



AGENDA ITEM NO.
C13

COUNTY OF HUMBOLDT

For the meeting of: February 27, 2018

Date: January 31, 2018
To: Board of Supervisors
From: Connie Beck, Director
Department of Health and Human Services

Connie Beck
1/31/18

Subject: Resolution Authorizing the Acceptance of Technical Assistance Grant Funds Made Available through the California Department of Housing and Community Development's No Place Like Home Program

RECOMMENDATION:

That the Board of Supervisors adopt the attached resolution which authorizes the Humboldt County Department of Health and Human Services Director, or a designee thereof, to accept Technical Assistance Grant funds made available through the California Department of Housing and Community Development's No Place Like Home Program.

SOURCE OF FUNDING:

Mental Health Fund

DISCUSSION:

On September 26, 2017, the Humboldt County Department of Health and Human Services ("DHHS") submitted a Technical Assistance Grant Application to the California Department of Housing and Community Development ("HCD") for Seventy-Five Thousand Dollars (\$75,000.00) in one-time funding under the No Place Like Home ("NPLH") Program. If received, DHHS would use such funding to support eligible activities that further the planning, design and implementation of permanent supportive housing and accompanying supportive services for individuals suffering from serious mental illness.

Prepared by Robert Ward

CAO Approval

Edna Hayes

REVIEW: Auditor *MBM* County Counsel *Sm* Human Resources *RAB* Other _____

TYPE OF ITEM:
 Consent
 Departmental
 Public Hearing
 Other _____

BOARD OF SUPERVISORS, COUNTY OF HUMBOLDT
Upon motion of Supervisor *Wilson* Seconded by Supervisor *Bass*
Ayes *Bass, Fennell, Sundberg, Bohn, Wilson*
Nays _____
Abstain _____
Absent _____

PREVIOUS ACTION/REFERRAL:

Board Order No. _____

Meeting of: _____

and carried by those members present, the Board hereby approves the recommended action contained in this Board report.

Dated: *2/27/18*
By: *[Signature]*
Hayes, Clerk of the Board

Kathy

The county's NPLH Technical Assistance Grant Application was submitted to HCD with the County Administrative Officer's approval in accordance with the county's grant application procedures. However, HCD has subsequently requested that the county adopt a resolution authorizing the DHHS Director, or a designee thereof, to execute and deliver a State of California Standard Agreement, and any future amendments thereto, along with any and all other documents required or deemed necessary or appropriate to accept the NPLH Technical Assistance Grant funds on behalf of the County.

FINANCIAL IMPACT:

Upon approval of the county's NPLH Technical Assistance Grant Application, DHHS – Mental Health will receive one-time technical assistance funding in the amount of Seventy-Five Thousand Dollars (\$75,000.00), to be deposited in DHHS – Mental Health Administration budget unit 1170-424. There is no match requirement for NPLH Technical Assistance Grant in question. As a result, adoption of the attached resolution will not impact the Humboldt County General Fund.

The recommended action supports the Board of Supervisors' Strategic Framework by protecting vulnerable populations, supporting self-reliance of citizens and improving the safety and health of our communities.

OTHER AGENCY INVOLVEMENT:

California Department of Housing and Community Development

ALTERNATIVES TO STAFF RECOMMENDATIONS:

The Board may choose not to adopt the attached resolution authorizing DHHS to accept NPLH Technical Assistance Grant funds. However this alternative is not recommended since it would not allow DHHS to obtain funding that would be used to support eligible activities that further the planning, design and implementation of permanent supportive housing and accompanying supportive services for individuals suffering from serious mental illness.

