

Imperial County CoC

HOMELESS HOUSING, ASSISTANCE AND PREVENTION (HHAP)
PROGRAM APPLICATION

HOMELESSNESS IN THE IMPERIAL COUNTY CONTINUUM OF CARE

Imperial County since its inception in 1907 has departments working with vulnerable populations to include individuals suffering from homelessness, domestic violence, low-income at risk for homelessness, medically fragile and more. In addition, the County works closely with unincorporated communities and local cities to help apply for state and federal funding to be used for construction or rehabilitation of housing projects for communities in need.

The 2019 annual Point In Time (PIT) count, which encompasses all of Imperial County, reports that there are 1,225 unsheltered households living on the streets, cars, or places not meant for human habitation and 188 sheltered households, which includes emergency shelters, and transitional housing programs for people who are experiencing homelessness. The number of people experiencing unsheltered homelessness in Imperial County has increased by 47% since 2017. Imperial County housing programs utilize the Housing First model as defined by statute as an evidence-based approach to addressing homelessness that provides homeless individuals and families to permanent housing as quickly as possible without preconditions.

REGIONAL COORDINATION

Imperial County is the ninth largest county in California made up of geological and desert location with rural communities which created difficulty in establishing a cross-county regional coordination plan. Recognizing that a regional solution is the most sustainable path to truly solving the crisis of homelessness in the Imperial Valley region, local government and community leaders are committed to overcoming the barriers that challenge coordination. With that said, partnerships and collaboration with neighboring San Diego County has been in existence for years. San Diego County agencies provide supplemental housing related services to Imperial County residents in the areas of veteran, mental health, and medical.

Based on the geographic and community needs, the regional coordination for homeless and housing services in the region focuses on ensuring all crucial resources are accessible to people experiencing homelessness regardless of where they are geographically located. Accomplishing this requires investing in collective impact to right-size resources, align local policies, and ensure the full spectrum of crisis response, treatment, and supportive housing is available to Imperial Valley residents. Doing so would take advantage of the collective synergy of the Imperial Valley to leverage resources across the region to overcome obstacles, increase efficiency, positive outcomes, and optimize the opportunities available through state funding streams such as HEAP, CESH and No Place Like Home.

The Imperial Valley Continuum of Care Council (IVCCC) represent the Imperial County Continuum of Care (CoC) as the regional governing body that coordinates housing and homelessness service funding for families and individuals experiencing homelessness. It is a collaborative made up of several organizations have come together and joined the fight to end homelessness in Imperial Valley. The IVCCC is strategically comprised of an Executive Board that represents an array of stakeholders, the diverse geographic sub-regions, and the constituency.

[Coordinated Entry System \(CES\)](#)

The Imperial Valley CES is designed to provide intentional pathways through the crisis response system while allowing for the quickest possible exit to permanent housing. The system employs a phased approach of progressive engagement that allows the assessment process to occur over time and only as necessary. Progressive engagement prioritizes client choice and provides continual opportunity during the process for a

household experiencing homelessness to engage in diversion resources. For example, if an eligible household can be referred to diversion resources for crisis resolution, then they will be referred to such a resource, rather than a housing intervention. Also, if a household denies a housing referral, they will again be offered the opportunity to receive diversion resources, rather than wait for another housing referral. There are six steps in this process including Access, Initial Triage, Diversion Assistance, Housing Assessment, Crisis Intervention, Housing Navigation, and Housing Referral.

The Imperial County Department of Social Services is the CES Coordinating Entity responsible for operating our current CES system. Currently the CES process in Imperial County is a manual process. We utilize the Coordinated Assessment Tool Set (*Attachment A*) that includes the VI-SPDAT to determine housing need and referral link individuals to appropriate housing resources. Access and promotion occurs through the CoC website and CoC member agencies. Being a rural and sparsely populated community, the CES is also promoted through: community centers, churches, cool-zone locations, hospital emergency rooms, shelters, public benefit programs (CaWORKs, General Relief, TANF, and the like), medical clinics, police and sheriff departments (especially the beat officers who have most interface with homeless persons), school family resource centers, and other community agencies.

With the challenge of access and geographic obstacles, the IVCCC currently has a one year plan to do a complete overhaul of the CES. This overhaul will include updating the policies and procedures, (*Attachment B*) to address the challenges of accessibility, and implement an online automated CES to include case management and a streamlined risk assessment tool. This plan aims to include a more defined process for access, assessment, prioritization, and referrals. Under the new policy, individuals and families would access information about the programs available to them and provided choices whenever feasible based on assessment information, vulnerability and need scores, preliminary eligibility pre-determinations and available resources. Of the options available, CES participants will have their choice of which project to be referred to. If an individual declines a referral to a housing program, they remain on the prioritization list until the next housing opportunity is available. All CoC Program, ESG Program, and locally CoC funded projects must accept referrals through the CoC defined CES process.

Prioritization Criteria

All persons served by CES will be assessed and prioritized using Housing First model. The IVCCC incorporates the five core elements of Housing First: 1) Tenant screening and selection will be based on prioritization of their socio-economic and physical/emotional needs; 2) Applicants not rejected on the basis of poor credit/financial/rental history; 3) Accept referrals directly from homeless response systems/stakeholders; 4) Provide supportive services that emphasize engagement and problem solving over therapeutic goals and tenant-driven service plans; 5) Remove benefit program requirements for individuals who meet Homeless criteria as good cause for failure to meet other benefit program requirements. The screening tool utilized will be the Vulnerability Index – Service Prioritization Decision Assistance Tool (VI-SPDAT). Trained staff to assist in the efficient implementation of the Housing First model by assessing clients' various health and social needs quickly and then match them to the most appropriate housing interventions will use this tool. All access points must use this tool to ensure that all persons served are assessed in a consistent manner, using the same process. The VI-SPDAT documents a set of participant conditions, attributes, need level, and vulnerability, allowing the access point to identify a service strategy.

Coordination of Regional Needs

The Imperial County and the IVCCC are leveraging resources by unifying efforts to address homeless and housing needs of the Imperial Valley. Together advancing a cohesive vision and goals for addressing homelessness, along with joint metrics for measuring progress. The collaboration between the regional housing coordinator and County government entity has effectively raised the visibility of this effort; attracted resources and built partnerships; and forged agreement on priority needs, thus facilitating greater impact through strategic allocation of resources. Regional partners who actively participate and share the vision of the involved are law enforcement, hospitals, local and state government officials, fire departments, educational institutions, shelters, non-profit organizations, faith-based organizations, local business leaders, along with concerned and interested individuals within the Imperial Valley (*Attachment C*).

Creating sustainable Long Term Housing Solutions

As a developing CoC, we are building a network of collaboration across different sectors that range from local business leaders, developers, community and faith based organizations, to local and state government agencies. Through each funding opportunity, we build our partners and housing resource infrastructure to ensure sustainable long-term housing solutions by supplementing housing resources. We want to build a comprehensive housing resource that once established, help launch a civic engagement campaign to raise awareness of Imperial Valley's homeless needs. Eventually, grow to solicit private funding and capital investment, pro bono services, and build cohesive community response to address homelessness. Through a community-wide strategic planning process, the IVCCC established priorities to create sustainable long-term housing solutions.

- Build more transitional and permanent supportive housing
- Expand community supportive services
- Create awareness and accountability protocols

Through the partnership and aligned vision, the IVCCC has designated Imperial County as the Administrative Lead Entity, which provides the support in capital development projects, oversight, and contract management.

