



**Lassen County Advisory Board Meeting Agenda**

**March 2, 2022**

**10:00 am – 11:00 am**

**1400 Chestnut Street, Suite C**

**Susanville, CA 96130**

Or from your computer, tablet, or smartphone.

<https://www.zoomgov.com/j/1619052124?pwd=dTRKUjYrRjRCNTd0RXJ5bDQzQ3NSZz09>

**Meeting ID: 161 905 2124**

**Passcode: 209250**

**You can also dial in using your phone:**

**United States: +1 (669) 254-5252, Access Code: 209250**

**Voting Board Members:**

Carla McDonald, Salvation Army	Cody Evans, Lassen WORKs	Curtis Bortle, Community member	Elizabeth Krier, Susanville Indian Rancheria	Jayson Vial, Community Social Services
Jenna Ducasse, Community Social Services	Krystal Dalton, Community Social Services	Tiffany Armstrong, Behavior Health	Tina Kennemore, Community Social Services	

**1. Call to Order – 10:00 am**

**2. Quorum Established**

**3. Meeting Agenda Approval**

**4. Approval of Meeting Minutes**

- a. Advisory Board Meeting Minutes from December 1, 2021 (Attachment 1)
- b. Advisory Board Meeting Minutes from February 2, 2022 (Attachment 2)

**5. Public Comments (limited to three minutes per comment)**

Members of the public will have the opportunity to address the Board on any issue within the jurisdiction of the Board. Speakers will be limited to three minutes.



## **6. Correspondence Received**

## **7. New Business/Action Items**

- a. Receive Presentation from Lead Agency on Homeless Housing, And Prevention/Emergency Solutions Grant (HHAP-3/ESG) (Attachment 3)
- b. Review and Approve Membership Application (Attachment 4)

## **8. HMIS/CES Committee Updates**

## **9. PIT Committee Updates**

- a. Point In Time Count (PIT) 2022 Data

## **10. Executive Board Updates**

## **11. General Updates**

- a. Discuss Data Driven Project (DDRP)
- b. Bringing Families Home
- c. Housing and Disability Advocacy Program/CalWORKs Housing Support Program (HDAP/HSP)
- d. Local Indignant Care Needs (LICN)
- e. HomeSafe
- f. Whole Person Care (WPC)
- g. Emergency Solutions Grant Program (ESG)
- h. Homeless Housing, Assistance and Prevention (HHAP-1)
- i. Homeless Housing, Assistance and Prevention (HHAP-2)
- j. California Emergency Solutions and Housing (CESH)
- k. Housing Navigators Program (HNP)
- l. Transitional Housing Program (THP)

## **12. Discussion Items for Next Meeting**

## **13. Adjournment**



**Next Meeting**

April 6, 2022

10:00 am – 11:00 am

If requested, the agenda shall be made available in appropriate alternative formats to persons with a disability, as required by Section 202 of the Americans with Disabilities Act of 1990 (42 U.S.C. Sec. 12132), and the federal rules and regulations adopted in implementation thereof. **The agenda shall include information regarding how, to whom, and when a request for disability-related modification or accommodation, including auxiliary aids or services, may be made by a person with a disability who requires a modification or accommodation in order to participate in the public meeting.**



## Lassen County Advisory Board Meeting Minutes

December 1, 2021

1400 Chestnut St. Suite C

Susanville Ca, 96130

Via Teleconference

### 1. Call to Order

The meeting was called to order at 10:03 am by Jenna Ducasse.

### 2. Quorum Established

Quorum was established.

Voting Members Present: Carla McDonald, Cody Evans, Elizabeth Krier, Krystal Dalton and Jenna Ducasse.

Non-Voting Members Present: Orlando McElmurry, Yvonne Hawkes and Grace Poor.

### 3. Regular Meeting Agenda Approval

Carla McDonald made a motion to approve the regular meeting agenda.

Seconded by Cody Evans, roll call vote was taken, all approved, none opposed.

### 4. Approval of Meeting Minutes

a. February 3, 2021 Advisory Board Meeting Minutes (Attachment 1)

b. April 7<sup>th</sup>, 2021 Advisory Board Meeting Minutes (Attachment 2)

Elizabeth Krier made a motion to approve both meeting minutes together.

Seconded by Cody Evans, roll call vote was taken, all approved, none opposed.

### 5. Public Comments (limited to three minutes per comment)

No comments were received.



## 6. Correspondence Received

### a. Point In Time Mobile Application and Email Attachments (Attachment 3)

Grace Poor presented the Executive Board approved the mobile application that will be used for the PIT. City of Redding has decided to pay for it and the Lead Agency is reviewing funding sources that could potentially use for future uses.

### b. Mental Health Services Act (MHSA) Fund Transfer Letter (Attachment 4)

Grace Poor notified Advisory Board the Mental Health Services Act (MHSA) funds will be transferred to Community Social Services (CSS) from Behavior Health.

### c. Home Safe Program Community Letter (Attachment 5)

Grace Poor presented in the past our County has not applied, Community and Social Services has decided to apply to this funding. Home Safe Program is for the elderly and adults with disabilities to maintain and sustain housing. The determining age for elderly is 60 as of January 2022. Grace Poor encouraged partnerships with agencies interested in implementing program and referrals.