ATTACHMENTS:

1. Resolution Authorizing the Acceptance of Technical Assistance Grant Funds Made Available through the California Department of Housing and Community Development's No Place Like Home Program
2. NPLH Technical Assistance Notice of Funding Availability Dated April 10, 2017
3. NPLH Technical Assistance Grant Application Dated September 26, 2017

BOARD OF SUPERVISORS, COUNTY OF HUMBOLDT, STATE OF CALIFORNIA
Certified copy of portion of proceedings, Meeting of February 27, 2018

RESOLUTION NO. 18-10

**RESOLUTION OF THE HUMBOLDT COUNTY BOARD OF SUPERVISORS
AUTHORIZING ACCEPTANCE OF TECHNICAL ASSISTANCE GRANT FUNDS MADE
AVAILABLE THROUGH THE CALIFORNIA DEPARTMENT OF HOUSING AND
COMMUNITY DEVELOPMENT'S NO PLACE LIKE HOME PROGRAM**

WHEREAS, the California Department of Housing and Community Development ("HCD") is authorized to provide up to Six Million Two Hundred Thousand Dollars (\$6,200,000.00) from the Mental Health Services Act Fund for technical assistance and application preparation assistance to counties, as described in California Welfare and Institutions Code Section 5849.10, related to the No Place Like Home ("NPLH") Program; and

WHEREAS, on April 10, 2017, HCD issued a Notice of Funding Availability ("NFOA") for its NPLH Technical Assistance Grants; and

WHEREAS, on September 26, 2017, the County of Humboldt ("County") submitted a NPLH Technical Assistance Grant Application in accordance with the NPLH Technical Assistance Grant NOFA dated April 10, 2017 and the NPLH Program Technical Assistance Grant Guidelines released by HCD.

**NOW, THEREFORE, THE HUMBOLDT COUNTY BOARD OF SUPERVISORS
RESOLVES AS FOLLOWS:**

1. The County's submission of the NPLH Technical Assistance Grant Application dated September 26, 2017 for funding in the amount of Seventy-Five Thousand Dollars (\$75,000.00) is hereby ratified.
2. If the County's NPLH Technical Assistance Grant Application dated September 26, 2017 is approved by HCD, the Humboldt County Department of Health and Human Services Director, or a designee thereof, is hereby authorized to enter into, execute and deliver a State of California Standard Agreement ("State Standard Agreement") for the amount of Seventy-Five Thousand Dollars (\$75,000.00), and any future amendments thereto, along with any and all other documents required or deemed necessary or appropriate to evidence and secure the NPLH Technical Assistance Grant and the County's obligations related thereto.
3. The County shall be subject to the terms and conditions specified in the State Standard Agreement, California Welfare and Institutions Code Sections 5849.1, et seq.), and any applicable NPLH Technical Assistance Grant Guidelines published by HCD. NPLH Technical Assistance Grant funds are to be used for allowable project expenditures as specifically identified in the State Standard Agreement. The County's NPLH Technical Assistance Grant Application dated September 26, 2017 will be incorporated into the State Standard Agreement as though fully set forth therein. Any and all activities funded, information provided and timelines represented in the County's NPLH Technical Assistance Grant Application dated September 26, 2017 will be enforceable through the executed State Standard Agreement. The County hereby agrees to use all NPLH Technical Assistance Grant funds received thereby for eligible uses in the manner presented in the County's NPLH Technical

BOARD OF SUPERVISORS, COUNTY OF HUMBOLDT, STATE OF CALIFORNIA
Certified copy of portion of proceedings, Meeting of February 27, 2018

RESOLUTION NO. 18-10

Assistance Grant Application dated September 26, 2017 as approved by HCD and in accordance with the NPLH Technical Assistance Grant NOFA dated April 10, 2017, the NPLH Technical Assistance Grant Guidelines and the State Standard Agreement.

Dated: February 27, 2018



Ryan Sundberg, Chair
Humboldt County Board of Supervisors

Adopted on motion by Supervisor Wilson, seconded by Supervisor Bass, and the following vote:

AYES:	Supervisors	Bohn, Fennell, Sundberg, Bass, Wilson
NAYS:	Supervisors	--
ABSENT:	Supervisors	--
ABSTAIN:	Supervisors	--

STATE OF CALIFORNIA)
County of Humboldt)

I, KATHY HAYES, Clerk of the Board of Supervisors, County of Humboldt, State of California, do hereby certify the foregoing to be an original made in the above-entitled matter by said Board of Supervisors at a meeting held in Eureka, California.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the Seal of said Board of Supervisors.