RESOURCES AND ADDRESSING HOMELESSNESS

The effort to prevent and end homelessness within Imperial County must also take into considerations the state and federal funding climates and evolving policy priorities. No community can address homelessness by relying solely on dedicated homeless resources, but must access and leverage additional available mainstream housing and service resources such as the 59 local service providers that make up the IVCCC. The services offered include emergency shelters, subsidized housing, community meals, food delivery to encampments, food pantries, free markets and produce, rental assistance, rehabilitation beds, job training, and hygiene resources and programs.

Existing Programs and Resources

The IVCCC has successfully obtained competitive federal homeless assistance funds through the annual CoC Program. In Fiscal Year 2018 the IVCCC received \$183,793 of that amount 44% is allocated to coordinated entry system operations, 66% is for rapid rehousing activities, and 18% is for planning CoC activities. The State of California, through inter-state agency partnerships and collaboration, has created and funded programs to complement federal and local/philanthropic funding for city, county and CoC crisis response systems. The table below reflects the funding Imperial County and regional stakeholders currently receive through several programs:

Development Activities

<i>Program</i>	<i>Source</i>	Acquisition	Pre-Development	Rehabilitation	New Construction	Permanent Financing	Emergency Shelter	Transitional Housing	Permanent Housing
Community Development Block Grant (CDBG)	HUD	X	X	X	X	X	X	X	X
Emergency Housing and Assistance Program (EHAP)	HCD	X	X	X	X	X	X	X	
Federal Emergency Shelter Grant (ESG)	HUD			X			X	X	
Home Energy Assistance Program (HEAP)	HCD	X			X		X	X	X
HOME Investments Partnership Program (HOME)	HUD	X	X	X	X	X		X	X
Residential Development Loan Program (RDLP)	CalHFA	X	X	X	X	X		X	X
Special Needs Housing Finance Program	CalHFA	X	X	X	X	X		X	X

Rental Subsidy Programs

<i>Program</i>	<i>Source</i>	Homeless Prevention	Operating Assistance	Rental Assistance	Property Leasing	Emergency Shelter	Transitional Housing	Permanent Housing	Supportive Housing
California Emergency Solutions and Housing (CESH)	HCD	X	X	X	X	X	X	X	X
Emergency Food and Shelter Program	FEMA		X			X	X		
Emergency Housing and Assistance Program--Operations	Cal HCD		X		X	X	X		
Federal Emergency Shelter Grant (ESG)	HUD	X	X		X				
Home Energy Assistance Program (HEAP)	HCD	X	X	X	X	X	X	X	X
Housing Opportunities for Persons with AIDS (HOPWA)	HUD	X	X	X	X				
Housing Choice Voucher Program	HUD/EDA			X				X	X
Shelter Plus Care Program	HUD			X				X	X
Supportive Housing Program-- McKinney Vento (SHP)	HUD		X		X		X		X

Supportive Services

<i>Program</i>	<i>Source</i>	Mental Health	Substance Abuse	Employment Assistance	Transportation	Case Management	Medical Serv. /AIDS	Life Skills	Childcare	Other
Child Care & Development Block Grant (CCDB)	HHS								X	
Community Development Block Grant (CDBG)	HUD	X	X	X	X	X	X	X		
Community Mental Health Services Block Grant (CMHS)	HHS	X	X	X	X	X		X		
Community Services Block Grant (CSBG)	HHS		X	X	X	X		X	X	
Education for Homeless Children and Youth	DoE				X	X			X	X
Federal Emergency Shelter Grant (ESG)	HUD				X	X				
Medicaid (Medi-Cal)	State	X	X		X	X				
Mental Health Services Act (MHSA)	State	X	X	X	X	X	X	X	X	
Projects for Assistance in Transition from Homelessness (PATH)	HHS	X	X	X	X	X		X		X
Ryan White	HHS	X	X		X	X	X	X	X	X
Social Services Block Grant (SSBG)	HHS		X	X	X	X		X		
Temporary Assistance for Needy Families CalWORKs	State	X	X	X	X	X		X	X	X

Currently the Imperial County CoC maintains oversight of two major funding projects. HEAP and CESH funding programs are aimed at coordinating and leveraging with HHAP funding allocations. HHAP funding is looking to enhance the following:

Funding	Service Type	#Served		Funding
HEAP	Support Services	1402	individuals	\$ 800,000.00
	Youth Dedicated Support Services	200	individuals	\$ 242,971.00
	Rapid Rehousing/Rental Assistance Programs	288	individuals	\$ 573,470.00
	Development/Housing	38	beds	\$ 3,000,000.00
Total HEAP Funds Served		1928		\$ 4,616,441.00
CESH	Housing Interventions/System Support	1031	individuals	\$ 787,349.00
	CESH Support Services Total Served		1031	\$ 787,349.00
Total Served through CESH/HEAP		2959		

Gaps and Challenges

Imperial County faces significant challenges in its work to prevent and end homelessness. These difficulties and resource gaps identified are in crisis response and housing. Households at risk of homelessness are often one paycheck, utility bill, or medical bill away from an episode of homelessness. Those with untreated behavioral health needs may be forced to leave housing due to related behaviors and risks. For those households that do enter the homeless crisis response system, the availability and access to safe shelter and outreach services are essential. The county is experiencing a severe lack of affordable housing for households at-risk of and experiencing homelessness, particularly those extremely and very low-income households. The long-term success in addressing homelessness in the county will involve both increasing the affordable housing stock and obtaining rental subsidies.

HHAP FUNDING PLAN

Homeless Housing and Assistance Prevention (HAAP) Block Grant funding is targeted to supplement existing combined regional Homeless Emergency Aid Program (HEAP) And California Emergency Solutions and Housing (CESH) Funding. Combined HEAP and CESH Funding is \$5,912,410 in the following areas:

- Affordable Permanent Supportive Housing
- Rental Assistance & Stabilization
- Homeless Services and Interventions
- Outreach and Coordination
- System Improvements

COLLABORATIVE:	Imperial Valley Continuum of Care Council Imperial County	REDIRECTION OF FUNDS: Yes BINDING RESOLUTION: Yes
----------------	--	--

STAKEHOLDERS:	<u>IVCCC</u> <u>Imperial County</u> <u>CESH & HEAP Service Providers</u>	PROJECT DURATION: 2 Years
---------------	--	---------------------------

- | | |
|------------------------------|---|
| STAKEHOLDER ALIGNMENT GOALS: | <ul style="list-style-type: none"> • Support regional coordination and expand or develop local capacity to address • Immediate homelessness challenges in Imperial County. • Identify cost efficient, rapidly deployable, building technologies, practices, financing strategies, and policies • Leverage other funding sources, partnerships, and resources. |
|------------------------------|---|

- | | |
|---------------|--|
| PROJECT GOAL: | <ul style="list-style-type: none"> • Strengthen Homeless Crisis Response System • Increase Rapid Rehousing resources • Promote innovative solutions to end homelessness • Invest in projects that are best able to be sustained beyond the one-time HHAP investment • Connect to CES • Community-wide coordination |
|---------------|--|

- | | |
|--------------|---|
| Target Goals | <p>2019 Point in time count reflects Imperial Count has an unsheltered population of 1,225, which includes 60 youth age children. Considering the target served through HEAP, Imperial County projects to serve an additional:</p> <ul style="list-style-type: none"> • 200 homeless individuals or at risk of homelessness, and • 60 homeless youth. |
|--------------|---|

The goal is to successfully place at least 70% in permanent housing.

