



**COUNTY OF SAN LUIS OBISPO
DEPARTMENT OF SOCIAL SERVICES**

**Homeless Housing, Assistance and Prevention
Program (HHAP) Continuum of Care (CoC)
Allocation Application**

The County of San Luis Obispo Department of Social Services is pleased to announce the availability of funds for the Homeless Housing, Assistance and Prevention (HHAP) program. HHAP is a \$650 million block grant program administered by the California Homeless Coordinating and Financing Council (HCFC) designed to support regional coordination and expand or develop local capacity to address immediate homelessness challenges throughout the state. Spending must be informed by a best practices framework focused on moving homeless individuals and families into permanent housing and ensuring those individuals and families to maintain their permanent housing. HHAP is authorized by AB 101 (Committee on Budget, Chapter 159, Statutes of 2019), which was signed into law by Governor Gavin Newsom on July 31, 2019.

Total HHAP CoC Allocation	7% Reserve for CoC Admin	8% set aside to serve homeless youth*	Total Available for Application
\$1,746,981	\$122,288	\$139,758	\$1,624,693

*A minimum of \$139,758 is reserved for activities assisting homeless and at-risk youth. Applicants may request more than the minimum amount to assist youth.

Eligible HHAP grant activities include rental assistance and rapid rehousing; operating subsidies for affordable or supportive housing units, emergency shelters, and navigation centers; landlord incentives; outreach and coordination, systems support for regional partnerships and maintaining a homeless services and housing delivery system; permanent housing, prevention and shelter diversion, and new navigation centers and emergency shelters. Additionally, up to 5% of funds may be used for infrastructure development to support coordinated entry or Homeless Management Information Systems (HMIS). At least 8% of the total funds must be set aside to serve homeless youth.

Eligible applicants include local governments, private non-profits, or for-profit organizations that the County determines is qualified to undertake one or more of the eligible activities described in the NOFA. Applicants must provide a complete, separate application for each proposed eligible activity they wish to administer. **Please submit applications by 12 noon on June 8th, 2021.**

I. PRIMARY APPLICANT INFORMATION (LEAD AGENCY)

Organization Name				
Type of Organization	Non-Profit	For Profit	Gov't/Public	Other:
DUNS Number				
Contact Person/Title				
Phone Number				
Email				
Address				
City, State, Zip				

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II. PARTNER ORGANIZATIONS

List all subrecipients and their role in project (if applicable)		
Organization Name	Duns Number	Role
Example: Agency Y	00-0000000	Case management component

III. PROPOSED PROJECT

Name of proposed project		
Project/Program address		
Areas served	City of Arroyo Grande	City of Atascadero
	City of Pismo Beach	City of Paso Robles
	City of Morro Bay	City of Grover Beach
	City of San Luis Obispo	Countywide
	Unincorporated communities of	
Total Funding Requested	\$	

For which of the following eligible activities will funds be requested? (See RFP for full descriptions of each activity) Select one activity per application.	
<p>Rental Assistance and Rapid Rehousing</p> <p>Operating subsidies in new and existing affordable or supportive housing units, emergency shelters, and navigation centers. Operating subsidies may include operating reserves</p> <p>Landlord Incentives (including, but not limited to, security deposits and holding fees)</p> <p>Outreach and coordination (which may include access to job programs) to assist vulnerable populations in accessing permanent housing and to promote housing stability in supportive housing</p> <p>Systems support for activities necessary to create regional partnerships and maintain a homeless services and housing delivery system particularly for vulnerable populations including families and homeless youth</p> <p>Delivery of permanent housing and innovative housing solutions (such as hotel and motel conversions)</p> <p>Prevention and Shelter Diversion to Permanent Housing</p> <p>New Navigation Centers and Emergency Shelters based on demonstrated need</p>	
Will the proposed project serve the specific needs of homeless youth?	
Yes	No

IV. APPLICANT CAPACITY

1. Describe the organization’s experience delivering related programs/projects.
2. Describe applicant’s history partnering with identified agencies, and how the partners will collaborate to ensure success of the proposed project/program.
3. Describe the applicant’s history of receiving and managing grants from County/State/Federal sources.

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4. Describe the organization's experience with HMIS or other equivalent databases to collect client data, and report on outcomes.

5. For applicants providing housing, are you currently participating in the Coordinated Entry System as required? If not, describe how you will become a participant in the CES.

V. FINANCIAL CAPACITY

6. Who will be responsible for processing payment requests?

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7. Provide a budget and budget narrative for the project. Include a description of the staff positions dedicated to the delivery of the program/project (position name, org chart of staff directly associated with proposed project/program, providing support to program/project, will new staff positions be created/hired).	
8. Does the organization comply with the Generally Accepted Accounting Principles?	
Yes	No
9. What is the date of the organization's most recent audit?	