By Ryan Sharp
Deputy Clerk of the Board of Supervisors of the
County of Humboldt, State of California

**DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT
DIVISION OF FINANCIAL ASSISTANCE**

2020 W. El Camino Avenue, Suite 500
Sacramento, CA 95833
(916) 263-2771 / FAX (916) 263-2763
www.hcd.ca.gov



April 10, 2017

MEMORANDUM FOR: ALL POTENTIAL APPLICANTS

FROM: Laura A. Whittall-Scherfee, Deputy Director
Division of Financial Assistance

SUBJECT: Notice of Funding Availability - \$6.2 Million Technical Assistance Grants for No Place Like Home Program

The Department of Housing and Community Development (HCD) is pleased to announce the availability of approximately \$6.2 million in funding for Technical Assistance (TA) Grants for the No Place Like Home (NPLH) Program. The NPLH Program provides loans and grants to counties investing in permanent supportive housing for persons who are in need of mental health services and are experiencing homelessness, chronic homelessness, or are at risk-of chronic homelessness within their jurisdiction. The amount of the TA Grant awards will vary by county, based on population. Counties must apply for funds by the application deadline of September 30, 2017, to qualify for a grant.

A complete original application must be submitted no later than **5:00 p.m. Pacific Standard Time on September 30, 2017**, delivered by private courier or U.S. Mail.

The NPLH TA Grant application form and guidelines are posted on the [HCD](http://www.hcd.ca.gov) website. Questions may be directed to the NPLH Program at (916) 263-2771 or via email to NPLH@hcd.ca.gov. Additional program information may be obtained on the NPLH website at <http://www.hcd.ca.gov/grants-funding/active-funding/nplh.shtml>.

Attachment

2017 NOTICE OF FUNDING AVAILABILITY

NO PLACE LIKE HOME PROGRAM TECHNICAL ASSISTANCE GRANTS



**State of California
Governor Edmund G. Brown Jr.**

**Alexis Podesta, Secretary
Business, Consumer Services and Housing Agency**

**Ben Metcalf, Director
Department of Housing and Community Development**

2020 West El Camino Avenue, Suite 500, Sacramento, CA 95833
Telephone: (916) 263-2771
Website: <http://www.hcd.ca.gov/grants-funding/active-funding/nplh.shtml>

April 10, 2017

2017 NOTICE OF FUNDING AVAILABILITY (NOFA) NO PLACE LIKE HOME PROGRAM TECHNICAL ASSISTANCE GRANTS

INTRODUCTION

On July 1, 2016, Governor Brown signed legislation¹ enacting the No Place Like Home (NPLH) Program to dedicate \$2 billion in bond proceeds for the development of permanent supportive housing for persons who are in need of mental health services and are experiencing homelessness, chronic homelessness, or are at-risk of chronic homelessness. Welfare and Institutions Code Section 5849.10 appropriates \$6.2 million from the Mental Health Services Fund to provide technical assistance to counties related to the NPLH Program.

FUNDING AVAILABLE

The Department of Housing and Community Development (HCD) is announcing the availability of approximately \$6.2 million in funding for Application Preparation and Technical Assistance Grants (TA Grants) for the NPLH Program. Funding is made available from the Mental Health Services Fund pursuant to an appropriation provided by subsection (a) of Section 5849.10 of the Welfare and Institutions Code.

PROGRAM SUMMARY

NPLH Program TA Grants will be awarded to counties² to fund eligible activities that support the planning, design and implementation of Coordinated Entry Systems, permanent supportive housing and the accompanying supportive services for individuals suffering from serious mental illness. Additional information on eligible activities and other requirements is contained in the NPLH Program Technical Assistance Guidelines that are available on the HCD webpage at <http://www.hcd.ca.gov/grants-funding/active-funding/nplh.shtml>.

TECHNICAL ASSISTANCE GRANT AMOUNTS

Upon submission of an application (on the HCD form provided) and approval by HCD, HCD shall award funds in the form of a grant as follows:

- \$150,000 to the County of Los Angeles and to large counties (population greater than 750,000);
- \$100,000 to medium counties (population between 200,000 to 750,000); and
- \$75,000 to small counties (population less than 200,000).

