (HDAP). For the Community Services Block Grant (CSBG), Adult and Aging directly administers and coordinates it through the local Community Services Action Board (CSAB). HHS staff works with CSAB to conduct a community needs assessment and Request for Proposals (RFP) process every two years, awarding funding to community-based providers with services specific to needs identified during the community needs assessment.

For the No Place Like Home projects in Yolo County, HHS reached out to the four incorporated City jurisdictions to determine interest in jointly applying for projects and then worked with the two who brought forward a project they see as feasible to complete within the timeframe needed for both the application and the life of the development grant. Yolo County utilized this same process for their application coordination and submission for the Housing for a Healthy California funds. On

both projects, leadership and staff from County and the relevant Cities met on a regular basis to ensure application coordination and meeting the required deadlines.

For funds available to the CoC as a whole, HHSA serves as the administrative applicant and spearheads the local coordination and integration process. For the NOFA and application phase (e.g., for CESH round 1 and 2, HEAP, ESG and CoC), HHSA notifies the Homeless and Poverty Action Coalition (HPAC/CoC) regarding upcoming funding opportunities on a regular basis. When a NOFA is released, HHSA completes a summary document and distributes to the CoC, as well as reviewing in person at the regularly scheduled CoC meetings. HHSA and the CoC determine the local selection process components based on grant timelines and requirements. The local selection process then occurs, having “non-conflicted” agencies (those not applying) review proposals and recommend funding levels, which are then brought to the HPAC voting membership for approval. HHSA as administrative entity then completes the application and executes the local contracts once the grant/allocation is awarded from the State or Federal funding source. ESG and CoC funds follow this development process until award, at which time the funding entity contracts directly with approved projects/providers.

As described above, within each major jurisdiction in Yolo County (Those with large PIT counts relative to overall population - Davis, Woodland, and West Sacramento), there are monthly Homelessness Multidisciplinary Team meetings. Once grant/allocation contracts are in place the information is shared with representatives at those meetings to ensure staff providing direct services and housing to individuals living homeless or at risk of homelessness are aware of the opportunities available to the community based on the new grant/allocation funding.

Additionally, during the technical assistance from the Technical Assistance Collaborative (TAC) consultants, the complexity and inefficiencies associated with the current homelessness governance structure were identified, with associated recommendations for an overarching countywide governance body to be formed. The guidance suggested that this countywide entity act as a coordinating and strategic planning body for the entire county and work in alignment with the HPAC voting board. This entity was approved in December 2019 and is currently titled the Executive Commission to Address

Homelessness, consisting of an elected representative from the County, Davis, Woodland, West Sacramento, Winters, and the HPAC Chair. While this entity is undergoing development of Bylaws, etc., the intention and plan moving forward is for the Commission to provide strategic vision and priority identification for Yolo County's homeless policy decisions, countywide funding, cross-jurisdictional coordination, and ongoing alignment with the HPAC voting board.

3. What gaps currently exist in housing and homeless services for homeless populations in your jurisdiction?

Gaps in types of housing vary across Yolo County and its' cities, depending both upon currently available stock and needs of the population seeking housing. There is no specific youth or veterans shelter in any City. The most robust number of subsidized apartment complexes (37), is in the City of Davis, although the City also has extremely limited shared housing opportunities for low-income or otherwise disenfranchised populations (coming out of homelessness or the criminal justice system) due to a large portion of the independent non-subsidy housing being utilized by either private owners/families or the large University of California Davis student population. In addition, despite the robust number of affordable complexes, the waitlists are often several years long, or closed for new individuals altogether. Davis is poised to expand their long-standing, very small, day service location, currently connected to a transitional living setting for formerly homeless individuals, which will provide a few emergency shelter and micro housing beds for the first time in the City.

In Woodland, while there are more opportunities for shared housing, the community holds the only year-round homeless shelter in the County, along with the County jail and a regional medical/mental health hospital. As a result, there is a higher number of individuals in need of housing, and locating subsidy and no barrier housing is not keeping up with demand. There is no day services location outside of the County mental health clinic Wellness Center. In addition, there are not enough shelter beds to support the numbers of individuals sleeping on the streets, even in the winter months when interfaith rotating church shelters open in three cities (see demonstration of need below).

In West Sacramento, the situation is altogether different for housing, with a large and growing bedroom community of

professionals from Sacramento, traditional neighborhoods, a large Russian community and limited subsidy housing. While there are a large number of motels, individuals with limited income cannot pay the full amount and are frequently homeless the last few days of the month. There is also a significant transient population due to the large community of individuals living homeless in Sacramento. There was a homeless shelter years ago, and following a fire which took it out of commission, the community has consistently supported no shelter being located in the City, only recently allowing "pilot" programs for employment of individuals living homeless, and for the winter months interfaith rotating shelter at local churches. There is no specific day services hub or central site other than a County complex which shares space with a health clinic.

Gaps in services across the County seem to be highly correlated to the persistent and often acute needs of the population. In general, a lower ratio than is currently implemented countywide of client-to-staff is needed for effective engagement over time. In Yolo County, while there are multiple agencies providing services and supports, the transient nature of the population, limited transportation resources, and more-often-than-not complex medical and behavioral health conditions of the clients are all contributing to gaps in getting clients to the right service at the right time. Many agencies do use the Homeless Management Information System (HMIS), but the dedication to HMIS infrastructure development is heavily reliant on technology support from a provider who also serves the large City and Counties of Sacramento. For a number of years, the support was minimal and as a result there is now significant clean-up of the system to generate quality data in an ongoing and reliable manner.

The need for new navigation centers and emergency shelter is based on the following demonstrated need:

(a) The number of available shelter beds in the jurisdiction;

Between 2017 and 2019, Yolo County's homeless population increased by 43%, 96% of the increase was in the unsheltered population, increasing from 209 to 397 individuals in just two years. The 2019 Housing Inventory Count (HIC) showed 209 year-round site and voucher-based emergency shelter beds, 55 seasonal site-based beds, and 15 overflow site-based beds, accounting for a maximum of 279 beds. This alone is insufficient

to meet the shelter needs of the unsheltered population, however the unmet emergency shelter need is even greater. Of those 279 beds, 111 beds were filled by households with children, primarily participants in the CalWORKs program staying in motels or hotels. This leaves only 98 beds for households without children, which historically accounts for approximately 98%-100% of our unsheltered population in any given year. This means that on the night of the 2019 Point-in-Time count, there was no shelter capacity for 299 (75%) of our unsheltered homeless.

(b) The shelter vacancy rate in the summer and winter months;

Data from the last five Point-in-Time Counts for 2015-2019, shows an average vacancy rate of 14% for all emergency shelters in operation on the night of the count (including year-round, seasonal, and overflow). The seasonal vacancy rate was 0% three out of the past five years.

On the night of the last Wednesday of July 2019, HMIS data shows that 86 individuals were in one of three year-round site-based emergency shelters in our community. At any given time, these emergency shelters have a bed capacity of 84 beds, with an overflow capacity of 15 more beds when staffing is possible. This means that on the night of July 31, shelters in our community were at 102% capacity, including 3 households with children, and 76 households without children.