## 7. New Business/Action Items

### a. Receive Update and Feedback on Encampment Resolution Funding (ERF) Grant Program. (Attachment 6)

Grace Poor presented on ERF Funding which is designed to serve encampments. In review of the funding requirements, it was determined Lassen County would not be applying for ERF.

## 8. HMIS/CES Committee Updates

Grace Poor presented on the HMIS/CES Committee and updated that there is a new process to change HMIS/CES Policies and Procedures with a form to submit. Grace Poor presented that Housing is meeting weekly with our lead agency to review the byname list for our housing programs and it is going well.

## 9. PIT Committee Updates

Grace Poor presented the PIT Committee and the discussion for formalizing the survey and methodology which will be submitted for Executive Board approval. Grace Poor invited participants of Advisory Board to Lassen County's local PIT planning committee. The 2022



Point In Time (PIT) Count will be a required year which will include the unsheltered count. HUD uses required years to determine funding allocations.

## 10. Executive Board Updates

Jenna Ducasse presented the NorCal CoC Executive Board requested Advisory Boards to review the governance charter again. If there are any changes being requested by the CoC, it will be in a formal process by using a form that will be available in January which will be required to submit to the Executive Board for review. We will review meeting minutes to discuss what changes we recommend.

## 11. General Updates

### a. Discuss Data Driven Project (DDRP)

Orlando McElmurry presented the data collection process has been completed and Kevin O'Connell has reached an analysis and will reach out to the DDRP team, he will provide individual debriefing to each of the agencies he is working with. There will be a collective meeting and explore what is to be done next. Jenna Ducasse mentioned the contractor with Behavior Health might collaborate with Lassen WORKs to collect general demographic data regarding General Assistance, General Relief and CalFresh using CalSAWS.

### b. No Place Like Home (NPLH)

Jenna Ducasse presented this project has run into challenges regarding a NIMBY issue. The seller of the two properties and DANCO Communities is working out logistics with a potential County owned property on Mesa St. to meet the January deadline.

### c. Housing and Disability Advocacy Program (HDAP)

Cody Evans presented the HDAP funds are non-competitive funds with three years to spend the funding. The funding is now available for families, former foster youth and at-risk homelessness, including chronic. The program still requires the participants must be disabled, working toward applying for disability or have partial disability and applying for full disability funds. Lassen WORKs is partnering with housing for case management.

### d. Local Indignant Care Needs (LICN)

Grace Poor presented that Community Social Services applied for this funding and is waiting to hear back, the Advisory Board signed a letter of support.



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**12. Discussion Items for Next Meeting**

**13. Adjournment**

Cody Evans made a motion to adjourn the meeting.

Seconded by Carla McDonald, roll call vote was taken, all approved, none opposed.

Meeting was adjourned at 10:24 am.

**Next Meeting**

January 5, 2021

10:00 am – 11:00 am

DRAFT



## Lassen County Advisory Board Meeting Minutes

February 2, 2022

1400 Chestnut St. Suite C

Susanville Ca, 96130

Via Teleconference

### 1. Call to Order

The meeting was called to order at 10:04 am by Jenna Ducasse.

### 2. Quorum Established

Quorum was established.

Voting Members Present: Carla McDonald, Cody Evans, Curtis Bortle, Elizabeth Krier, Jayson Vial, Jenna Ducasse, Krystal Dalton, Tiffany Armstrong and Tina Kennemore.

Non-Voting members Present: Angela Reed, Grace Poor and Orlando McElmurry.

### 3. Regular Meeting Agenda Approval

Jayson Vial made a motion to approve the regular meeting agenda.

Seconded by Tina Kennemore, roll call vote was taken, all approved, none opposed.

### 4. Approval of Meeting Minutes

- a. Advisory Board Meeting Minutes from May 05, 2021 (Attachment 1)
- b. Advisory Board Meeting Minutes from June 06, 2021 (Attachment 2)
- c. Advisory Board Meeting Minutes from October 06, 2021 (Attachment 3)
- d. Advisory Board Meeting Minutes from November 03, 2021 (Attachment 4)

Jayson Vial made a motion to approve both meeting minutes together.

Seconded by Tiffany Armstrong roll call vote was taken; Curtis Bortle, Jayson Vial and Tina Kennemore abstained; Carla McDonald, Cody Evans, Elizabeth Krier, Jenna Ducasse, Krystal Dalton and Tiffany Armstrong approved; none opposed.





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## 5. Public Comments (limited to three minutes per comment)

No comments were received.

## 6. Correspondence Received

### a. Notification of Funding Allocation Application Extension (NOFA) (Attachment 5)

Grace Poor presented the NOFA Application Extension.

### b. Expanding Covid-19 Testing Supplies (Attachment 6)

Grace Poor presented there is free testing supplies available. Tiffany Armstrong suggested to post public notices where the community can be informed. Jayson Vial stated he can request form from Public Health. Agencies attending Advisory Board meeting agreed to post the notification also.

### c. Review Housing Support Letter (HSP) (Attachment 7)

Cody Evans presented HSP Letter regarding non-competitive funding, with three years to spend the funding for homelessness and at risk of homelessness for families. There are currently twenty families being assisted through HDAP and HSP.