¹ AB 1618, Chapter 43, Statutes of 2016, effective July 1, 2016, as amended by AB 1628, Chapter 322, Statutes of 2016, effective September 13, 2016.

² The definition of county includes a city and a county, and a city receiving funds pursuant to Section 5701.5 of the Welfare and Institutions Code.

APPLICATION SUBMISSION REQUIREMENTS

Applications will be accepted beginning the first business day following release of this NOFA and must be received by HCD no later than **5:00 p.m. on September 30, 2017**. HCD will only accept applications through a postal carrier service such as U.S. Postal Service, UPS, Fed Ex or other carrier services that provide date stamp verification confirming delivery to HCD's office. Please contact HCD if delivery is not completed by fault of the private courier/U.S. Mail.

Personal deliveries are not accepted. The delivery address is:

Department of Housing & Community Development
Division of Financial Assistance
No Place Like Home Program
2020 West El Camino Avenue, Suite 500
Sacramento, CA 95833

Applications that do not meet the filing deadline will not be eligible for funding. Applications must be on the HCD form provided and cannot be altered or modified by the Applicant.

THRESHOLD REQUIREMENTS

All applications must meet the following threshold requirements:

- Completed and signed original application.
- Resolution from the governing body of the jurisdiction (typically the County Board of Supervisors), with specific permission to apply for and receive NPLH Program Technical Assistance Grant funds. For a sample Resolution, see Attachment A.

APPLICANT NOTIFICATION

Applicants will be notified within 30 days of HCD's receipt of their application regarding the status of the application and any additional information required.

AWARD LETTER AND STANDARD AGREEMENT

Successful applicants will receive an Award Letter from HCD and will be awarded funds through the Standard Agreement process that will specify, among other things, the amount of funds granted, timeline for expenditure of funds, and the approved use of funds. Expenditure report dates and other requirements will also be identified in the NPLH Program TA Grant Award Standard Agreement.

Attachment A

SAMPLE RESOLUTION

RESOLUTION NO. 2017-XX

A RESOLUTION OF THE COUNTY BOARD OF SUPERVISORS OF [COUNTY NAME]

AUTHORIZING APPLICATION FOR, AND RECEIPT OF, NO PLACE LIKE HOME PROGRAM TECHNICAL ASSISTANCE GRANT FUNDS

WHEREAS, the State of California, Department of Housing and Community Development (Department) has issued a Notice of Funding Availability dated April 10, 2017 (NOFA), for its No Place Like Home (NPLH) Program Technical Assistance Grants; and

WHEREAS, the County of _____ (County) desires to submit a project application for the NPLH Program and will submit a 2017 Technical Assistance Grant Application as described in the NPLH Program Technical Assistance Grants NOFA and NPLH Program Technical Assistance Grant Guidelines released by the Department for the NPLH Program; and

WHEREAS, the Department is authorized to provide up to \$6.2 million from the Mental Health Services Act Fund for technical assistance and application preparation assistance to Counties (as described in Welfare and Institutions Code §5849.10) related to the NPLH Program.

NOW, THEREFORE, THE COUNTY OF _____ RESOLVES AS FOLLOWS:

SECTION 1. The County is hereby authorized and directed to apply for and submit to the Department the 2017 NPLH Program Technical Assistance Grant Application released April 10, 2017 in the amount of \$_____.

SECTION 2. In connection with the NPLH Program Technical Assistance Grant, if the application is approved by the Department, the County is authorized to enter into, execute, and deliver a State of California Standard Agreement (Standard Agreement) for the amount of \$_____, and any and all other documents required or deemed necessary or appropriate to evidence and secure the NPLH Program Technical Assistance Grant, the County's obligations related thereto, and all amendments thereto (collectively, the "NPLH Technical Assistance Grant Documents").