ALLOCATION:

Imperial County CoC	\$1,664,521.41
Imperial County (Redirected Funds)	\$1,542,059.99
Total	\$3,206,581.40

PROPOSED BUDGET:

Delivery of Permanent Housing	\$2,821,792.40
CES/HMIS	\$160,329.00
Administration	\$224,460.00
Total	\$3,206,581.40
<i>Youth Set-Aside</i>	<i>\$256,526.51</i>

NARRATIVE:

The IVCCC and County agreed on the redirection of the funding of the full county allocation to the CoC. Both agencies supported the proposed combined allocation budget to be used as 80% for the delivery of permanent housing and innovation such as hotel and motel conversions, and tiny homes; 8% for set-aside homeless youth dedicated programs; 5% for the continued enhancements to the local coordinated entry system and HMIS; and 7% for the administration of the HHAP funds.

Activities will use focus on utilizing permanent housing as a crisis response system to connect people experiencing homelessness with permanent housing programs, such as rapid re-housing, host homes, supportive housing, and other stable and safe housing options. With the focus of rapid rehousing as the evidence-based housing intervention model to target Imperial County families experiencing homelessness. The IVCCC is looking to use HHAP funds on projects that incorporate all the core components of Rapid Rehousing activities.

Imperial County identified 69 homeless youth in the 2019 Point in Time Count. The HHAP Youth Set aside funds will be folded into the Rapid Rehousing activities and provide unaccompanied youth between 12 and 24 years of age who are experiencing homelessness with housing identification, rent and move-in assistance, and intensive case management and services. This funding will help supplement the current HEAP Youth Project that creates educational opportunities and removes barriers for homeless youth. Project DREAM provides homeless youth with prevention and supportive services such as case management, personal and academic counseling, peer support, independent living skills, career exploration, and mental/health wellness services.

PARTNERS ADDRESSING HOMELESSNESS

Imperial County and the IVCCC are leveraging resources by unifying efforts to address homeless and housing needs of the Imperial Valley. Together advancing a cohesive vision and goals for addressing homelessness, along with joint metrics for measuring progress. The collaboration between the regional housing coordinator and County government entity has effectively raised the visibility of this effort; attracted resources and built partnerships; and forged agreement on priority needs, thus facilitating greater impact through strategic allocation of resources. Regional partners who actively participate and share the vision of the involved are law enforcement, hospitals, local and state government officials, fire departments, educational institutions, shelters, non-profit organizations, faith-based organizations, local business leaders, along with concerned and interested individuals within the Imperial Valley (*Attachment C*). Through the IVCCC Executive Board meetings, they surveyed the HHAP project. The various representation discussed needs and housing challenges to establish what the greatest need in the community to improve the homeless matters. Addressing the needs of the region from an overall community plan will enable coordination between public funding entities and the homeless services.

A major challenge in the IVCCC, is the inconsistent attendance or lack of participation. To address this issue, the IVCCC has begun an outreach and education initiative to bring awareness to the importance of representation on housing and homelessness issues. A small team made up of IVCCC Chairman and the Lead Administrative Entity,

attend regular outreach meetings to discuss and answer any misconceptions about the CoC, funding opportunities, and importance of representing their organizations/communities.

SOLUTIONS TO ADDRESS HOMELESSNESS

In December 2019, the IVCCC hosted its first strategic planning workshop to help develop a homeless strategic plan for the Imperial Valley region. Although the plan has not been finalized, the collaborative was able to produce goals and strategies that are outlined below to help prevent and end homelessness in Imperial County that would be supported with funding requested through the HHAP project.

Goals and Strategies

Goal #1: Prevent and Divert New Households From Becoming Homeless

- A. Develop a community-wide initiative to prevent homelessness
- B. Collect and analyze information on households at risk of homelessness and those experiencing homelessness for the first time
- C. Increase education on access to mainstream resources for households at risk of homelessness
- D. Create and make available community-wide trainings on workforce training programs, educational training programs, family support programs and supportive behavior health services

Goal #2: Design and Operate a Functioning Coordinated Entry System

- A. Create a coordinated entry system that uses an objective prioritization tool, leverages current provider agencies and shelters as access points, have full Imperial County geographic coverage, and includes the full homeless response system (outreach services, emergency shelter, rapid rehousing, permanent supportive housing, and diversion)
- B. Identify and utilize a diversion screening tool to assess households for alternatives to entering shelter and, as appropriate, suggest one-time assistance to prevent an episode of homelessness
- C. Identify access points and assessment process
- D. Create a prioritization policy, that prioritize households in need of housing and services based on vulnerability, housing barrier and need
- E. Create an operational process of how match eligible households with limited homeless resources throughout Imperial County
- F. Design feedback loop and evaluation process for the CES

Goal #3: End Homelessness in Imperial County; Move People who are Experiencing Homelessness into Permanent Housing as Quickly as Possible

- A. Pursue strategies such as reallocation and permanent supportive housing bonus funds to expand permanent supportive housing and rapid re-housing through CoC program funds
- B. Continue to apply for state of California Emergency Solutions and Housing Program (CESH), Housing for a Healthy California, Homeless Emergency Aid Program (HEAP), No Place Like Home (NPLH) and HHAP state funds
- C. Increase the number of unit in private housing available to persons transitioning from homelessness
- D. Create a property owner/landlord engagement initiative
- E. Maximize Housing First Opportunity. Housing First is a proven approach that should be implemented system-wide as well as at the project level.
- F. Use data to lead planning and programming priorities

- G. Ensure that resources and services are available to formerly homeless households in order to maintain their tenancies



**Imperial Valley
Homeless Task Force**

COORDINATED ASSESSMENT TOOL SET

A trained assessment specialist should ask the questions below. *Instructions for the person administering the tool are in italics.* Decisions will have to be made about the degree to which information on the form should be verified by third parties or other data sources.

I. PRE-SCREENING QUESTIONS

1. Are you homeless or do you believe you will become homeless within the next 72 hours? Yes No

Are you currently residing in, or trying to leave, an intimate partner who threatens you or makes you fearful? Yes No

2. Do you live in Imperial County right now?

Yes No

In which community/town/area? _____

Zip Code of Last Permanent Address: _____

3. Do you want services that are specifically geared to domestic violence survivors OR do you need a confidential location to stay?

Yes No

II. IDENTIFYING QUESTIONS AND HMIS DATA ELEMENTS

Client Identifier (in HMIS): _____

Date of Birth: __/__/____ Don't Know Refused

Enter in format MM/DD/YYYY.

Social Security Number: ____-__-____ Don't Know Refused

Gender: Female Male Transgendered Male to Female
 Transgendered Female to Male Other Don't Know Refused

Race:

- American Indian or Alaskan Native
- Asian
- Black or African American
- Native Hawaiian or Other Pacific Islander
- White
- Don't Know Refused

Ethnicity:

- Non-Hispanic/Non-Latino
- Hispanic/Latino
- Don't Know
- Refused

Housing Status *(May be able to use previous answers to answer this question).*

- Homelessness
- At imminent risk of losing their housing
- Homeless only under other Federal statutes
- Fleeing domestic violence
- At-risk of homelessness – prevention programs only
- Stably housed
- Don't Know
- Refused

Head of Household

- Yes No

Were you ever on active duty in the Armed Forces in the United States?

- Yes No Don't Know Refused

Do you have military ID?

