

**MEMORANDUM OF UNDERSTANDING
BY AND BETWEEN
COUNTY OF HUMBOLDT
AND
HUMBOLDT HOUSING AND HOMELESSNESS COALITION
FOR FISCAL YEARS 2023-2024 THROUGH 2027-2028**

This Memorandum of Understanding (“MOU”), entered into this 5th day of March 2024, by and between the County of Humboldt, a political subdivision of the State of California, hereinafter referred to as “COUNTY,” and the Humboldt Housing and Homelessness Coalition, a California Continuum of Care, hereinafter referred to as “HHHC,” is made upon the following considerations:

WHEREAS, on September 29, 2023, the California Homeless Coordinating and Financing Council announced the availability of One Billion Dollars (\$1,000,000,000.00) in noncompetitive block grant funding through the fifth round of the Homeless Housing, Assistance and Prevention Program (“HHAP Program”) for the purpose of creating and implementing regionally coordinated plans that organize and deploy the full array of homelessness programs and resources comprehensively and effectively; and

WHEREAS, pursuant to the HHAP Program allocation formula, which is based on the proportionate share of the state’s total homeless population, the California Interagency Council on Homelessness allocated Two Million Three Hundred Eighty-One Thousand Three Hundred Eleven Dollars and Ninety-One Cents (\$2,381,311.91) to HHHC and Two Million Two Hundred Eighty-Four Thousand Six Hundred Fifty-Seven Dollars and Eighty-Four Cents (\$2,284,657.84) to COUNTY; and

WHEREAS, HHHC has designated COUNTY as its Administrative Entity and authorized the County to file a joint application for HHAP Program funding on its behalf for a combined allocation of Four Million Six Hundred Sixty-Five Thousand Nine Hundred Sixty-Nine Dollars and Seventy-Five Cents (\$4,665,969.75); and

WHEREAS, pursuant to California Health and Safety Code Section 50233(c), COUNTY and HHHC must submit a Regionally Coordinated Homelessness Action Plan that sets forth a strategic approach to addressing homelessness within Humboldt County in order to receive HHAP Program funding; and

WHEREAS, in accordance with applicable HHAP Program requirements, COUNTY and HHHC desire to enter into an agreement that commits each party to uphold, participate in and comply with the actions, roles and responsibilities set forth in the Regionally Coordinated Homelessness Action Plan.

NOW THEREFORE, in consideration of the foregoing and the mutual promises contained herein, COUNTY and HHHC hereby mutually agree as follows:

1. RIGHTS AND RESPONSIBILITIES OF THE PARTIES:

A. Mutual Commitments. Each party hereby agrees to uphold, participate in, and comply with the actions, roles and responsibilities set forth in the Regionally Coordinated Homelessness Action Plan, which is attached hereto as Exhibit A – Regionally Coordinated Homelessness Action Plan, and incorporated herein by reference as if set forth in full, by committing to all of the following:

1. The roles and responsibilities described in Section 2.1 of the Regionally Coordinated Homelessness Action Plan as they pertain to outreach and site coordination, siting and use of available public land, the development of interim and permanent housing options and coordinating, connecting and delivering services to individuals experiencing homelessness or at risk of experiencing homelessness, within Humboldt County.

2. The key actions described in Section 2.2 of the Regionally Coordinated Homelessness Action Plan that pertain to improving systemwide performance measures.
3. The key actions described in Section 2.3 of the Regionally Coordinated Homelessness Action Plan that pertain to ensuring racial and gender equity in service delivery, housing placements, housing retention and any other means to affirm equitable access to housing and services for racial and ethnic groups overrepresented among residents experiencing homelessness.
4. The key actions described in Section 2.4 of the Regionally Coordinated Homelessness Action Plan that pertain to reducing homelessness among individuals exiting institutional settings, including, without limitation, jails, prisons, hospitals and behavioral health facilities.
5. The roles and responsibilities described in Section 2.5 of the Regionally Coordinated Homelessness Action Plan that pertain to utilizing local, state and federal funding programs to end homelessness within Humboldt County.
6. The roles and responsibilities described in Section 2.5 of the Regionally Coordinated Homelessness Action Plan that pertain to connecting individuals to wrap-around services from all eligible federal, state and local benefit programs.

B. Project Implementation. Each party shall collaborate, and maintain regular communication, with the other party throughout the term of this MOU in order to plan and organize information, including, without limitation, participating in regular meetings as requested by each party.

2. TERM:

This MOU shall begin on March 26, 2024 and shall remain in full force and effect until June 30, 2028, unless extended by a valid amendment hereto or sooner terminated as set forth herein.

3. TERMINATION:

A. Termination for Cause. Either party may immediately terminate this MOU, upon written notice, in the event that the other party materially defaults in performing any obligation under this MOU, or violates any laws, regulations or standards applicable to its performance hereunder.

B. Termination without Cause. Either party may terminate this MOU without cause upon thirty (30) days advance written notice which states the effective date of the termination.

4. NOTICES:

Any and all notices required to be given pursuant to the terms and conditions of this MOU shall be in writing and either served personally or sent by certified mail, return receipt requested, to the respective addresses set forth below. Notice shall be effective upon actual receipt or refusal as shown on the receipt obtained pursuant to the foregoing.

COUNTY: Humboldt County Department of Health and Human Services
 Attention: Connie Beck, Director
 507 F Street
 Eureka, California 95501

HHHC: Humboldt Housing and Homelessness Coalition
Attention: Saul Lopez, Co-Chair
109 Fourth Street
Eureka, California 95501

5. REPORTING REQUIREMENTS:

Each party hereby agrees to prepare and submit any and all reports that may be required by any local, state and/or federal agencies for compliance with this MOU. Each party shall submit one (1) hard copy and one (1) electronic copy of any and all reports required pursuant to the terms and conditions of this MOU in a format that complies with the Americans with Disabilities Act, and any other applicable local, state and federal accessibility laws, regulations and standards. Any and all reports required pursuant to the terms and conditions of this MOU shall be submitted in accordance with any and all applicable timeframes using the format required by the State of California as appropriate.

6. RECORD RETENTION AND INSPECTION:

- A. Maintenance and Preservation of Records. Each party hereby agrees to timely prepare accurate and complete records, documents and other evidence relating to its performance hereunder, and to maintain and preserve said records for a period of three (3) years after the expiration or termination of this MOU, or as otherwise required by any and all applicable local, state and federal laws, regulations and standards, except that if any litigation, claim, negotiation, audit or other action is pending, such records shall be retained until completion and resolution of all issues arising therefrom.
- B. Inspection of Records. Each party hereby agrees to make any and all records, documents and other evidence relating to its performance hereunder available during normal business hours to inspection, audit and reproduction by any duly authorized local, state and/or federal agencies for a period of three (3) years after expiration or termination of this MOU, or as otherwise required by any and all local, state and federal laws, regulations or standards. Each party further agrees to allow interviews of any of its employees who might reasonably have information related to such records by any duly authorized local, state and/or federal agencies. Any and all examinations and audits conducted hereunder shall be strictly confined to those matters connected with the performance of this MOU, including, without limitation, the costs associated with the administration of this MOU.
- C. Audit Costs. In the event of an audit exception or exceptions related to the performance of this MOU, the party responsible for not meeting the requirements set forth herein shall be responsible for the cost of the audit.

7. CONFIDENTIAL INFORMATION:

- A. Disclosure of Confidential Information. In the performance of this MOU, each party may receive information that is confidential under local, state or federal law. Each party hereby agrees to protect all confidential information in conformance with any and all applicable local, state and federal laws, regulations, policies, procedures and standards, including, without limitation: Division 19 of the California Department of Social Services Manual of Policies and Procedures – Confidentiality of Information; California Welfare and Institutions Code Sections 827, 5328, 10850 and 14100.2; California Health and Safety Code Sections 1280.15 and 1280.18; the California Information Practices Act of 1977; the California Confidentiality of Medical Information Act (“CMIA”); the United States Health Information Technology for Economic and Clinical Health Act (“HITECH Act”); the United States Health Insurance Portability and

Accountability Act of 1996 (“HIPAA”) and any current and future implementing regulations promulgated thereunder, including, but not limited to, the Federal Privacy Regulations contained in Title 45 of the Code of Federal Regulations (“C.F.R.”) Parts 160 and 164, the Federal Security Standards contained in 45 C.F.R. Parts 160, 162 and 164 and the Federal Standards for Electronic Transactions contained in 45 C.F.R. Parts 160 and 162, all as may be amended from time to time.

- B. Continuing Compliance with Confidentiality Requirements. Each party hereby acknowledges that local, state and federal laws, regulations and standards pertaining to confidentiality, electronic data security and privacy are rapidly evolving and that amendment of this MOU may be required to ensure compliance with such developments. Each party hereby agrees to promptly enter into negotiations concerning an amendment to this MOU embodying written assurances consistent with the requirements of HIPAA, the HITECH Act, the CMIA and any other applicable local, state and federal laws, regulations or standards.