(c) The percentage of exits from the emergency shelters to permanent housing solutions;

The FY2019 HUD Longitudinal Systems Analysis (LSA) report showed that of the 282 households served in temporary situations (emergency shelter or transitional housing) between 10/1/2017-9/30/2018, approximately 44% (123 households) exited to permanent housing destinations.

(d) A plan to connect residents to permanent housing

Each of the emergency shelter projects that the County intends to fund with HHAP funding are part of innovative plans to deliver temporary shelter with co-located services and tiered housing options such as transitional and permanent housing. This set up

will facilitate a client's flow from shelter to housing with supports each step of the way.

Additionally, all emergency shelter projects in our community refer people to the Coordinated Entry system, case management and supportive services (or connection to), and referrals to housing opportunities.

Emergency shelter providers will also participate in the monthly MDT meetings to coordinate care for their participants, further improving their likelihood of securing permanent housing.

B. HHAP Funding Plans Explain, in detail, how your jurisdiction plans to use the full amount of HHAP funds (including the youth set-aside) and how it will complement existing funds to close the identified gaps in housing and homeless services for the homeless population in your jurisdiction.

CoC Application:

- 7% Admin: \$54,011.54

These funds will support the cost of the County Analyst staff dedicated to homeless services, as well as a portion of fiscal and contracts staff.

- 5% HMIS: \$38,579.67

As referenced above, Yolo County's HMIS is utilized by multiple organizations and is a good system for tracking of basic information on individuals living homeless within the County. However, funds are needed for infrastructure development; the HHAP 5% will be utilized for this purpose.

- 8% Youth: \$61,727.48

These funds may be awarded to one or more of the projects meeting the priorities described below. The CoC will ensure that this spending target is met by doing targeted outreach to youth and student populations as well as the service providers for that population. This will ensure easy access to services and ensure that the providers of the selected CoC projects meet the goal of using at least 8% of the HHAP funds to serve the youth population.

Of the remaining \$617,274.75, the CoC has identified the following spending priorities:

- 35% Prevention and Shelter Diversion to Permanent Housing
Within this category, the CoC has identified these examples:

- Short term rental assistance (1-3 months)
 - Payment of rental or utilities arrears, security deposits, utility payments, and moving costs
 - Housing stabilization case management
- 25% Rental Assistance & Rapid Rehousing
Within this category, the CoC has identified these core components of Rental Assistance & Rapid Rehousing projects:
 - Housing identification
 - Rent and move-in assistance
 - Intensive case management and services
 - Flexible funding for housing stabilization needs
- 25% Permanent Housing and Innovative Solutions
Within this category, the CoC will seek applications for permanent housing projects and innovative solutions for increasing permanent housing availability. Examples of permanent housing projects to be considered include, but are not limited to:
 - Permanent supportive housing projects
 - Shared housing
 - Host homes
 - Accessory dwelling unit programs
- 15% New Navigation Centers and Emergency Solutions
Within this category, the CoC has identified the following examples:
 - Increasing number of available shelter beds at an existing shelter or navigation center
 - Increasing access to shelter for self-defined groups of families
 - Expanding services offered at a shelter or navigation center, such as adding or increasing employment assistance, or increasing case management
1. How will you ensure that HHAP funded projects will align and comply with the core components of Housing First as defined in Welfare and Institutions Code § 8255(b)?
Health and Human Services Agency will be completing subcontracts with providers for the services outlined in the CoC application above. When contracting with providers, HHSA will

clearly communicate the core components of Housing First to the providers and include the WIC code in the contract requirements. Additionally, during program reviews required by the HHAP grant, HHSA staff will review how the projects are complying with the core components by performing analysis of program performance data and on-site monitoring. Program performance data will be reviewed for service disparities for high-needs populations who are often the most difficult to serve. During on site monitoring, HHSA staff will utilize the Housing First Assessment Tool provided by HUD as a guide to determine whether a program is in compliance with Housing First core components. Lastly, another recommendation of the TAC technical assistance report was to create a Performance and Monitoring Subcommittee that would review various components of the HHAP programs and federal CoC requirements. While the subcommittee has not yet officially formed, it is anticipated that requirements such as this would fall within the jurisdiction of the Performance and Monitoring Subcommittee.

4. PARTNERS ADDRESSING HOMELESSNESS

A. Collaborating Partner Efforts

Please note: per [Program Guidance](#), page 9, collaborative partners, at a minimum, should include representatives of local homeless service providers, homeless youth programs, law enforcement, behavioral health, county welfare departments, city and county public officials, educators, workforce development, community clinics, health care providers, public housing authorities, and people with lived experience. If any of these partnerships are not currently active in your jurisdiction, please address in question #3 below.

1. Describe, in detail, the collaborative partners who will be working with you on identified HHAP projects and how you will be partnering with them.

The County of Yolo and the local CoC, known as HPAC are collaborative partners for the HHAP allocation. HPAC consists of a wide range of stakeholders, and includes representatives from local homeless service providers, homeless youth programs, law enforcement, behavioral health providers, county welfare departments, legal aid, faith-based organizations, local government, public housing authority, health care providers

(both hospital and community clinic), education providers, workforce development, employment service providers, veterans service providers, transitional and permanent supportive housing providers, food bank, and persons with lived experience. The County is directly involved in HPAC, both as a voting member and in the role as staff support to the CoC.

Another collaborative partner is the Executive Commission to Address Homelessness. Comprised of one representative each from the County, Davis, Woodland, West Sacramento, Winters, and the HPAC Chair, this entity will serve as a strategic planning body for the county around homelessness, and will partner with HPAC to align priorities ongoing.

Both the County and the CoC worked together to develop the Plan to Address Homelessness, which was formally adopted by the County in January 2019 and by HPAC in November 2019. In December 2019, the Executive Commission agreed to use the Plan to Address Homelessness as their guiding document for strategic planning purposes. This plan identifies four key goals, with specific strategies identified within each goal. These goals were used to determine the priorities for HHAP funding. HPAC has designated the County of Yolo as the Administrative Entity for the CoC application, and HHSa serves as staff support for HPAC's regularly scheduled general meetings and three subcommittees. HPAC and HHSa staff have discussed the County's planned use of the HHAP County allocation. HHSa staff is working closely with HPAC's Technical Subcommittee to identify the priorities and develop the local selection process for the HHAP CoC allocation. Both the County and HPAC signed a joint letter of support for each other's intended use of the HHAP funds.

Partners for the specific projects planned for the HHAP County Allocation include:

1. Administrative – HHSa
2. HMIS Support – Sacramento Steps Forward
3. Shelter Expansion – Fourth and Hope
4. Paul's Place – Davis Community Meals and Housing
5. Day Services – City of Woodland

Partners for the HHAP CoC Allocation projects are not yet identified because the local selection process which will determine the specific projects has not yet occurred. While the

partners aren't yet identified, the local selection committee will select projects based on the funding priorities and percentage breakdown identified in the HHAP Funding Plans section above. The HPAC Technical Subcommittee is developing the HHAP local selection process. Thus far, they have determined which HHAP eligible uses support the goals and strategies identified in the Plan to Address Homelessness, determined the eligible uses that will be prioritized for funding, and identified specific examples for each, using the Promising & Evidence-Based Practices as a source. The Notice of Local Funding will be issued on March 25, 2020 to solicit proposal for projects utilizing the HHAP funds. The draft local selection process is included with the letter of support which is included as a supplemental document to this application. In mid-April, a Selection Subcommittee will be formed from non-conflicted HPAC Voting Agencies. By mid-May, the Selection Subcommittee will review and rank the project proposals, and develop a funding recommendation which will be voted on by HPAC at the May general meeting. At that time, the specific partners for the HHAP CoC Allocation will be identified.