- Military Card ID
- DD-214

If yes:

Year entered military service: ____/____/____

Year separated from military service: ____/____/____

Served in a theater of operations?: Yes No Don't Know Refused

Name of theater of operations:

- World War II Korean War Vietnam War
- Persian Gulf War (Operation Desert Storm)
- Afghanistan (Operation Enduring Freedom)
- Iraq (Operation Iraqi Freedom)
- Iraq (Operation New Dawn)
- Other peace-keeping operations or military interventions (such as Lebanon, Panama, Somalia, Bosnia, Kosovo)
- Don't Know Refused

Branch of the Military

- Army
- Air Force
- Navy
- Marines
- Coast Guard
- Other
- Don't know
- Refused

Discharge Status

- Honorable
- General under honorable conditions
- Under other than honorable conditions (OTH)
- Bad conduct
- Dishonorable
- Uncharacterized
- Don't know
- Refused

Have you ever received healthcare from a VA Medical Center? If so, where?

Have you applied or have a pending application for VA benefits or compensation?

Youth only:

Last grade completed

- Less than Grade 5
- Grades 5-6
- Grades 7-8
- Grades 9-12
- GED
- Some college
- Don't know
- Refused

Youth Only: School Status

- Attending school regularly
- Attending school irregularly
- Graduated from high school
- Obtained GED
- Dropped out
- Suspended
- Expelled
- Don't Know
- Refused

Formerly a ward of juvenile justice system?:

- No
- Yes
- Don't know
- Refused

If yes:

Number of years

- Less than one year
- 1 to 3 years
- 3 to 5 years
- More than 5 years

(If number of years is Less than one year)

Number of months (a number between 1 and 11) _____

Youth only continued

General Health

- Excellent
- Very good
- Good
- Fair
- Poor
- Don't Know
- Refused

Are you pregnant?

- No
- Yes
- Don't know
- Refused

If yes, due date: __/__/____

Do you receive any of the following benefits?

- Supplemental Nutrition Assistance Program (SNAP)
- Special Supplemental Nutrition Program for Women, Infants, and Children
- TANF Child Care Services
- TANF Transportation Services
- Other TANF-funded Services
- Section 8, public housing, or other ongoing rental assistance
- Other source
- Temporary rental assistance

Do you have health insurance?

- Yes No Don't Know Refused

If yes, what kind?

- Medicaid
- Medicare
- State Children's Health Insurance Program
- Veterans Administration Medical Services
- Employer Provided Health Insurance
- Health Insurance Through Cobra
- Private Pay Health Insurance
- Ryan White Medical Assistance

AIDS Drug Assistance Program

Are you employed?

Yes No Don't Know Refused

If yes, what is your employment status?

- Full-time
- Part-time
- Part-time, looking for full-time
- Seasonal/sporadic (including day labor)
- Not employed, looking for work
- Not employed, in school
- Not employed, unable to work
- Not employed, not looking for work
- Don't know
- Refused

If you have experienced domestic violence, when did the experience occur?

- Within the past three months
- Three to six months ago
- From six to one year ago
- More than a year ago
- Don't know
- Refused

III. PREVENTION/DIVERSION QUESTIONS

This part may be skipped if it has already been established the household is living somewhere unfit for human habitation, on the street, or exiting an institution.

1. **Where did you sleep last night?** _____

2. **(IF named a location above) Was it a safe location?** Yes No
 Don't Know

3. **Why did you have to leave the place you stayed last night? Could you stay tonight at the same location?** _____

4. **What would you need to help you stay where you stayed last night again?**

5. **Would it help if I contacted the person you stayed with?** Yes No
 Don't Know

What is the best way to contact that person? _____

SHELTER REFERRALS:

Using information about the consumer, make referrals according to the following:

Single Adult Men: Our Lady of Guadalupe Shelter, Calexico 760-xxx-xxxx

Single Women:

(1) Calexico: Neighborhood House, 760 xxx-xxxx

(2) El Centro: House of Hope, 760-352-1182

Families (female head of household only):

(1) Calexico: Neighborhood House, 760 xxx-xxxx

(2) El Centro: House of Hope, 760-352-1182

People Seeking Domestic Violence Services or in Imminent Danger:

Womanhaven 760 xxx-xxxx

Youth Under the Age of 18:

IVROP/Project Ace?

NOTE SHELTER REFERRAL HERE: _____

Then continue with Housing Prioritization Tool.

IV. HOUSING PRIORITIZATION TOOL

For each answer, circle the color code or write the number in the score line.

Question(s)	Color Code	Numerical Score
<p>1. Is this the first time you've been homeless in the past five years?</p> <p><input type="checkbox"/> Yes - Go to question 2 <input type="checkbox"/> No - Go to question 3</p> <p><i>Explain definition of homelessness again – use definition from Part I, Question 1.</i></p>		
<p>2. Have you been homeless for more than 90 days?</p> <p><input type="checkbox"/> Yes - Go to question 3 <input type="checkbox"/> No - Circle "Green" & skip to question 4</p>	GREEN	
<p>3. When you were homeless before, did you ever receive temporary assistance to help you move back into housing such as temporary rental assistance, deposits, help with moving costs, etc.?</p> <p><i>This question is intended to identify if the individual or family has received rapid re-housing assistance in the past. This question may also be asked by asking if the person has been served by a rapid re-housing program and then naming the rapid re-housing programs in the county. If YES, ask if they received that kind of assistance once, or if it happened more than once. Check HMIS for a record of the person also and ask "Is it okay if I check our system to see if you've been served before?"</i></p> <p><input type="checkbox"/> Yes, more than once – Circle color code "Red"& skip to question 13. <input type="checkbox"/> Yes, once – Circle color code "Orange" and go to question 4. <input type="checkbox"/> No – Circle color code "Yellow" and go to question 4.</p>	YELLOW ORANGE RED	
<p>4. How many dependents do you have with you in your care? <i>If you already know the answer, don't ask again.</i></p> <p><input type="checkbox"/> 0-3 – Go to question 5. <input type="checkbox"/> 4 or more – Assign a numerical score of "1" and go to question 5.</p>		
<p>5. Are you under 25 years of age with at least one child under the age of 5? <i>If you already know the answer, don't ask again.</i></p> <p><input type="checkbox"/> Yes – Assign a numerical score of "1" and go to question 6. <input type="checkbox"/> No – Go to question 6.</p>		

Question(s)	Color Code	Numerical Score
<p>6. Have you ever been in jail, arrested, or accused of a crime or criminal activity (even if it wasn't true)? <i>If necessary, explain that the presence of a criminal history will not reduce the person's likelihood of receiving assistance.</i> ___ Yes - Go to question 7. ___ No - Go to question 8.</p>		
<p>7. Does your criminal history include: ___ Offenses that make it exceedingly difficult to find housing: Arson, Placement on Sex Offender Registry, Production of Crystal Meth - Assign a numerical score of "3" and go to question 8. ___ Drug offenses or crimes against persons or property? - Assign a numerical score of "2" and go to question 8. ___ Just a few minor offenses such as moving violations, a DUI, or a misdemeanor? - Assign a numerical score of "1" and go to question 8.</p>		
<p>8. Do you have any evictions? Have you been asked to leave your rental apartment or did the landlord use legal papers to ask you to leave? <i>Explain that the presence of eviction(s) will not reduce the person's likelihood of receiving assistance.</i> ___ Yes - Go to question 9. ___ No - Skip to question 10.</p>		
<p>9. How many evictions do you have? ___ One or two? - Assign a numerical score of "1" and go to question 10. ___ Three or more? - Assign a numerical score of "2" and go to question 10.</p>		
<p>10. Do you have friends or family members who you can stay with for a short period of time, or who can lend you money? ___ Yes - Assign a numerical score of "-1" and go to question 11. ___ No - Go to question 11.</p>		
<p>11. Do you have any income from any source right now? Ask targeted questions - refer to earlier answers during Part II well. ___ Earned income ___ Unemployment insurance ___ Supplemental Security Income (SSI) ___ Social Security Disability Income (SSDI) ___ VA-Service Connected Disability Compensation ___ VA non-service-connected disability pension</p>		

