



State of California Emergency Solutions Grant Program

Notice of Funding Availability • 2018 Grant Year

The County of Santa Barbara, Division of Housing and Community Development is pleased to issue this Notice of Funding Availability (NOFA) to inform eligible organizations about available Emergency Solutions Grant Program funds through the State of California Department of Housing and Community Development for the 2018 Grant Year.

General Information

TITLE: State of California Emergency Solutions Grant Program – 2018 Grant Year
CONTACT: Stacy Rowe, Consultant
CONTACT EMAIL: srowe@co.santa-barbara.ca.us
CONTACT PHONE/FAX: 805-568-3524 / 805-560-1091
ISSUE DATE: June 19, 2018

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Application Deadline:
Tuesday, July 10, 2018
5:00 pm

County of Santa Barbara
Community Services Department
Housing and Community Development Division
123 E. Anapamu St., Second Floor
Santa Barbara, CA 93101
www.countyofsb.org/housing

1. Introduction

The State of California Department of Housing and Community Development (State HCD) receives an annual allocation of Emergency Solutions Grant Program (State ESG) funds from the United States Department of Housing and Urban Development (HUD) to assist individuals and families who are homeless or at risk of homelessness. The State HCD distributes State ESG funds to qualifying cities and counties, which are responsible for administering State ESG funds for their respective service areas. State HCD designated the County of Santa Barbara (County) as the Administrative Entity (AE) for the Santa Maria/Santa Barbara County Continuum of Care Service Area (CoC Service Area), which geographically encompasses Santa Barbara County. The Housing and Community Development Division (County HCD) will administer State ESG funds on behalf of the County and announces the availability of these funds to support homelessness assistance projects throughout the CoC Service Area.

2. Objective

The ESG program provides funding to: (1) engage homeless individuals and families living on the street; (2) improve the number and quality of emergency shelters for homeless individuals and families; (3) help operate these shelters; (4) provide essential services to shelter residents; (5) rapidly re-house homeless individuals and families; and (6) prevent families/individuals from becoming homeless. Under this NOFA 2018 State ESG funds may be used for three program components:

- Street outreach (SO) in conjunction with Rapid Rehousing or Emergency Shelter,
- Emergency Shelter (ES), and;
- Rapid Re-housing (RR).

This NOFA should be read in conjunction with the following regulations, which establish HUD and State HCD requirements (See Exhibit A – Resources):

- Code of Federal Regulations (CFR), Title 24, Part 576; and
- Department of Housing and Community Development Emergency Solutions Grants Program State Regulations, California Code of Regulations (CCR), Title 25, Division 1, Chapter 7, Subchapter 20.

3. Coordinated Entry

The Santa Maria/Santa Barbara County Continuum of Care (CoC) implemented a Coordinated Entry System (CES) in January 2018 after months of community-wide planning. The Federal regulations 24CFR 578.7(a)8, 24CFR 91 and 576 and Notice CPD-17-01 and State regulations 25 CCR 8408 require that ESG recipients participate in the CES as follows:

- Participation in the Coordinated Entry System (CES) as an Entry Point is mandatory for 2018 State ESG-funded Emergency Shelter and Street Outreach projects. For 2018 State ESG-funded Rapid Rehousing projects, all referrals for services will come through the CES per the prioritization, matching and referral processes outlined in the CoC's CES Policies and Procedures.

A hallmark of the HUD-mandated Coordinated Entry System is prioritizing the most vulnerable individuals and families for services. This focus on serving the most vulnerable individuals and families through CES may result in a reduction in the number of households served, with the expectation that the households served will show significant achievements related to housing placement and retention performance measures.

4. Funding Available

The 2018 preliminary estimated allocation for the local CoC is \$336,401. Of that, \$326,955 is available for distribution to subrecipients for the 2018 Grant Year. The table in Section 4.3 below summarizes the program components, eligible activities and funding limitations. The County's application to the State will be based on this preliminary estimate. The State has informed the County that an unknown amount of disencumbered funds may augment this amount, up to two times the preliminary estimated allocation.

4.1 Rapid Re-housing Activities

Per State guidelines a minimum of 40% (\$130,782) and maximum of 50% (\$163,477) of State ESG funds will be allocated to rapid re-housing activities across the continuum of care.

4.2 Grant Amounts

The minimum request amount per application is \$80,000.

4.3 Grant Terms

The grant term is anticipated to be 12-24 months. However because State ESG funds are awarded annually, the description of activities, goals, and budget submitted for the purposes of this NOFA should be for one, 12-month Operating Year beginning in 2019.