2. Describe any barriers that you experience in partnering, and how you plan to address them.

Examples could include: lack of key stakeholders or service providers, political bureaucracy, approval methods, lack of community input, etc.

The past several years has seen an increased interest in issues related to homelessness. The County and CoC are working to adapt the structure of the local system to accommodate this. One component of this effort involves the County and the CoC examining current and proposed governance structures, as well as existing County and CoC joint and individual decision-making processes. As anticipated, this involves the significant coordination and collaboration efforts typically involved when making a large-scale system change. Another challenge is that given the size of our county, there are often competing priorities within the County and the CoC for time and funding. A third challenge is to strategically identify the needs in our homeless system, and to ensure that we are appropriately targeting long term solutions rather than, or in addition to, only meeting the short-term needs of existing programs.

Several steps have been taken to address these barriers. As part of the No Place Like Home application process, a Strategic Homeless Plan was developed and subsequently formally adopted by both the County and the CoC. One of the goals/strategies in this plan is to conduct a gap analysis of our homeless system. Through HCD, we received technical assistance from Technical Assistance Collaborative to assess our current homeless governance structure countywide, with a primary focus on the CoC's governance structure, and identify areas of improvement to ensure an effective system wide response to ending homelessness within the community. This assessment was completed and presented to the CoC and County in October 2019. The report included one recommendation for the County and six recommendations for the CoC. The County has implemented its recommendation, and the CoC has implemented two recommendations thus far and is in the process of reviewing others for possible implementation. Related to the TAC recommendation for the County, in December 2019, the County designated the Executive Commission to Address Homelessness, consisting of a representative from the County, Davis, Woodland, West Sacramento, Winters, and the HPAC Chair. While still in the early stages of development (developing bylaws, etc.), the intention and plan moving forward is for the Commission to provide strategic vision and priority identification for Yolo County's homeless policy decisions, countywide funding, cross-jurisdictional coordination, and ongoing alignment with the HPAC voting board. The County and CoC are next seeking technical assistance opportunities that would provide a gap analysis of Yolo's current homeless system, to identify the type and quantity of housing solutions that will allow both County and CoC to effectively and efficiently target the most appropriate long-term solutions.

3. *If no collaborative partners have not been identified at time of application, describe the collaborative process of how you intend to include new and existing partners on HHAP projects.*

6. SOLUTIONS TO ADDRESS HOMELESSNESS

Applicants that Submitted a Strategic Plan for CESH must:

- Identify the measurable goals set in your CESH Strategic Plan and explain, in detail, which of these goals HHAP funding will directly impact and by how much.

Please note: Per HSC § 50219(a)(6), all applicants' measurable goals must include the number of individuals they intend to serve, and the number of individuals they intend to successfully place in permanent housing with HHAP funding.

The Plan to Address Homelessness, submitted with the 2019 CESH CoC application, was originally developed as part of the No Place Like Home grant application. The conversation at the time was that there would be ongoing work to more fully develop and implement the strategies in the plan. The plan currently includes four goals, with strategies identified within each goal:

1. Strengthen the homeless crisis response system, focusing on prevention
 - a. Map the homeless crisis response system and prevention resources available
 - b. Leverage new state funding sources to invest in prevention and crisis response services
 - c. Develop and pilot an early identification tool to assess those in need of prevention services
2. Increase affordable housing options for those experiencing or at-risk of experiencing homelessness
 - a. Invest in alternative housing models to more efficiently develop affordable housing
 - b. Create public-facing resource materials that outline the benefits of affordable housing development
 - c. Explore options for a local funding source for affordable housing development
3. Stabilize and maintain physical and behavioral health for those with the highest needs
 - a. Increase access to mobile and co-located health services
 - b. Improve connections between health and housing efforts
4. Examine systems level coordination
 - a. Leverage the Continuum of Care structure to strengthen coordination and partnerships

Although these goals and strategies do not currently have specific measurable goals identified, we anticipate that these will be developed through the work of the Executive Commission to Address Homelessness and the CoC. We have provided details below about how each HHAP funded project aligns with the goals and strategies of the Plan to Address Homelessness, and the anticipated impact of each project.

The HHAP County allocation projects are aligned with the following measurable goals and strategies listed above:

- Administrative – N/A
- HMIS Support – Goal 1 / Strategy a.

- The HMIS Administrator will develop and implement up to 7 trainings per year, to include both management level trainings and end User trainings, conducted in-person or via virtual meetings.
- These trainings will be designed to help the CoC utilize data to evaluate system performance, effectively manage the coordinated entry system, and improve data quality.
- Shelter Project – Goal 1 / Strategy b.
 - Increase shelter capacity by 52 beds for individuals from 48 to 100 (increase of 108%)
 - Increase shelter capacity by 27 beds for families from 17 to 44 (increase of 158%)
- Transitional Housing – Goal 1 / Strategy b
 - Increase in transitional housing capacity for 2 low-income households
- Day Services – Goal 1 / Strategy b.
 - Develop a day location, accessible to those experiencing homelessness, offering a site-based opportunity to receive case management assistance and housing navigation, in addition to support with hygiene, pets and storage of belongings.

Overall, the County anticipates achieving the following measurable goals with the HHAP funds:

- Number of individuals served = 700
- Percentage of individuals successfully placed in permanent housing = 30%

The HHAP CoC allocation's measurable goals are not identified at this time, since the local selection process has not occurred yet. The CoC has determined that they will designate 7% for Administrative fees and 5% for HMIS support. As explained earlier, they have prioritized four eligible uses for the remaining funds. These are Prevention, Rental Assistance & Rapid Rehousing, Permanent Housing and Innovative Solutions, and New Navigation Centers/Emergency Shelters. They have also identified one to three priorities within each area, using examples from the Promising & Evidence-Based Practices. By June 2020, the specific projects and partners will be selected. Performance measure outcomes are included as a standard requirement for all of HHSA's contracts and specific measurable goals will be developed during contract development. Once the contracts are executed, the measurable goals for each CoC project will be finalized and can be provided at that time.