SECTION 3. The County shall be subject to the terms and conditions as specified in the Standard Agreement, the NPLH Program Technical Assistance Guidelines, the NPLH statute (Welfare and Institutions Code §5849.1 et. Seq.), and any applicable NPLH Program guidelines published by the Department. Funds are to be used for allowable project expenditures as

specifically identified in the Standard Agreement. The application in full is incorporated as part of the Standard Agreement. Any and all activities funded, information provided, and timelines represented in the application will be enforceable through the executed Standard Agreement. The County hereby agrees to use the funds for eligible uses in the manner presented in the application as approved by the Department and in accordance with the NPLH Program Technical Assistance Grant NOFA, the NPLH Program Technical Assistance Guidelines, and 2017 NPLH Program Technical Assistance Grant Application.

SECTION 4. The County Executive or designee is authorized and directed to execute the County of _____ NPLH Program Technical Assistance Grant Application, the NPLH Program Technical Assistance Grant Documents, and any amendments thereto, on behalf of the County as required by the Department for receipt of the NPLH Program Technical Assistance Grant.

ADOPTED _____, 2017, by the County Board of Supervisors of the County of _____ by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

County Executive

ATTEST:

APPROVED AS TO FORM:

County Clerk

County Attorney



Humboldt County
Department of
Health & Human
Services

Administration
Connie Beck, Director
507 F Street, Eureka, CA 95501
phone: (707) 441-5400 | fax: (707) 441-5412

September 26, 2017

Department of Housing & Community Development
Division of Financial Assistance
No Place Like Home Program
2020 West El Camino Avenue, Suite 500
Sacramento, CA 95833

Dear Department of Housing & Community Development:

The County of Humboldt (County) desires to submit a project application for the NPLH Program and will submit a 2017 Technical Assistance Grant Application as described in the NPLH Program Technical Assistance Grants NOFA and NPLH Program Technical Assistance Grant Guidelines released by the Department for the NPLH Program.

The County is hereby authorized and directed to apply for and submit to the Department the 2017 NPLH Program Technical Assistance Grant Application released April 10, 2017 in the amount of \$75,000.

In connection with the NPLH Program Technical Assistance Grant, if the application is approved by the Department, the County is authorized to enter into, execute, and deliver a State of California Standard Agreement (Standard Agreement) for the amount of \$75,000, and any and all other documents required or deemed necessary or appropriate to evidence and secure the NPLH Program Technical Assistance Grant, the County's obligations related thereto, and all amendments thereto (collectively, the "NPLH Technical Assistance Grant Documents").

The County shall be subject to the terms and conditions as specified in the Standard Agreement, the NPLH Program Technical Assistance Guidelines, the NPLH statute (Welfare and Institutions Code §5849.1 et. Seq.), and any applicable NPLH Program guidelines published by the Department. Funds are to be used for allowable project expenditures as specifically identified in the Standard Agreement. The application in full is incorporated as part of the Standard Agreement. Any and all activities funded, information provided, and timelines represented in the application will be enforceable through the executed Standard Agreement. The County hereby agrees to use the funds for eligible uses in the manner presented in the application as approved by the Department and in accordance with the NPLH Program Technical Assistance Grant NOFA, the NPLH Program Technical Assistance Guidelines, and 2017 NPLH Program Technical Assistance Grant Application.

The County Executive or designee is authorized and directed to execute the County of Humboldt NPLH Program Technical Assistance Grant Application, the NPLH Program Technical Assistance Grant Documents, and any amendments thereto, on behalf of the County as required by the Department for receipt of the NPLH Program Technical Assistance Grant.

Mental Health
phone: (707) 268-2990
fax: (707) 476-4049

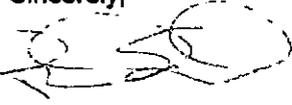
Public Health
phone: (707) 445-6200
fax: (707) 445-6097

Social Services
phone: (707) 476-4700
fax: (707) 441-2096

Humboldt County Department of Health & Human Services

The Humboldt County Board of Supervisor has authorized the County Administrative Office (CAO) to grant approval to departments to apply for grants such as this one, and the CAO has authorized the Department of Health and Human Services to apply for this grant. Please see the attached Board of Supervisors approval of the Procedure for Grants.

Sincerely,

A handwritten signature in black ink, appearing to read "Paul Sheppard", with a large, stylized flourish at the end.

