

**AGENDA
ITEM**

03



AGENDA STAFF REPORT

DATE: December 5, 2018
TO: Mayor and City Council
APPROVED BY: David B. Dale, City Manager *DBD*
PREPARED BY: David B. Dale, City Manager
SUBJECT: Approval of a Resolution of the City Council of the City of Calexico Declaring a Shelter Crisis Pursuant to SB 850 (Chapter 48, Statutes of 2018 Government Code § 8698.2).

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Recommendation:

Approval of a Resolution of the City Council of the City of Calexico Declaring a Shelter Crisis Pursuant to SB 850 (Chapter 48, Statutes of 2018 Government Code § 8698.2).

Background:

The Homeless Coordinating and Financing Council (HCFC) announced the availability of Homeless Emergency Aid Program (HEAP) grant funding. HEAP is a \$500 million block grant program designed to provide direct assistance to cities, counties and Continuums of Care (CoCs) to address the homelessness crisis throughout California. HEAP is authorized by SB 850, which was signed into law by Governor Edmund G. Brown, Jr. on June 27, 2018.

Discussion & Analysis:

The Governor and Legislature have provided funding to local governments under the Homeless Emergency Aid Program as part of SB 850 and the 2018-19 Budget Act (Chapter 48, Statutes of 2018). The Governor and Legislature require jurisdictions seeking a grant allocation through the Homeless Emergency Aid Program to declare a Shelter Crisis pursuant to Government Code §8698.2.

Fiscal Impact:

None.

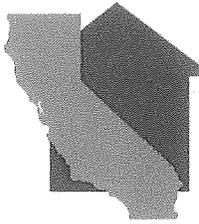
Coordinated With:

None.



Attachments:

1. Resolution of the City Council of the City of Calexico, California, Declaring a Shelter Crisis Pursuant to SB 850
2. Notice of Funding Availability Homeless Emergency Aid Program



CALIFORNIA HOMELESS COORDINATING AND FINANCING COUNCIL

Business, Consumer Services and Housing Agency
Edmund G. Brown Jr., Governor | Alexis Podesta, Chair

DATE: September 5, 2018

MEMORANDUM FOR: ALL POTENTIAL APPLICANTS

FROM: Alexis Podesta, Secretary
Business, Consumer Services and Housing Agency

SUBJECT: NOTICE OF FUNDING AVAILABILITY
HOMELESS EMERGENCY AID PROGRAM

The Homeless Coordinating and Financing Council (HCFC) is pleased to announce the availability of Homeless Emergency Aid Program (HEAP) grant funding. HEAP is a \$500 million block grant program designed to provide direct assistance to cities, counties and Continuums of Care (CoCs) to address the homelessness crisis throughout California. HEAP is authorized by SB 850, which was signed into law by Governor Edmund G. Brown, Jr. on June 27, 2018.

Available Funding

The HEAP funding is divided into three categories for distribution.

Category for Distribution	Funded Amount	Eligible Applicants
Continuum of Care – (a) Based on Point in Time Count Ranges	\$250,000,000.00	Continuum of Care (CoC)
Continuum of Care – (b) Based on Percent of Homeless Population	\$100,000,000.00	Continuum of Care (CoC)
City / City that is also a County – (c) Based on Population	\$150,000,000.00	Large Cities with a population over 330,000

Eligible amounts for each jurisdiction can be found in the HEAP Program Guidance document located on the HCFC website:

https://www.bcsb.ca.gov/hcfc/aid_program.html

Application Timeline

The HEAP grant application process will be conducted through an online portal. The portal is accessible September 5, 2018 through December 31, 2018.

NOFA Release	September 5, 2018
Early Applications Review Starts	September 5, 2018
Early Applications Awarded	September 2018
Early Distribution of Funds Begins	October 2018
Round 1 Application Cut-off Date	December 31, 2018
Standard Applications Awarded	January 2019
Standard Distribution of Funds Begins	March 2019

The HEAP team, recognizing the urgent need for funding to address homelessness in California communities, will begin the review of grant applications immediately upon receipt of those applications.