8. NON-DISCRIMINATION COMPLIANCE:

- A. Nondiscriminatory Delivery of Social Services. In connection with the execution of this MOU, neither party shall unlawfully discriminate in the administration of public assistance and social services programs. Each party hereby assures that no person shall be excluded from participation in, be denied benefits of, or be subjected to discrimination under any program or activity receiving local, state or federal financial assistance because of: race; religion or religious creed; color; age, over forty (40) years of age; sex, including, without limitation, gender identity and expression, pregnancy, childbirth and related medical conditions; sexual orientation, including, without limitation, heterosexuality, homosexuality and bisexuality; national origin; ancestry; marital status; medical condition, including, without limitation, cancer and genetic characteristics; mental or physical disability, including, without limitation, HIV status and AIDS; political affiliation; military service; denial of family care leave; or any other classifications protected by any and all applicable local, state or federal laws, regulations or standards, all as may be amended from time to time.
- B. Professional Services and Employment. In connection with the execution of this MOU, neither party shall unlawfully discriminate in the provision of professional services or against any employee or applicant for employment because of: race; religion or religious creed; color; age (over forty (40) years of age); sex, including, without limitation, gender identity and expression, pregnancy, childbirth and related medical conditions; sexual orientation, including, without limitation, heterosexuality, homosexuality and bisexuality; national origin; ancestry; marital status; medical condition, including, without limitation, cancer and genetic characteristics; mental or physical disability, including, without limitation, HIV status and AIDS; political affiliation; military service; denial of family care leave; or any other classifications protected by any applicable local, state or federal laws, regulations or standards, all as may be amended from time to time. Nothing herein shall be construed to require employment of unqualified persons.
- C. Compliance with Anti-Discrimination Laws. Each party further assures that it will abide by the applicable provisions of: Title VI and Title VII of the Civil Rights Act of 1964; Section 504 of the Rehabilitation Act of 1973; the Age Discrimination Act of 1975; the Food Stamp Act of 1977; Title II of the Americans with Disabilities Act of 1990; the California Fair Employment and Housing Act; California Civil Code Sections 51, *et seq.*; California Government Code Sections 4450, *et seq.*; California Welfare and Institutions Code Section 10000; Division 21 of the California Department of Social Services Manual of Policies and Procedures; United States Executive Order 11246, as amended and supplemented by United States Executive Order 11375 and 41 C.F.R. Part 60; and any other applicable local, state or federal laws, regulations or standards, all as may be amended from time to time. The applicable regulations of the California

Fair Employment and Housing commission implementing California Government Code Section 12990, set forth in Sections 8101, *et seq.* of Title 2 of the California Code of Regulations are incorporated into this MOU by reference and made a part hereof as if set forth in full.

9. NUCLEAR-FREE HUMBOLDT COUNTY ORDINANCE COMPLIANCE:

By executing this MOU, HHHC certifies that it is not a Nuclear Weapons Contractor, in that HHHC is not knowingly or intentionally engaged in the research, development, production or testing of nuclear warheads, nuclear weapons systems or nuclear weapons components as defined by the Nuclear-Free Humboldt County Ordinance. HHHC hereby agrees to notify COUNTY immediately if it becomes a Nuclear Weapons Contractor as defined above. COUNTY may immediately terminate this MOU if it determines that the foregoing certification is false or if HHHC subsequently becomes a Nuclear Weapons Contractor.

10. DRUG-FREE WORKPLACE CERTIFICATION:

By executing this MOU, each party certifies that it will provide a drug-free workplace in accordance with the requirements of the Drug-Free Workplace Act of 1990 by doing all of the following:

- A. Drug-Free Policy Statement. Publish, as required by California Government Code Section 8355(a)(1), a Drug-Free Policy Statement which notifies employees that the unlawful manufacture, distribution, dispensation, possession or use of a controlled substance is prohibited, and specifies the actions to be taken against employees for violations.
- B. Drug-Free Awareness Program. Establish, as required by California Government Code Section 8355(a)(2), a Drug-Free Awareness Program which informs employees about the following:
 1. The dangers of drug abuse in the workplace;
 2. The party's policy of maintaining a drug-free workplace;
 3. Any available counseling, rehabilitation and employee assistance programs; and
 4. Penalties that may be imposed upon employees for drug abuse violations.
- C. Drug-Free Employment Agreement. Ensure, as required by California Government Code Section 8355(a)(3), that each employee responsible for carrying out the parties' duties and obligations hereunder shall:
 1. Receive a copy of the party's Drug-Free Policy Statement; and
 2. Agree to abide by the party's Drug-Free Policy as a condition of employment.
- D. Effect of Non-Compliance. Failure to comply with the requirements set forth herein may result in termination of this MOU and/or ineligibility for award of future contracts.

11. INDEMNIFICATION:

- A. Mutual Indemnity. Each party hereto shall hold harmless, defend and indemnify the other party and its agents, officers, officials, employees and volunteers from and against any and all claims, demands, losses, damages, liabilities, expenses and costs of any kind or nature, including, without limitation, attorney's fees and other costs of litigation, arising out of, or in connection

with, the negligent performance of, or failure to comply with, any of the duties and/or obligations contained herein, except such loss or damage which was caused by the sole negligence or willful misconduct of the other party or its agents, officers, officials, employees or volunteers.

- B. Comparative Liability. Notwithstanding anything to the contrary, in the event that both parties are held to be negligently or willfully responsible, each party shall bear its proportionate share of liability as determined in any such proceeding. In such cases, each party shall bear its own costs and attorneys' fees.
- C. Effect of Insurance. Acceptance of the insurance required by this MOU shall not relieve either party from liability under this provision. This provision shall apply to any and all claims for damages related to either party's performance hereunder, regardless of whether any insurance is applicable or not. The insurance requirements set forth herein shall not act as a limitation upon the indemnification or defense to be provided hereunder.

12. INSURANCE REQUIREMENTS:

- A. General Insurance Requirements. Without limiting the parties' indemnification obligations set forth herein, each party shall maintain in full force and effect, at its own expense, any and all appropriate comprehensive general liability, comprehensive automobile, workers' compensation and professional liability insurance policies.
- B. Insurance Notices. Any and all notices regarding the insurance required hereunder shall be sent to the addresses set forth below in accordance with the notice requirements contained herein.

COUNTY: County of Humboldt
Attention: Risk Management
825 Fifth Street, Room 131
Eureka, California 95501

HHHC: Humboldt Housing and Homelessness Coalition
Attention: Saul Lopez, Co-Chair
108 Fourth Street
Eureka, California 95501

13. RELATIONSHIP OF PARTIES:

It is understood that this MOU is by and between two (2) independent entities and is not intended to, and shall not be construed to, create the relationship of agent, servant, employee, partnership, joint venture or any other similar association. Each party shall be solely responsible for the acts or omissions of its agents, officers, employees, assignees and subcontractors.

14. COMPLIANCE WITH APPLICABLE LAWS, REGULATIONS AND STANDARDS:

- A. General Legal Requirements. Each party hereby agrees to comply with any and all local, state and federal laws, regulations, policies, procedures and standards applicable to its performance hereunder.
- B. Licensure Requirements. Each party hereby agrees to comply with any and all local, state and federal licensure, certification and accreditation requirements, applicable to its performance hereunder.

C. Accessibility Requirements. Each party hereby agrees to comply with any and all applicable accessibility requirements set forth in the Americans with Disabilities Act, Section 508 of the Rehabilitation Act of 1973, as amended, California Government Code Section 11135 and any current and future implementing regulations, policies, procedures and standards promulgated thereunder, including, without limitation, the federal accessibility standards set forth in 36 C.F.R. Section 1194.1, all as may be amended from time to time.

C. Conflict of Interest Requirements. Each party hereto agrees to comply with any and all applicable conflict of interest requirements set forth in the California Political Reform Act and any current and future implementing regulations, policies, procedures and standards promulgated thereunder, including, without limitation, COUNTY's Conflict of Interest Code, all as may be amended from time to time.

15. PROVISIONS REQUIRED BY LAW:

This MOU is subject to any additional local, state and federal restrictions, limitations or conditions that may affect the terms, conditions or funding of this MOU. This MOU shall be read and enforced as though all legally required provisions are included herein, and if for any reason any such provision is not included, or incorrectly stated, the parties agree to amend the pertinent section to make such insertion or correction.

16. REFERENCE TO LAWS, REGULATIONS AND STANDARDS:

In the event any law, regulation or standard referred to herein is amended during the term of this MOU, the parties agree to comply with the amended provision as of the effective date of such amendment.

17. PROTOCOLS:

Each party hereby agrees that the inclusion of additional protocols may be required to make this MOU specific. All such protocols shall be negotiated, determined and agreed upon by each of the parties hereto.

18. SEVERABILITY:

If any provision of this MOU, or any portion thereof, is found by any court of competent jurisdiction to be unenforceable or invalid for any reason, such provision shall be severable and shall not in any way impair the enforceability of any other provision of this MOU.

19. ASSIGNMENT:

Neither party shall delegate its duties nor assign its rights hereunder, either in whole or in part, without the other party's prior written consent. Any assignment in violation of this provision shall be void, and shall be cause for immediate termination of this MOU. This provision shall not be applicable to service agreements or other arrangements usually or customarily entered into by either party to obtain supplies, technical support or professional services.

20. AGREEMENT SHALL BIND SUCCESSORS:

All provisions of this MOU shall be fully binding upon, and shall inure to the benefit of, the parties and to each of their heirs, executors, administrators, successors and permitted assigns.

////

21. NO WAIVER OF DEFAULT:

The waiver by either party of any breach of this MOU shall not be deemed to be a waiver of any such breach in the future, or of the breach of any other requirement of this MOU.

22. NON-LIABILITY OF OFFICIALS AND EMPLOYEES:

No official or employee of either party shall be personally liable for any default or liability under this MOU.

