

Tribal HHAP – 3 Budget Guidance

This document provides examples of types of costs that tend to be categorized in each eligible category of funding supported by Tribal HHAP-3, per Health & Safety Code Section 50236.

This is not a comprehensive list of approved activities for each category but can serve as a useful tool in the completion of the Tribal HHAP-3 Budget.

Culturally responsive solutions that meet the needs of your community are encouraged. If you need assistance categorizing your proposed programs and services for Tribal HHAP – 3, please contact Amy.Lopez@hcd.ca.gov.

Broad Category	Eligible Use Category	Explanation and Examples of Eligible Uses of Tribal HHAP funds
Costs that support Permanent Housing	Rapid Rehousing	<p>Eligible Uses should be categorized here when the costs support operating a rapid rehousing type housing service. This means a tenant-based, time limited, permanent housing program, inclusive of wrap-around services.</p> <p>Examples:</p> <ul style="list-style-type: none"> • Rental subsidies. • Landlord incentives, such as security deposits, holding fees, funding for needed repairs. • Move-in expenses. • Services for people in permanent housing programs that are trauma-informed and practice harm reduction. Examples include intensive case management services, community treatment services, evidence-based employment services, coordination of mental health, traditional medicine/traditional healers, substance use/ red road-wellbriety, and primary care treatment, or other evidence-based supportive services to increase housing retention.
	Prevention and Shelter Diversion	<p>Eligible Uses should be categorized here when costs support eligible populations access safe alternatives to shelter and/or remain safely housed at their current residence.</p> <p>Examples:</p> <ul style="list-style-type: none"> • Homelessness prevention through rental assistance, rapid rehousing, and other programs.

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		<ul style="list-style-type: none"> • Problem-solving and diversion support programs that prevent people at risk of or recently experiencing homelessness from entering unsheltered or sheltered homelessness. • Culturally appropriate talking circles and/or mentorship. • Cultural activities.
Costs that support Permanent Housing	Delivery of Permanent Housing and Innovative Housing Solutions	<p>Eligible Uses should be categorized here when costs support the provision of permanent housing.</p> <p>Examples:</p> <ul style="list-style-type: none"> • Acquisition of land, building, etc. • Improvement or renovation of land or building being used as permanent housing. • Maintenance of land or building being used as permanent housing. • Services for people in permanent housing programs that are trauma-informed and practice harm reduction. Examples include, intensive case management services, community treatment services, evidence-based employment services, the coordination of mental health, traditional medicine/traditional healing, substance use/red road wellbriety services, and primary care treatment.
	Operating Subsidies-Permanent Housing	<p>Eligible Uses should be categorized here when costs support operations in new and existing affordable or supportive housing units serving people experiencing homelessness. Operating subsidies may include operating reserves (<i>funds held in reserve to cover large, unexpected operating expenses</i>).</p> <p>Examples:</p> <ul style="list-style-type: none"> • Operating costs for programs such as Homekey. • Operating costs for new or existing residential care facilities. • Subsidies support for the ongoing operation and availability of permanent housing and/or assisting in management of a building.

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Costs that support interim housing	Operating Subsidies- Interim Housing	<p>Eligible Uses should be categorized here when costs support operations in interim housing serving people experiencing homelessness. This may include operating reserves (<i>funds held in reserve to cover large, unexpected operating expenses</i>).</p> <p>Examples:</p> <ul style="list-style-type: none"> • Subsidies that support ongoing operation and availability of existing interim housing (both congregate and non-congregate). • Necessities for operating a shelter, including, but not limited to meals, laundry and hygiene.
Costs that support interim housing	Interim Housing	<p>Eligible Uses should be categorized here when costs support the provision of interim housing.</p> <p>Examples:</p> <ul style="list-style-type: none"> • Acquisition of land, building, etc. • Improvement or renovation of land or building being used as interim housing. • Maintenance of land or building being used as interim housing. • Navigation centers that are low barrier, as defined in Sections 65660 and 65662 of the Government Code • Motel or hotel vouchers. • Services provided to people in interim housing, including trauma-informed and evidence-based intensive case management services, housing navigation, connecting people to substance use/red road wellbriety or mental health treatment, traditional medicine/traditional healing services, public benefits advocacy, and other supportive services to promote stability and referral into permanent housing. • Capital funding to build new non-congregate interim housing sites, including for construction, rehabilitation, and capital improvements to convert existing buildings to interim housing.

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	Improvements to Existing Interim Housing	<p>Eligible Uses should be categorized here when costs support the renovation of existing interim housing to improve the quality of the life for people experiencing homelessness who are residing in the interim housing.</p> <p>Examples:</p> <ul style="list-style-type: none"> • Maintenance of an interim housing facility • Minor/major rehabilitation or renovation of an interim housing facility. • Minor/major conversion, additions, updates, and/or enhancements that lower barriers and/or increase privacy.

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Costs that support service provision and systems support	Street Outreach	<p>Eligible Uses should be categorized here when costs support Outreach programs.</p> <p>Examples:</p> <ul style="list-style-type: none"> • Services for people experiencing unsheltered homelessness. • Street engagement services. • Intensive case management services. • Assertive community treatment provided by mobile teams. • Housing navigation. • Harm reduction services. • Coordination with street-based health care services. • Hygiene services for unsheltered individuals and people living in encampments.
Costs that support service provision and systems support	Services Coordination	<p>Eligible Uses should be categorized here when costs support wrap-around services not directly provided through another project.</p> <p>Examples:</p> <ul style="list-style-type: none"> • Access to workforce, education, and training programs. • Access to legal/advocacy services. • Individual counseling and service planning. • The coordination of medical and mental health appointments/traditional medicine and healing, obtaining benefits and medical insurance. • Referrals to community-based services. • Transportation. • Other services needed to promote housing stability in supportive housing.
	Systems Support	<p>Eligible Uses should be categorized here when the cost supports homelessness services system infrastructure, regional coordination, and/or improves accessibility and outcomes generally, as opposed to specific clients.</p> <p>Examples:</p> <ul style="list-style-type: none"> • Needs gap assessments. • Collaboration on regional housing strategies. • Pooling resources to support regional housing initiatives. • Data collection or analysis.

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Youth Set-Aside	Youth Set-Aside	<p>At least ten percent of funds must be used to meet the needs of homeless youth or youth at risk of homelessness within the interventions proposed or in youth set aside activities. Homeless youth are defined as unaccompanied youth between ages 12-24-years old who are experiencing homelessness, including pregnant and parenting youth.</p> <p>You do not have to have youth set aside funding in every eligible use category, as long as the total budgeted for youth interventions is at least 10 percent of your total Tribal HHAP budget.</p> <p>Projects that are designed with the specific needs of youth in mind are encouraged.</p>

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Administrative Costs	Administrative Costs	<p>Per statute, administrative costs are capped at seven percent of program funds, and include overhead costs related to the administration of Tribal HHAP programs.</p> <p>Staff and other costs directly related to carrying out eligible activities, Tribal HHAP programs and services, are not administrative costs and are considered general program costs.</p>