Application Submission Process

There will be one application format for CoCs and a separate application format for the 11 large cities. A link to the application portal can be found here:

https://www.bcsb.ca.gov/hcfc/aid_program.html.

All applications will be completed and submitted online. The application does not have a save feature to allow partial completion with completion at a later time. Once the application is successfully submitted, the applicant will receive a confirmation email that includes a copy of the application, a tracking number, and a checklist of documents to be submitted. The applicant must then reply to the email and attach all items listed on the checklist for the application to be deemed complete.

Application maps and instructions for both the large cities and CoC applications were released on August 17, 2018 and have been updated to provide clarification on the eligible uses section of the applications. All documents can be found on the HCFC website <https://www.bcsb.ca.gov/hcfc/>. The application map is a tool designed to assist HEAP applicant entities collect the information necessary to complete the application ahead of time. This should make completion of the actual application in one sitting easier.

Award Process

Once applications have been reviewed and deemed complete, an award letter and standard agreement will be prepared and sent to the applicant. When the standard agreement is signed and returned by the applicant, the applicant will simultaneously submit a request for funds which will initiate the distribution process. The request for funds should be dated after the date in which the standard agreement was signed. One hundred percent of funds will be disbursed in a one-time allocation upon execution of the standard agreement and receipt of request for funds. HCFC anticipates that funds will be distributed within 60 days of receipt of a complete application. Funds will be issued directly to the Administrative Entity.

Definitions

- (a) "Administrative Entity" means a unit of general purpose local government (city, county or a city that is also a county) or a nonprofit organization that has (1) previously administered federal Department of Housing and Urban Development (HUD) Continuum of Care funds as the collaborative applicant pursuant to Section 578.3 of Title 24 of the Code of Federal Regulations, and (2) been designated by the CoC to administer program funds. For this application, Continuum of Care (CoC) and administrative entity are used interchangeably.
- (b) "Agency" means the Business, Consumer Services and Housing Agency.
- (c) "Council" means the Homeless Coordinating and Financing Council created pursuant to Section 8257 of the Welfare and Institutions Code.
- (d) "County" includes a county and a city that is also a county.
- (e) "General service area" is the geographically defined area where a service entity provides outreach and direct services to homeless people.
- (f) "Governing body" means the entity that may declare the shelter crisis. This includes the following:
 - 1. The legislative body for a city or city and county.
 - 2. The board of supervisors for a county.
 - 3. The governing board or board of trustees for a district or other public agency.
 - 4. An official designated by ordinance or resolution adopted by a governing body, as defined in item (1), (2), or (3).
- (g) "Homeless" has the same meaning as defined in Section 578.3 of Title 24 of the Code of Federal Regulations, as that section read on May 1, 2018.
- (h) "Homeless youth" means an unaccompanied homeless individual who is not older than 24. Homeless individuals not older than 24 who are parents are included in this definition.
- (i) "Instance of service" means each encounter with a member of the target population where services are provided for each of the eligible grant activities. For example, one individual checks into a warming center operated by Provider X on Tuesday. The same individual checks into the same warming center the next night. This counts at two instances of service for this activity.
- (j) "Homeless point-in-time count" means the 2017 homeless point-in-time counts pursuant to Section 578.3 of Title 24 of the Code of Federal Regulations.
- (k) "Large City" means a city with a population over 330,000 people on January 1, 2018, as published on the Department of Finance [website](#).
- (l) "Program" means the Homeless Emergency Aid Program established pursuant to Chapter 5 of Part 1 of Division 31 of the Health and Safety Code.
- (m) "Shelter crisis" means a situation in which a significant number of persons are without the ability to obtain shelter, resulting in a threat to their health and safety.
- (n) "Target population" means any person who is homeless as defined for this grant. See (g) above.