## 7. New Business/Action Items

## 8. HMIS/CES Committee Updates

Grace Poor presented the HMIS/CES Committee did not meet due to not meeting quorum. Next scheduled meeting is in March.

## 9. PIT Committee Updates

Grace Poor presented the Point In Time Count went well. There were 12 staff and multiple agencies assisting, such as Crossroads, Behavior Health, Lassen Family Services, Lassen WORKs and Salvation Army. The Service Based Count is due February 2, 2022. There are no final numbers yet, but the completed report will be shared in March. The local PIT Committee met February 1, 2022 and agreed to have quarterly meetings until we get closer to next years PIT count. The Committee discussed how the smaller groups worked well. The next PIT Committee at the CoC level meets next week.



## 10. Executive Board Updates

Grace Poor presented the CoC Executive Board is submitting the HHAP-3 Joint Application. The Governance Charter will be updated, but the application met the State requirements. This funding will generate a Local Homeless Action Plan, it is similar to No Place Like Home but there are additions and the CoC is working on it.

## 11. General Updates

### a. Discuss Data Driven Project (DDRP)

Orlando McElmurry presented the collaboration is continuing, it will be long term. There is a two-year time frame and pertains to housing. Orlando McElmurry discussed through collaboration with the contractor how many incarcerated participants re-enter and lack housing and how to incorporate that into a discharge plan. The collaboration between Mental Health and the Judicial System will determine a plan for that population. The data will be reviewed and possibly add services. There will be a check-in with the contractor to determine longevity of programs once contractors term ends next quarter or Summer 2022.

### b. No Place Like Home (NPLH)

Jenna Ducasse presented Lassen County missed the deadline and will not be applying for the funding due to loss of site control by January. Behavior Health has other properties and discussions with DANCO will continue as well as reducing stigmas in our community.

### c. Housing and Disability Advocacy Program (HDAP)

Cody Evans presented the HDAP program has three enrolled, two of them are approved and exiting the program soon. Cody Evans requested more referrals to the program.

### d. Home Safe Program

Grace Poor presented we received the funding for Home Safe program. Tina Kennemore presented the goal of this funding is to provide care to seniors as well as dependent adults. Anyone can refer participants to this program, this will help keep individuals in their homes. Adult Protective Services is partnering with the Grants and Loans department. As of January 1, 2022, the age determined for seniors went from 65 years old to 60 years old. There is three years to spend the funding.



e. Local Indignant Care Needs (LICN)

Grace Poor presented the grant agreement was received last week and waiting execution. Grace Poor presented there will be Housing Tools could potentially prepare the Gaps and Needs Assessment to pull together new data, create a plan and apply implementation of the grant. Tiffany Armstrong suggested Kevin O'Connell to assist with this. Orlando McElmurry stated the goal is to use all of the collected data to do this.

f. Homeless Housing, Assistance and Prevention (HHAP 3)

Grace Poor presented that the CoC was granted funds, it was a joint application process and Lassen County will get an allocation. The funding will be for Community outreach and community response goals with a goal to permanent and stable housing. This planning grants can be used in coordination with other programs such as DDRP.

g. Angela Reed from Lassen Family Services presented that Teen Violence Awareness Month is in February and to wear orange on February 8, 2022 to support awareness.

h. Elizabeth Krier presented there are two housing projects SIR is working on. One is to provide emergency housing, that would be open to the community and the second is through the Department of Justice for tribal members for transitional housing. There will be more information to come.

**12. Discussion Items for Next Meeting**

a. PIT Count 2022 Data and Community Outreach

**13. Adjournment**

Krystal Dalton made a motion to adjourn the meeting.

Seconded by Tiffany Armstrong, roll call vote was taken, all approved, none opposed.

Meeting was adjourned at 10:53 am.

**Next Meeting**  
March 2, 2022  
10:00 am – 11:00 am



**California  
Interagency Council  
on Homelessness**

# **LOCAL HOMELESSNESS ACTION PLAN AND APPLICATION TEMPLATE**

## **HOMELESS HOUSING, ASSISTANCE AND PREVENTION PROGRAM ROUND 3 (HHAP-3)**

February 15, 2022

## Purpose of this Template

The California Interagency Council on Homelessness (Cal ICH) is providing this Local Homelessness Action Plan and Application Template as optional for use by jurisdictions seeking the disbursement of remaining funding under Round 3 of the Homeless Housing, Assistance and Prevention Program (HHAP-3). This Template is intended to support the development and submission of information required for approval by Cal ICH as required in [AB 140 \(Health & Safety Code § 50218.6, et seq.\)](#), collectively referred to as a Local Homelessness Action Plan.

This Template is also intended to support the streamlined presentation of information required to be agendized at a local governing board meeting and available for public comment as stated in Health and Safety Code Section 50220.7(b)(2). Statute does not require local governing boards to take action on or formally adopt the agendized content, however, local governments may choose to do so. If the information in the section is a requirement to be agendized at a regular meeting by the governing body, including receiving public comment, that section is labeled "**AGENDIZE**".

