

Attachment L

ESG Program Category

Staff Reports

**FY 2020/21 & 2021/22
EMERGENCY SOLUTIONS GRANTS (ESG)**

APPLICANT: Health Services Department

PROGRAM NAME/NUMBER: Adult Interim Housing Program
20-01-ESG

PROGRAM SERVICE AREA: Urban County

PROGRAM OUTCOME: Provide 150 Urban County homeless clients year-round emergency shelter beds and wrap-around services.

TOTAL PROGRAM COST: \$2,071,106

AMOUNT REQUESTED: \$231,800

AMOUNT RECOMMENDED:

FY 2020/21:	\$100,000
FY 2021/22:	\$100,000

RECEIVED IN FY 2019/20: \$100,000

CONDITIONS OF APPROVAL: None

PROGRAM ANALYSIS: The Contra Costa County Health Services Department (HSD) operates two emergency homeless shelters for single adults—the Central County shelter in Concord with 75 beds and the West County shelter in Richmond with 100 beds. The shelters are the main points of entry for the homeless into the continuum of homeless and housing services.

The shelters are open 24-hours a day and provide meals, laundry facilities, mail, health screenings, telephones and a wide array of on-site support services. Upon entry into the shelter, each resident is assigned a case manager to assist the individual in determining an appropriate service plan that will help them (re)-gain housing as soon as possible. Engaging individuals the moment they walk into the shelter reflects the transition to a “housing-first” approach to service delivery that aims to reduce shelter stay and find appropriate housing that fits individual needs, subsequently reducing recidivism.

HSD is requesting ESG funds to help support operating costs at the two County run emergency homeless shelters. The funding will be used to cover utilities, repair/maintenance, and program supplies.

The shelter program is eligible, and consistent with County priorities and policies as identified in the County's Consolidated and Continuum of Care plans. The County shelters provide emergency housing and services to very-low income homeless individuals and are the entry point for many individuals seeking services to assist them in achieving permanent housing and a stable living environment. The shelters will serve up to 850 individuals per year.

EVALUATION CRITERIA

1. **Consistency with homeless shelter and service priorities:** Provision of shelter and related support services for homeless persons, including the elderly and disabled, is identified as a need in the FY 2020-25 Contra Costa Consortium Consolidated Plan [H-1]. The Contra Costa County Continuum of Care Homeless Plan identifies the need to preserve existing programs and services in the Continuum of Care system.
2. **Eligibility:** ESG funds may be used to provide emergency shelter operations [24 CFR 576.102(a)(3)]. As proposed, ESG funds will be used to help cover the costs of utilities, repair/maintenance, and program supplies.
3. **Target Population:** The County shelters serve very-low income, homeless single adults, including the elderly and persons with disabilities. In FY 2018/19, the shelter served 753 Urban County clients. Sixty-seven percent of shelter residents were men, thirty-three percent were women. Through the first two quarters of FY 2019/20, the shelter served 487 Urban County clients. Sixty-nine percent of shelter residents were men, thirty-one percent were women.
4. **Project feasibility/cost effectiveness/budget issues:** The County shelter program is an ongoing program. During FY 2018/19, shelter was provided to 2,194 individual homeless adults, of which 753 were Urban County clients. The program costs \$32.42/bed-night based on the proposed FY 2020/21 budget. The cost per client is \$2,436.60.

The objectives of the program are:

- At least 850 homeless adults (150 Urban County individuals) are provided shelter, meals, and other services annually.
- 60 percent of the persons exiting interim housing will be placed in permanent, transitional, sober living or more appropriate emergency housing.
- 50 percent of the persons exiting interim housing will obtain additional benefits/income as a result of their participation in interim housing.

ESG funds have been used to support the County's emergency shelters for several years.

5. **Proposed match/leveraging:** Funds from Federal, State, and Local government sources will act as a match for County ESG funds. HSD has approximately \$1,118,892 in secured funding. Every dollar of ESG funding leverages \$18.11 from other sources.
6. **Experience:** The Health Services Department has primary responsibility in running the emergency shelters. The County's Homeless Program Director has general oversight of the program and has been with the department since 1997.
7. **Project readiness/timing:** Project is ongoing. Provision of ESG funds would allow the emergency shelters to remain in operation year-round with 175 beds.
8. **Involvement of homeless in project:** The County Homeless Program understands that consumer participation is key to successful development, implementation, and operation of the shelter program. Involving the homeless population in key decisions allows residents of the shelter to take ownership of the program thereby taking ownership of their lives. For this reason, the Homeless Program staff seeks to involve residents of the shelter in the following ways:
 - Housing meetings are held weekly to identify any issues residents may have and gives staff and shelter residents an opportunity to engage in pro-active problem solving;
 - Resident Council meetings are conveyed once per month to provide a consumer voice on shelter policies and/or operations;
 - Consumer Board sub-committee meetings are held one per month at each facility to provide guidance on homeless policies and services that affect the entire Contra Costa homeless community.