Overall, the CoC anticipates achieving the following measurable goals with the HHAP funds:

- Number of individuals served = 600
- Percentage of individuals successfully placed in permanent housing = 45%

APPENDIX A
Existing Programs and Resources

Contents:

1. Yolo County Homeless Funding Available as of 2/10/2020
2. Yolo County CDBG & HOME Funding by Jurisdiction as of 2/10/2020
3. CESH - Round 1 - Program Summaries
4. CESH - Round 2 - Program Summaries
5. HEAP - Program Summaries

Yolo County Homeless Funding Available as of 2/10/2020				
Program or Grant Name	Description of Program(s) Funded	Total Funding	Total Homeless Specific Funding	Funding Source
California Emergency Solutions & Housing (CESH) - Round 1	Funds 7 different programs ranging from HMIS support, emergency shelter, and supportive services. See CESH Round 1 Project Summary document attached for full program listing.	\$ 863,524	\$ 863,524	State
California Emergency Solutions & Housing (CESH) - Round 2	Funds 1 emergency shelter program and 1 permanent supportive housing program. See CESH Round 2 Project Summary document attached for full program listing.	\$ 480,568	\$ 480,568	State
CalWORKs Homeless Assistance (THA/PHA)	Provides homeless assistance to CalWORKs families experiencing homelessness, including: 1) 16 day hotel voucher (can only be accessed once a year); 2) Last month's rent and security deposit for housing.	\$ 239,716	\$ 239,716	State
CalWORKs Housing Support Program	Provides assistance to CalWORKs families experiencing homelessness, including rental assistance for up to 6 months, move in costs, utility assistance, furniture, and assistance with any other barriers to housing.	\$ 1,918,674	\$ 1,918,674	State
Cold Weather Shelter	Provides 120 nights of shelter at Fourth and Hope during the winter.	\$ 38,300	\$ 38,300	Local
Community Services Block Grant (CSBG)	Funds 6 programs that provide case management, housing assistance, emergency shelter, and flexible funding for homeless prevention and/or diversion and housing stabilization.	\$ 294,566	\$ 294,556	Federal (Administered by State)
Continuum of Care (CoC) Program - 2018	Funds 4 Permanent Supportive Housing projects and 1 Transitional Housing project.	\$ 481,697	\$ 481,697	Federal
Emergency Food and Shelter Program (EFSP)	Partially funds shelter and food programs for 7 different nonprofits in the community. 4 receive funds specifically for shelter/housing bed nights and 3 receive funds for food distribution programs for impoverished individuals.	\$ 109,192	\$ 80,256	Federal
Emergency Solutions Grant (ESG) - 2019	Funds 1 Rapid Rehousing project.	\$ 131,405	\$ 131,405	Federal (Administered by State)
General Assistance (GA) Shelter - Fourth & Hope	Contract with Fourth and Hope to purchase emergency shelter beds for homeless General Assistance clients	\$ 50,000	\$ 50,000	Local
Homeless & Disability Advocacy Program (HDAP)	Program that provides disability benefit advocacy and housing navigation services to disabled individuals experiencing homelessness.	\$ 139,200	\$ 139,200	State
Homeless Coordination Project	Funds HHS staff coordination of countywide initiatives targeting poverty and homelessness, including serving as staff support to the CoC, preparing the annual CoC application, facilitating CoC data reporting and policy development.	\$ 73,300	\$ 73,300	Local
Homeless Emergency Aid Program (HEAP)	Funds 7 different programs including emergency shelter, rapid rehousing, permanent housing, and supportive services. See HEAP Project Summary document attached for full program listing.	\$ 1,341,828	\$ 1,341,828	State
Homeless Mentally Ill Outreach & Treatment (HMIOT)	Provides one-time and intermittent assistance to secure or stabilize housing of vulnerable, low- or no-income individuals.	\$ 213,000	\$ 213,000	State
Mental Health Block Grant (MHBG)	Funds Mental Health services for the indigent uninsured population within Yolo County Funding is used for contracted housing support services with Davis Community Meals and Yolo Community Care Continuum.	\$ 546,777	\$ 164,084	Federal
Mental Health Services Act (MHSA) - Housing & Supportive Services	Program contracts with Turning Point Community Programs to provide housing and support to mental health clients.	\$ 505,762	\$ 505,762	
New Pathways Short-Term Supported Housing	Project provides temporary housing and supportive services to the most vulnerable and chronically homeless individuals in Davis, with the goal of placing them in permanent housing.	\$ 130,401	\$ 130,401	Local
Projects for Assistance in Transition from Homelessness (PATH)	Provides services to people with serious mental illness, including those with co-occurring substance use disorders, who are experiencing homelessness or are at imminent risk of becoming homeless.	\$ 32,446	\$ 32,446	Federal (Administered by State)
Proposition 47 – Steps to Success	Empower Yolo provides the Housing Assistance Services component of the Steps to Success Program with the goal of providing housing assistance services to participants linked with the program to reduce recidivism, and increase program completion by increasing permanent housing placements and decreasing homelessness. Empower Yolo will provide 1 FTE Housing Specialist who will assist participants in searching for and acquiring permanent housing, along with offering rental subsidies and any housing related financial assistance to participants.	\$ 1,283,975	\$ 532,691	State
Transitional Housing for Probationers	Provides housing, food and sober living oversight to probationers who would otherwise likely be homeless. Contracts with 4th and Hope and Cache Creek Lodge to provide services.	\$ 145,000	\$ 145,000	State
Winter Respite Centers	Funds seasonal winter shelters in the cities of Davis, West Sacramento, and Woodland.	\$ 113,464	\$ 113,464	Local
TOTAL AVAILABLE		\$ 9,132,795	\$ 7,969,872	

PENDING FUNDS	Description	Amount	Application Status	Funding Source
Housing for a Healthy California	Will supplement funding of 1 permanent supportive housing project in Woodland partially funded by NPLH.	\$ 2,475,888	Application Pending	State
No Place Like Home	Funds 2 permanent supportive housing projects; 1 project in Woodland and 1 in West Sacramento.	\$ 12,365,747	Approved, pending fund disbursement	State
TOTAL PENDING		\$ 14,841,635		

Yolo County CDBG & HOME Funding by Jurisdiction as of 2/10/2020

Grant	Description of Program(s) Funded	Total Funding	Total Homeless Specific Funding
City of Davis			
<i>CDBG</i>	15% Public Service Funds contribute to 3 homeless services programs in the City of Davis providing emergency shelter and outreach. Affordable housing ADA compliance work on public property	\$ 696,578	\$ 42,936
<i>HOME</i>	Funds various affordable housing projects for tenants with very low income, usually development of new units or rehabilitation of older units	\$ 386,900	\$ -
City of West Sacramento			
<i>CDBG</i>	Sidewalk/accessibility improvements along E & F Streets; Technical Assistance to Microenterprises; Staff General Administration/Fair Housing Services	\$ 598,498	\$ -
<i>HOME</i>	N/A	\$ -	\$ -
City of Woodland			
<i>CDBG</i>	Public service activities receiving CDBG funds that address the homeless population include New Dimensions Supported Housing (Yolo Community Care Continuum), emergency shelter services (Yolo Wayfarer Center), shelter services (Empower Yolo), social services manager (City of Woodland), and homeless prevention program (Short Term Emergency Aid Committee).	\$ 498,389	\$ 37,526
<i>HOME</i>	N/A	\$ -	\$ -
City of Winters			
<i>CDBG</i>	N/A	\$ -	\$ -
<i>HOME</i>	Funds the development of the Blue Mountain Terrace Senior Apartments project, which will create 63 affordable housing units restricted to low income senior residents.	\$ 2,515,080	\$ -
Yolo County Housing			
<i>CDBG</i>	N/A	\$ -	\$ -
<i>HOME</i>	N/A	\$ -	\$ -
TOTAL AVAILABLE		\$ 4,695,445	\$ 80,462

PENDING FUNDS	Description	Amount	Application Status
Yolo County Housing			
<i>HOME</i>	Awarded- Pending Receipt First Time Home Buyer Program	\$ 500,000	Application Awarded, pending fund disbursement
TOTAL PENDING		\$ 500,000	