23. AMENDMENT:

This MOU may be amended at any time during the term hereof upon the mutual consent of both parties. No addition to, or alteration of, the terms of this MOU shall be valid unless made in writing and signed by an authorized representative of each party hereto.

24. STANDARD OF PRACTICE:

Each party warrants that it has the degree of learning and skill ordinarily possessed by reputable professionals practicing in similar localities in the same profession and under similar circumstances. Each party's duty is to exercise such care, skill and diligence as professionals engaged in the same profession ordinarily exercise under like circumstances.

25. JURISDICTION AND VENUE:

This MOU shall be construed in accordance with the laws of the State of California. Any dispute arising hereunder, or relating hereto, shall be litigated in the State of California and venue shall lie in the County of Humboldt unless transferred by court order pursuant to California Code of Civil Procedure Sections 394 or 395.

26. ADVERTISING AND MEDIA RELEASE:

Each party shall obtain the written approval of the other party before any informational material related to this MOU may be used as advertising or released to the media, including, without limitation, television, radio, newspapers and internet. Each party shall inform the other party of any and all requests for interviews by the media related to this MOU before such interviews take place. Each party shall be entitled to have a representative present at any and all interviews concerning the subject matter of this MOU. Any and all notices required by this provision shall be provided in accordance with the notice requirements set forth herein.

27. SURVIVAL OF PROVISIONS:

The duties and obligations of the parties set forth in Section 6 – Record Retention and Inspection, Section 7 – Confidential Information and Section 11 – Indemnification shall survive the expiration or termination of this MOU.

28. CONFLICTING TERMS OR CONDITIONS:

In the event of any conflict in the terms or conditions set forth in any other agreements in place between the parties hereto and the terms and conditions set forth in this MOU, the terms and conditions set forth herein shall have priority.

29. INTERPRETATION:

This MOU, as well as its individual provisions, shall be deemed to have been prepared equally each of the parties hereto, and shall not be construed or interpreted more favorably for one (1) party on the basis that the other party prepared it.

30. INDEPENDENT CONSTRUCTION:

The titles of the sections and subsections set forth herein are inserted for convenience of reference only and shall be disregarded in construing or interpreting any of the provisions of this MOU.

31. FORCE MAJEURE:

No party hereto shall be liable or responsible for delays or failures in performance resulting from events beyond the reasonable control, and without the fault or negligence, of such party. Such events shall include, without limitation, acts of God, strikes, lockouts, riots, acts of war, epidemics, pandemics, acts of government, fire, power failures, nuclear accidents, earthquakes, unusually severe weather, acts of terrorism or other disasters, whether or not similar to the foregoing.

32. ENTIRE AGREEMENT:

This MOU contains all of the terms and conditions agreed upon by the parties hereto and no other agreements, oral or otherwise, regarding the subject matter of this MOU shall be deemed to exist or to bind either of the parties hereto. In addition, this MOU shall supersede in their entirety any and all prior agreements, promises, representations, understandings and negotiations of the parties, whether oral or written, concerning the same subject matter. Any and all acts which may have already been consummated pursuant to the terms and conditions of this MOU are hereby ratified.

33. COUNTERPART EXECUTION:

This MOU, and any amendments hereto, may be executed in one (1) or more counterparts, each of which shall be deemed to be an original and all of which, when taken together, shall be deemed to be one (1) and the same agreement. This MOU, and any amendments hereto, may be signed by manual or electronic signatures in accordance with any and all applicable local, state and federal laws, regulations and standards, and such signatures shall constitute original signatures for all purposes. A signed copy of this MOU, and any amendments hereto, transmitted by email or by other means of electronic transmission shall be deemed to have the same legal effect as delivery of an original executed copy of this MOU and any amendments hereto.

34. AUTHORITY TO EXECUTE:

Each person executing this MOU represents and warrants that he or she is duly authorized and has legal authority to execute and deliver this MOU. Each party represents and warrants to the other that the execution and delivery of this MOU and the performance of such party's obligations hereunder have been duly authorized.

[Signatures on Following Page]

IN WITNESS WHEREOF, the parties have entered into this MOU as of the first date written above.

HUMBOLDT HOUSING AND HOMELESSNESS COALITION:

By: SL
Name: Saul Lopez
Title: Co-Chair

Date: 3/19/2024

COUNTY OF HUMBOLDT:

By: Rex Bohn
Rex Bohn, Chair
Humboldt County Board of Supervisors

Date: 03/26/2024

INSURANCE AND INDEMNIFICATION REQUIREMENTS APPROVED:

By: Phillips, Amanda
Risk Management

Digitally signed by Phillips, Amanda
Date: 2024.03.20 09:33:02 -0700

Date: _____

LIST OF EXHIBITS:

Exhibit A – Regionally Coordinated Homelessness Action Plan

EXHIBIT A
REGIONALLY COORDINATED HOMELESSNESS ACTION PLAN
Humboldt Housing and Homelessness Coalition
For Fiscal Years 2023-2024 through 2027-2028

[Insert Regionally Coordinated Homelessness Action Plan]

EXHIBIT A
REGIONALLY COORDINATED HOMELESSNESS ACTION PLAN
Humboldt Housing and Homelessness Coalition
For Fiscal Years 2023-2024 through 2027-2028



California Interagency Council on Homelessness

In partnership with the Department of Housing and Community Development



REGIONALLY COORDINATED HOMELESSNESS ACTION PLAN AND APPLICATION TEMPLATE

HOMELESS HOUSING, ASSISTANCE AND PREVENTION PROGRAM
ROUND 5 (HHAP-5)

Purpose of this Template

The California Interagency Council on Homelessness (Cal ICH) in partnership with the Department of Housing and Community Development (HCD) is providing this optional application template, inclusive of the Regionally Coordinated Homelessness Action Plan, for use by jurisdictions seeking funding under Round 5 of the Homeless Housing, Assistance and Prevention Program (HHAP-5).

This template closely mirrors the online application portal and is intended to support the regional development and submission of information required for approval by Cal ICH as required in AB 129 (Health & Safety Code § 50230, et seq.).

This template will not be collected by Cal ICH nor reviewed in lieu of an official application submission. Applicants are responsible for inputting the required information into the online application portal and submitting the official application through the portal no later than 5:00 p.m. on March 27, 2024.

- **PART I: REGIONAL IDENTIFICATION AND CONTRACTING INFORMATION**

- **PART II: REGIONALLY COORDINATED HOMELESSNESS ACTION PLAN**

- 2.1: Participating Jurisdictions' Roles and Responsibilities

- 2.2 Performance Measures and Improvement Plan

- 2.3 Equity Improvement Plan

- 2.4 Plan to Reduce the Number of People Experiencing Homelessness Upon Exiting an Institutional Setting

- 2.5 Plan to Utilize Local, State, and Federal Funds to End Homelessness

- 2.6 Plan to Connect People Experiencing Homelessness to All Eligible Benefit Programs

- 2.7 Memorandum of Understanding

- 2.8 Application Development Process Certification

- **PART III: FUNDING PLAN(S)**

Part I: Regional Identification and Contracting Information

1. Select the CoC Region.
2. Indicate which of the eligible applicants are participating in this HHAP-5 application.

Guidance

All overlapping jurisdictions within a region must complete a Regionally Coordinated Homelessness Action Plan and submit a single regional HHAP-5 application. For purposes of HHAP-5, the term “region” refers to the geographic area served by a **county**, including all large cities and the CoC or CoCs within it. When multiple counties are served by the same CoC, those counties may choose to apply together or as separate county regions; however, multi-county regions that are served by the same CoC are encouraged to apply as one region and submit a single Regionally Coordinated Homelessness Action Plan.

Applicants may apply together and still receive and administer funds separately.

- **Large Cities must** apply as part of the regional application with the County and CoC.
- **Counties must** apply as part of a regional application with the CoC and any overlapping Large Cities.
 - In a multi-county CoC: Counties are strongly encouraged to apply in collaboration with other counties that are served by the same CoC.
- **A CoC that serves a single county must** apply as part of the regional application with the County and any overlapping Large Cities.
- **A CoC that serves multiple counties must either:**
 - Apply as part of the regional application with multiple Counties and any overlapping Large Cities; and/or
 - Participate in the regional application of **each** overlapping County and the Large Cities therein.

3. Indicate the Administrative Entity and provide contact information for each Eligible Applicant.

Guidance

Each eligible applicant (Large City, County, and CoC) has the discretion to receive their base allocation directly or may designate an eligible applicant in their region to serve as their Administrative Entity. This selection will indicate to Cal ICH which eligible applicant will enter into contract with the state to receive and administer each eligible applicant’s HHAP-5 allocation.

The Administrative Entity is responsible for HHAP funds and meeting the terms and conditions of the contract. Broadly speaking, this means administering funds, contracting (when necessary) with sub-recipients, and reporting on HHAP-5 dollars and activities to Cal ICH.

- If you plan to contract with the state to receive and administer **only** your (single) HHAP-5 allocation, select: “Will enter into contract with the state to receive and administer their HHAP-5 allocation individually” under the contracting selection in the application.
- If you **do not plan to contract with the state** and instead plan to identify another participating eligible applicant in the region to enter into contract with the state to receive and administer your HHAP-5 allocation, select: “Identify another participating eligible applicant in their region to enter into contract with the state to receive and administer their HHAP-5 allocation” under the contracting selection in the application. You will then be prompted to designate the Administrative Entity from a list of eligible applicants in the region.
- If you plan to contract with the state to **receive and administer multiple HHAP-5 allocations** within your region, select “Will enter into contract with the state to receive and administer their HHAP-5 allocation and allocation(s) from other eligible applicants in the region” under the contracting selection in the application.