9. **Marketing/Outreach.** Homeless persons needing the County Homeless Program's services, social service providers, and the community at large are informed about the Homeless Program in a variety of ways. There is a toll-free shelter intake number that is widely publicized, the program can be found on the County Health Services website, as well. Individuals may call this service 24-hours a day to request a shelter bed and/or other services. During initial screening, the Intake Line makes a determination on level of need of the homeless person requesting shelter. If the person reports mobility or other special need, appropriate accommodations, including TDD and translation services, are provided by Health Services. In addition, the Homeless Program works with the Coordinated Outreach and Engagement Teams to access any available beds for homeless persons living in encampment areas throughout the County. All outreach literature and flyers are disseminated by the shelters clearly specify who to call and how to access special services.
10. **Environmental issues.** This project involves funding the operations of a homeless shelter and is exempt under the required National Environmental Policy Act (NEPA) review.
11. **Local support.** The County's homeless shelter program success is enhanced by community support. Community and service groups donate food, clothing, linens and equipment. Approximately 15 volunteer, faith-based organizations provide meals each month. The shelters are accessed through the Shelter Intake Hotline and both are regularly advertised in the publication "Street Sheets".

**FY 2020/21 & 2021/22
EMERGENCY SOLUTIONS GRANTS (ESG)**

APPLICANT: Health Services Department

PROGRAM NAME/NUMBER: Calli House Youth Shelter
20-02-ESG

PROGRAM SERVICE AREA: Urban County

PROGRAM OUTCOME: Provide year-round emergency shelter beds and support services to 96 homeless youth in Urban County.

TOTAL PROGRAM COST: \$806,201

AMOUNT REQUESTED: \$308,012

AMOUNT RECOMMENDED:

FY 2020/21:	\$30,000
FY 2021/22:	\$30,000

RECEIVED IN FY 2019/20: \$30,000

CONDITIONS OF APPROVAL: None

PROGRAM ANALYSIS: Health Services Department (HSD) operates the Calli House Youth Shelter, a program that provides emergency shelter and critical support services to run-away, homeless, and throw-away youth ages 18-24. Shelter is provided to youth ages 18-24 and day services to youth ages 14-18 at the Drop-In Center.

The shelters are open 24-hours a day and provide meals, laundry facilities, mail, health screenings, telephones and a wide array of on-site support services. Youth ages 14-18 have the ability to access the Day Center for basic services. HSD projects 150 unduplicated youth will access the Day Center annually. Additionally, a total of 110 unduplicated transition age youth ages 18-24 will be provided shelter services.

The youth shelter program is eligible and consistent with County priorities and policies as identified in the County's Consolidated and Continuum of Care plans. Calli House provides emergency housing and services to homeless youth and is the entry point for many individuals seeking services to assist them in achieving permanent housing and a stable living environment.

EVALUATION CRITERIA

1. **Consistency with homeless shelter and service priorities:** Provision of shelter and related support services for homeless persons, including the elderly and disabled, is identified as a need in the FY 2020-25 Contra Costa Consortium Consolidated Plan [H-1]. The Contra Costa County Continuum of Care Homeless Plan emphasizes the need to preserve existing programs and services in the Continuum of Care system.
2. **Eligibility:** ESG funds may be used to provide operating support [24 CFR 576.102(a)(3)]. As proposed, ESG funds will be used to help cover a portion of staff salaries and the shelter operation costs such as utilities, janitorial services, general maintenance & supplies, and fleet/vehicle expenses.
3. **Target Population:** The Calli House shelters serve overnight bed shelter to very-low income, homeless transitional age youth (ages 18-24). In addition, day supportive services are provided to youth ages 14-24. In FY 2018/19, 164 unduplicated youth were served; 53 were from the Urban County.
4. **Project feasibility/cost effectiveness/budget issues:** HSD proposes to provide 96 unduplicated Urban County youth with shelter, food and support services annually. A total of 6,570 bed-nights will be provided, with the average length of stay at 30 days.

The goals of Calli House are as follows:

- At least 110 County runaway and homeless youth will be provided shelter, food, and other services.
- 90 percent of all youth exiting Calli House will be placed in permanent, transitional, sober or more appropriate emergency housing.
- 75 percent of youth will have improved health outcomes as a result of the support services offered.

HSD will use ESG funds to pay for a portion of staff salaries, which include the Youth Specialist, Case Manager, Site Supervisor, Program Coordinator, and the Employment & Education Specialist. ESG funds will also cover a portion of the operating costs of the shelter including utilities, janitorial services, general maintenance & supplies, and fleet/vehicle expenses. Previously, ESG funds have been granted for \$24,328 in FY 2017/18 and FY 2018/19 but in FY 2019/20 were granted \$30,000.

5. **Proposed match/leveraging:** The ESG match requirement is 100 percent of the grant amount, which is easily met by Federal, State, and local funds in the amount of \$456,185. Each dollar of ESG funds will leverage an additional \$25.87 in other resources.