4.4 Grant Renewal

Conditional on State HCD approval, activities selected for funding under the 2018 State ESG Program will automatically be renewed for the 2019 State ESG Program subject to the following:

- Demonstration of adequate program and administrative capacity;
- Demonstration of adequate program performance with respect to numbers served, outcomes, and quality service delivery consistent with State ESG Program Objectives, Requirements and Core Practices;
- Continued participation in the Santa Barbara County HMIS or comparable database (as determined by the County);
- Adjustments necessary based on the availability and allocation of 2019 State ESG funds for the Santa Maria/Santa Barbara County Continuum of Care; and
- Approval by the County of Santa Barbara Board of Supervisors.

Should the 2019 State ESG allocation differ from the amounts awarded in the 2018 State ESG program by 20% or less, the 2018 State ESG award amounts will be adjusted proportionately in accordance with funding minimums and maximums prescribed by State and federal regulations.

It is anticipated that a Notice of Funding Availability will be issued for the 2020 State ESG Program.

5. Program Requirements

5.1 State ESG Requirements

The use of State ESG funds is governed by 24 CFR Part §576 and 25 CCR §8400 et seq. (See Exhibit A – Resources).

5.2 Eligible Applicants

Eligible applicants are private non-profit organizations and units of general purpose local government defined in 24 CFR §576.2.

5.3 Eligible Activities

The following activities are eligible, and funding limitations apply to the corresponding components:

Component	Description	Funding
Street Outreach	<p>Essential Services necessary to reach out to unsheltered homeless individuals and families, connect them with emergency shelter, housing, or critical services, and provide them with urgent, non-facility-based care. Component services generally consist of engagement, case management, emergency health and mental health services, CES assessment and transportation. For specific requirements and eligible costs, see 24 CFR §576.101.</p> <p>Limitations: An Emergency Shelter or Repaid Re-housing provider can use up to 10% of State ESG funds for Street Outreach activities in conjunction with their core activity.</p>	Max. \$196,173
Emergency Shelter	<p>Essential Services for individuals and families in emergency shelter. Component services generally consist of case management, child care, education services, employment assistance and job training, outpatient health services, legal services, life skills training, mental health services, substance abuse treatment services, CES assessment, and transportation.</p> <p>Shelter Operations, including maintenance, rent, security, fuel, equipment, insurance, utilities, and furnishings. For specific requirements and eligible costs, see 24 CFR §576.102.</p> <p>Limitations: State ESG funds cannot be used for renovation, conversion, or major rehabilitation activities pursuant to 24 CFR §576.102. Minor repairs to an ESG-funded emergency shelter that do not qualify as renovation, conversion, or major rehabilitation are an eligible use of State ESG funds.</p>	
Rapid Re-housing	<p>Housing relocation and stabilization services and short and/or medium-term rental assistance as necessary to help individuals or families living in an emergency shelter or other place described in paragraph (1) of the “homeless” definition at 24 CFR §576.2 move as quickly as possible into permanent housing and achieve stability in that housing. Component services and assistance generally consist of short-term and medium-term rental assistance, rental arrears, rental application fees, security deposits, advance payment of last month’s rent, utility deposits and payments, moving costs, housing search and placement, housing stability case management, mediation, legal services, and credit repair. For specific requirements and eligible costs, see 24 CFR §576.104, §576.105, and §576.106. All new admissions to the program will be referrals through the CES.</p>	Min. \$130,782 Max. \$163,777
Total		\$326,955

5.4 Eligible Populations

The minimum eligibility criteria for State ESG participants are as follows (See Exhibit C – Homeless Definition):

- For Essential Services related to Street Outreach, participants must meet the criteria under paragraph (1)(i) of the “homeless” definition under 24 CFR §576.2;
- For Emergency Shelter, participants must meet the “homeless” definition in 24 CFR §576.2;

- For Essential Services related to Emergency Shelter, participants must be “homeless” and staying in an emergency shelter (which could include a day shelter);
- For Rapid Re-housing assistance, participants must meet requirements described in 24 CFR §576.104.

Homeless subpopulations, including, but not limited to, chronically homeless individuals, veterans, developmentally disabled individuals, and victims of domestic violence, who meet the aforementioned minimum eligibility criteria may be served with State ESG funds. Note that State regulations prohibit subpopulation targeting with ESG funds in Homeless Prevention and Rapid Re-Housing programs except under specific conditions outlined in 25 CCR §8408.

5.5 Match

Applicants must demonstrate their ability to provide a 100 percent match for their requests of State ESG funds in accordance with 24 CFR §576.201.