Administrative Entity Information

Participating Eligible Applicant	<ol style="list-style-type: none"> 1. Administering only your own HHAP-5 allocation 2. Administering multiple allocations or 3. Designating a different eligible applicant as your Administrative Entity 	If designating, identify the Administrative Entity that will be administering your HHAP-5 Allocation
Humboldt County CoC	3	County of Humboldt
County of Humboldt	2	

Contact Information for each Eligible Applicant

Participating Eligible Applicant	Name	Title	Email	Phone Number
Humboldt County CoC	Robert Ward	Housing and Assistance Coordinator	rward@co.humboldt.ca.us	(707) 298-3499
Humboldt County	Robert Ward	Housing and Assistance Coordinator	rward@co.humboldt.ca.us	(707) 298-3499

Part II: Regionally Coordinated Homelessness Action Plan

2.1 Participating Jurisdictions' Roles and Responsibilities

1. **First** identify and describe the specific roles and responsibilities of **each participating Eligible Applicant** in the region regarding:
 - a. Outreach and site coordination;
 - b. Siting and use of available land;
 - c. Development of interim and permanent housing options; and
 - d. Coordination and connection to the delivery of services for individuals experiencing or at risk of experiencing homelessness within the region.
2. **Then** describe and explain how all collaborating Eligible Applicants in the region are coordinating in each area.

Optional: You may also include roles and responsibilities of small jurisdictions in the region that elect to engage and collaborate on the plan.

Guidance

Each jurisdiction must identify and describe their role in the region for each table.

To add additional Jurisdictions, add rows to the bottom of each table.

Outreach and Site Coordination

Participating Jurisdictions	Role(s) and Responsibilities in Outreach and Site Coordination
Humboldt County	1. Support County plans and funding proposals to sustain and/or expand street outreach efforts to individuals experiencing homelessness. 2. Work with the HHHC to sustain and/or improve street outreach county-wide.
Humboldt County CoC	1. Support and coordinate with the above efforts and expand and improve existing street outreach teams countywide. 2. Develop and promote CoC street outreach standards. 3. Develop and implement a communications strategy and tools for improved outreach to underserved communities and historically marginalized populations. 4. Expand effective use of the HMIS to help create more connections and communication among providers in support of their work with clients.

Given the individual roles and responsibilities identified above, describe and explain how all participating jurisdictions are or will begin to coordinate these efforts to ensure comprehensive outreach and site coordination to individuals experiencing and at-risk of experiencing homelessness in the region.

Overall coordination among participating jurisdictions and organizations has and will continue to take place through meetings of the Humboldt Housing and Homelessness Coalition (HHHC), which serves as the Humboldt County Continuum of Care (CoC). The County provides staff and facilitates all broader CoC efforts as the HHHC approved Collaborative Applicant and HMIS Lead. The key street outreach/site coordination partners - the City of Eureka, the County of Humboldt, Redwood Community Action Agency, Redwoods Rural Health Center and Arcata House Partnership are all permanent members of the HHHC Executive Committee (CoC Board), and as such regularly discuss and make decisions on key outreach and site coordination funding, policies, and activities.

Land Use and Development

Participating Jurisdictions	Role(s) and Responsibilities in land use and development
Humboldt County	<ol style="list-style-type: none"> 1. Support a range of policy efforts to promote new affordable housing including reducing zoning and planning barriers to the siting of interim and permanent housing, streamlining, and shortening development planning processes, and pursuing California Pro-housing Designation for all local jurisdictions. 2. Coordinating with staff from the County Planning Department and Cities around identifying, assessing, and securing potential sites countywide for new low-barrier navigation centers and for new permanent supportive housing (PSH) developments.
Humboldt County CoC	<ol style="list-style-type: none"> 1. Use the HHHC website and mailing list to publicize and encourage participation in efforts to meet RHNA housing supply targets and Housing Element goals. 2. Help coordinate educational events in partnership with Humboldt County and other partners. 3. Develop a countywide approach to the siting of interim housing and PSH and prioritize funding for projects that meet needs throughout the county. 4. Help engender approval of specific land uses and projects by providing data demonstrating the need, and objective information on appropriate project design and operational issues.

Given the individual roles and responsibilities identified above, describe and explain how all participating jurisdictions are or will begin to coordinate these efforts to use and develop available land to address and end homelessness in the region.

Land use and siting of low-barrier navigation centers, PSH, and interim housing are regularly discussed and coordinated during CoC Board meetings, which include the County, the City of Eureka, the Housing Authorities, nonprofit homelessness service providers and people with lived experience including youth.

Development of Interim and Permanent Housing Options

Participating Jurisdictions	Role(s) and Responsibilities in development of interim and permanent housing options
Humboldt County	<ol style="list-style-type: none"> 1. Pursue development and implementation of new low-barrier navigation centers and updating and improving existing shelters to provide space for partners, pets, privacy, and possessions. 2. Support development and implementation of new affordable and supportive housing opportunities throughout the county, funded through Project Homekey and other public sources, for varied target unhoused populations, 3. Continue funding, staffing, and implementing successful coordinated approaches to re-housing people 4. Align and coordinate funding sources such as the CalWorks Housing Support Program (HSP), Bringing Families Home (BFH), Transitional Housing Program (THP), Housing Disability Advocacy Program (HDAP), and Home Safe with CoC-managed sources such as CoC and ESG funding.
Humboldt County CoC	<ol style="list-style-type: none"> 1. Identify gaps in and prioritize funding for new and existing PSH, RRH, and interim housing projects as follows: <ol style="list-style-type: none"> a. CoC – PSH and RRH c. ESG – RRH and Interim Housing operations & services d. HHAP – PSH, RRH, and Interim Housing 2. Continue collaborating with the Housing Authorities of the County of Humboldt and the City of Eureka to increase the number and utilization of vouchers for key unhoused populations, through joint applications, negotiating MOUs for CES referrals and supportive services, landlord incentive strategies, and moving on strategies. 3. Explore innovative housing strategies, such as shallow subsidies and extended time limits in RRH; use of under-used public land and building, vacant homes, and sweat equity; and tiny homes, ADUs, and mobile home parks.

Given the individual roles and responsibilities identified above, describe and explain how all participating jurisdictions are or will begin to coordinate these efforts to develop adequate interim and permanent housing options to address and end homelessness in the region.

As referenced above, County and CoC coordination and decisions on interim and permanent housing centers on the CoC Board, on which most key organizations interested in promoting interim and permanent housing have a seat. In addition, County staff assigned to the CoC work to ensure that all County-managed funding for interim housing and permanent housing options is closely coordinated with CoC-managed funding and priorities. In addition, county staff and HHC partners meet regularly with their counterparts in the cities regarding funding and operation of interim and permanent housing program. Similarly, county staff work with others at the Department of Health and Human Services, the Planning Department, and the HHC around joint objectives for developing and operating interim and permanent housing.

Coordination of and Connection to Service Delivery

Participating Jurisdictions	Role(s) and Responsibilities in connection to service Delivery
-----------------------------	--

Humboldt County

1. Endeavor to expand and improve a range of sheltering options, widely distributed around the county, to engage various target populations, including housing-focused case management and services; a self-directed empowerment and Housing First philosophy; spaces for partner agencies to provide services; service hubs open 24/7 for access to bathrooms, showers, laundry, storage, garbage disposal, social and community connection opportunities, community garden spaces, resource navigation, and food/meals; more low-barrier safe parking options for vehicles of multiple sizes; and for family shelter, allowing families to stay together, providing childcare, and youth welcoming.
2. Enhance service connections by providing more "warm handoffs" and more active support to make connections and follow up; initiating program connection before release from institutions such as jail, foster care, or hospitals, and where needed giving access to expanded recuperative care and short-term post-hospitalization respite; delivering services that are language and culturally accessible, flexible, available during non-traditional hours; characterized by authenticity, transparency, and trust building; and making use of employment/educational opportunity outreach, more community health workers/peers/lived experience, linkages with specific institutions and populations, and more targeted outreach and location partnerships (e.g., emergency departments, schools, and meal programs).
3. Expand cross-system collaboration for access to services and housing supports, including partnering with the Alliance to link providers to CalAIM resources for enhanced care management and community supports, as well as to enroll agencies' clients in Medi-Cal; funding SSI advocacy services; working with the Workforce Development Board (WDB) to enhance employment recruitment and retention strategies; providing internship opportunities in Housing for Health and internship and training opportunities for youth; and collaborating with the community health centers to assist people in accessing community health, mental health, and substance use services.