### ■ **PART I: LANDSCAPE ANALYSIS OF NEEDS, DEMOGRAPHICS, AND FUNDING**

This section provides a format for providing the following required information:

- (i) A **local landscape analysis** that assesses the current number of people experiencing homelessness and existing programs and funding which address homelessness.
- (ii) **Identification of the number of individuals and families served**, including demographic information and intervention types provided, and demographic subpopulations that are underserved relative to their proportion of individuals experiencing homelessness.
- (iii) **Identification of funds, currently being used, and budgeted to be used, to provide housing and homelessness-related services** to persons experiencing homelessness or at imminent risk of homelessness, how this funding serves subpopulations, and types of interventions funded.

### ■ **PART II: OUTCOME GOALS AND STRATEGIES FOR ACHIEVING THOSE GOALS**

This section of the Template provides applicants with a format for providing Outcome Goals, and strategies for achieving those goals, across the following performance measures:

- Reducing the number of persons experiencing homelessness.
- Reducing the number of persons who become homeless for the first time.
- Increasing the number of people exiting homelessness into permanent housing.
- Reducing the length of time persons remain homeless.
- Reducing the number of persons who return to homelessness after exiting homelessness to permanent housing.
- Increasing successful placements from street outreach.
- Trackable data goals related to the Outcome Goals as they apply to underserved populations and populations disproportionately impacted by homelessness.

### ■ **PART III: APPLICATION NARRATIVE RESPONSES**

This section includes the required narrative responses for the HHAP-3 application. These narrative responses are to provide additional information on regional coordination, capacity building, and equity related efforts in alignment with local action plan goals and strategies.

### ■ **PART IV: HHAP-3 FUNDING PLAN**

This section provides a format for describing the specific allowable activities to be supported with HHAP-3 funds.

## APPLICANT INFORMATION

List the eligible applicant(s) submitting this application for HHAP-3 funding below and check the corresponding box to indicate whether the applicant(s) is/are applying individually or jointly.

### Eligible Applicant(s) and Individual or Joint Designation

This application represents  an **individual**  a **joint** application for HHAP-3 funding on behalf of the following eligible applicant jurisdiction(s):

Eligible Applicant Name
Choose an item.
Choose an item.
Choose an item.
Choose an item.
Choose an item.
Choose an item.
Choose an item.

Funds awarded based on this application will be administered by the following **Administrative Entity**:

Administrative Entity Information	
<b>Administrative Entity:</b>	
<b>Contact Person:</b>	
<b>Title:</b>	
<b>Contact Phone Number:</b>	
<b>Contact Email Address:</b>	

## PART I: LANDSCAPE ANALYSIS OF NEEDS, DEMOGRAPHICS, AND FUNDING (AGENDIZE)

### A. Landscape Analysis of Needs and Demographics

Please use **TABLE 1 in the HHAP-3 Data Tables Template** to provide key data regarding people experiencing homelessness in your jurisdiction. An example can be seen below.

The information provided in Table 1 should reflect your most current and accurate way of estimating the number and demographics of people experiencing homelessness on the day that you are preparing the data, which could rely on utilizing: data from the Homeless Data Integration System (HDIS); point-in-time count (PIT) data; Continuum of Care Housing Inventory Count (HIC) data; longitudinal systems analysis (LSA); HUD's Stella tools; as well as any recently conducted local needs assessments, analyses, or other data sources.

**TABLE 1 (EXAMPLE ONLY):**

	People Experiencing Homelessness	Source and Timeframe of Data
<b>Population and Living Situations</b>		
<b>TOTAL # OF PEOPLE EXPERIENCING HOMELESSNESS</b>	721	HUD 2020 PIT Count
# of People Who are <b>Sheltered</b> (ES, TH, SH)	202	HUD 2020 PIT Count
# of People Who are <b>Unsheltered</b>	519	HUD 2020 PIT Count

## B. Landscape Analysis of People Being Served

Please use **TABLE 2 in the HHAP-3 Data Tables Template** to report the number of individuals and families served. The data provided within Table 2 should represent **your most current and accurate way of estimating the annual number and demographics** of people participating within or being served by the different intervention types, including subpopulations that are underserved relative to their proportion of individuals experiencing homelessness in the jurisdiction. It is important to note that intervention types are not mutually exclusive, and individuals and households may be counted in multiple categories.

Grantees are encouraged to utilize existing documentation, including but not limited to: data from the Homeless Data Integration System (HDIS); point-in-time count (PIT) data; Continuum of Care Housing Inventory Count (HIC) data; longitudinal systems analysis (LSA); HUD's Stella tools; as well as data from the CoC's local HMIS and any recently conducted needs assessments, analyses, or other data sources. An example can be seen below.