California Emergency Solutions and Housing (CESH) Program - Round 1

Organization	Project Name	Description	Approved Funding Amount
City of Davis	Flexible Fund	The flexible fund will provide operational support for emergency housing interventions and housing stabilization services. Services include, but are not limited to: 1) paying providers of supportive services for individuals experiencing homelessness; 2) outreach supplies for individuals experiencing homelessness; 3) transportation assistance; 4) motel/hotel stays for those who cannot utilize the local shelters; and 5) rental assistance, housing relocation, and stabilization services to individuals encountered via street outreach.	\$173,834
City of Woodland	Flexible Fund	The flexible fund will provide street outreach services to connect unsheltered homeless individuals and families to temporary or permanent housing, and to provide flexible housing subsidy funds to maintain housing or rapidly re-house unsheltered individuals and families. Services include, but are not limited to: 1) short hotel stays for respite and during times of sickness; 2) rental assistance for temporary and permanent housing; 3) basic necessities such as medication, hygiene, food and drink; 4) bike tires, seats, locks, and lights to ensure safer transportation; 5) diapers/strollers; 6) pet supplies; and 7) transportation assistance.	\$140,000
Davis Community Meals	Creekside Permanent Supportive Housing	Operating reserve for the operation and provision of supportive services to residents of a permanent supportive housing program scheduled to open in late 2019/early 2020.	\$150,000
Empower Yolo	Rapid Re-housing & Homelessness Prevention	Services to connect families and individuals experiencing homelessness with rental assistance, relocation assistance, or stabilization services.	\$101,425
Fourth & Hope	Emergency Shelter Services	Operational support for the Emergency Shelter Services program which provides overnight beds; three daily meals; phone, mail, laundry access; assessment, resource/referral and case management services addressing income, employment, housing, education, legal and healthcare needs.	\$150,000
IRWS Davis	HMIS Fees	Will provide for HMIS licensing fees and related internet support for the HMIS system for the Interfaith Rotating Winter Shelter, thus building the system capacity.	\$5,089
Yolo County Children's Alliance	Homeless Services Program	Funds will expand current Homeless Services Program to: 1) hire and train an additional Case Manager to provide one year of housing-related case management for a minimum of one hundred people; 2) transport clients to shelters and support services located in other towns; and 3) provide flexible funds for alternate gap housing and shelter support such as motel vouchers, rental application fees and deposits, first month's rent, and rental/utility deposits. The Case Manager will also provide these services at Mercy Coalition's Winter Warming Center in West Sacramento.	\$100,000
County of Yolo	Administrative Costs	Administrative costs allocated to the County of Yolo as the Administrative Entity, not to exceed 5% of the total allocation, per CESH guidelines.	\$43,176
Total	7 projects	N/A	\$863,524

California Emergency Solutions and Housing (CESH) Program - Round 2

Organization	Project Name	Description	Approved Funding Amount
Fourth & Hope	Emergency Shelter Services	Operational support for the Emergency Shelter Services program which provides overnight beds; three daily meals; phone, mail, laundry access; assessment, resource/referral and case management services addressing income, employment, housing, education, legal and healthcare needs.	\$192,227
Yolo Community Care Continuum	Operating Reserve & Housing Subsidy	Operational support and Housing Subsidy for the provision of supportive services and housing to residents of existing permanent supportive housing (PSH) beds in Yolo County, and for the creation of 4-5 additional PSH beds.	\$288,341
Total	7 projects	N/A	\$480,568

Homeless Emergency Aid Program (HEAP)

Organization	Project Name	Description	Approved Funding Amount
City of Davis	Pathways to Employment	Joint project between City of Davis and Davis Community Meals & Housing (DCMH) that provides job-training for individuals experiencing homelessness and formerly homeless individuals enrolled in permanent supportive housing programs. The program will employ up to 4 individuals for approximately 12/hrs. per week at \$12/hr., and up to 4 individuals for approximately 20/hrs. per week at \$14/hr.	\$129,000
Davis Community Meals	Creekside Supportive Housing	Rental subsidy and administrative expense for 12 units of housing for 18 months to the residents of Creekside, a permanent supportive housing program scheduled to open in late 2019/early 2020.	\$198,900
Empower Yolo	Rapid Re-housing & Homelessness Prevention	Services to connect families and individuals experiencing homelessness with rental assistance, relocation assistance, or stabilization services.	\$67,454
Fourth & Hope	Purchase of Property for Emergency Shelter	Funds will be utilized to partially fund the purchase of an 11 room facility that will be converted to an emergency shelter/bridge housing for families with children.	\$688,047
IRWS Davis	Salary for Overnight Staff	Funds will be utilized to pay the salary of overnight staff that supervise shelter volunteers.	\$21,336
Resources for Independent Living (RIL)	Youth Transition Services Program	Outreach, independent living skill training, and housing case management services will be provided to youth with disabilities living homeless in Yolo County. This project meets the HEAP grant requirements that at least 5% of all funds be dedicated to serving homeless youth.	\$70,000
Yolo County Children's Alliance	Homeless Services Program	Funds will expand current Homeless Services Program to: 1) hire and train an additional Case Manager to provide one year of housing-related case management for a minimum of one hundred people; 2) purchase and maintain a van to transport clients to shelters and support services located in other towns; and 3) provide flexible funds for alternate gap housing and shelter support such as motel vouchers, rental application fees and deposits, first month's rent, and rental/utility deposits. The Case Manager will also provide these services at Mercy Coalition's Winter Warming Center in West Sacramento.	\$100,000
County of Yolo	Administrative Costs	Administrative costs allocated to the County of Yolo as the Administrative Entity, not to exceed 5% of the total allocation, per HEAP guidelines.	\$67,091
Total	7 projects	N/A	\$1,341,828



HOMELESS HOUSING, ASSISTANCE AND PREVENTION PROGRAM (HHAP) ANNUAL BUDGET TEMPLATE

APPLICANT INFORMATION

CoC / Large City / County Name:	Davis, Woodland/Yolo County CoC	Receiving Redirected Funds? Y/N	No
Administrative Entity Name:	County of Yolo	Total Redirected Funding	\$ -

HHAP FUNDING EXPENDITURE PLAN*

ELIGIBLE USE CATEGORY	FY20/21	FY21/22	FY22/23	FY23/24	FY24/25	TOTAL
Rental Assistance and Rapid Rehousing	\$ 169,750.56	\$ -	\$ -	\$ -	\$ -	\$ 169,750.56
Operating Subsidies and Reserves	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Landlord Incentives	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Outreach and Coordination (including employment)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Systems Support to Create Regional Partnerships	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Delivery of Permanent Housing	\$ 169,750.56	\$ -	\$ -	\$ -	\$ -	\$ 169,750.56
Prevention and Shelter Diversion to Permanent Housing	\$ 237,650.78	\$ -	\$ -	\$ -	\$ -	\$ 237,650.78
New Navigation Centers and Emergency Shelters	\$ 101,850.33	\$ -	\$ -	\$ -	\$ -	\$ 101,850.33
Strategic Homelessness Planning, Infrastructure Development, CES, and HMIS (up to 5%)	\$ 38,579.67	\$ -	\$ -	\$ -	\$ -	\$ 38,579.67
Administrative (up to 7%)	\$ 54,011.54	\$ -	\$ -	\$ -	\$ -	\$ 54,011.54
TOTAL FUNDING ALLOCATION						\$ 771,593.44
	FY20/21	FY21/22	FY22/23	FY23/24	FY24/25	TOTAL
Youth Set-Aside (at least 8%)	\$ 61,727.48	\$ -	\$ -	\$ -	\$ -	\$ 61,727.48