Humboldt County CoC	<p>1. Enhance the capacity of ES, TH, and RRH programs to place and stabilize unhoused people in permanent housing by funding additional housing-focused case managers and by recruiting volunteer housing navigators; continuing to prioritize CoC and ESG funds for new RRH programs that include rental assistance, financial assistance, and housing stabilization services; and strengthening provider capacity by providing strength-based case management training.</p> <p>2. Expand access to income and resources for self-sufficiency by requiring CoC-funded programs to actively link clients to mainstream benefits, such as Medi-Cal, General Assistance, CalFresh, CalWORKs, and In-Home Support Services, and annually evaluate mainstream benefits success; reducing barriers to benefits access for example by out-stationing benefits workers in community settings; reducing barriers to employment and education for example by providing childcare and partnering with local educational institutions; supporting evidence-based, targeted supported employment programs; and exploring innovative strategies such as banking and financial literacy tools and education, a guaranteed income pilot, and supplemental payments to help achieve a living wage.</p>

Given the individual roles and responsibilities identified above, describe how all participating jurisdictions are or will begin to coordinate to provide the full array of services, including interim and permanent housing solutions to people experiencing and at-risk of experiencing homelessness in the region.

County and CoC staff meet regularly with their counterparts in the cities to coordinate operational and services funding for emergency shelter and other interim housing programs within cities' boundaries.

Similarly, staff work closely other Health and Human Services Department sections regarding mainstream benefits and services and employment programs, as well as with the Planning Department, the Housing Authorities, CoC nonprofit providers, and the County Office of Education around joint services plans and objectives.

2.2 System Performance Measures and Improvement Plan

1. **First** identify the most recent system performance measures for the region.
2. **Then** describe the key action(s) the region intends to take to improve each system performance measure.

Guidance

*Cal ICH shall provide each region with system performance measures by CoC, with the exception of the LA region, which will receive data from all four CoCs within LA County. Applicants must enter that data in the corresponding metrics fields in the application. Applicants should not adjust the data provided even if the geographic region of the data does not perfectly align with the participating applicant geography of this application. Regions must have **at least one** key action for **each** system performance measure. All columns must be filled out for each action.*

For "Funding Type" enter Federal, State, Local, or the unique funding source type.

To add additional actions or racial equity measures, add rows to the bottom of each table.

Note: While Cal ICH expects most of the disparities listed to be based on race or ethnicity, applicants may identify other populations that are also overrepresented among people experiencing homelessness in the region.

Definitions:

- **Key Action(s)** may include a brief description of a strategic initiative or step identified to address or improve the specific system performance measure. This can be a policy, program, partnership, target metric, or any other approach which reflects an improvement and delivers positive impact. Provide a clear description of the action and its intended outcome.
- **Lead Entity** should include the name of the regional Eligible Applicant responsible for managing the key action.
- **Collaborating Entity/ies** may include a group, organization, or jurisdiction within your region working to address or improve the system performance measure. This can be another participating jurisdiction, a system partner, or any organization actively participating in the key action.
- **Timeframe** should include a target date for completion of the key action.
- **Success Measurement Method** may include a systematic approach or tool used to assess the effectiveness and impact of the key action on the performance measure. This can be quantitative measures, qualitative feedback, or any combination that provides insight into the progress and outcomes pertaining to the key action. Provide a clear description of how you plan to track and report on the success of your key action.

SPM 1a: Number of people accessing services who are experiencing homelessness.

Measure
2779

Key Action(s) for Improving SPM 1a

Key Action(s)	Funding Source(s) the region intends to use to achieve the action	Funding Type (Federal/ State/ Local gov/Other)	Lead Entity	Collaborating Entity/ies	Timeframe for Action	Method(s) of Measuring success of the Action
Sustain and/or increase capacity of homelessness prevention programs	HomeSafe, SSVF, HHAP	State, federal	CoC	County of Humboldt, cities, nonprofits	7/1/2024-6/30/2028	# households assisted to secure prevention funding; # households that receive tenancy sustaining services

SPM 7.1a: Racial and ethnic disparities among those accessing services who are experiencing homelessness.

Racial or Ethnic Group	Measure
------------------------	---------

People who are American Indian or Alaska Native	305

Key Action(s) for Improving SPM 7.1a

Key Action(s)	Funding Source(s) the region intends to use to achieve the action	Funding Type (Federal/ State/ Local gov/Other)	Lead Entity	Collaborating Entity/ies	Timeframe for Action	Method(s) of Measuring success of the Action
Expand street outreach, education, and messaging to better reach communities disproportionately impacted by homelessness	HHAP, HHIP, RHY	State, federal	CoC	County of Humboldt, nonprofits, cities	7/1/2024 – 6/30/2028	For members of racial/ethnic disparate groups: # enrolled in street outreach programs, exits from street outreach to housing programs, demographics of those contacted by street outreach programs

SPM 1b: Number of people experiencing unsheltered homelessness on a single night (unsheltered PIT count)

Measure
1309

Key Action(s) for Improving SPM 1b

Key Action(s)	Funding Source(s) the region intends to use to achieve the action	Funding Type (Federal/ State/ Local gov/Other)	Lead Entity	Collaborating Entity/ies	Timeframe for Action	Method(s) of Measuring success of the Action
Sustain and/or increase capacity of homelessness prevention programs	HomeSafe, SSVF, HHAP	State, federal	CoC	County of Humboldt, nonprofits, cities	7/1/2024-6/30/2028	# households assisted to secure prevention funding; # households that receive tenancy sustaining services

Maintain and/or expand permanent supportive housing capacity	Homekey, CoC, PLHA, HHAP, HHIP	Federal, State	CoC	County of Humboldt, cities, nonprofits	7/1/2024-6/30/2028	Increase # of PSH units/tenant based rental assistance capacity
Maintain and/or improve supportive services capacity	HHAP, HHIP	Federal, State	CoC	County of Humboldt, cities, nonprofits	7/1/2024-6/30/2028	The extent to which care teams are appropriately staffed to meet the needs of the populations they are serving

SPM 7.1b: *Racial and ethnic disparities among those experiencing unsheltered homelessness on a single night.*

Racial or Ethnic Group	Measure
People who are American Indian or Alaska Native	101
People who are Black or African American	48

Key Action(s) for Improving SPM 7.1b

Key Action(s)	Funding Source(s) the region intends to use to achieve the action	Funding Type (Federal/ State/ Local gov/Other)	Lead Entity	Collaborating Entity/ies	Timeframe for Action	Method(s) of Measuring success of the Action
Expand street outreach, education, and messaging to better reach communities disproportionately impacted by homelessness	HHAP, HHIP, RHY	State, federal	CoC	County of Humboldt, nonprofits, cities	7/1/2024 – 6/30/2028	For members of racial/ethnic disparate groups: # enrolled in street outreach programs, exits from street outreach to housing programs, demographics of those contacted by street outreach programs.

SPM 2: *Number of people accessing services who are experiencing homelessness for the first time.*

Measure

Key Action(s) for Improving SPM 2

Key Action(s)	Funding Source(s) the region intends to use to achieve the action	Funding Type (Federal/ State/ Local gov/Other)	Lead Entity	Collaborating Entity/ies	Timeframe for Action	Method(s) of Measuring success of the Action
Sustain and/or increase capacity of homelessness prevention programs	HomeSafe, SSVF, HHAP	State, federal	CoC	County of Humboldt, cities, nonprofits	7/1/2024-6/30/2028	# households assisted to secure prevention funding; # households that receive tenancy sustaining services

SPM 7.2: Racial and ethnic disparities in the number of people accessing services who are experiencing homelessness for the first time.

Racial or Ethnic Group	Measure
People who are American Indian or Alaska Native	166
People who are Black or African American	68

Key Action(s) for Improving SPM 7.2

Key Action(s)	Funding Source(s) the region intends to use to achieve the action	Funding Type (Federal/ State/ Local gov/Other)	Lead Entity	Collaborating Entity/ies	Timeframe for Action	Method(s) of Measuring success of the Action
Sustain and/or increase capacity of homelessness prevention programs	HomeSafe, SSVF, HHAP	State, federal	CoC	County of Humboldt, cities, nonprofits	7/1/2024-6/30/2028	# households assisted to secure prevention funding; # households that receive tenancy sustaining services

SPM 3: Number of people exiting homelessness into permanent housing.

Measure
569

Key Action(s) for Improving SPM 3

Key Action(s)	Funding Source(s) the region intends to use to achieve the action	Funding Type (Federal/ State/ Local gov/Other)	Lead Entity	Collaborating Entity/ies	Timeframe for Action	Method(s) of Measuring success of the Action
Maintain and/or expand permanent supportive housing capacity	Homekey, CoC, PLHA, HHAP, HHIP	Federal, State	CoC	County of Humboldt, cities, nonprofits	7/1/2024-6/30/2028	Increase # of PSH units/tenant based rental assistance capacity
Maintain and/or improve supportive services capacity	HHAP, HHIP	Federal, State	CoC	County of Humboldt, cities, nonprofits	7/1/2024-6/30/2028	The extent to which care teams are appropriately staffed to meet the needs of the populations they are serving

SPM 7.3: Racial and ethnic disparities in the number of people exiting homelessness into permanent housing.

Racial or Ethnic Group	Measure
No apparent disparity	We are not finding any disparity based on the data received from Cal ICH. We are willing to receive technical assistance and adjust this if Cal ICH believes there is a disparity here.

Key Action(s) for Improving SPM 7.3

Key Action(s)	Funding Source(s) the region intends to use to achieve the action	Funding Type (Federal/ State/ Local gov/Other)	Lead Entity	Collaborating Entity/ies	Timeframe for Action	Method(s) of Measuring success of the Action

--	--	--	--	--	--	--

SPM 4: Average length of time that people experienced homelessness while accessing services.