### Table 2 uses the following abbreviations:

- PSH – Permanent Supportive Housing
- RRH – Rapid Rehousing
- TH – Transitional Housing
- IH / ES – Interim Housing or Emergency Shelter
- DIV – Diversion Services and Assistance
- HP – Homelessness Prevention Services and Assistance
- O/R – Outreach and Engagement Services

**TABLE 2 (EXAMPLE ONLY):**

	Permanent Supportive Housing (PSH)	Rapid Rehousing (RRH)	Transitional Housing (TH)	Interim Housing or Emergency Shelter (IH / ES)	Diversion Services and Assistance (DIV)	Homelessness Prevention Services & Assistance (HP)	Outreach and Engagement Services (O/R)	Other: [Identify]	Source(s) and Timeframe of Data
<b>Household Composition</b>									
# of Households <b>without Children</b>	216	1230	654	6746			6123		FY 2020-21 LSA
# of Households with <b>At Least 1 Adult &amp; 1 Child</b>	55	61	125	324			485		FY 2020-21 LSA
# of Households with <b>Only Children</b>	19								FY 2020-21 LSA



### C. Landscape Analysis of State, Federal, and Local Funding

Please use **TABLE 3 in the HHAP-3 Data Tables Template** to identify and document all funds including state, federal and local funds, currently being used, and budgeted to be used, to provide homelessness-related services and housing opportunities. Funding sources should indicate the fiscal year that the funds are budgeted to be used.

This information provided should not focus on funding only being expended directly alongside HHAP funding, but rather should document the full range of funding being used within your jurisdiction's efforts to prevent and end homelessness while identifying the housing and services programming that is supported with those funds.

The "Total Amount" should include the total funds invested into homelessness interventions from that source of funding in the designated fiscal year(s). Please also select all intervention types that apply and provide a brief program description, indicating services provided and subpopulations served.

Applicants should add as many rows as necessary to identify and document the full range of funding being used within your jurisdiction's efforts to prevent and end homelessness. An example can be referenced below.

If your jurisdiction has a current list (developed within the last 3 years) of available funding that includes all the criteria listed below, you may submit that to meet this requirement.

**Table 3: Landscape Analysis of State, Federal, and Local Funding (EXAMPLE ONLY)**

Funding Program <i>(choose from drop down options)</i>	Fiscal Year <i>(select all that apply)</i>	Total Amount Invested into Homelessness Interventions	Funding Source*	Intervention Types Supported with Funding <i>(select all that apply)</i>	Brief Description of Programming and Services Provided	Populations Served <i>(please "x" the appropriate population[s])</i>				
Homekey (via HCD)	FY 2021-2022	\$ 1,150,000.00	State Agency	Non-Congregate Shelter/ Interim Housing	Utilize Homekey to purchase hotels or other buildings to provide Interim Housing with an exit strategy for all residents and/ or plan to convert housing in the near future.	<b>X</b>	<b>ALL PEOPLE EXPERIENCING HOMELESSNESS</b>	<b>TARGETED POPULATIONS</b> <i>(please "x" all that apply)</i>		
	FY 2022-2023			Permanent Supportive and Service-Enriched Housing				People Exp <b>Chronic Homelessness</b>	Veterans	Parenting Youth
	FY 2023-2024			Diversion and Homelessness Prevention				People Exp <b>Severe Mental Illness</b>	People Exp <b>HIW/ AIDS</b>	Children of Parenting Youth
								People Exp <b>Substance Abuse Disorders</b>	Unaccompanied Youth	Other <i>(please enter here)</i>

## **PART II: OUTCOME GOALS AND STRATEGIES FOR ACHIEVING THOSE GOALS (AGENDIZE)**

HHAP-3 applicant jurisdictions are required to establish Outcome Goals for the progress that they will make in preventing and reducing homelessness over the three-year period of July 1, 2021 through June 30, 2024, informed by the findings from the local landscape analysis information completed above and the jurisdiction's base system performance measures from the 2020 calendar year data in the Homeless Data Integration System.

Please note that these Outcomes Goals are not intended to be related to HHAP-3-funded activities alone, but rather are intended to represent jurisdictional or system-wide goals for making progress on preventing and ending homelessness through the implementation of the full range of federal, state, and local funding sources and through many other kinds of strategies and activities.

### **HHAP-3 applicant jurisdictions must set goals for each of the following Outcome Goals:**

- Reducing the number of persons experiencing homelessness.
- Reducing the number of persons who become homeless for the first time.
- Increasing the number of people exiting homelessness into permanent housing.
- Reducing the length of time persons remain homeless.
- Reducing the number of persons who return to homelessness after exiting homelessness to permanent housing.
- Increasing successful placements from street outreach.

**Further, applicant jurisdictions are required to establish Homeless Management Information System trackable data goals related to each of the Outcome Goals as they apply to underserved populations and populations disproportionately impacted by homelessness.**

Cal ICH will provide applicant jurisdictions with baseline data on each of these measures. Grantees, in partnership with Cal ICH, will develop outcome goals established from the baseline data provided. Information on how these outcomes are being measured will be provided with the baseline data. Cal ICH will also provide grantees with quarterly HDIS data in order to monitor progress on outcome goals.

## Outcome Goals

Please use **TABLE 4** in the **HHAP-3 Data Tables Template** to develop outcome goals. An example has been provided below.