6. **Experience:** Contra Costa Health Services is responsible for the overall coordination, monitoring, and funding of this ongoing shelter program. The program has been in operation since 2002.
7. **Project readiness/timing:** Project is ongoing. Provision of ESG funds will allow the emergency shelter to remain in operation year-round with 18 beds.
8. **Involvement of homeless in project:** The Homeless Program understands that community participation is key to successful development, implementation, and operation of the shelter program. Involving the homeless population in key decisions allows residents of Calli House to take ownership of the program thereby taking ownership of their own lives. For this reason the Homeless Program staff seeks to involve residents of Calli House in the following ways:
 - House meetings are held weekly to identify any issues residents may have and gives staff and shelter residents an opportunity to engage in pro-active problem solving.
 - Youth Forums are held several times a year to provide a place for youth to work with management to create and work through new ideas and problem solve issues.
 - Youth also participate in the Council on Homelessness consumer sub-committee that provides feedback to the larger homeless continuum of care around policies and services needed for the homeless community.
9. **Marketing/Outreach:** Homeless youth needing social services, and the community at large are informed about the Calli House program in a variety of ways. There is a toll-free shelter intake number that is widely publicized, the program can be found on the County Health Services website, as well. Individuals may call the Intake Line 24 hours a day to request a shelter bed or other services. During initial screening, the intake line makes a determination on the level of need of the homeless youth requesting shelter. If the person reports mobility or other special needs, appropriate accommodations, including TDD and translation services, are provided by the Health Services Department. Additionally, Calli House staff works directly with local outreach teams to access any available beds for youth living in encampments or identified through schools throughout the County. All outreach literature and flyers disseminated by the shelters clearly state who to call and how to access special services.
10. **Environmental issues:** This project is classified as exempt under the National Environmental Policy Act.
11. **Local support:** Calli House has developed a network of service providers to meet the needs of the youth, including agencies such as Children's Protective Services, police departments, West Contra Costa Unified School District, Rubicon, Opportunity West and other youth shelters in the greater Bay Area.

**FY 2020/21 & 2021/22 CDBG PROGRAM
EMERGENCY SOLUTIONS GRANTS (ESG) CATEGORY**

APPLICANT: Contra Costa County Health Services - Health,
Housing and Homeless Services Division,
Homeless Program

PROGRAM NAME/NUMBER: Coordinated Outreach, Referral, and
Engagement (CORE) Homeless Street Outreach
Program
20-03-ESG

PROGRAM SERVICE AREA: Urban County

PROGRAM OUTCOME: Provide day and evening homeless street
outreach services to at least 740 Urban County
individuals living outside throughout the County
to engage, stabilize, and deliver health and basic
need services, and aid in obtaining interim and
permanent housing.

TOTAL PROGRAM COST: **\$877,200**

AMOUNT REQUESTED: **\$61,454**

AMOUNT RECOMMENDED:
FY 2020/21: **\$30,884**
FY 2018/19: **\$30,884**

RECEIVED IN FY 2019/20: **\$25,795**

CONDITIONS OF APPROVAL: None

PROGRAM ANALYSIS: The focus of the Contra Costa County's Health Services Department (CCC-HSD) Coordinated Outreach, Referral, and Engagement (CORE) Homeless Street Outreach Program is to target high-risk, hard-to-reach chronically homeless individuals, transition-aged youth, and families living outside whom typically do not access services or do not know how to access services. CORE uses a client-centered, "whatever it takes" approach to build rapport and engage consumers into services that aims to get them off the streets and stabilized. CORE Outreach teams consist of two outreach workers, two outreach team leads, and an Outreach Coordinator. Outreach staff are trained in core principles and practices of trauma informed care, motivational interviewing and espouse a "housing first" philosophy. Knowing that those who live outside are

typically resistant to engaging with the current service system, outreach teams take this client-centered perspective with the understanding that trust must come before services are delivered, and trust and relationship building takes patience and time.

Three CORE teams will operate over an 18 hour period during the day and evening. Two or three-person outreach teams will go out in a systematic pattern within an established service area (East, Central, and West County) to contact chronically homeless individuals living on the streets, provide face-to-face outreach and engagement, and information necessary to address behavior contributing to their homelessness. The day teams hand off street outreach services for evening/weekend (Saturday) homeless outreach to teams staffed by Anka Behavioral Health, who is subcontracted with CCC-HSD to provide evening/weekend outreach services as part of the overall CORE Street Outreach Program.

CORE Homeless Street Outreach Program services and support will include but are not limited to:

- Referral and connection to “Health Care for the Homeless” Program medical staff to engage homeless individuals including collection of basic personal and demographic data;
- Administer initial screening tools and document concerns and disabilities regarding lack of housing financial support;
- Connect to medical and mental health and any substance abuse services;
- Facilitate the completion and submission of Medi-Cal, CalFresh, and/or SSI applications and related documentation for eligible consumers;
- Provide basic survival supplies;
- Assist local law enforcement, communities, and businesses in non-enforcement types of responses where appropriate;
- Connect individuals to the Mental Health Transitions Team for mental health needs and non-psychiatric emergencies with individuals ready to accept substance abuse treatment;
- Connect consumers to interim housing, multiservice centers, case management, and supports towards permanent housing.