*Narrative should reflect details of HHAP funding plan

COMMENTS:

FINAL



**Yolo County Homeless and Poverty Action Coalition
(HPAC)**

Davis/Woodland/Yolo County Continuum of Care (CA-521)



COUNTY OF YOLO

February 10, 2020

TO:	Homeless Coordinating and Financing Council, State of California – Business, Consumer Services and Housing Agency
SUBJECT:	Joint Letter of Support for the Homeless Housing, Assistance and Prevention Program Applications Submitted on Behalf of the Davis/Woodland/Yolo County Continuum of Care (CoC) (CA-521) & the County of Yolo

To whom this may concern:

This letter of support serves as acknowledgement and agreement to regional coordination and partnership between the Davis/Woodland/Yolo County Continuum of Care (CoC) (CA-521), also known as the Yolo County Homeless and Poverty Action Coalition (HPAC), and the County of Yolo (the County), in compliance with Health & Safety Code 50219 (a)(1).

The County and HPAC have collaborated on community issues related to homelessness for several years. In 2015, the County and HPAC entered into the Homeless Coordination agreement, by which the County created a Homeless Coordinator position (and later additional analytical staff) to provide staff support to the CoC, coordinate the completion of system-level data reports required by the Department of Housing and Urban Development (HUD), and to support ongoing system planning efforts related to homelessness. Since then, HPAC and the County have collaborated on various projects such as: Bridge to Housing projects to move encampment residents into permanent housing, improve point-in-time count methodology; development and implementation of a Coordinated Entry system; development of a local Homeless Management Information System (HMIS) that complies with HUD requirements; and successful pursuit of several local, state, and federal homeless services funding opportunities.

Throughout the Homeless Housing, Assistance and Prevention Program (HHAP) application process the County and HPAC have collaborated by discussing community needs and possible utilization of funds during HPAC and Executive Commission meetings. Continued collaboration will be ensured by at least monthly meetings of HPAC (see attached 2020 HPAC Meeting Schedule), as well as regular meetings of the Executive Commission on Homelessness. HPAC is comprised of a wide range of stakeholders including City, County, and non-profit agencies, while the Executive Commission on Homelessness is comprised of the CoC Chair and City and County elected representatives.

HPAC has reviewed and agrees with the County's intended use of funds for: 1) HMIS implementation, 2) HHAP grant administration, 3) supporting the relocation of the region's main permanent emergency shelter resulting in a much needed increase in available emergency shelter beds, 4) supporting the purchase of property in the city of Davis to expand day services, emergency shelter, transitional housing, and permanent supportive housing availability, and 5) supporting countywide day services, and/or provision of countywide mobile laundry and personal hygiene facilities. The County's spending plan accurately addresses its share of the regional need to address homelessness.



**Yolo County Homeless and Poverty Action Coalition
(HPAC)**

Davis/Woodland/Yolo County Continuum of Care (CA-521)



COUNTY OF YOLO

The County has reviewed and agrees with HPAC's intended use of funds for: 1) HMIS implementation, 2) HHAP grant administration, 3) prevention services, 4) rapid re-housing programs, 5) innovative permanent housing solutions, and 6) navigation center and emergency shelter expansion. The County also agrees with the CoC's planned process for selecting projects and funding subrecipients, as demonstrated in the attached draft Notice of Funding and Project Selection Process. HPAC's spending plan accurately addresses its share of the regional need to address homelessness.

HPAC and the County of Yolo gladly provide this letter of commitment for each other's HHAP applications, which will bring much needed funding and services into our communities.

Sincerely,

Ryan Collins
Chair

Yolo County Homeless and Poverty Action Coalition (CA-521)

Patrick Blacklock
County Administrator
County of Yolo

Enclosures:

Encl. 1 - 2020 HPAC Meeting Schedule

Encl. 2 - Notice of Funding and Project Selection Process - DRAFT



Yolo County Homeless and Poverty Action Coalition (HPAC)

Davis/Woodland/Yolo County Continuum of Care (CA-521)

2020 Meeting Schedule

DATE	TIME	LOCATION
General HPAC (Meetings of the Full Membership)		
(4 th Wednesday of each month)		
January 22 nd , 2020	9:00-10:30am	Davis – Veterans Memorial Center – Club Room
February 26 th , 2020	9:00-10:30am	Davis – Veterans Memorial Center – Club Room
March 25 th , 2020	9:00-10:30am	Davis – Veterans Memorial Center – Club Room
April 22 nd , 2020	9:00-10:30am	Davis – Veterans Memorial Center – Club Room
May 27 th , 2020	9:00-10:30am	Woodland – HHSА Gonzales Building – Community Room
June 24 th , 2020	9:00-10:30am	West Sacramento – HHSА Building A – River City Room
July 22 nd , 2020	9:00-10:30am	West Sacramento – HHSА Building A – River City Room
August 26 th , 2020	9:00-10:30am	Davis – Veterans Memorial Center – Club Room
September 23 rd , 2020	9:00-10:30am	Woodland – HHSА Gonzales Building – Community Room
October 28 th , 2020	9:00-10:30am	West Sacramento – Civic Center Galleria – Room 157
November 18 th , 2020 ¹	9:00-10:30am	Woodland – HHSА Gonzales Building – Community Room

¹Meeting moved to 3rd Wednesday due to holiday

Data and Technical Subcommittee Schedules on reverse

Davis
Veterans Memorial Center
203 East 14th Street
Davis, CA
Club Room

Woodland - Bauer
Yolo County HHSА - Bauer
137 N. Cottonwood St.
Woodland, CA
Williams Room

West Sacramento
Civic Center Galleria
1110 West Capitol Ave.
West Sacramento, CA
Room 157

Yolo County Library
315 East 14th Street
Davis, CA
Blanchard Room

Yolo County HHSА - Gonzales
25 N. Cottonwood St.
Woodland, CA
Community Room

Yolo County HHSА
500 Jefferson Blvd, Bldg. A
West Sacramento, CA
River City Room



Yolo County Homeless and Poverty Action Coalition (HPAC)

Davis/Woodland/Yolo County Continuum of Care (CA-521)