Measure
149

Key Action(s) for Improving SPM 4

Key Action(s)	Funding Source(s) the region intends to use to achieve the action	Funding Type (Federal/ State/ Local gov/Other)	Lead Entity	Collaborating Entity/ies	Timeframe for Action	Method(s) of Measuring success of the Action
Maintain and/or expand permanent supportive housing capacity	Homekey, CoC, PLHA, HHAP, HHIP	Federal, State	CoC	County of Humboldt, cities, nonprofits	7/1/2024-6/30/2028	Increase # of PSH units/tenant based rental assistance capacity
Maintain and/or improve supportive services capacity	HHAP, HHIP	Federal, State	CoC	County of Humboldt, cities, nonprofits	7/1/2024-6/30/2028	The extent to which care teams are appropriately staffed to meet the needs of the populations they are serving

SPM 7.4: Racial and ethnic disparities in the average length of time that people experienced homelessness while accessing services.

Racial or Ethnic Group	Measure
People who are American Indian or Alaska Native	175 days

Key Action(s) for Improving SPM 7.4

Key Action(s)	Funding Source(s) the region intends to use to achieve the action	Funding Type (Federal/ State/ Local gov/Other)	Lead Entity	Collaborating Entity/ies	Timeframe for Action	Method(s) of Measuring success of the Action
---------------	---	--	-------------	--------------------------	----------------------	--

Maintain and/or expand permanent supportive housing capacity	Homekey, CoC, PLHA, HHAP, HHIP	Federal, State	CoC	County of Humboldt, cities, nonprofits	7/1/2024-6/30/2028	Increase # of PSH units/tenant based rental assistance capacity
Expand street outreach, education, and messaging to better reach communities disproportionately impacted by homelessness	HHAP, HHIP, RHY	State, federal	CoC	County of Humboldt, nonprofits, cities	7/1/2024 – 6/30/2028	For members of racial/ethnic disparate groups: # enrolled in street outreach programs, exits from street outreach to housing programs, demographics of those contacted by street outreach programs.

SPM 5: Percent of people who return to homelessness within 6 months of exiting the homelessness response system to permanent housing.

Measure
9%

Key Action(s) for Improving SPM 5

Key Action(s)	Funding Source(s) the region intends to use to achieve the action	Funding Type (Federal/ State/ Local gov/Other)	Lead Entity	Collaborating Entity/ies	Timeframe for Action	Method(s) of Measuring success of the Action
Maintain and/or expand permanent supportive housing capacity	Homekey, CoC, PLHA, HHAP, HHIP	Federal, State	CoC	County of Humboldt, cities, nonprofits	7/1/2024-6/30/2028	Increase # of PSH units/tenant based rental assistance capacity
Maintain and/or improve supportive services capacity	HHAP, HHIP	Federal, State	CoC	County of Humboldt, cities, nonprofits	7/1/2024-6/30/2028	The extent to which care teams are appropriately staffed to meet the needs of the populations they are serving

SPM 7.5: Racial and ethnic disparities in the percent of people who return to homelessness within 6 months of exiting the homelessness response system to permanent housing.

Racial or Ethnic Group	Measure
People who are Black or African American	40%
People who are Hispanic/Latino	17%
People who are Multiple Races	12%

Key Action(s) for Improving SPM 7.5

Key Action(s)	Funding Source(s) the region intends to use to achieve the action	Funding Type (Federal/ State/ Local gov/Other)	Lead Entity	Collaborating Entity/ies	Timeframe for Action	Method(s) of Measuring success of the Action
Sustain and/or increase capacity of homelessness prevention programs	HomeSafe, SSVF, HHAP	State, federal	CoC	County of Humboldt, cities, nonprofits	7/1/2024-6/30/2028	# households assisted to secure prevention funding; # households that receive tenancy sustaining services
Maintain and/or improve supportive services capacity	HHAP, HHIP	Federal, State	CoC	County of Humboldt, cities, nonprofits	7/1/2024-6/30/2028	The extent to which care teams are appropriately staffed to meet the needs of the populations they are serving
Expand street outreach, education, and messaging to better reach communities disproportionately impacted by homelessness	HHAP, HHIP, RHY	State, federal	CoC	County of Humboldt, nonprofits, cities	7/1/2024 – 6/30/2028	For members of racial/ethnic disparate groups: # enrolled in street outreach programs, exits from street outreach to housing programs, demographics of those contacted by street outreach programs.

SPM 6: Number of people with successful placements from street outreach projects.

Measure
27

Key Action(s) for Improving SPM 6

Key Action(s)	Funding Source(s) the region intends to use to achieve the action	Funding Type (Federal/ State/ Local gov/Other)	Lead Entity	Collaborating Entity/ies	Timeframe for Action	Method(s) of Measuring success of the Action
Maintain and/or expand permanent supportive housing capacity	Homekey, CoC, PLHA, HHAP, HHIP	Federal, State	CoC	County of Humboldt, cities, nonprofits	7/1/2024-6/30/2028	Increase # of PSH units/tenant based rental assistance capacity
Maintain and/or improve supportive services capacity	HHAP, HHIP	Federal, State	CoC	County of Humboldt, cities, nonprofits	7/1/2024-6/30/2028	The extent to which care teams are appropriately staffed to meet the needs of the populations they are serving
Expand street outreach, education, and messaging to better reach communities disproportionately impacted by homelessness	HHAP, HHIP, RHY	State, federal	CoC	County of Humboldt, nonprofits, cities	7/1/2024 – 6/30/2028	For members of racial/ethnic disparate groups: # enrolled in street outreach programs, exits from street outreach to housing programs, demographics of those contacted by street outreach programs.

SPM 7.6: Racial and ethnic disparities in the number of people with successful placements from street outreach projects

Racial or Ethnic Group	Measure
No apparent disparity	We are not finding any disparity based on the data received from Cal ICH. We are willing to receive technical assistance if Cal ICH believes there is a disparity here.

Key Action(s) for Improving SPM 7.6

Key Action(s)	Funding Source(s) the region intends to use to achieve the action	Funding Type (Federal/ State/ Local)	Lead Entity	Collaborating Entity/ies	Timeframe for Action	Method(s) of Measuring success of the Action

2.3 Equity Improvement Plan

1. Identify and describe the key action(s) the region will take to ensure racial and gender equity in 1) service delivery; 2) housing placements; and 3) housing retention; and 4) identify any changes to procurement or other means to affirm equitable access to housing and services for groups overrepresented among residents experiencing homelessness.
2. Identify if place-based encampment resolution is occurring in the region and if so, CoC must describe and provide evidence of collaboration with the cities or counties providing encampment resolution services that addresses how people served through encampment resolution have or will be prioritized for permanent housing within the Coordinated Entry System.
OPTIONAL: upload any evidence the region would like to provide regarding collaboration and/or prioritization as it relates to question 2.

Guidance

*Of the four tables below, the first three must include at a minimum one key action to address racial equity **and** one key action to address gender equity. The fourth and final table must include at least one key action. To add additional actions, add rows to the bottom of the table.*

Definitions:

- **Key Action(s)** may include a brief description of a strategic initiative or step identified to address or improve the inequity. This can be a policy, program, partnership, target metric, or any other approach which reflects an improvement and delivers positive impact. Provide a clear description of the action and its intended outcome.
- **Lead Entity** should include the name of the regional Eligible Applicant responsible for managing the key action.
- **Collaborating Entity/ies** may include a group, organization, or jurisdiction within your region working to address or improve the inequity. This can be another participating jurisdiction, a system partner, or any organization actively participating in the key action.

Key Action(s) the Region Will Take to Ensure Racial and Gender Equity in Service Delivery

Key Action(s)	Lead Entity	Collaborating Entity/ies
Work with partner organizations to diversify and train workforce to meet needs of communities most impacted by housing instability and homelessness.	CoC	County of Humboldt, cities, nonprofits

Key Action(s) the Region Will Take to Ensure Racial and Gender Equity in Housing Placements

Key Action(s)	Lead Entity	Collaborating Entity/ies
Partner with local organizations to expand temporary housing capacity and housing navigation and tenancy sustaining services for people experiencing homelessness with significant health conditions to increase documented program enrollments and services for such populations.	CoC	County of Humboldt, cities, nonprofits

Key Action(s) the Region Will Take to Ensure Racial and Gender Equity in Housing Retention

Key Action(s)	Lead Entity	Collaborating Entity/ies
The region will include culturally responsive tenancy sustaining services in all permanent housing programs to increase equity in housing retention.	CoC	County of Humboldt, cities, nonprofits

Key Action(s) the Region Will Take to Change Procurement or Other Means to Affirm Equitable Access to Housing and Services for Overrepresented Groups Among People Experiencing Homelessness in the Region

Key Action(s)	Lead Entity	Collaborating Entity/ies
Work with partner organizations to diversify and train workforce to meet needs of communities most impacted by housing instability and homelessness.	CoC	County CoC, Nonprofits

Coordinated Entry Prioritization for Place-Based Encampment Resolution

Guidance

Answer the following question(s)

In the online application portal applicants may upload any evidence the region would like to provide regarding collaboration and/or prioritization.

Is place-based encampment resolution occurring within the region?

No

If yes, then the CoC must describe and provide evidence of collaboration with the cities or counties providing encampment resolution services that addresses how people served through encampment resolution have or will be prioritized for permanent housing within the Coordinated Entry System.