5.6 Core Practices

Applicants must adhere to the Core Practices established by State HCD that include:

- Comprehensive and coordinated access throughout the CoC Service Area (i.e., Coordinated Entry);
- Prioritized access to services for people with the most severe needs;
- Low barrier access to services and consistency with housing first practices; and
- Use of a progressive engagement approach to services and financial assistance.

See 25 CCR §8409 for a full description of the Core Practices.

6. NOFA Schedule

NOFA Published and Applications Available On-line	June 20, 2018
Applicant Bidders Conference	June 22, 2018
Applications Due to County HCD	July 10, 2018
Continuum of Care Review and Rank Committee Meeting to Develop Funding Recommendations	July 18 or 19, 2018
Funding Decisions Submitted to State HCD	August 7, 2018

The NOFA Schedule is subject to change.

7. Application

Applications are available on-line to download at <http://www.countyofsb.org/housing>. Resources available to assist applicants with completing the application are listed in Exhibit A.

Applicants are responsible for ensuring that all required materials listed below are submitted by the deadline identified in this NOFA and in the format described in this section.

- One (1) complete original, wet-signature application that includes all required attachments
- Nine (9) copies of the following documents and attachments printed double-sided:
 - Application Form
 - Budget Workbook
 - Board of Directors Roster
 - Application Certification

- Organization Chart
- An electronic copy of the complete application, including all required attachments.

The electronic copy of the complete application, including all required attachments must be submitted via email to rowe@co.santa-barbara.ca.us no later than 5:00pm on July 10, 2018.

The original application and nine (9) printed copies must be received at the address below by 5:00 pm on July 10, 2018. Post-marked applications will not be accepted.

County of Santa Barbara
Community Services Department, Housing and Community Development Division
123 E. Anapamu St., Second Floor
Santa Barbara, CA 93101
Attn: Stacy Rowe, Consultant

The original application and printed copies should be paper-clipped on the top left corner and submitted to the address above. Please do not staple.

8. Method of Evaluation

8.1 County HCD Evaluation

State ESG applications will be evaluated by County HCD for the following (See Exhibit B – Application Scoring Criteria, for details):

- ESG Program Eligibility,
- Alignment with Consolidated Plan Priority,
- Administrative Capacity, and
- Financial Capacity.

In addition, applicants must demonstrate capacity to participate in the county-wide HMIS, unless the applicant is a domestic violence (DV) victim services provider, in which case the applicant must demonstrate capacity to participate in a comparable data base that is HUD compliant and which can generate HUD-compliant reports.

8.2 Continuum of Care Review and Rank Committee

Applications will be evaluated by the Continuum of Care Review and Rank Committee (CCRRC) based on the criteria below (See Exhibit B for details). Applicants will be required to attend an interview with the CCRRC at their July, 2018 meeting to briefly present their proposal and answer questions.

- Applicant Capacity,
- Financial Feasibility and Capacity,
- Need, and
- Approach.

The Continuum of Care Review and Rank Committee will make funding recommendations to the County Board of Supervisors, which will exercise approval over funding decisions.

EXHIBIT A
Resources

1) County HCD Web Page

<http://cosb.countyofsb.org/housing/>

2) ESG Program Interim Rule (24 CFR Part 576)

<https://www.gpo.gov/fdsys/pkg/CFR-2016-title24-vol3/xml/CFR-2016-title24-vol3-part576.xml>

3) ESG Program: State of California Regulations (25 CCR §8400 et seq)

<http://www.hcd.ca.gov/financial-assistance/emergency-solutions-grant-program/docs/state-esg-regulations-effective-april-1-2016.pdf>