**Table 4: Outcome Goals (EXAMPLE ONLY)**

<b>Outcome Goal #2: Reducing the number of persons who become homeless for the first time.</b>		
<b>Baseline Data:</b> <b>Annual Estimate of # of people who become homeless for the first time</b>	<b>Outcome Goals July 1, 2021 - June 30, 2024</b>	
	<b>Reduction in # of People</b>	<b>Reduction as % of Baseline</b>
2,250 people annually* <i>*Actual baseline to be provided by Cal ICH from HDIS: can use local data as placeholder in the meantime</i>	450 fewer people will become homeless for the first time annually	20% reduction
<b>Describe Your Related Goals for Underserved Populations and Populations Disproportionately Impacted by Homelessness</b>		
<b>Describe any underserved and/ or disproportionately impacted population(s) that your community will especially focus on related to this Outcome Goal and how this focus has been informed by data in your landscape assessment:</b>	<b>Describe the trackable data goal(s) related to this Outcome Goal:</b>	
Analysis of local data shows that while Black people represent 10% of the population in our CoC's geographic area, Black people represent approximately 42% of individuals who become homeless for the first time each year and approximately 44% of families with children who become homeless for the first time each year have a Black head of household.	Reduce the number of Black individuals and families with children with Black heads of household who become homeless for the first time annually by 30%, exceeding our overall 20% reduction in the number of people who become homeless for the first time annually.	

## **A. Strategies for Achieving Outcome Goals**

In this section, applicants must describe actionable strategies they will implement to meet the Outcome Goals identified above. Because individual strategies to address homelessness usually contribute to meeting more than one desired outcome, applicants are asked to identify the strategy and then to indicate all the outcome goals for which the strategy will help drive progress and to indicate if it will help drive progress on goals for underserved populations and populations disproportionately impacted by homelessness.

**Please use TABLE 5 in the HHAP-3 Data Tables Template** as an option for documenting the strategies that will be implemented. An example has been provided below.

**Applicants are expected to identify and describe local strategies that include but extend beyond the current and planned use of HHAP funding to be inclusive of, but not limited to, strategies for:**

- Strategic uses of other sources of funding;
- Increasing investments into, or otherwise scaling up, specific interventions or program types;
- Expanding and strengthening cross-system partnerships;
- Expanding and strengthening partnerships with people with lived expertise;
- Reaching underserved and historically marginalized communities and populations; and
- Other equity-focused strategies.

In describing these strategies, **applicants are strongly encouraged to use and/or adapt content from:**

- Current local strategic plans or actions plans for preventing and ending homelessness;
- Prior HHAP applications and reporting;
- Recent applications under HUD's Continuum of Care program; and/or
- Other relevant local policy documents or plans.

**Applicants choosing to use the format provided should complete as many of the formatted boxes as needed.**

**Applicants who choose to use another format should ensure they address the wide range of strategies identified above, include the information noted below, and must also clearly identify the performance measures to be impacted.**

**Table 5: Strategies to Achieve Outcome Goals (EXAMPLE ONLY)**

Strategy	Performance Measure to Be Impacted (Check all that apply)
<b>Description</b>	
Expand the supply of permanent supportive housing by utilizing funding from ABC Program to purchase and renovate 2 hotels to be operated as permanent supportive housing.	<input checked="" type="checkbox"/> 1. Reducing the number of persons experiencing homelessness. <input type="checkbox"/> 2. Reducing the number of persons who become homeless for the first time. <input checked="" type="checkbox"/> 3. Increasing the number of people exiting homelessness into permanent housing.
<b>Timeframe</b>	
By December 2022	<input checked="" type="checkbox"/> 4. Reducing the length of time persons remain homeless.
<b>Entities with Lead Responsibilities</b>	
XYZ Housing Agency	<input type="checkbox"/> 5. Reducing the number of persons who return to homelessness after exiting homelessness to permanent housing. <input type="checkbox"/> 6. Increasing successful placements from street outreach.
<b>Measurable Targets</b>	
85 additional permanent supportive housing units occupied by December 2022	<input type="checkbox"/> Focused on equity goals related to underserved populations and populations disproportionately impacted by homelessness.

## PART III. NARRATIVE RESPONSES

In preparing these narrative responses, applicants are strongly encouraged to use and/or adapt content from: their current local strategic plans or actions plans for preventing and ending homelessness; prior HHAP applications and reporting; their most recent applications under HUD's Continuum of Care program; and/or other relevant local policy documents or plans.

1. A demonstration of how the jurisdiction has coordinated, and will continue to coordinate, with other jurisdictions, including the specific role of each applicant in relation to other applicants in the region.
2. A demonstration of the applicant's partnership with, or plans to use funding to increase partnership with:
  - Local health care and managed care plans
  - Public health systems
  - Behavioral health
  - Social services
  - Justice entities
  - People with lived experiences of homelessness
  - Other (workforce system, services for older adults and people with disabilities, Child Welfare, education system)
3. A description of specific actions the applicant will take to ensure racial and gender equity in service delivery, housing placements, and housing retention and changes to procurement or other means of affirming racial and ethnic groups that are overrepresented among residents experiencing homelessness have equitable access to housing and services.
  - *Note: These actions should be aligned with the equity-focused Outcome Goals and related strategies described in previous Parts, but should not need to be limited to those strategies.*
4. A description of how the applicant will make progress in preventing exits to homelessness from institutional settings, including plans to leverage funding from mainstream systems for evidence-based housing and housing-based solutions to homelessness.
  - *Note: Such mainstream systems could include:*
    - Physical and behavioral health care systems and managed care plan organizations
    - Public health system
    - Criminal legal system and system for supporting re-entry from incarceration
    - Child welfare system
    - Affordable housing funders and providers
    - Income support programs
    - Education system
    - Workforce and employment systems
    - Other social services and human services systems