Question(s)	Color Code	Numerical Score
<p> <input type="checkbox"/> Private disability insurance <input type="checkbox"/> Worker's compensation <input type="checkbox"/> Temporary Assistance for Needy Families (TANF) <input type="checkbox"/> General Assistance (GA/ Cash Aid) <input type="checkbox"/> Retirement Income from Social Security <input type="checkbox"/> Veteran's pension <input type="checkbox"/> Pension from a former job <input type="checkbox"/> Child support <input type="checkbox"/> Alimony or other spousal support <input type="checkbox"/> Other source _____ <input type="checkbox"/> Yes - Go to question 12. <input type="checkbox"/> No - Assign a numerical score of "2" and skip to question 13 <input type="checkbox"/> Don't know or refused Skip to question 13. </p>		
<p> 12. What is your monthly income right now? <i>Do not ask out loud - refer to matrix of local area median income (AMI) thresholds.</i> <input type="checkbox"/> Above 30% AMI - Go to question 13. <input type="checkbox"/> Between 16% and 30% AMI - Assign a numerical score of "1" and go to question 13. <input type="checkbox"/> Less than 15% AMI - Assign a numerical score of "2" and go to question 13. </p>		
<p> 13. Does your credit history include a judgment for debt to a landlord? <input type="checkbox"/> Yes - Assign a numerical score of "1" and go to question 14. <input type="checkbox"/> No - Go to question 14. </p>		
<p> 14. TOTAL - Enter Circled Color Code (from Questions 2-3) and total ALL numerical scores (from Questions 3-13) and go to Part V. </p>		

FY 2014 HUD Income Limits Summary
[Insert your community's income limits]

Income Limit Category	1 Person	2 Person	3 Person	4 Person	5 Person	6 Person	7 Person	8 Person
30% AMI								
15% AMI								

V. HOUSING PRIORITIZATION TOOL SCORING

Using the numerical scores and color designation tabulated in question 14 above and find the priority level for each intervention with the charts below. If the box says "None" there is no priority level for this intervention.

Rapid Re-Housing Priority Level			
Color Code	Numerical Score		
	2 or less	3 - 4	5 or more
Green	G	F	D
Yellow	E	C	B
Orange	A	A	A
Red	None	None	None

Rapid Re-Housing Priority Level

Transitional Housing Priority Level			
Color Code	Numerical Score		
	2 or less	3 - 4	5 or more
Green	H	G	E
Yellow	F	D	C
Orange	B	B	B
Red	A	A	A

Transitional Housing Priority Level

Permanent Supportive Housing Priority Level			
Color Code	Numerical Score		
	2 or less	3 - 4	5 or more
Green	None	None	None
Yellow	None	None	A
Orange	None	None	A
Red	A	A	A

Note: When an individual's score results in a Permanent Supportive Housing Priority Level recommendation, a person's disability status will be determined and a vulnerability assessment will be completed.

Permanent Supportive Housing Priority Level

VI. POPULATION SPECIFIC QUESTIONS

[These questions and instructions will likely have to be tailored to reflect the available services in your community]

1. Are you interested in a program that provides substance abuse services or addiction treatment services? Yes No

If YES: Are you looking for a group setting where others around you will be sober and the program encourages complete sobriety? Yes No

If YES, consumer is automatic priority for transitional housing – substance abuse. Discuss this option and what it offers versus any other consumer might be prioritized for according to the tool.

2. Are you seeking services related to HIV/AIDS?

Yes No

IF Yes, refer to HOPWA program through Denise Andrade? ; LBGTQ Center?- KEN- Please advise here, too

3. Are you seeking programs that are targeted specifically to people under the age of 24?

Yes No

If yes, refer to IVROP?

VII. CHOOSING A REFERRAL

*Check daily priority list posting to see if consumer's score prioritizes them for any intervention. **If they are eligible to be on a list for an intervention, then read the following script:***

"We have a few different housing options available. According to what we've talked about today, it seems like you are a high priority client for (name interventions). The waiting time for this/these intervention(s) is _____. (Describe interventions in a little more detail, including general services offered, length of program, goal of program). You will get picked on the list on a first-come, first-serve basis, unless you are waiting for certain substance abuse services or permanent supportive housing, in which case the most vulnerable clients will be chosen first." (If eligible for more than one intervention: "You can be on the list for only one intervention at a time. I believe this intervention would be best for you based on the results of the assessment, but you have a choice. Which intervention would you like to be on the priority list for?")

Add consumer to end of priority list for their intervention of choice (except for substance abuse TH and PSH, when you should prioritize them according to score). If they answered yes to any questions in Part VI, check these against eligibility requirements in different interventions. If no availability in their intervention of choice currently, refer to shelter noted in Part III. Refer to policies and procedures manual for further referral instructions.

If consumer is not eligible to be prioritized for anything, then read the following script:

"We will refer you to _____ (emergency shelter). From there, the case managers will work with you to help you find the best way to get you out of homelessness." Refer consumer to shelter noted in Part III.

VIII. VULNERABILITY INDEX

1. In what language do you feel best able to express yourself?

OK, first I'm going to ask you a few questions about your housing history...

2. What is the total length of time you have lived on the streets or shelters?

of years:

of months:

3. In the past three years, how many times have you been homeless and then housed again?

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

Shelters Streets Car/Van Subway/Bus Beach Other (specify)

OK, now I'd like to ask you a few questions about your health...

5. Where do you usually go for healthcare or when you're not feeling well?

EC Medical Center Pioneers Hospital VA Clinic Compesinos Unidos Clinic _____

Other Does not go for care

6. How many times have you been to the emergency room in the past three months? _____

7. How many times have you been hospitalized as an inpatient in the past year? _____

8. Do you have now, have you ever had, or has a healthcare provider ever told you that you have any of the following medical conditions?

a. Kidney disease/ End Stage Renal Disease or Dialysis..... Yes No Refused

b. History of frostbite, Hypothermia, or Immersion Foot..... Yes No Refused

c. History of Heat Stroke/Heat Exhaustion..... Yes No Refused

d. Liver disease, Cirrhosis, or End-Stage Liver Disease..... Yes No Refused

e. Heart disease, Arrhythmia, or Irregular Heartbeat..... Yes No Refused

f. HIV+/AIDS..... Yes No Refused

g. Emphysema..... Yes No Refused

h. Diabetes..... Yes No Refused

i. Asthma..... Yes No Refused

j. Cancer..... Yes No Refused

k. Hepatitis C..... Yes No Refused

l. Tuberculosis..... Yes No Refused

m. DO NOT ASK: Surveyor, do you observe signs or symptoms of serious physical health conditions?..... Yes No Describe _____

n. Have you ever abused drug/alcohol, or been told you do?..... Yes No Refused

o. Have you consumed alcohol everyday for the past month?.... Yes No Refused

p. Have you ever used injection drugs or shots?..... Yes No Refused

q. Have you ever been treated for drug or alcohol abuse?..... Yes No Refused

r. DO NOT ASK: Surveyor, do you observe signs of symptoms of alcohol or drug abuse?..... Yes No

s. Are you currently or have you ever received treatment for mental health issues? Yes No Refused

t. Have you ever been taken to the hospital against your will for mental health reasons?
..... Yes No Refused

u. DO NOT ASK: Surveyor, do you detect signs or symptoms of severe, persistent mental illness?..... Yes No

v. Have you been the victim of a violent attack since you've become homeless? Yes No Refused

w. Do you have a physical disability that limits your mobility? [i.e., wheelchair, amputation, unable to climb stairs]?
..... Yes No Refused

x. Have you had a serious brain injury or trauma that required hospitalization or surgery?
..... Yes No Refused

Alright, now I've just got a few more questions...