2020 Meeting Schedule

DATE	TIME	LOCATION
Data Subcommittee		
(3 rd Wednesday of the first month of each quarter)		
January 15 th , 2020	9:00-10:00am	Woodland – HHS Bauer Building – Williams Room
April 15 th , 2020	9:00-10:00am	West Sacramento – Civic Center Galleria – Room 157
July 15 th , 2020	9:00-10:00am	West Sacramento – HHS Building A – River City Room
October 21 st , 2020	9:00-10:00am	Woodland – HHS Bauer Building – Williams Room
Technical Subcommittee		
(4 th Thursday of every month except November and December)		
January 23 rd , 2020	9:00-11:00am	Woodland – HHS Bauer Building – Williams Room
February 27 th , 2020	9:00-11:00am	West Sacramento – Civic Center Galleria – Room 157
March 26 th , 2020	9:00-11:00am	Davis – Yolo County Library – Blanchard Room
April 23 rd , 2020	9:00-11:00am	Woodland – HHS Bauer Building – Williams Room
May 28 th , 2020	9:00-11:00am	Woodland – HHS Bauer Building – Williams Room
June 25 th , 2020	9:00-11:00am	Davis – Yolo County Library – Blanchard Room
July 23 rd , 2020	9:00-11:00am	Woodland – HHS Bauer Building – Williams Room
August 27 th , 2020	9:00-11:00am	West Sacramento – Civic Center Galleria – Room 157
September 24 th , 2020	9:00-11:00am	Davis – Yolo County Library – Blanchard Room
October 22 nd , 2020	9:00-11:00am	Woodland – HHS Bauer Building – Williams Room
December 10 th , 2020	9:00-11:00am	West Sacramento – Civic Center Galleria – Room 157

General Meeting Schedule on reverse

Davis
 Veterans Memorial Center
 203 East 14th Street
 Davis, CA
Club Room

Woodland - Bauer
 Yolo County HHS - Bauer
 137 N. Cottonwood St.
 Woodland, CA
Williams Room

West Sacramento
 Civic Center Galleria
 1110 West Capitol Ave.
 West Sacramento, CA
Room 157

Yolo County Library
 315 East 14th Street
 Davis, CA
Blanchard Room

Yolo County HHS - Gonzales
 25 N. Cottonwood St.
 Woodland, CA
Community Room

Yolo County HHS
 500 Jefferson Blvd, Bldg. A
 West Sacramento, CA
River City Room



Yolo County Homeless and Poverty Action Coalition (HPAC)

Homeless, Housing Assistance and Prevention Program (HHAP)

Notice of Funding & Local Selection Process

Notice of Funding

The Homeless Coordinating and Financing Council (HCFC) a Notice of Funding Availability (NOFA) for the Homeless Housing, and Assistance Prevention (HHAP) program on December 6, 2019. The full NOFA can be found on the [HCFC website](#).

HHAP is a \$650 million block grant program designed to support regional coordination and expand or develop local capacity to address immediate homelessness challenges throughout the state. Spending must be informed by a best practices framework focused on moving homeless individuals and families into permanent housing and ensuring those individuals and families to maintain their permanent housing. HHAP is authorized by AB 101 (Committee on Budget, Chapter 159, Statutes of 2019), which was signed into law by Governor Gavin Newsom on July 31, 2019.¹

In Yolo County, HHAP funds are allocated in two separate allocations to the County and the CoC. This Notice of Funding solicits proposals for projects under the CoC allocation, as described in the Project Funding Priorities section below.

The complete [HHAP Local Competition Timeline](#) and [Local Selection Process](#) detailing instructions for proposal submissions follows this Notice of Funding.

FUNDS AVAILABLE

The Davis/Woodland/ Yolo County Continuum of Care (CA-521) (also known as the Homeless and Poverty Action Coalition (HPAC)) total allocation is **\$771,593**.

HPAC has chosen to utilize its funds as follows:

- \$38,580 (5% of allocation) will be dedicated to support administration of the local Homeless Management Information System (HMIS)
- \$54,011 (7% of allocation) will be reserved for grant administration costs
- \$679,002 (88% of allocation) will fund local projects to address homelessness according to the funding priorities below

PROJECT FUNDING PRIORITIES

HPAC seeks applications for the following Eligible Activities and will award the below stated percentage of the project allocation to each Eligible Activity.

- Prevention and Shelter Diversion to Permanent Housing – 35% of the project allocation
- Rental Assistance & Rapid Rehousing – 25% of the project allocation
- Delivery of Permanent Housing and Innovative Solutions like Motel/Hotel Conversion – 25% of the project allocation
- New Navigation Centers and Emergency Shelters (based on demonstrated need)– 15% of the project allocation

¹ [HHAP Program Notice of Funding Availability](#)



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HPAC will prioritize funding projects that include the following components.

Prevention and Shelter Diversion to Permanent Housing

- Short term rental assistance (1-3 months)
- Payment of rental or utilities arrears, security deposits, utility payments, and moving costs
- Housing stabilization case management

Rental Assistance & Rapid Rehousing

Core components Rental Assistance & Rapid Rehousing projects include:

- Housing identification
- Rent and move-in assistance
- Intensive case management and services
- Flexible funding for housing stabilization needs

Delivery of Permanent Housing & Innovative Solutions like Motel/Hotel Conversion

HPAC seeks applications for permanent housing projects and invites applications that present an innovative solution for increasing permanent housing availability.

Examples of permanent housing projects to be considered include, but are not limited to:

- Permanent supportive housing projects
- Shared housing
- Host homes
- Accessory dwelling unit programs

New Navigation Centers and Emergency Shelters (based on demonstrated need)

- Increasing number of available shelter beds at an existing shelter or navigation center
 - Increasing access to shelter for self-defined groups of families
- Expanding services offered at a shelter or navigation center (such as adding or increasing employment assistance, or increasing case management)

PROJECT MONITORING AND EVALUATION

Project proposals must include a plan for evaluating project performance. At a minimum, the HHAP program requires reporting on the following:

- An ongoing tracking of the specific uses and expenditures of any program funds broken out by eligible uses listed, including the current status of those funds.
- Number of homeless individuals served by the program funds in that year, and a total number served
- The type of housing assistance provided, broken out by the number of individuals.
- Outcome data for individuals served through program funds, including the type of housing that an individual exited to, the percent of successful housing exits, and exit types for unsuccessful housing exits.



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Homeless, Housing Assistance and Prevention Program (HHAP)

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Local HHAP Competition Timeline

1	December 6, 2019	Notice of Funding Availability (NOFA) released by the Homeless Coordinating and Financing Council (HCFC) of the State of California
2	December, 2019	Eligible Use Priority Ranking and Designation of Administrative Entity by full HPAC Voting Board via electronic survey and vote
3	January 23, 2020	Technical Subcommittee identifies specific activities under Top 4 Eligible Use Priority areas previously identified
4	February 15, 2020	HHAP Application is submitted to HCFC
5	March 25, 2020	Notice of Local Funding and Local Competition Timeline and Selection Process adopted by HPAC and posted online
6	April 10, 2020	Mandatory Notice of Intent to Apply due to County Homeless Services Team
7	April 10-24, 2020	Selection Subcommittee forms from non-conflicted HPAC Voting Agencies
8	May 7, 2020	HHAP Subrecipient Project Proposals due to County Homeless Services Team
9	May 11-15, 2020	Members of the Selection Subcommittee review and rank all Project Proposals together to award funding to compatible projects
10	May 18-22, 2020	Selection Subcommittee meets and develops funding recommendation
11	May 27, 2020	Selection Subcommittee presents funding recommendations to HPAC at meeting of the full body
12	May 27, 2020	HPAC votes to determine projects that will be awarded subcontracts
13	June 1, 2020	Administrative Entity begins subcontract execution



Yolo County Homeless and Poverty Action Coalition (HPAC)

Homeless, Housing Assistance and Prevention Program (HHAP)

Notice of Funding & Local Selection Process

Project Selection Process

COMMUNICATION OF NOTICE OF LOCAL FUNDING

The [Notice of Funding](#) and Projection Selection Process will be disseminated as follows:

- Posted on the HPAC Website
- Sent out via the full HPAC Mailing List

The Notice of Funding will provide background information regarding the HHAP Program, including program requirements, and the intended local utilization of the funds. The Notice will clearly list the 4 Eligible Use priority categories and the specific activities that will be funded under each Eligible Use Category.