VI. PROJECT DETAILS

10. Describe your proposed project	
11. Check any specific population(s) expected to be served through this project:	<ul style="list-style-type: none"> Adults with children Adults without children Parenting Youth Chronically Homeless Veterans Domestic Violence Survivors Unaccompanied Youth (12-24 yrs. of age per definition in HHAP statute) Individuals with Co-occurring Disorders (Substance Use and Mental Health) COVID High Risk – individuals at high-risk for contracting COVID

12. Describe how the proposed project addresses local preferences identified by the Homeless Service Oversight Council (HSOC) on December 18, 2019:

- a. Bring Homeless Emergency Aid Program (HEAP) funded projects to completion**
- b. Create new shelter and case management projects on the North Coast**
- c. Projects that fill other critical gaps in the homeless services system.**

13. How does your program/service complement and collaborate with existing efforts in the County? Describe how the program/project will increase capacity of services/housing for homeless persons and persons at-risk of homelessness in the County.

14. Describe any consultation with local jurisdictions to gain support for the project. Describe any support you have from local jurisdictions.

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15. Name partner agencies as applicable and describe how they will be participating in the delivery of the proposed activity.

16. Describe how you will ensure that the proposed project is accessible to communities of color which are disproportionately impacted by homelessness, particularly Black, Latinx, Asian, Pacific Islander, and Native and Indigenous communities. If you have previously received a grant to serve any of the affected communities, please provide a brief description of those grant activities and the outcomes you achieved.

17. Describe how you will ensure that your program and services will be accessible to persons for whom English is not their primary language.

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18. If the proposed project is expected to serve youth experiencing homelessness (as defined in HSC § 50216 (k)) what youth-specific best practices will be utilized to ensure they can access the services?	
19. Indicate the predicted performance outcomes listed below.	
If not applicable, mark N/A or zero.	
Number of unsheltered persons to become sheltered:	
Number of homeless persons to be entering permanent housing:	
Number of Chronically Homeless persons served:	
Number of persons At-Risk of Homelessness served:	
Number of Unaccompanied Youth served:	
Number of Youth At-Risk of Homelessness served:	
Persons in families with children served:	
Total:	
20. Number and type of housing units to be created:	
21. Number of persons to be served by facility or program:	

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People with disabilities are offered clear opportunities to request reasonable accommodations within applications and screening processes and during tenancy and building and apartment units include special physical features that accommodate disabilities.

Programs or projects that cannot serve someone work through the coordinated entry process to ensure that those individuals or families have access to housing and services elsewhere.

Housing and service goals and plans are highly client centered and driven.

Supportive services emphasize engagement and problem-solving over therapeutic goals.

Participation in services or compliance with service plans are not conditions of tenancy but are reviewed with clients and regularly offered as a resource to clients.

Services are informed by a harm-reduction philosophy that recognizes that drug and alcohol use and addiction are a part of some clients' lives. Clients are engaged in non-judgmental communication regarding drug and alcohol use and are offered education regarding how to avoid risky behaviors and engage in safer practices.

Substance use in and of itself, without other lease violations, is not considered a reason for eviction.

Clients are given reasonable flexibility in paying their share of rent on time and offered special payment arrangements for rent arrears and/or assistance with financial management, including representative payee arrangements as needed.

Every effort is made to provide a client the opportunity to transfer from one housing situation, program, or project to another if a tenancy is in jeopardy. Whenever possible, eviction back into homelessness is avoided.

24. Describe how the organization and project adheres to Housing First practices, particularly low-barrier access to services:

IX. Attachments

Attachment A – Budget & Budget Narrative (Required)

Please attach a Budget and Budget Narrative for the project for which you are applying. The budget narrative should include FTEs to be provided. While matching funding is not required, it may be helpful to include the value of any matching funding.

Attachment B – Timeline (Required)

Attach a timeline for key steps of project implementation.

Attachment C – Letters of Support (Optional)

Please attach any letters of support or commitment from local governments or community partners.

Attachment D – Supplemental Answers to Questions (Optional)

If you need more room to answer any of the application questions, please attach the additional information here. Include the question number for each question being answered.

For other additional or optional attachments, please label them clearly (e.g. Attachment E – “Title”).

X. APPLICATION SUBMISSION:

Applications and accompanying documents will be due to Homeless Services Unit, Department of Social Services by 12 noon on June 8, 2021.

Applicants may submit digital or hard copy applications to the locations below:

1. Digital Copy – email to SS_Homelessgrants@co.slo.ca.us
Subject line: HHAP Application – (Applicant Name)
2. Hard Copies – Mail or Drop-off
Attn: Leon Shordon
County of San Luis Obispo Department of Social Services
3433 South Higuera Street
San Luis Obispo, CA 93403
Please note the Department of Social Services lobby in San Luis Obispo is currently open to the public weekdays from 8am to 1pm. Applications may only be dropped off between those hours.