This program is eligible, feasible and timely. Homeless street outreach services is a needed service throughout the County and it meets a priority need of the County’s Consolidated Plan

EVALUATION CRITERIA

1. **Consistency with homeless shelter and services priorities:** Provisions of shelter and related support services for homeless persons, including the elderly and disabled, is identified as a need in the FY 2020-25 Contra Costa Consortium Consolidated Plan [H-1]. The Contra Costa County Continuum of

Care Homeless Plan emphasizes the need to preserve existing programs and services in the Continuum of Care system.

2. **Eligibility:** ESG funds may be used to provide emergency shelter operations [24CFR 576.102(a)(1)]. As proposed, ESG funds will be used to pay a portion of the Lead Outreach Specialist's salary.
3. **Target Population:** The CORE Outreach program specifically benefits chronically homeless individuals, transitional age youth (ages 18-24 years old), and families living on the streets of established service areas: East, Central, and West Contra Costa County. The 2019 Point in Time (PIT) Count identified 2,295 people experiencing homelessness; 71 percent were unsheltered and 29 percent sheltered. There were 62 families with children in shelters and 37 unsheltered families. The PIT Count included 191 children in families, and 577 individuals 55 years or older. More people were found in Central County (41 percent) compared to West County (31 percent) and East County (27 percent).

The 2019 PIT Count found a 3 percent increase from the 2018 PIT Count. Homelessness has increased in the last few years across the entire Bay Area. Contra Costa County experienced a 43 percent increase from 2017 to 2019.

4. **Project feasibility/cost effectiveness/budget issues:** The CORE Outreach program is an ongoing program. In FY 2018/19 the program served 3,445 consumers and 91 percent of them received linkages to benefits, services, CARE Centers, or interim housing. The cost per client is \$461.68
5. **Proposed match/leveraging:** Funds from the Federal, State, and Local Government sources will act as a match for County ESG funds. HSD has approximately \$131,299 in secured funding. Every dollar of ESG funding leverages \$27.40 from other sources.
6. **Experience:** The CORE Program has been in operation since January 2017 and has been performing beyond expectations. Contra Costa Health Services is responsible for the overall coordination, monitoring, and funding of this ongoing outreach program. The program has been in operation since January 2017. CORE has been funded by CDBG and/or ESG funds over the last 4 years and has consistently exceeded their contractual goals.
7. **Program readiness/timing:** This program started full operation in January 2017. Since the program's inception in 2017, the program has grown to 13 Outreach teams, a Program Manager, two Outreach Coordinators, and 3.5 Dispatchers. The program is staffed at a sufficient level to provide services throughout the County for six days out of the week plus evening/night hours. CCC-HSD is well established and works in partnership with numerous local agencies and organizations that provide services to the homeless population.

8. **Involvement of homeless in project:** The CORE Outreach Program focuses on targeting high-risk, hard-to-reach chronically homeless individuals, transition-aged youth, and families living outside whom typically do not have access to services. CORE Outreach will use client-centered, “whatever it takes” approach to build rapport and engage consumers into services that aims to get them off the streets and stabilized. Each CORE Outreach team consists of two outreach workers: one lead Outreach Specialist and one Outreach Specialist. Outreach staff are trained in core principles and practices of trauma informed care, motivational interviewing and espouse a housing first philosophy. Knowing that those who live outside are resistant to engaging with the current system, outreach teams take this client-centered perspective with the understanding that trust must come before services are delivered, and trust and relationship building takes time and patience.
9. **Marketing/Outreach:** Outreach is a critical component to Contra Costa’s array of homeless services because it lays a groundwork for establishing rapport and forming a trusting relationship that provides context in assessing needs, defining service goals, and agreeing to a service plan. Outreach on the streets is often the first point of contact for people living outside and the first step in engaging people in services.

Through a toll-free number (211) CORE teams work closely with law enforcement, hospitals, flood control, public works departments, homeless services providers, and 211 to receive referrals for persons who may need engagement.

10. **Environmental issues:** This project is classified as exempt under the National Environmental Policy Act.

**FY 2020/21 & 2021/22 CDBG PROGRAM
EMERGENCY SOLUTIONS GRANT (ESG) CATEGORY**

APPLICANT: Northern California Family Center

PROGRAM NAME/NUMBER: Runaway Shelter Services
20-04-ESG

PROGRAM SERVICE AREA: County-wide

PROGRAM OUTCOME: Provide 1-5 nights of emergency shelter, clothing and food to 6 Urban County youth to prevent homelessness and long-term institutionalization and provide mediation and follow-up counseling services for the youth and their parent(s).