EXHIBIT B

State ESG Application Scoring Criteria



Community Services Department
Housing and Community Development Division

State of California Emergency Solutions Grant Program

Application Scoring Criteria

Housing and Community Development Division (HCD) Staff Evaluation	
ESG Program Eligibility	Proposed activity and clientele are eligible
Alignment with Consolidated Plan Priority	Proposed activity meets one of the following priorities: <ul style="list-style-type: none"> • Promote projects that provide permanent supportive housing to address the needs of homeless individuals and families, households at imminent risk of homelessness and/or persons with special needs (<i>High Priority</i>) • Provide funding for essential services and programs that provide needed resources for homeless persons and households at imminent risk of homelessness (<i>High Priority</i>) • Prioritize funding for operations of principal emergency shelters throughout Santa Barbara County (<i>High Priority</i>)
Administrative Capacity	Rated Good, Fair, or Poor, based on the following: <ul style="list-style-type: none"> • County HCD's experience with applicant and any known issues • Previous audits or program reviews • Availability of progress reports • Contract modifications and their impact on cost and/or period of performance
Financial Capacity	Rated Pass, Concern, or Fail, based on the following: <ul style="list-style-type: none"> • Liquidity • Measurements of vulnerability (e.g. net profit margin, fundraising efficiency, and dependency on the County or a single entity for financial strength) • Debt and other long-term obligations • Regulatory (e.g. unresolved financial audit findings and outstanding litigation/legal issues) • Cash match
Continuum of Care Review and Rank Committee Evaluation	
Applicant Capacity <i>Scoring Scale: 1-5</i> <i>Weight: 3</i> <i>Max. Score: 15</i>	<ul style="list-style-type: none"> • Experience providing similar services and assistance • Experience addressing the needs of the target population(s) • Sufficient capacity for project oversight and administration • Adequate capacity for data collection and reporting • Participation in the Santa Barbara County Homeless Management Information System or a comparable database (as determined by the County)
Financial Feasibility and Capacity <i>Scoring Scale: 1-5</i> <i>Weight: 3</i> <i>Max. Score: 15</i>	<ul style="list-style-type: none"> • Sufficient capacity to operate the project based on its budget • Sufficient capacity to effectively manage the finances of the project • Timely audited financial statements • Outstanding and/or unresolved financial audit findings • Reasonable project costs • Degree to which applicant leverages its Board of Directors and other resources

<p>Need <i>Scoring Scale: 1-5</i> <i>Weight: 6</i> <i>Max. Score: 30</i></p>	<ul style="list-style-type: none"> • Fills what would otherwise be a gap in homeless services in its service area • Clear demand for the project in its service area • Special features that would enhance its ability to meet the needs of the target population • Credibility of evidence used to support the need • Demonstration of need for the requested funding
<p>Approach <i>Scoring Scale: 1-5</i> <i>Weight: 8</i> <i>Max. Score: 40</i></p>	<ul style="list-style-type: none"> • Demonstration of participation in the Coordinated Entry System (CES) as an Entry Point for Emergency Shelter and Street Outreach. For Rapid Rehousing providers, demonstration that all referrals for services will come through the CES per the prioritization, matching and referral processes outlined in the CoC's CES Policies and Procedures • Coordination with other activities and funding sources in the area • Project is based on proven methods and/or able to demonstrate good outcomes • Numbers served appear reasonable given the prioritization of the most vulnerable individuals and families within the homeless population • Outcomes and objects appear reasonable and sufficient, particularly in the areas of housing placement and retention • Project supports ESG Objectives and Requirements, State Core Practices and County of Santa Barbara Consolidated Plan priorities.

EXHIBIT C

Homeless Definition



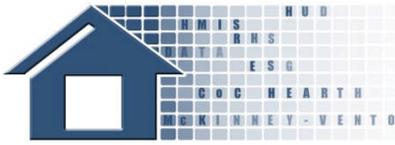
Homeless Definition

ELIGIBILITY BY COMPONENT (Emergency Solutions Grants Program)	Street Outreach	<p>Individuals defined as Homeless under the following categories are eligible for assistance in SO:</p> <ul style="list-style-type: none"> • Category 1 – Literally Homeless • Category 4 – Fleeing/Attempting to Flee DV (where the individual or family also meets the criteria for Category 1) <p>SO projects have the following additional limitations on eligibility within Category 1:</p> <ul style="list-style-type: none"> • Individuals and families must be living on the streets (or other places not meant for human habitation) and be unwilling or unable to access services in emergency shelter
	Emergency Shelter	<p>Individuals and Families defined as Homeless under the following categories are eligible for assistance in ES projects:</p> <ul style="list-style-type: none"> • Category 1 – Literally Homeless • Category 2 – Imminent Risk of Homeless • Category 3 – Homeless Under Other Federal Statutes • Category 4 – Fleeing/Attempting to Flee DV
	Rapid Re-housing	<p>Individuals defined as Homeless under the following categories are eligible for assistance in RRH projects:</p> <ul style="list-style-type: none"> • Category 1 – Literally Homeless • Category 4 – Fleeing/Attempting to Flee DV (where the individual or family also meets the criteria for Category 1)
	Homelessness Prevention	<p>Individuals and Families defined as Homeless under the following categories are eligible for assistance in HP projects:</p> <ul style="list-style-type: none"> • Category 2 – Imminent Risk of Homeless • Category 3 – Homeless Under Other Federal Statutes • Category 4 – Fleeing/Attempting to Flee DV <p>Individuals and Families who are defined as At Risk of Homelessness are eligible for assistance in HP projects.</p> <p>HP projects have the following additional limitations on eligibility with homeless and at risk of homeless:</p> <ul style="list-style-type: none"> • Must only serve individuals and families that have an annual income <u>below</u> 30% of AMI