9. If you served in the military, was your discharge honorable? Yes No Refused

10. Have you ever been in jail? Yes No Refused

11. Have you ever been in prison? Yes No Refused

12. Have you ever been in foster care? Yes No Refused

13. How do you make money? (choose as many as apply)

<input type="checkbox"/> Work, on-the-books	<input type="checkbox"/> Food Stamps	<input type="checkbox"/> None from this list
<input type="checkbox"/> Work, off-the-books	<input type="checkbox"/> Sex Trade	<input type="checkbox"/> Other _____
<input type="checkbox"/> SSI	<input type="checkbox"/> Drug Trade	_____
<input type="checkbox"/> SSDI/SSA	<input type="checkbox"/> Recycling	
<input type="checkbox"/> VA	<input type="checkbox"/> Panhandling	
<input type="checkbox"/> Public Assistance	<input type="checkbox"/> No Income	

14. What is your citizenship status? Citizen Legal Resident Undocumented

OK, now I'm going to ask you some questions about your community

15. Is there a person/outreach worker that you trust more than others? Yes No
His or her name _____ Refused

16. If yes, do you know what agency they work for?

OK, now I'd like to take your picture. May I do so? Note answer Yes No

IX. VULNERABILITY INDEX SCORING

If answer to question 6 was 3 or more, add one point..._____

If answer to question 7 was 3 or more, add one point..._____

If answer was "yes" to 8a, add one point..._____

If answer was "yes" to 8b, add one point..._____

If answer was "yes" to 8d, add one point..._____

If answer yes "yes" to 8f, add one point..._____

If over age 60, add one point..._____

If answer was yes to any question from 8a-m or 8w or 8x, AND yes to any question 8n-r, AND yes to any question 8s-u, add one point..._____

TOTAL NUMBER OF POINTS: _____

- *Place client on permanent supportive housing priority list based on number of points received.*
- *Those with 8 should be at the top, those with 7 next, etc.*



COORDINATED ENTRY SYSTEM Policies and Procedures

1. Overview

The purpose of the Coordinated Entry System (CES) is to ensure that all people experiencing homelessness in Imperial County have fair and equal access to housing and services appropriate for their needs. The CES is designed to ensure that individuals and families experiencing homelessness or at imminent risk of homelessness are quickly identified, assessed, and prioritized for housing resources, no matter where or when they present for services.

The system works with households in order to understand their strengths and needs, and to connect them with appropriate resources. Through the use of standardized tools and practices, the CES incorporates a system-wide housing first approach, increases coordination across community providers, ensures the most efficient targeting of resources, and prioritizes those with the highest level of need.

Furthermore, the CES is designed to:

- Allow anyone in need of housing assistance to easily access the system and be assessed in a standard and consistent way;
- Ensure that households who are experiencing homelessness gain access to community interventions as efficiently and effectively as possible;
- Prioritize households for limited housing resources based on need and vulnerability;
- Provide clarity, transparency, consistency, and accountability throughout the assessment and referral process for households experiencing homelessness, community partners, and homeless and housing service providers; and
- Facilitate exits from homelessness to stable housing in the most rapid manner possible.

To achieve these objectives, Coordinated Entry includes:

- A standard progressive engagement and assessment process to be used for all households who are seeking assistance, and procedures for determining the appropriate next level of assistance;
- Uniform guidelines among emergency shelter, transitional housing, rapid rehousing, and permanent supportive housing programs regarding eligibility for services, screening criteria, prioritized populations, and expected outcomes; and
- Policies and procedures detailing the operations of Coordinated Entry.

2. Requirements of a Coordinated Entry Process

Since the CoC Program interim rule was published in 2012, The Department of Housing and Urban Development (HUD) has determined that additional requirements are necessary for the coordinated entry process to be most effective. Those requirements are outlined in the January 23, 2017, Notice Establishing Additional Requirements for a Continuum of Care Centralized or Coordinated Assessment System.

In alignment with these requirements, as well as ongoing HUD guidance, the Imperial Valley CoC has implemented a CES for all households who are experiencing homelessness. CES, as described in these policies and procedures, is designed to meet the Federal and State requirements of a Centralized or Coordinated Assessment System which, at a minimum, must fulfill the following requirements.

- Cover the entire geographic area claimed by the CoC;
- Be easily accessed by individuals and families seeking housing or services;
- Be well-advertised;
- Include a comprehensive and standardized assessment tool;
- Provide an initial, comprehensive assessment of individuals and families for housing and services; and,
- Include a specific policy to guide the operation of the centralized or coordinated assessment system to address the needs of individuals and families who are fleeing, or attempting to flee, domestic violence, dating violence, sexual assault, or stalking, but who are seeking shelter or services from non-victim specific providers.

The Imperial Valley CES provides access to housing resources within the regional system for all people meeting the minimal eligibility for a referral to housing listed below:

- Literally homeless (Sleeping outside, in a place not meant for human habitation, or in a shelter)
- Fleeing/attempting to flee domestic violence (the individual or family must be fleeing, or is attempting to flee, domestic violence, dating violence, sexual assault, stalking, or other dangerous or life-threatening conditions that relate to violence against the individual or a family member; have no other residence; and lack the resources or support networks to obtain other permanent housing)
- Staying in or exiting an institution where they resided for up to 90 days and were in shelter or a place not meant for human habitation immediately prior to entering that institution

3. Housing First Approach

In alignment with HUD guidance, CES participating agencies must adhere to Housing First principles. Housing First is an approach to connecting individuals and families experiencing homelessness to permanent housing without preconditions and barriers to entry, such as sobriety (for non-AOD programs), treatment, or service participation requirements. Supportive services are client-driven and offered to maximize housing stability to prevent a return to homelessness, as opposed to addressing predetermined treatment goals prior to permanent housing entry. Housing First is an overarching philosophy and approach that can be applied to all homelessness. Housing First yields high housing retention and reductions in crisis or institutional care. For more information, CES participating agencies can utilize tools from the HUD Exchange.

4. Agency Participation in CES

The IVCCC believes that a coordinated service approach is the most effective way to end homelessness. This includes a process of outreach, assessment, housing navigation, matching to appropriate housing resources, and placement, which prioritizes the most acute chronically homeless individuals and households.

The intent of this participation language is to further define each agency's dedication to this collaborative effort and increase the efficacy and scope of the CES through additional housing resources, navigation, retention support and leadership.

Requirements for CES Participation:

- Attendance at required trainings and CES alignment meetings
- Adherence to the progressive engagement process
- Usage of the IVHTF Coordinated Assessment Tool Set (CAT)
- Contribution of Data to the CES database and the HMIS

- Sufficient data entry and quality (< 5% error)
- 100% of CoC and ESG funded housing resources filled through CES
- Adherence to all CES policies and procedures

Recommended Ways to Participate in CES:

- Participate in coordinated street outreach under CES
- Provide an open Access point (open drop- in center to complete the CAT)
- Housing Navigation for prioritized clients on a By-Name-List
- Dedicate non-CoC or ESG funded housing resources to be filled through CES

5. Core Elements of the IVCCC CES

Progressive Engagement

The Imperial Valley CES is designed to provide intentional pathways through the crisis response system while allowing for the quickest possible exit to permanent housing.