5. Specific and quantifiable systems improvements that the applicant will take to improve the delivery of housing and services to people experiencing homelessness or at risk of homelessness, including, but not limited to, the following:
  - (I) Capacity building and workforce development for service providers within the jurisdiction, including removing barriers to contracting with culturally specific service providers and building the capacity of providers to administer culturally specific services.
  - (II) Strengthening the data quality of the recipient's Homeless Management Information System.
  - (III) Increasing capacity for pooling and aligning housing and services funding from existing, mainstream, and new funding.
  - (IV) Improving homeless point-in-time counts.
  - (V) Improving coordinated entry systems to strengthen coordinated entry systems to eliminate racial bias, to create a youth-specific coordinated entry system or youth-specific coordinated entry access points, or to improve the coordinated entry assessment tool to ensure that it contemplates the specific needs of youth experiencing homelessness.
6. Evidence of connection with the local homeless Coordinated Entry System.

## PART IV. HHAP-3 FUNDING PLANS

In **TABLE 6 of the HHAP-3 Data Tables Template**, applicants will describe the specific activities they intend to support with HHAP-3 funds by providing a Funding Plan list, Demonstrated Need (for Interim Housing only), and Budget Template. In each of these documents, applicants will include detailed information about all activities funded with their **entire HHAP-3 allocation** (initial and remainder disbursements combined), and will indicate the amount of funds attributed to the initial and remainder disbursements in the Budget Template.

**Table 6: Funding Plans (EXAMPLE ONLY)**

Activity to be funded by HHAP-3	Eligible Use Categories Used to Fund Activity										Total Funds Requested:	Description of Activity
	1. Rapid rehousing	2. Operating subsidies	3. Street outreach	4. Services coordination	5. Systems support	6. Delivery of permanent housing	7. Prevention and diversion	8. Interim sheltering (new and existing)	9. Shelter improvements to lower barriers and increase privacy	10. Administrative (up to 7%)		
Systems Support Activities	\$ -	\$ -	\$ -	\$ -	\$ 50,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 50,000.00	Provide stipends to participants on a Lived Experience Board.
Administrative Activities	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 20,000.00	\$ 20,000.00	Pay .25 FTE of a grant analyst to administer and monitor HHAP funds.
Permanent Supportive and Service-Enriched Housing	\$ -	\$ 100,000.00	\$ -	\$ -	\$ -	\$ 150,000.00	\$ -	\$ -	\$ -	\$ -	\$ 250,000.00	Support Project Homekey PSH project with \$100k in Operating Subsidies. Support NPLH with \$150k in capital costs.
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
<b>Totals:</b>	\$ -	\$ 100,000.00	\$ -	\$ -	\$ 50,000.00	\$ 150,000.00	\$ -	\$ -	\$ -	\$ 20,000.00	\$ 320,000.00	

**IF you are funding an Interim Housing activity, you must provide demonstrated need in **Table 7**.**

**Table 7: Demonstrated Need (EXAMPLE ONLY)**

Demonstrated Need	
# of available shelter beds	200
# of people experiencing unsheltered homelessness in the homeless point-in-time count	1000
Shelter vacancy rate (%) in the summer months	13%
Shelter vacancy rate (%) in the winter months	7%
% of exits from emergency shelters to permanent housing solutions	60%
<b>Describe plan to connect residents to permanent housing.</b>	
The Emergency Shelter has partnered with the local NPLH project opening in October 2022 to move participants into permanent supportive housing as quickly as possible. In addition, the County and CoC have jointly funded a landlord engagement program that is building connections and making it easier to utilize a rapid rehousing model by moving emergency shelter residents into permanent housing.	



Table 8: Budget Template (EXAMPLE ONLY)



California Interagency Council on Homelessness

HOMELESS HOUSING, ASSISTANCE AND PREVENTION PROGRAM (HHAP) - Round 3  
BUDGET TEMPLATE

APPLICANT INFORMATION

CoC / Large City / County Name:	JURISDICTION	Applying Jointly? Y/N	Y
Administrative Entity Name:		Total Allocation	\$ 320,000.00

HHAP FUNDING EXPENDITURE PLAN

ELIGIBLE USE CATEGORY	FY21/22	FY22/23	FY23/24	FY24/25	FY25/26	TOTAL	Initial	Remainder
Rapid rehousing	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<i>Rapid rehousing: youth set aside</i>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Operating subsidies	\$ -	\$ 100,000.00	\$ -	\$ -	\$ -	\$ 100,000.00	\$ 30,000.00	\$ 50,000.00
<i>Operating subsidies: youth set aside</i>	\$ -	\$ 40,000.00	\$ -	\$ -	\$ -	\$ 40,000.00	\$ 30,000.00	\$ 40,000.00
Street outreach	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<i>Street outreach: youth set aside</i>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Services coordination	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<i>Services coordination: youth set aside</i>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Systems support	\$ -	\$ -	\$ 50,000.00	\$ -	\$ -	\$ 50,000.00	\$ 34,000.00	\$ 30,000.00
<i>Systems support: youth set aside</i>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Delivery of permanent housing	\$ -	\$ 150,000.00	\$ -	\$ -	\$ -	\$ 150,000.00	\$ -	\$ -
<i>Delivery of permanent housing: youth set aside</i>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Prevention and shelter diversion	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<i>Prevention and shelter diversion: youth set aside</i>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Interim sheltering	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<i>Interim sheltering: youth set aside</i>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Shelter improvements to lower barriers and increase privacy	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<i>Shelter improvements: youth set aside</i>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Administrative (up to 7%)	\$ -	\$ 10,000.00	\$ 10,000.00	\$ -	\$ -	\$ 20,000.00	\$ -	\$ 20,000.00
<b>TOTAL FUNDING ALLOCATION</b>						\$ 320,000.00	\$ 64,000.00	\$ 100,000.00
<b>Youth Set Aside (at least 10%)</b>						<b>TOTAL</b>		
	FY21/22	FY22/23	FY23/24	FY24/25	FY25/26			
	\$ -	\$ 40,000.00	\$ -	\$ -	\$ -	\$ 40,000.00	\$ 30,000.00	\$ 40,000.00