TOTAL PROGRAM COST: \$110,000

AMOUNT REQUESTED: \$50,000

AMOUNT RECOMMENDED:

FY 2020/21: \$0

FY 2021/22: \$0

RECEIVED IN FY 2019/20: N/A

CONDITIONS OF APPROVAL: N/A

PROGRAM ANALYSIS: Northern California Family Center (NCFC) provides emergency shelter and counseling/mediation services to runaway youth and their families in order to assist them in resolving their housing situation. NCFC provides a 24-hour hotline and receiving office, consultation services and shelter for up to 5 days. Intake services are provided at a receiving site in Martinez and shelter services are provided in certified foster homes throughout the County. The goal of the program is to move youth to a stable housing situation. NCFC will provide services to 6 Urban County youth.

Once the youth is sheltered in a safe place the program provides mediation services between the youth and their parents to develop an agreement on where the youth will live. The goal is to determine a stable living situation for the youth that is agreeable to both parties. Counseling and therapy are available after mediation has been completed.

The program received CDBG funding in the past, in FY 2010/11 for \$10,000 in the Public Service category. In FY 2011/12, due to non-responsiveness to requests for documentation and tardiness in the submission of required program reports, funding to NCFC was reduced and it was stipulated that continued funding would be dependent upon all reports and documents being submitted on time and with all required backup documentation. In August, 2011, the agency withdrew their application for the funding year as they were unable to meet these requirements. They applied for funding again in FY 2012/13, but were denied due to continued concerns over their ability to meet reporting requirements. Most recently, in 2017, NCFC applied for CDBG funds in the Public Services category again. At that time, CDBG staff conducted on-site interviews with NCFC staff and it appeared that the program had addressed previous concerns. However, NCFC failed to submit any quarterly reports or quarterly requests for reimbursements/demands; therefore, CDBG staff had to cancel the project for that year.

In order for an activity/program to become eligible for ESG funds, the activity/program must be part of the County's Continuum of Care's Coordinated Entry System and must be reporting into the Continuum of Care's Homelessness Management Information System (HMIS). At this time, NCFC is not formally part of either of these systems. Given the previous history of non-responsiveness with the CDBG Program reporting requirements and NCFC not formally being part of the Continuum of Care's Coordinated Entry System and HMIS, staff recommends not funding this program at this time.

EVALUATION CRITERIA

1. **Consistency with homeless shelter and service priorities:** Provision of shelter and related support services for homeless persons, including the elderly and disabled, is identified as a need in the FY 2020-25 Contra Costa Consortium Consolidated Plan [H-1]. The Contra Costa County Continuum of Care Homeless Plan identifies the need to preserve existing programs and services in the Continuum of Care system.
2. **Eligibility:** ESG funds may be used to provide emergency shelter operations [24 CFR 576.102(a)(3)]. As proposed, ESG funds will be used to help cover personnel costs and non-personnel operating expenses such as utilities and program supplies.
3. **Target Population:** NCFC serves runaway and homeless youth throughout Contra Costa County who are under the age of 18 and older than 8 years of age. Many of these youth are referred by Child Protection Services or other agencies that cannot care for them. Twenty percent of these youth have been abused or neglected, requiring coordination with Child Protective Services. About forty percent are experiencing clinical depression, ADHD, bipolar disorder, post traumatic stress

disorder or some other diagnosable mental health disorder which is often not being adequately treated. Providing a safe place and shelter is the first step in providing stability to these youth.

4. **Project feasibility/cost effectiveness/budget issues:** Requested CDBG funds are proposed to be used for Staff Salaries, employee benefits and taxes, office supplies, utilities, insurance, printing, and contracted services. Based on the proposed budget, the cost per client is \$4,074.07.
5. **Proposed match/leveraging:** Funds from foundations, In-kind funds, and other private funds will act as match for County ESG funds. NCFC has secured, \$45,000 from a grant from The George Sandy Foundation. Every dollar of ESG funding leverages \$1.20 from other sources.
6. **Experience:** NCFC has been providing services to runaway youth since 1992 and shelter services since 1997 and received CDBG funding for several years. The Executive Director is responsible for program operations and oversight. The program has received CDBG funding in the past, most recently 2010. In FY 2011/12, due to non-responsiveness to requests for documentation and tardiness in the submission of required program reports, funding to NCFC was reduced and it was stipulated that continued funding would be dependent upon all reports and documents being submitted on time and with all required backup documentation. In August, 2011, the agency withdrew their application for the funding year as they were unable to meet these requirements. They applied for funding again in FY 2012/13, but were denied due to continued concerns over their ability to meet reporting requirements. In FY 2017/18, NCFC was granted CDBG funds in the Public Service category failed to submit any quarterly reports or quarterly requests for reimbursements/demands; therefore, CDBG staff had to cancel the project for that year.
7. **Project readiness/timing:** This is an ongoing program that is fully staffed. Provision of ESG funds would allow the shelter to remain in operation year-round.
8. **Involvement of homeless in project:** The County Homeless Program understands that consumer participation is key to successful development, implementation, and operation of the shelter program. Involving the homeless population in key decisions allows residents of the shelter to take ownership of the program thereby taking ownership of their lives. For this reason, the Homeless Program staff seeks to involve residents of the shelter in the following ways:

- Shelter which is voluntary and brief;

- Mediation to obtain an agreement between the youth and the guardian about the disposition to stable living;
- Counseling as a follow-up to maintain the stability of the living agreement and to liaison with other specific services necessary for each case.