The system employs a phased approach of progressive engagement that allows the assessment process to occur over time and only as necessary. Progressive engagement prioritizes client choice and provides continual opportunity during the process for a household experiencing homelessness to engage in diversion resources. For example, if an eligible household can be referred to diversion resources for crisis resolution, then they will be referred to such a resource, rather than a housing intervention. Also, if a household denies a housing referral, they will again be offered the opportunity to receive diversion resources, rather than wait for another housing referral. There are eight steps in this process including Access, Initial Triage, Diversion Assistance, Housing Assessment, Population of By-Name List, Crisis Intervention, Housing Navigation, and Housing Referral.

Access

To ensure accessibility for eligible households, the CES provides services from Access Points located throughout the county. Eligible households can connect to the CES in person through any of the designated Access Points, which includes phone screenings and other flexible entry pathways. Households can also complete an assessment through street-based outreach.

Street-based Outreach

Street-based outreach and engagement teams play an essential role in the CES; a member of one of these teams will likely have the first contact with a client that is unsheltered and help keep them engaged throughout the process.

Street-based outreach allows for conducting assessments in the geographical location where individuals and families experiencing homelessness reside, including streets, parks, campsites, abandoned buildings, cars, and other places not meant for human habitation.

A region-wide street-based outreach plan has been developed based on information provided by agencies conducting street outreach, community members, and stakeholders. This plan provides a framework to enhance and expand coordination and collaboration between outreach and engagement teams to connect the target population to permanent housing and other appropriate services.

As the street-based outreach plan continues to be implemented, there will be policies and procedures to outline the roles and responsibilities of the street-based outreach teams in coordination with CES. The CES policies and procedures document will be amended to reflect these changes.

Diversion Assistance (Homelessness Prevention)

Access Points will have information on an array of services and mainstream resources to assist in resolving the immediate needs of a household and potentially end an episode of homelessness. This may include information on diversion opportunities, employment, education, transportation, public benefits, and legal services, among other resources.

Diversion is focused on assisting the client to examine his or her resources and options other than entering the homeless system.

Many of the people attempting to enter shelter or complete a housing assessment are experiencing an immediate housing crisis that can be resolved without shelter entry or common assessment if the system is oriented towards diversion and shelter/common assessment is viewed only as an option of last resort. This also requires staff trained in diversion who are strong problem solvers and understand that their goal is to figure out safe and feasible housing alternatives for people seeking shelter/assessment.

To maximize the use of homeless system resources, robust diversion is being integrated into the work of CES, and diversion should be attempted for all households seeking shelter and/or assessment (regardless of circumstances). Please see the Regional Task Force on the Homeless Diversion Training Manual (forthcoming) for more information about the required diversion process.

If a client cannot be diverted to a safe and appropriate location, they should continue to the Housing Assessment.

Housing Assessment

Trained staff are available at Access Points to administer the Coordinated Assessment Tool Set (CAT) with eligible households. The tool is completed and tracked within the CES database.

THESE POLICIES AND PROCEDURES ARE INITIAL COMMITMENTS FROM IVCCC PARTICIPATING AGENCIES AND ARE CONTINUOUSLY EVOLVING. THE IVCCC BOARD AND MEMBER AGENCIES WILL EXPAND AND REVISE THIS DOCUMENT IN RESPONSE TO EMERGING TRENDS AND THE IMPLEMENTATION OF MULTIPLE PROGRAMS, INTERVENTIONS AND STRATEGIES FOR THE BENEFIT OF THE PEOPLE OF IMPERIAL COUNTY.

- 2-1-1 Imperial
- Brawley Police Department
- Calexico Neighborhood House
- Calipatria Unified School District/Niland FRC
- Campesinos Unidos
- Catholic Charities
- Center for Family Solutions Womanhaven
- City of El Centro
- El Centro Fire Department
- El Centro Medical Center
- El Centro Police Department
- FACT Center (El Centro Elementary School District)
- First United Methodist Church El Centro
- Gateway Church of Brawley
- Housing Authority of the City of Calexico
- Imperial County Administration/Community & Economic Development CED office
- Imperial County Behavior Health Services
- Imperial County District Attorney's Office
- Imperial County Executive Officer/Community & Economic Development
- Imperial County Probation Department
- Imperial County Department of Social Services
- Imperial County Area Agency on Aging
- Imperial County Office of Education
- Imperial County Public Health Department (Home Visiting Program)
- Imperial County Workforce and Economic Development
- Imperial Valley Housing Authority
- Imperial Valley LGTB Resource Center
- Addiction and Recovery Specialist
- American Legion
- Calexico Library Veteran Committee
- CPP Affordable Housing Roben Real Estate
- Desert Trails RV Park & Golf Resort/ El Centro Chamber of Commerce (Manager)
- Employment Development Department
- Imperial County Behavioral Health Services, Smart Recovery
- Imperial County Public Health
- Imperial County Sheriff's Office
- Northern Arizona University
- Veteran of Foreign Wars, American Legion
- Imperial Valley Work (IVC) Training Center
- Imperial Valley College EOPS
- IVC Military and Success Center
- IVC Student Equity Department
- Imperial Valley Regional Occupational Program (IVROP) ACE
- IVROP HSP
- Justserve.org
- Molina Healthcare
- Niland Fire District
- Office of Senator Ben Hueso
- Pioneers Memorial Hospital
- Sage Initiative
- Saving Lives
- Sister Evelyn Mourey Center
- Social Justice Committee/ NAACP
- Spread the Love Charity
- Sure Helpline Crisis Center
- The Salvation Army
- TREES Imperial County
- United Way of Imperial County
- Veteran Community Services



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

APPLICANT INFORMATION

CoC / Large City / County Name:	Imperial County COC	Receiving Redirected Funds? Y/N	Yes
Administrative Entity Name:	Imperial County	Total Redirected Funding	\$ 1,542,059.99

HHAP FUNDING EXPENDITURE PLAN*

ELIGIBLE USE CATEGORY	FY20/21	FY21/22	FY22/23	FY23/24	FY24/25	TOTAL
Rental Assistance and Rapid Rehousing				\$ -	\$ -	\$ -
Operating Subsidies and Reserves	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Landlord Incentives	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Outreach and Coordination (including employment)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Systems Support to Create Regional Partnerships	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Delivery of Permanent Housing	\$ 931,192.00	\$ 931,192.00	\$ 959,408.40	\$ -	\$ -	\$ 2,821,792.40
Prevention and Shelter Diversion to Permanent Housing	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
New Navigation Centers and Emergency Shelters	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Strategic Homelessness Planning, Infrastructure Development, CES, and HMIS (up to 5%)	\$ 52,909.00	\$ 52,909.00	\$ 54,511.00	\$ -	\$ -	\$ 160,329.00
Administrative (up to 7%)	\$ 74,072.00	\$ 74,072.00	\$ 76,316.00	\$ -	\$ -	\$ 224,460.00
						\$ 3,206,581.40
			TOTAL FUNDING ALLOCATION			
	FY20/21	FY21/22	FY22/23	FY23/24	FY24/25	TOTAL
Youth Set-Aside (at least 8%)	\$ 84,654.00	\$ 84,654.00	\$ 87,218.51	\$ -	\$ -	\$ 256,526.51