COMPOSITION OF THE SELECTION SUBCOMMITTEE

The Selection Subcommittee must be comprised of the following:

- Composed of representatives from non-conflicted HPAC Voting Board agencies
- Minimum of 5 members, maximum of 10 members
- Members may represent public or private agencies
- Membership should represent all geographic areas
- Members should have demonstrated frequent involvement in HPAC meetings and familiarity with funding processes and issues
- Only one representative from each agency will be included on the committee
- County Homeless Services Team acts as staff to committee, but does not participate in ranking or voting

NOTICE OF INTENT TO APPLY

All applicants must express their intent to apply to the County Homeless Services Team at Kim.heuvelhorst@yolocounty.org by Friday, April 10, 2020 at 5:00 p.m. If applicants intend to submit more than one project proposal in this competition, they should submit a notice of intent for each proposal. Notification of intent should include:

- Name of Organization
- Primary Contact
- Eligible Use Category(ies) and Activity Type(s)
- Approximate Dollar amount requested
- Approximate Length of Program
- Project Partner Agencies and Contact Information

IF THERE IS A CHANGE IN PROJECT PARTNERS, AN AMENDED NOTICE OF INTENT MUST BE SUBMITTED NO LATER THAN 5 DAYS AFTER THE CHANGE IN PLANNED PARTNERSHIP.

SUBMISSION OF PROJECT PROPOSALS

Project Proposals

All applicants for the funds must submit a Project Proposal to the County Homeless Services Team at Kim.heuvelhorst@yolocounty.org by Thursday, May 7, 2020 at 5:00 p.m.



Yolo County Homeless and Poverty Action Coalition (HPAC)

Homeless, Housing Assistance and Prevention Program (HHAP)

Notice of Funding & Local Selection Process

- Applications received late, but within 15 hours of the due date/time (5/8/2019 at 8:00 a.m.) will receive a 10-point score reduction.

Applicants must follow the instructions provided in Appendix A regarding how to prepare a Project Proposal.

PREPARATION

1. **5/8/20:** County Homeless Services Team will conduct a minimum threshold review on each project to ensure that all projects meet minimum requirements as described below.
 - Applicant is eligible for HHAP funding
 - Proposal is within allowable funding amount
 - Proposed activities are eligible
2. **5/8/20:** County Homeless Services Team will prepare proposal packets for Selection Subcommittee to review, for all projects that require review and ranking. Scorers can contact HSA for orientation to the scoring process if needed.

SCORING

2. **5/11/20-5/15/20:** Members of the Selection Subcommittee will independently review and score all projects using the rubric provided in Appendix B. After scoring is completed the rankers will return scores to the County Homeless Services Team to be aggregated. Scores will be averaged to determine final score for each project application.

SELECTION

3. **5/18/20-5/22/20:** Selection Subcommittee will meet to determine funding recommendations to HPAC. A call-in option will be available for rankers who cannot be present at the meeting.
Notes will be recorded at the meeting and made available to the full HPAC membership.
4. **5/27/20:** All members of the full HPAC body will be presented with a full list of applicants at the HPAC meeting. The Selection Subcommittee will present their funding recommendations to the full body at the meeting. A vote of all non-conflicted voting members of HPAC will be held after the presentation from the Selection Subcommittee.

NOTIFICATION

5. **5/28/20:** County Homeless Services Team will send a letter to each applicant explaining whether their project is being recommended for funding. All applicants may request copies of the scoring materials associated with their project, or a debrief with the County Homeless Services Team.



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Appendix A: Instructions for Completing a Project Proposal

All applicants for the funds must submit a completed *Project Proposal* to the County Homeless Services Team at Kim.heuvelhorst@yolocounty.org by May 7, 2020 at 5:00 p.m.

The Application must include the following sections, and should be 5 pages or less:

- **Applicant Information (no points):** Proposals must include the following information to be eligible for consideration. Any proposal that does not include the following information will be disqualified:
 - Name of Organization
 - Primary Contact
 - Eligible Use Category(ies) and Activity Type(s)
 - Approximate Dollar amount requested
 - Approximate Length of Program
 - Project Partner Agencies and Contact Information
- **Applicant Experience (15 points):** Provide information on your length of experience implementing the proposed activity, or activities similar to the proposed activity.
- **Program Design (30 points):** Provide a description of your proposed project, including the services that will be offered, your proposed timeline and staffing associated with the project. Describe how you will ensure compliance with Housing First Best Practices. Describe how your program will utilize evidence-based practices. Applicants are encouraged to review the [Promising Practices](#) document published by the HHAP team.
- **Need for Funds (20 points):** Describe how the proposed project meets a need for the local community. Need should be supported with data and analysis.
- **Impact and Effectiveness (20 points):** Describe your plan for reporting on the [required HHAP metrics detailed on page 2](#), utilizing the Results Based Accountability (RBA) format below. Identify a numerical performance target for each of the required metrics, as well as any additional performance metrics in each RBA area listed below. Include your plans for data collection, analysis and quality improvement.
 - Performance Measure 1 – What did we do?
 - Performance Measure 2 – How well did we do it?
 - Performance Measure 3 – Is anyone better off?

As the HHAP Administrative Entity, Yolo County HHSA staff will work with subrecipients once approved to develop final reporting requirements in the RBA format.

- **Cost Efficiency (15 points):** Provide a detailed program budget in table format and a budget narrative. Describe your plans to leverage additional funding for your project.



Yolo County Homeless and Poverty Action Coalition (HPAC)

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Notice of Funding & Local Selection Process

Appendix B: Yolo CESH Round 2 Scoring Rubric

Project Name:

Scoring Criteria	Description	Max	Actual
Applicant Experience	Length of experience implementing the proposed activity or activity similar to the proposed activity.	15	
Program Design	Quality of the proposed program in delivering activities to participants. Consider compliance with California Core Practices, HPAC Written Standards and Housing First best practices. Also consider services offered, reasonableness of program staffing, connection to mainstream resources and collaboration with community partners. This section must include a project timeline.	30	
Need for Funds	Whether the application activity and subpopulation target meet a high need for the community. Need should be supported by data and analysis, including HMIS data and data from most recent point-in-time count.	20	
Impact and Effectiveness	Consider the applicant’s plan for measuring the performance of the project, including data collection, analysis and quality improvement. “Like to like” activities will be considered in the scoring process (for example, ES to ES and RR to RR).	20	
Cost Efficiency	Projects will be evaluated based on their overall proposal budget (Cost per participant), and any fund leveraging.	15	
Total Points:		100	

- Note:** The Selection Subcommittee’s final recommendation for funding may include consideration of special circumstances, such as to diversify recipients of funding or to ensure services/programs to multiple geographic locations throughout the County. The Selection Subcommittee will disclose such considerations as a part of its report out to HPAC.