No other agency in Contra Costa is licensed by the State of California, Community Care licensing, to provide these services. Other organizations do provide adjunct services for runaways: this include job training, counseling, and educated related assistance. When Mediation Agreements are written up, providers are specified to engage with the family to match with varied needs. With the family's permission, NCFC communicates with these providers as well as present them with a copy of the Mediation Agreement to quickly bring all participants to the same page for a given service plan.

9. **Marketing/Outreach:** Runaway brochures are distributed and NCFC works with the Contra Costa Fire Protection District and Contra Costa County Connection for referral sources, and the Contra Costa County Office of Education as a Liaison for Runaways as needed.
10. **Environmental Issues:** This project involves funding the operations of a homeless shelter and is exempt under the required National Environmental Policy Act (NEPA) review.
11. **Local Support:** It is unclear of NCFC's level support from local community service agencies. NCFC has occasionally attended County Continuum of Care meetings; however, it is not formally a partner of the County Continuum's Coordinated Entry System nor is it entering information in the County Continuum's HMIS system.

**FY 2020/21 & FY 2021/22
EMERGENCY SOLUTIONS GRANTS (ESG)**

APPLICANT: Shelter, Inc. of Contra Costa County (SHELTER)

PROGRAM NAME/NUMBER: Homeless Prevention and Rapid Rehousing Program
20-05-ESG

PROGRAM SERVICE AREA: Urban County

PROGRAM OUTCOME: Provide rapid rehousing and homeless prevention services to 60 Extremely-Low-Income (below 30% of Area Median Income) and/or homeless individuals and families in the Urban County to quickly regain stable, permanent housing or maintain their housing.

TOTAL PROGRAM COST: \$800,000

AMOUNT REQUESTED: \$131,021

AMOUNT RECOMMENDED:

FY 2020/21:	\$131,021
FY 2021/22:	\$131,021

RECEIVED IN FY 2019/20: \$128,268

CONDITIONS OF APPROVAL: Shelter Inc. must meet the contractual goal for FY 2019/20 and expend all of FY 2019/20 ESG funds prior to entering into contract for FY 2020/21 ESG funds.

PROGRAM ANALYSIS: Shelter, Inc. provides homelessness prevention that provides housing relocation and stabilization services and rental assistance to extremely low income (below 30% AMI) Urban County residents as necessary to prevent the individual or family from becoming homeless. Assistance is used to help program participants regain stability in their current permanent housing or move into other permanent housing and achieve stability in that housing. Participants receive case management services to help determine how best to maintain their housing. Clients must demonstrate that they would become homeless if not for this assistance and that they can be reasonably expected to maintain housing once the subsidy ends.

The rapid rehousing element provides housing relocation/stabilization services and financial assistance in paying deposits, rent and utility bills to help homeless individuals and families quickly regain and maintain housing and self-sufficiency. Eligible clients must meet HUD's definition of homelessness, have no appropriate housing options, lack sufficient resources and support networks necessary to secure or maintain housing without ESG assistance, agree to meet with a case manager for stabilization/relocation services and demonstrate that they would remain homeless if not for this assistance.

The program differentiates between the chronically homeless and those who can be reasonably expected to maintain their housing when the subsidy ends.

Financial assistance will be provided to 60 Extremely-Low Income Urban County clients. A critical piece to the success of the program is the rental subsidies that are provided to help a client remain in (or get back into) a home. The rental assistance goes directly to the landlord, and, as rental prices have increased, the costs to assist each household have also increased. As a result, if overall funding for the program stays the same as in years past, Shelter Inc. will serve less people.

Shelter, Inc. is behind pace to meet their annual goal during the current fiscal year, (as of second quarter of the current funding year they have only served 32 percent of their annual goal and only expending 33 percent of their annual funding amount), they have been late in submitting their financial reports and request for reimbursement of ESG funds.

Eligible costs include utilities, security deposits, short-term (1-3 months) rental assistance, utility deposits/payments and moving costs. All direct assistance is paid to a third party (i.e. landlord, utility company) and is considered a grant on behalf of the client.

This project is eligible, feasible and timely. It is consistent with HUD's priorities for the ESG program and with the County's Consolidated Plan and the Homeless Continuum of Care Plan.