*Narrative should reflect details of HHAP funding plan

COMMENTS:

FINAL

RESOLUTION OF THE EXECUTIVE BOARD OF THE IMPERIAL VALLEY CONTINUUM OF CARE COUNCIL, ACCEPTING THE REDIRECTION OF HOMELESS HOUSING, ASSISTANCE AND PREVENTION (HHAP) PROGRAM ALLOCATION FUNDING FROM THE COUNTY OF IMPERIAL, AND APPROVING THE BINDING RESOLUTION ADOPTED BY THE BOARD OF SUPERVISORS OF THE COUNTY OF IMPERIAL DURING ITS FEBRUARY 4TH MEETING

WHEREAS, on December 6, 2019, the California Homeless Coordinating and Financing Council (“HCFC”) issued a Homeless Housing, Assistance, and Prevention Program (“HHAP”). HHAP is a block grant program designed to provide jurisdictions with one-time grant funds to support regional coordination and expand or develop local capacity to address their immediate homelessness challenges informed by a best-practices framework focused on moving homeless individuals and families into permanent housing and supporting the efforts of those individuals and families to maintain their permanent housing; and

WHEREAS, the County of Imperial (“County”) and the Imperial Valley Continuum of Care Council (“IVCCC”) are both eligible for funding under HHAP; and

WHEREAS, County’s department of social services (“DSS”) has been designated as the administrative entity for the IVCCC, and has been authorized to submit an application for HHAP funding on behalf of IVCCC; and

WHEREAS, DSS desires to file a joint application on behalf of both the County and IVCCC for HHAP funding; and

WHEREAS, County desires to redirect any HHAP funding that would be awarded to the County to IVCCC as authorized under HHAP; and

WHEREAS, on February 4, 2020, the Board of Supervisors for the County adopted a binding resolution approving the redirection of allocated HHAP funds to IVCCC; and

WHEREAS, in order for the binding resolution to meet the requirements of HHAP, it must be approved by both the County and IVCCC.

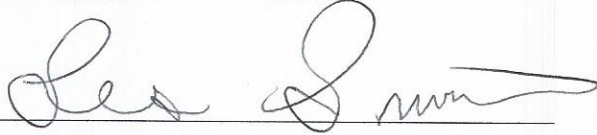
NOW, THEREFORE, the Executive Board of the County of Imperial does hereby resolve as follows:

1. DSS, as the administrative entity for IVCCC, is authorized to accept the redirection of County’s HHAP grant allocation on behalf of IVCCC, in an amount not to exceed one million five hundred fifty-two thousand eight hundred forty-four dollars and seventy six cents (\$1,552,844.76), in accordance with all applicable rules and laws.
2. The binding resolution adopted by the County’s Board of Supervisors on February 4th, 2020, attached hereto as **Exhibit “A”** and incorporated herein by reference, is hereby adopted and approved by IVCCC.

PASSED AND ADOPTED at a regular meeting of the Executive Board, of the Imperial Valley Continuum of Care, County of Imperial, State of California, this **5th** day of **February 2020** by the following vote:

AYES: ____ ABSTENTIONS: ____

NOES: ____ ABSENT: ____



A handwritten signature in black ink, appearing to read "Les Smith", written over a horizontal line.

Les Smith, Chairperson
Imperial Valley Continuum of Care Council

ATTEST: 

A handwritten signature in blue ink, appearing to read "Rosalina Blankenship", written over a horizontal line.

Rosalina Blankenship, Secretary

RESOLUTION OF THE BOARD OF SUPERVISORS OF THE COUNTY OF IMPERIAL AUTHORIZING THE REDIRECTION OF HOMELESS HOUSING, ASSISTANCE AND PREVENTION (HHAP) PROGRAM ALLOCATION FUNDING TO THE IMPERIAL VALLEY CONTINUUM OF CARE AND DIRECTING IMPERIAL COUNTY DEPARTMENT OF SOCIAL SERVICES TO SUBMIT A JOINT APPLICATION ON BEHALF OF THE COUNTY OF IMPERIAL AND THE IMPERIAL VALLEY CONTINUUM OF CARE

RESOLUTION NO. 2020-12

WHEREAS, on December 6, 2019, the California Homeless Coordinating and Financing Council ("HCFC") issued a Homeless Housing, Assistance, and Prevention Program ("HHAP"). HHAP is a block grant program designed to provide jurisdictions with one-time grant funds to support regional coordination and expand or develop local capacity to address their immediate homelessness challenges informed by a best-practices framework focused on moving homeless individuals and families into permanent housing and supporting the efforts of those individuals and families to maintain their permanent housing; and

WHEREAS, the County of Imperial ("County") and the Imperial Valley Continuum of Care Council ("IVCCC") are both eligible for funding under HHAP; and

WHEREAS, County's department of social services ("DSS") has been designated as the administrative entity for the IVCCC, and has been authorized to submit an application for HHAP funding on behalf of IVCCC; and

WHEREAS, DSS desires to file a joint application on behalf of both the County and IVCCC for HHAP funding; and

WHEREAS, County desires to redirect any HHAP funding that would be awarded to the County to IVCCC as authorized under HHAP; and

WHEREAS, such redirection of allocated funds requires a binding resolution adopted by the County's Board of Supervisors.

NOW, THEREFORE, the Board of Supervisors of the County of Imperial does hereby resolve as follows:

1. DSS is hereby authorized to apply for HHAP funding through a single application on behalf of County for the County allocation in the amount of one million five hundred forty-two thousand fifty-nine dollars and ninety-nine cents (\$1,542,059.99), and on behalf of IVCCC for the IVCCC allocation in the amount of one million six hundred sixty-four thousand five hundred twenty-one dollars and forty-one cents (\$1,664,521.41).
2. DSS is authorized and directed to redirect County's HHAP grant allocation to IVCCC, in an amount not to exceed one million five hundred forty-two thousand fifty-nine dollars and ninety-nine cents (\$1,542,059.99), in accordance with all applicable rules and laws.

3. DSS is directed to continue to address the regional needs of homelessness within the County's jurisdiction by supporting and assisting the IVCCC to utilize the HHAP funds for eligible activities as approved by the HCFC and/or the Department of Housing and Urban Development, in accordance with all HHAP requirements and other rules and laws, as well as in a manner consistent and in compliance with any contracts or other agreements between DSS and HCFC.
3. DSS is directed to support IVCCC's prioritization and use of HHAP funding for homeless youth set-aside programs, implementation of a strategic homeless plan and infrastructure and support of the Coordinated Entry Systems and Homeless Management Information Systems HMIS. DSS shall serve as the administrative entity for IVCCC to administer this program allocation, and the delivery of permanent housing and innovative housing solutions such as hotel and motel conversions and development of tiny homes.
4. The County Executive Officer CEO, or his designee, his hereby delegated authority to execute any program-related documents, for the purpose of receiving HHAP funds allocated for the County that will be redirected to IVCCC.
5. This Resolution shall serve as a binding resolution and agreement between the County and IVCCC concerning the reallocation of the County's allocation of HHAP funds to IVCCC

PASSED AND ADOPTED at a regular meeting of the Board of Supervisors, County of Imperial, State of California, this 4th day of January, 2020 by the following vote:

AYES: 4 ABSTENTIONS: 0

NOES: 0 ABSENT: 1



Luis A. Plancarte, Chairman
Imperial County Board of Supervisors

ATTEST:



Blanca Acosta, Clerk of the Board