**RESOLUTION NO. 2021-\_\_\_\_**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF  
THE COUNTY OF [INSERT COUNTY NAME] (“COUNTY”)  
TO DELEGATE AUTHORITY TO THE COUNTY OF SHASTA TO SUBMIT AN  
APPLICATION, AND RECEIPT OF, HOMELESS HOUSING, ASSISTANCE AND  
PREVENTION ROUND 3 (“HHAP- 3”) FUNDING**

**WHEREAS**, the State of California (the “State”), department of Business, Consumer Services and Housing Agency (“BCSH”) issued a Standard Agreement to apply for HHAP-3 on September 15, 2021, which designated how the County and Continuum of Care will apply for HHAP-3 funding; and

**WHEREAS**, the County of Shasta Housing and Community Action Agency (Agency) serves as the Lead Agency and fiscal agent to the NorCal Continuum of Care (“CoC”) in the counties of Shasta, Siskiyou, Lassen, Plumas, Del Norte, Modoc, and Sierra; and

**WHEREAS**, BCSH has identified several benefits for CoC’s and Counties that apply jointly as outlined in Assembly Bill (“AB”) 140 effective July 19, 2021; and

**WHEREAS**, County wishes to delegate authority to Agency to apply jointly and serve as the Administrative Entity for the County's allocation of HHAP-3; and

**WHEREAS**, the Agency shall expend funds on uses that support regional coordination and expand or develop local capacity to address immediate homeless challenges including expenditure of the initial disbursement of HHAP-3 on eligible activities as detailed in Health and Safety Code Section 50220.7, subdivisions (a)(4)(B), (a)(5), (e), and (f); and

**WHEREAS**, the County will enter into a subrecipient agreement with Agency for the County’s HHAP-3 allocation not to exceed \$XX, subject to the terms and conditions, program regulations and requirements, and the Standard Agreement; and

**WHEREAS**, Agency will accept the authority from County to apply and receipt County's HHAP-3 allocation and serve as the Administrative Entity responsible for all HHAP-3 requirements for eligible projects within the CoC.

**NOW THEREFORE BE IT RESOLVED** that the Board of Supervisors of the County of XX hereby authorized the Agency to submit an application on behalf of the County for the HHAP-3 allocation of \$XX, act as the Administrative Entity, and authorize County to enter into a subrecipient agreement with Agency for the allocation upon award of funding.

**DULY PASSED AND ADOPTED** this Month XX, 2021, by the Board of Supervisors for Agency of the County of Shasta by the following vote:

AYES:  
NOES:  
ABSENT:  
ABSTAIN:  
RECUSE:

# Lassen County Advisory Board to the NorCal Continuum of Care Membership Application

Name: SAMANTHA DRENK

Title: SOCIAL WORKER

Phone: 530.251.8469

Email: sdrenk@co.lassen.ca.us

Agency Name (If Applicable): Lassen WORKS

Membership Request:  Voting Member  Participant

Please select the category(s) that best defines you or your agency type:

- Behavioral Health Services
- Community Member
- Domestic Violence Advocate
- Educational Organization
- Emergency Shelter
- Formerly Homeless Individual
- Law Enforcement
- Local Government Staff/Officials
- Medical Organization
- Veteran Service Provider
- Youth Service Organization
- Other: \_\_\_\_\_

Please provide the mission statement of your agency, or if not applicable, explain your interest in joining the Advisory Board: \_\_\_\_\_  
\_\_\_\_\_

Describe your agency and/or your personal experience working to end homelessness: \_\_\_\_\_

Our agency helps people in need to meet their basic necessities. We believe & work toward self sufficiency by aiding clients in a productive manner.

What do you and/or your agency hope to contribute and gain by being a member of the Advisory Board: \_\_\_\_\_

Knowledge to provide the best services with understanding proper protocol and partnering agencies & abilities.

**Statement of Commitment:** By my signature below, if nominated to the Lassen County Advisory Board to the NorCal Continuum of Care, I understand that I will attend, with frequency the Advisory Board Meetings, when scheduled. I will collectively participate at each meeting and will share knowledge and information freely. I may revoke my membership at any time, and acknowledge my membership may be revoked for cause, if I am not adhering to the Advisory Board Governance Charter.

Signature: 

Date: 1/31/2022