2.4 Plan to Reduce the Number of People Experiencing Homelessness Upon Exiting an Institutional Setting

1. Identify and describe the Key Action(s) **each participating Eligible Applicant** will take to reduce the number of people falling into homelessness as they exit institutional settings including but not limited to jails, prisons, and hospitals.

Guidance

At a minimum, if an institutional setting is present in a jurisdiction, the jurisdiction must identify their role.

To add additional actions, add rows to the bottom of the table.

If an institution is not present in a jurisdiction, type N/A.

Definitions:

- **Key Action(s)** may include a brief description of a strategic initiative or step identified to address or improve the specific performance metric. This can be a policy, program, partnership, target metric, or any other approach which reflects an improvement and delivers positive impact. Provide a clear description of the action and its intended outcome.
- **Lead Entity** should include the name of the regional Eligible Applicant responsible for managing the key action.
- **Collaborating Entity/ies** may include a group, organization, or jurisdiction within your region working to address or improve the performance metric. This can be another participating jurisdiction, a system partner, or any organization actively participating in the key action.

Key Action(s) to Reduce the Number of People Experiencing Homelessness Upon Exiting a Jail

Key Action(s)	Lead Entity	Collaborating Entity/ies
Work with the Humboldt County Jail to implement discharge protocols that provide a coordinated system of care for inmates that includes key justice system, social, and health partners.	CoC	County of Humboldt, nonprofits

Key Action(s) to Reduce the Number of People Experiencing Homelessness Upon Exiting a Prison

Key Action(s)	Lead Entity	Collaborating Entity/ies
---------------	-------------	--------------------------

Provide a range of reentry programs for men and women exiting prison that furnish counseling, case management, aftercare services, and housing assistance	CoC	County of Humboldt, nonprofits

Key Action(s) to Reduce the Number of People Experiencing Homelessness Upon Exiting a Hospital

Key Action(s)	Lead Entity	Collaborating Entity/ies
Provide residential options for those in need upon discharge from hospitals	CoC	County of Humboldt, nonprofits, hospitals

Key Action(s) to Reduce the Number of People Experiencing Homelessness Upon Exiting Other Institutional Settings (such as foster care, behavioral health facilities, etc. as applicable in the region)

Institutional Setting	Key Action(s)	Lead Entity	Collaborating Entity/ies
Foster care	Provide residential options for those in need upon discharge from foster care, including partnering with the Housing Authority of the County of Humboldt to implement a Foster Youth to Independence program.	County	Housing Authority, nonprofits
Behavioral health facilities	Provide residential options for those in need upon discharge	County	CoC

2.5 Plan to Utilize Local, State, and Federal Funds to End Homelessness

1. The plan must include the total amount of available funding, the amount prioritized for permanent housing solutions, and an explanation of how each participating applicant is utilizing local, state, and federal funding programs to end homelessness.

These programs must include, but are not limited to:

- The Homekey Program,
- The No Place Like Home Program
- The Multifamily Housing Program
- The Housing for a Healthy California Program
- The Homeless Housing, Assistance, and Prevention Program
- Building Homes and Jobs Act
- The California Emergency Solutions Grants Program

- The National Housing Trust Fund established pursuant to the Housing and Economic Recovery Act of 2008
- HOME Investment Partnerships Act
- Parolee or probation programs that are intended to prevent homelessness upon release.

Guidance

All of the above programs **must** be included and fully explained in the table. Where the region has multiple awards for the same program that are administered by different entities, those may be listed on separate lines. For example, in a region with one county and one CoC who receive their HHAP awards separately, each jurisdiction may enter their HHAP awards in separate lines.

If one of the ten required programs is not present in a region, type N/A.

In addition to the listed programs, participating Eligible Applicants should add any other funds and programs that are being utilized to address and end homelessness in the region.

To add additional funding programs, add rows to the bottom of the table.

Definitions:

- **Funding Type:** The source of funding for each program, either federal, state, or local.
- **Local Fund Administrator:** The entity responsible for administering the given funding source.
- **Description of How Funds are/will be Utilized to End Homelessness in the Region:** Comprehensive summary of how the funding program will be utilized in the region. Applicants should highlight whether, how, and to what extent the funds are being used for permanent housing.
- **Funding Amount:** Amount of known, dollars secured or available to spend within the HHAP-5 grant timeframe (FY 23-24 through FY 27-28)
- **Timeframe of Use:** The date range the local fund administrator anticipates expending the identified program funds.

Funding Program	Funding Type (Federal/ State/ Local)	Local Fund Administrator	Description of How Funds are/will be Utilized to End Homelessness in the Region	Funding Amount	Amount Prioritized for Permanent Housing Solutions	Timeframe of Use
The Homekey program	State	N/A	Permanent supportive housing	All future funding is competitive, not guaranteed. We have five Homekey projects, some of which are in service and some of which are competitive.	All	TBD

The No Place Like Home Program	State	N/A	Permanent supportive housing	We have two projects in service, no future funding anticipated.	All	N/A
The Multifamily Housing Program	State	N/A	There is currently no plan to use these funds to address homelessness.	N/A	N/A	N/A
The Housing for a Healthy California Program	State	N/A	Permanent supportive housing	We have one project in service, no future funding anticipated	N/A	N/A
The Homeless Housing, Assistance, and Prevention Program	State	County	Permanent supportive housing, rapid rehousing, interim housing, and street outreach.	\$4.66 million HHAP-5		7/1/24 – 6/30/28
The Building Homes and Jobs Act Funding	State	County	There is currently no plan to use these funds to address homelessness.	N/A	N/A	N/A
The California Emergency Solutions Grants Program	Federal	N/A	Rapid rehousing	~\$140,000/year	All	Funding is awarded annually and then spent over a two-year period
The National Housing Trust Fund established pursuant to the Housing and Economic Recovery Act of 2008	Federal	N/A	There is currently no plan to use these funds to address homelessness.	N/A	N/A	N/A
HOME Investment Partnerships Act	Federal	N/A	There is currently no plan to use these funds to address homelessness.	N/A	N/A	N/A

Parolee or probation programs that are intended to prevent homelessness upon release.	State	N/A	We have probation programs that prevent people from becoming unsheltered, but those projects are considered shelters, and the residents are therefore literally homeless, so these programs do not prevent homelessness.	N/A	N/A	N/A
[other]						

2.6 Plan to Connect People Experiencing Homelessness to All Eligible Benefit Programs

1. Explain how the region is connecting, or will connect, individuals to wrap-around services from all eligible federal, state, and local benefit programs, including, but not limited to, housing and homelessness services and supports that are integrated with the broader social services systems and supports. Benefit Programs include, but are not limited to:
 - CalWORKs
 - CalFresh
 - Supplemental Security Income/State Supplemental Program (SSI/SSP) and disability benefits advocacy
 - In-home supportive services
 - Adult protective services
 - Child welfare
 - Child care
 - Medi-Cal benefits through Managed Care Plans

Guidance

*All of the above benefit programs **must** be included and fully explained in the table. In addition to these benefit programs, participating jurisdictions should add other benefit programs that provide wrap-around services in the region.*

To add additional benefit programs, add rows to the bottom of the table.

Definitions:

- **Connection Strategy/ies** means methods and actions that support client access and/or enrollment in eligible benefit programs. This may be a method or action that supports connection between a benefit program and clients, between benefits programs, and/or between benefits programs and the homeless services system, so long as the method or action supports client access and/or enrollment in the eligible benefit program.
- **Lead Entity** should include the name of the regional Eligible Applicant responsible for managing the key action.
- **Collaborating Entity/ies** may include a group, organization, or jurisdiction within your region working to address or improve the metric. This can be

Benefit Programs

Benefit Program	Connection Strategy/ies	Lead Entity	Collaborating Entity/ies
CalWORKs	Require each CoC program to provide mainstream benefits advocacy to help families identify if they are eligible for, apply for, and follow up to secure particular CalWORKs cash or other benefits, e.g., childcare, treatment referrals, transportation support, job training, and educational support.	CoC	County, cities, nonprofits
CalFresh	Require each CoC program to provide mainstream benefits advocacy to help individuals and families identify if they are eligible for, apply for, and follow up to secure particular CalFresh benefits or other food-related benefits, such as CalFresh Restaurant Meals and the Supplemental Nutrition Assistance Education program.	CoC	County, cities, nonprofits
Supplemental Security Income/State Supplemental Program (SSI/SSP) and disability benefits advocacy	Support efforts of each homeless service provider to assist disabled clients to apply for and secure SSI/SSP benefits.	CoC	County, cities, nonprofits
In-home supportive services	Increase coordination between the County and CoC to link elderly and disabled adults experiencing homeless to In Home Support Services (IHSS) to help them access and retain their own permanent housing.	County	Cities, nonprofits
Adult protective services	Increase coordination between the County and CoC to link elderly and dependent adults experiencing homeless who are suffering abuse or neglect to access HomeSafe to help them access and retain their own permanent housing.	County	Cities, nonprofits

Child welfare	Increase coordination between the County CoC and Housing Authority to link child-welfare-involved families with RRH and Housing Authority Family Unification Program (FUP) Foster Youth to Independence vouchers.	County	Housing authority, nonprofits
Child care	Connect family shelter and housing programs to Headstart and Early Start, and First 5 Humboldt resources for childcare, infant and CalWORKs child care benefits	County	Nonprofits, CoC
Medi-Cal benefits through Managed Care Plans	Increase collaboration between the County, CoC, and the managed care plan to promote expanded enrollment in Medi-Cal for unhoused persons, as well as enhanced care management and community supports.	County	Nonprofits.
[other]			
[other]			

2.7 Memorandum of Understanding

1. Upload the Region's Memorandum of Understanding (MOU).
 - a. Optional: upload any additional supporting documentation the region would like to provide.