Homeless Definition

CRITERIA FOR DEFINING HOMELESS	Category 1	Literally Homeless	(1) Individual or family who lacks a fixed, regular, and adequate nighttime residence, meaning: <ul style="list-style-type: none"> (i) Has a primary nighttime residence that is a public or private place not meant for human habitation; (ii) Is living in a publicly or privately operated shelter designated to provide temporary living arrangements (including congregate shelters, transitional housing, and hotels and motels paid for by charitable organizations or by federal, state and local government programs); <u>or</u> (iii) Is exiting an institution where (s)he has resided for 90 days or less <u>and</u> who resided in an emergency shelter or place not meant for human habitation immediately before entering that institution
	Category 2	Imminent Risk of Homelessness	(2) Individual or family who will imminently lose their primary nighttime residence, provided that: <ul style="list-style-type: none"> (i) Residence will be lost within 14 days of the date of application for homeless assistance; (ii) No subsequent residence has been identified; <u>and</u> (iii) The individual or family lacks the resources or support networks needed to obtain other permanent housing
	Category 3	Homeless under other Federal statutes	(3) Unaccompanied youth under 25 years of age, or families with children and youth, who do not otherwise qualify as homeless under this definition, but who: <ul style="list-style-type: none"> (i) Are defined as homeless under the other listed federal statutes; (ii) Have not had a lease, ownership interest, or occupancy agreement in permanent housing during the 60 days prior to the homeless assistance application; (iii) Have experienced persistent instability as measured by two moves or more during in the preceding 60 days; <u>and</u> (iv) Can be expected to continue in such status for an extended period of time due to special needs or barriers
	Category 4	Fleeing/ Attempting to Flee DV	(4) Any individual or family who: <ul style="list-style-type: none"> (i) Is fleeing, or is attempting to flee, domestic violence; (ii) Has no other residence; <u>and</u> (iii) Lacks the resources or support networks to obtain other permanent housing



Homeless Definition

RECORDKEEPING REQUIREMENTS



Category 1 Literally Homeless	<ul style="list-style-type: none"> • Written observation by the outreach worker; <u>or</u> • Written referral by another housing or service provider; <u>or</u> • Certification by the individual or head of household seeking assistance stating that (s)he was living on the streets or in shelter; • For individuals exiting an institution—one of the forms of evidence above <u>and</u>: <ul style="list-style-type: none"> ○ discharge paperwork <u>or</u> written/oral referral, <u>or</u> ○ written record of intake worker’s due diligence to obtain above evidence <u>and</u> certification by individual that they exited institution 	
	Category 2 Imminent Risk of Homelessness	<ul style="list-style-type: none"> • A court order resulting from an eviction action notifying the individual or family that they must leave; <u>or</u> • For individual and families leaving a <u>hotel</u> or <u>motel</u>—evidence that they lack the financial resources to <u>stay</u>; <u>or</u> • A documented and verified oral statement; <u>and</u> • Certification that no subsequent residence has been identified; <u>and</u> • Self-certification or other written documentation that the individual lack the financial resources and support necessary to obtain permanent housing
	Category 3 Homeless under other Federal statutes	<ul style="list-style-type: none"> • Certification by the nonprofit or state or local government that the individual or head of household seeking assistance met the criteria of homelessness under another federal statute; <u>and</u> • Certification of no PH in last 60 days; <u>and</u> • Certification by the individual or head of household, and any available supporting documentation, that (s)he has moved two or more times in the past 60 days; <u>and</u> • Documentation of special needs <u>or</u> 2 or more barriers
	Category 4 Fleeing/ Attempting to Flee DV	<ul style="list-style-type: none"> • <i>For victim service providers:</i> <ul style="list-style-type: none"> ○ An oral statement by the individual or head of household seeking assistance which states: they are fleeing; they have no subsequent residence; and they lack resources. Statement must be documented by a self-certification or a certification by the intake worker. • <i>For non-victim service providers:</i> <ul style="list-style-type: none"> ○ Oral statement by the individual or head of household seeking assistance that they are fleeing. This statement is documented by a self-certification or by the caseworker. Where the safety of the individual or family is not jeopardized, the oral statement must be verified; <u>and</u> ○ Certification by the individual or head of household that no subsequent residence has been identified; <u>and</u> ○ Self-certification, or other written documentation, that the individual or family lacks the financial resources and support networks to obtain other permanent housing.