EVALUATION CRITERIA

1. **Consistency with homeless shelter and service priorities:** Reducing the incidence of homelessness and assisting in alleviating the needs of the homeless is identified as a priority in the FY 2020-21 Contra Costa Consortium Consolidated Plan [H-2]. Preserving existing programs and services in the continuum of care, and enhancing people's ability to achieve stable housing and economic self-sufficiency are high priority recommendations in the Contra Costa County Ending Homelessness in Ten Years plan.
2. **Eligibility:** ESG funds will be used to provide housing relocation/stabilization services and direct financial assistance, which are eligible under the Emergency Solutions Grant Homeless Prevention and Rapid Rehousing component [24 CFR 576.103, 576.104, 576.105, and 576.106]. Eligible costs include rental assistance, security and rental deposits, utility payments and housing search and assistance. Funding will also be allocated for staff positions, which are eligible under the above activities.
3. **Target Population:** This project serves individuals and families who are at risk of losing their housing and homeless individuals and households who are ready to transition into stable permanent housing. Homelessness Prevention clients must be extremely-low-income (below 30% AMI) and lack sufficient resources to remain housed if not for this assistance. Eligible Rapid Rehousing clients must meet the

HUD definition of homelessness as amended by the HEARTH Act, have no appropriate housing options, have an annual income of less than 30% AMI and lack sufficient resources to secure or maintain housing without ESG assistance.

4. **Project feasibility/cost effectiveness/budget issues:** This ongoing project is eligible, feasible and timely. During FY 2018/19, one household was assisted with homeless prevention to keep them in their current homes, while 11 households were assisted with rapid rehousing to quickly regain their housing. The homeless prevention program costs an average of \$654/household while the rapid rehousing program costs an average of \$565/household.
5. **Proposed match/leveraging:** This project proposes to leverage County ESG (\$130,000) funds with State Federal ESG funds (\$130,000), Community Development Block Grant (CDBG) funds from the County/City entitlement jurisdictions (\$60,000) and grants from foundations and fundraising (\$480,000). It is expected that Shelter Inc. will be awarded approximately \$116,105 in State Federal ESG funds; the State Non-Federal ESG funding amount is to be determined. As proposed, each dollar of County ESG would leverage \$5.15 in other funds.
6. **Experience:** The agency operates a broad range of programs including transitional shelters, permanent housing opportunities for special populations, rental assistance, and fair housing counseling. Shelter, Inc. was also the lead agency in the County's Homelessness Prevention/Rapid Rehousing Program. Under the agency's direction the program has exceeded the estimate for clients and households served. The Program Director has more than 10 years experience serving the housing needs of homeless residents of the County and will be responsible for general oversight of the program.
7. **Project readiness/timing:** The project is ongoing. The ESG funds will be used throughout the year to cover staff costs as well as direct homeless prevention and rapid rehousing costs.
8. **Involvement of homeless in project:** In consultation with a case manager, participants in the program develop their own budgets and a plan for achieving and maintaining housing. Shelter, Inc. is an active participant in the Contra Costa Council on Homelessness (COH), which is charged with providing a forum for communication among providers and homeless clients.
9. **Marketing/Outreach:** The agency maintains direct relationships and referral agreements with other community service agencies and also participates in a variety of community resource fairs.
10. **Environmental issues:** This project involves providing homeless prevention and rapid rehousing services to the homeless and therefore is classified as exempt under the required National Environmental Policy Act (NEPA) review.
11. **Local support:** The Homeless Prevention and Rapid Rehousing Program has the support of local community service agencies. Additional support and contributions

are received from service clubs, the faith-based community and neighborhood organizations.

**FY 2020/21 & FY 2021/22
EMERGENCY SOLUTIONS GRANT (ESG)**

APPLICANT: STAND! For Families Free of Violence

PROGRAM NAME/NUMBER: Rollie Mullen Emergency Shelter
20-06-ESG

PROGRAM SERVICE AREA: Urban County

PROGRAM OUTCOME: Provide emergency homeless shelter and support services for 80 adults (both men and women) and their children who are displaced due to domestic violence.

TOTAL PROGRAM COST: \$649,258

AMOUNT REQUESTED: \$50,000

AMOUNT RECOMMENDED:

FY 2020/21:	\$50,000
FY 2021/22:	\$50,000

RECEIVED IN FY 2019/20: \$50,000

CONDITIONS OF APPROVAL: None

PROGRAM ANALYSIS: For more than 35 years, STAND! For Families Free of Violence (STAND) has provided services and emergency shelter to victims of domestic violence. Annually, approximately 6,000 emergency shelter bed-nights are provided to adults (both men and women) and their children who are homeless and in peril due to violent relationships. Effective July 1, 2016, STAND instituted a “Non-Discrimination Policy”, which makes all services available to all genders and populations. STAND provides shelter for these clients while they reconstruct their lives and find safe and stable housing. Clients receive up to 12 weeks of shelter and services including food, clothing, case management, counseling, employment assessment and housing referrals.

The STAND emergency shelter is housed in the Rollie Mullen Center (RMC). This shelter has 24 beds, a sitting area, a laundry facility, a common kitchen and a dining facility. The shelter also provides programs for children. In addition to the emergency shelter, the RMC has seven transitional housing units for families and a counseling center. STAND is requesting ESG funds for the provision of essential services.

This program serves a high priority need in Contra Costa by providing emergency shelter to victims of domestic violence, giving them an opportunity to stabilize their lives and move to safe, permanent housing.