Guidance

A Memorandum of Understanding (MOU) must be submitted along with the application. This MOU must reflect the actions in the Regionally Coordinated Homelessness Action Plan submitted under this application, be signed by each participating eligible applicant, and commit each signatory to participate in and comply with the Regionally Coordinated Homelessness Action Plan. Smaller cities that choose to participate in the Regionally Coordinated Homelessness Action Plan may also be signatories to this MOU.

2.8 Application Development Process Certification

1. Provide the dates of the three public meetings that were conducted with stakeholders before the Regionally Coordinated Homelessness Action Plan was completed.

Guidance

No less than three public meetings must be held for each Regionally Coordinated Homelessness Action Plan. Applicants should retain documentation of the meetings in alignment with Cal ICH's records retention requirement outlined in the NOFA.

To add additional meetings, add rows to the bottom of the table.

Meeting	Date
1	2/29/2024
2	3/8/2024
3	3/19/2024

- Describe how specific stakeholder groups were invited and encouraged to engage in the public stakeholder process.

Guidance

A description is required for each stakeholder group for each Regionally Coordinated Homelessness Action Plan. Applicants should retain documentation of these efforts in alignment with Cal ICH’s records retention requirement outlined in the NOFA.

Stakeholders	Description of how Stakeholders were invited and encouraged to engage in the public stakeholder process
People with lived experience of homelessness	Press release which was published by local news media and via email to the CoC's email distribution list.
Youth with lived experience of homelessness	Press release which was published by local news media and via email to the CoC's email distribution list.
Persons of populations overrepresented in homelessness	Press release which was published by local news media and via email to the CoC's email distribution list.
Local department leaders and staff of qualifying small jurisdictions, including child welfare, health care, behavioral health, justice, and education system leaders	Press release which was published by local news media and via email to the CoC's email distribution list.
Homeless service and housing providers working in that region	Press release which was published by local news media and via email to the CoC's email distribution list.
Each Medi-Cal Managed Care Plan contracted with the State Department of Health Care Services in the region	Press release which was published by local news media and via email to the CoC's email distribution list.
Street medicine providers and other providers directly serving people experiencing homelessness or at risk of homelessness	Press release which was published by local news media and via email to the CoC's email distribution list.

- Certify under penalty of perjury that all participating eligible applicants met the statutory public meeting process requirements in developing the Regionally Coordinated Homelessness Action Plan.

Part III: Funding Plan

Each **Administrative Entity** is required to submit a funding plan as part of the HHAP-5 Application. The funding plan must account for 100 percent of the HHAP-5 Base allocation(s), 100 percent of the HHAP-5 Planning allocation(s), and 100 percent of the Initial Supplemental Funding allocation(s) which the Administrative Entity will be responsible for administering.

For both the HHAP-5 base allocation and the initial \$100 million supplemental funding, individual allocations for each eligible applicant will be based on their proportionate share of the state's homeless population as reported by HUD in the 2023 PIT count. Allocation amounts will be calculated and released to all applicants once HUD publishes their 2023 Annual Homeless Assessment Report (AHAR).

Cal ICH currently anticipates providing eligible applicants with their calculated allocations by the end of January 2024. This will give applicants at least two months to finalize their HHAP-5 budgets before applications are due at the end of March. Until HHAP-5 final allocations are released, applicants should use their HHAP-4 base allocation as an approximation of their HHAP-5 allocation amount, for planning purposes.

1. Complete a Funding Plan for each Administrative Entity participating in this application.
 - a. Identify all Eligible Use Categories the Administrative Entity anticipates using.
 - b. Provide the **dollar amount** budgeted per eligible use category. Again, this must account for 100 percent of the HHAP-5 Allocation(s) the Administrative Entity will be responsible for administering.
 - c. Where applicable, provide the **dollar amount** that will be designated under the Youth Set-Aside from the selected eligible use categories. **Reminder: the youth set-aside must total at least 10% of all monies received.**
 - d. Provide a brief description of activities HHAP-5 funds will support in each selected eligible use category.
 - e. Provide an explanation of how the activities therein align with the state's HHAP-5 priorities to prioritize permanent housing solutions and sustain existing investments towards long-term sustainability of housing and supportive services.
2. Complete the New Interim Housing Certification
 - a. Indicate whether the budget proposes to support **ANY** new interim housing solutions outside of the youth set-aside.
 - b. Indicate whether the budget proposes to support new interim housing solutions for youth in excess of 10% of the total HHAP-5 Dollars budgeted.
 - c. If the Administrative Entity answers "yes" to either of the above, they will be asked to demonstrate dedicated, sufficient resources from other funding sources for long-term permanent housing solutions. This entails summarizing total available dollars for preventing and ending homelessness in the region, including the percentage of these resources dedicated to permanent and interim housing solutions, providing the status of five policy actions for each eligible applicant in the region, and demonstrating the need for additional shelter.

Guidance

Each Administrative Entity must submit a **single** Funding Plan that accounts for the entire HHAP-5 Allocation(s) which the Administrative Entity will be responsible for administering. This includes:

- 100 percent of the HHAP-5 Base allocation(s);
- 100 percent of the HHAP-5 Planning allocation(s); and
- 100 percent of the Initial Supplemental Funding allocation(s).

The youth set-aside must total at least 10% of all monies received.

Administrative costs **may not exceed 7%** of all monies received.

Up to 1% of all monies received may be budgeted for costs related to the Homeless Management Information System (HMIS). Related costs include HMIS licenses, training, system operating costs, and costs associated with carrying out related activities. Upon agreement between Cal ICH, the grantee, and the Homeless Management Information System lead entity, the grantee shall transfer the authorized amount of funds directly to the HMIS lead entity.

Each funding plan must include:

- Identification of all Eligible Use Categories the Administrative Entity anticipates using
- **Dollar amount** budgeted per eligible use category. Again, this must account for 100 percent of the HHAP-5 Base allocation(s) and 100 percent of the Initial Supplemental Funding allocation(s) which the Administrative Entity will be responsible for administering.
 - If applicable, **dollar amount** from the selected eligible use category that will be designated under the Youth Set-Aside. **Reminder: the youth set-aside must total at least 10% of all monies received.**
 - Administrative costs **may not exceed 7%** of all monies received.
 - Applicants may budget **up to 1%** for costs related to the Homeless Management Information System (HMIS). Related costs include HMIS licenses, training, system operating costs, and costs associated with carrying out related activities. Upon agreement between Cal ICH, the grantee, and the Homeless Management Information System lead entity, the grantee shall transfer the authorized amount of funds directly to the HMIS lead entity.
- A brief description of activities HHAP-5 funds will support in each selected eligible use category.
- An explanation of how the activities therein align with the state's HHAP-5 priority to sustain existing investments towards long-term sustainability of housing and supportive services and prioritize permanent housing solutions.
- Certification that the Administrative Entity does not intend to support new interim housing solutions using HHAP-5 funds.
 - If an Administrative Entity proposes to use HHAP-5 funds to support any new interim housing solutions outside of the youth set-aside and/or interim housing for youth in excess of 10% of the total HHAP-5 allocation, **the region** will be asked to demonstrate how it has dedicated sufficient resources from other funding sources to long-term permanent housing solutions and the need for new interim housing.
 - Reminder: per HSC section 50230(v) "region" means the geographic area served by a county, including all cities and CoCs within it. For the LA region, this means all eligible applicants within the County of LA.

To add another funding plan for an additional Administrative Entity, copy the entire funding plan section (including the "New Interim Housing Certification" and "Demonstrated Need" Subsections) and paste at the bottom of the template.

Funding Plan – [Administrative Entity Name: Humboldt County

Eligible Use Category	Dollars Budgeted	If applicable, Dollars Budgeted for the Youth Set-Aside	Activities these funds will support	How are these activities aligned with the State's priorities?
Rapid Rehousing	\$654,107.91	\$466,597.00	Rental assistance, services	Maintaining/expanding capacity to deliver permanent housing
Prevention and Shelter Diversion	\$0.00	\$0.00		
Delivery of Permanent Housing and Innovative Housing Solutions	\$1,308,215.82	\$0.00	Development of permanent housing	Maintaining/expanding capacity to deliver permanent housing
Operating Subsidies - Permanent Housing	\$1,962,323.73	\$0.00	Rental subsidies, operating costs, supportive services	Maintaining/expanding capacity to deliver permanent housing
Operating Subsidies - Interim Housing	\$0.00	\$0.00		
Improvements to Existing Interim Housing	\$0.00	\$0.00		
Interim Housing	\$0.00	\$0.00		
Street Outreach	\$436,071.93	\$0.00	Outreach and case management	Outreach is critical for connecting unsheltered people to permanent housing.
Services Coordination	\$0.00	\$0.00		
Systems Support	\$0.00	\$0.00		
Administrative Costs	\$305,250.36		Administrative costs	Administrative costs
Additional 1% for HMIS	\$0.00			

New Interim Housing Certification

Does this budget propose to support any new interim housing solutions outside of the youth set-aside?

No

Does this budget propose to support new interim housing solutions for youth in excess of 10% of the total HHAP-5 Dollars budgeted?

No