Paul Sheppard
Assistant Director- Administration

County

A. APPLICATION INFORMATION

Applicant (County) Name:	Humboldt County				
Mailing Address:	507 F St.				
City:	Eureka	State:	CA	Zip:	95501
County:	Humboldt County				
Website:	Humboldt County				
Authorized Representative Name:	Paul Sheppard				
Authorized Representative Title:	Assistant Director				
Phone:	(707) 441-5407			Fax:	(707) 441-9522
Email:	PSheppard@co.humboldt.ca.us				
Contact Person Name:	Robert Ward				
Contact Person Title:	Administrative Analyst				
Phone:	(707) 441-5028			Fax:	(707) 444-9522
Email:	RWard@co.humboldt.ca.us				

B. CERTIFICATION

Please print name and sign and date on the original application to this department.

As the official designated by the Governing Body, I hereby certify that if approved by the Department for funding, I assume the responsibilities specified in the NPLH Program Technical Assistance Notice of Funding Availability and Technical Assistance Program Guidelines and that the information and attachments contained in this application are, to the best of my knowledge and belief, true and correct.

Signature:	
Name:	Paul Sheppard
Title:	Assistant Director
Date:	9/26/17

C. TECHNICAL ASSISTANCE FUNDS

Technical assistance funds are available to eligible counties based on population size. Please attach the appropriate form.

HCD shall provide funds to a county as follows:

- \$150,000 to the County of Los Angeles and to large counties (population greater than 750,000)
- \$100,000 to medium counties (population between 200,000 to 750,000)
- \$75,000 to small counties (population less than 200,000)

County:

D. ELIGIBLE USE OF FUNDS

Select the proposed eligible use of funds below. Please select all that apply.

Eligible use of technical assistance funds includes, but is not limited to, funding activities to support assistance around the performance of the following activities:

- Applying for NPLH program funds
- Implementing NPLH activities
- Coordinating NPLH funded activities with local homelessness systems, including Coordinating Entry Systems
- Collecting NPLH data, sharing data amongst multiple systems, evaluating program activities, and meeting other NPLH program requirements related to these systems
- Implementing other capacity-building activities related to creating permanent supportive housing models suitable for the Target Population
- Delivering a range of supportive services to tenants
- Developing or updating a county homeless plan
- Other: (Please list -- see examples below)

E. OTHER ELIGIBLE USE OF FUNDS

Other eligible use of funds may include, but is not limited to, the following:

- A. Hiring staff or consultants to assist with:
 - 1. identifying potential site for permanent supportive housing,
 - 2. developing a process to identify potential developers,
 - 3. monitoring activities of developers to ensure adherence with NPLH Program requirements,
 - 4. brokering relationships between the county and affordable housing developers and/or housing authorities, and
 - 5. identifying and applying for additional resources for capital, supportive services, and operating costs.
- B. Coordinating and partnering with other county and community providers (e.g. social services, healthcare, education, and homeless providers and law enforcement entities) to increase understanding of the intersections and overlapping needs of these sectors' shared homeless clientele
- C. Coordinating and communicating with HCD, Department Health Care Services, and other state agencies to support learning, identification of additional training and technical assistance needs and regional collaboration
- D. Developing a homeless plan

¹Additional information is available in the NPLH Program TA Grant Guidelines.

County:

F. APPLICATION REQUIREMENTS

All applicants must submit one complete and signed original hard copy of this application with a signed Resolution. Applications transmitted by facsimile will not be accepted. Applications will be accepted by the Department until 5:00 p.m. on September 30, 2017 as specified in the Notice of Funding Availability

G. THRESHOLD REQUIREMENTS

All applications must meet the following threshold requirements:

- Completed and signed original application
- Resolution signed by the Governing Body authorizing Applicant to apply for and accept NPLH Program Technical Assistance Grant funds

H. LEGISLATIVE INFORMATION

Applicants must complete the following Legislative Information

District Number	Assembly:	2
	Senate:	2
	Congress	2

I. CHECKLIST

Applicants may utilize the following checklist to ensure that all requirements are met with the submission of the application.

- Completed and signed original application
- Applicant's Information
- Legislative Information
- Resolution signed by Governing Body