Eligible Uses

governing body of the city or county (e.g. City Council or Board of Supervisors). A sample resolution has been provided in the HEAP guidance documents: https://www.bcsb.ca.gov/hcfc/documents/heap_overview.pdf.

Documentation and Reporting Requirements

Administrative Entities must be able to demonstrate that HEAP funds were expended for eligible uses to benefit members of the target population. HCFC will include reporting requirements in the standard agreement executed prior to distribution of HEAP funds to each large city or CoC. At this time, the reporting requirements include contract expenditures, the number of homeless individuals served by program funds, and the progress toward state and local homelessness goals. The first report will be due on January 1, 2020. An additional report will be due no later than January 1, 2021, with a final report due shortly after June 30, 2021.

AEs will need to submit confirmation that no less than 50 percent of program funds have been contractually obligated by January 1, 2020. By June 30, 2021, 100 percent of HEAP funds must be fully exhausted.

Monitoring

HCFC will use the report submitted on or before January 1, 2020 to ensure that AEs are on track to expend 100 percent of program funds by June 30, 2021. In addition to the reporting requirements above, it is expected that CoCs and large cities will provide direct oversight to recipients of HEAP funds.

Further Information

Additional information and updates such as the HEAP Program Guidance document, Frequently Asked Questions, Application Instructions, and a list of upcoming workshops can be found on the HEAP website: https://www.bcsb.ca.gov/hcfc/aid_program.html.

RESOLUTION NO. 2018-_____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CALEXICO, CALIFORNIA, DECLARING A SHELTER CRISIS PURSUANT TO SB 850 (CHAPTER 48, STATUTES OF 2018 GOVERNMENT CODE § 8698.2).

WHEREAS, California's Governor Edmund G. Brown, Jr. and the members of the California Legislature have recognized the urgent and immediate need for funding at the local level to combat homelessness;

WHEREAS, The Governor and Legislature have provided funding to local governments under the Homeless Emergency Aid Program as part of SB 850 and the 2018-19 Budget Act (Chapter 48, Statutes of 2018);

WHEREAS, The Governor and Legislature require jurisdictions seeking an allocation through the Homeless Emergency Aid Program to declare a Shelter Crisis pursuant to Government Code §8698.2;

WHEREAS, the City of Calexico has developed a homelessness plan and undertaken multiple efforts at the local level to combat homelessness; the City of Calexico operates a water system and wastewater collection & treatment plant system to serve the citizens of Calexico; and

WHEREAS, the City of Calexico 2017 Point in Time Count indicates 173 persons within the City of Calexico are homeless and living without shelter;

WHEREAS, the City of Calexico finds that the number of homeless is significant, and these persons are without the ability to obtain shelter;

WHEREAS, the City of Calexico finds that the health and safety of unsheltered persons in the City of Calexico is threatened by a lack of shelter;

WHEREAS, the City of Calexico affirms the City's commitment to combatting homelessness and creating or augmenting a continuum of shelter and service options for those living without shelter in our communities;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY OF CALEXICO CALIFORNIA, that a shelter crisis pursuant to Government Code §8698.2 exists in the City of Calexico and authorizes the City's participation in the Homeless Emergency Aid Program.

NOW, THEREFORE, be it resolved, determined, and ordered by the City Council of the City of Calexico:

Section 1. The City Council finds and determines that the foregoing recitals are true and correct.

Section 2. The City Clerk shall attest to the passage of this Resolution at the Regular City Council meeting of December 5, 2018.

PASSED, ADOPTED and APPROVED this 5th day of December, 2018, by the City Council of the City of Calexico.

MAYOR

ATTEST:

Gabriela Garcia, Deputy City Clerk

State of California)
County of Imperial) ss.
City of Calexico)

I, Gabriela T. Garcia, Deputy City Clerk of the City of Calexico do hereby certify the above Resolution No. 2018-_____ was approved at a regular City Council meeting held on the 19th day of September, by the following vote to-wit:

AYES:
NOES:
ABSTAIN:
ABSENT:

Gabriela T. Garcia, Deputy City Clerk