EVALUATION CRITERIA

1. **Consistency with homeless shelter and service priorities:** Increasing the supply of appropriate and supportive housing for special needs populations (including battered women), and assisting the homeless and those at risk of becoming homeless are identified as priority housing needs in the FY 2020-25 Contra Costa Consortium Consolidated Plan. Preserving existing programs and services in the Continuum of Care is listed as a high priority need in the Contra Costa County Continuum of Care Homeless Plan.
2. **Eligibility:** Provision of essential services to the homeless is an eligible use of ESG funds [24 CFR 576.102(a)(1)].
3. **Target Population:** STAND targets adults (men and women) and their children who are homeless because they are in peril due to violent relationships. Targeted communities for increased services are the west and east portions of Contra Costa County where a larger proportion of homeless victims of domestic violence are identified as isolated from services by geography, culture, language, or economics.
4. **Project feasibility/cost effectiveness/budget issues:** STAND is unique in the level of service and safety that it provides including extensive children's programs to address problems of low self-esteem, aggression, depression, anxiety, learning difficulties and post-traumatic stress disorders. In the first six months of the FY 2019/20 grant period, STAND has served a total of 19 Urban County women and their children, 38 percent of their annual goal.

STAND states that the most dangerous time for its clients is when they decide to leave the abusive relationship, which makes it important for clients to be able to access counselors and STAND staff quickly, safely and frequently. Emergency shelter staff is available 24 hours-a-day and includes residential case workers, a children's therapist and a bilingual case worker.

As proposed, STAND is requesting ESG funds for the provision of essential services. Maintaining an adequate staff is important for the safe and effective management of the shelter. STAND is seeking ESG funds to support the Case Manager, Domestic Violence Caseworker, and the Emergency Shelter Coordinator.

STAND historically has been very successful in raising funds and has contributions from State and Federal agencies including the Emergency Food and Shelter National Board Program, State of California Domestic Violence Assistance Program, and CDBG funds from cities in the Consortium. The agency has received ESG funds for the past several years. Currently, STAND has \$535,308 in committed funds for the next fiscal year. Additionally, they have applied for CDBG funding from Antioch, Concord, and Pittsburg for this program, as well as State Federal ESG and State Non-Federal ESG funds from the County.

5. **Proposed match/leveraging:** STAND has adequate other funds to meet the 100 percent match requirement of the ESG program. As proposed, each dollar of ESG will leverage \$11.98 in other funds.
6. **Experience:** STAND has provided emergency shelter for over 35 years and is the only agency in the County serving women and children who have been victims of domestic violence. The STAND shelter provides 24 emergency shelter beds and is operational 24 hours-a-day, year round. Staff is on site 24 hours-a-day providing emergency supportive services. Volunteers, many of whom are professionals, contribute hundreds of hours of unpaid client services.
7. **Project readiness/timing:** The project is ongoing. The ESG funds will be used throughout the year to cover staff costs associated with shelter operations and provision of essential services.
8. **Involvement of homeless in project:** The STAND emergency shelter directly advances at two priorities of the County's 10-Year Plan to End Homelessness. The shelter accomplishes "Priority 1: Help Homeless People (Re)Gain Housing as Soon as Possible" by placing homeless victims of domestic violence immediately in safe, secure housing. The emergency shelter also advances "Priority 2: Provide Integrated, Wraparound Services to Facilitate Long-Term Residential Stability." They achieve this priority through the provision of comprehensive support services that prepare domestic violence victims to establish independent, stable-housed lives for themselves and their children.
9. **Marketing/Outreach:** As the primary comprehensive domestic service provider in Contra Costa County, STAND has prioritized how they inform, attract and provide culturally-informed access to the County's diverse population. STAND maintains Domestic Violence Liaisons at numerous locations throughout the County, including at the East County EHSD office in Antioch, the Pittsburg Health Center, Rainbow Community Center, and the West Contra Family Justice Center. These liaisons reach out to various distinct populations, especially those with limited English proficiency. STAND also partners with Deaf Hope, an organization devoted to meeting the very specific needs of deaf victims of domestic violence. Contra Costa Sheriff's Office, and the Police Departments of the cities of Antioch, Brentwood, Concord, Martinez, Pittsburg, and Richmond and other emergency responders assist STAND with emergency response, training, and referrals.
10. **Environmental issues:** This project is exempt from environmental review pursuant to the National Environmental Policy Act.
11. **Local support:** Governmental support accounts for \$599,258. STAND has working agreements with and receives referrals from over 50 organizations, including the County's Social Services Department, Health Services, Probation Department, Sheriff's Office, and police departments.

**FY 2020/21 & 2021/22
EMERGENCY SOLUTIONS GRANTS (ESG)**

APPLICANT: Trinity Center

PROGRAM NAME/NUMBER: Trinity Center
20-07-ESG

PROGRAM SERVICE AREA: Urban County

PROGRAM OUTCOME: Provide breakfast and lunch, laundry, showers, clothing, food and support services weekdays to 230 Urban County clients.

TOTAL PROGRAM COST: \$1,204,501

AMOUNT REQUESTED: \$31,500

AMOUNT RECOMMENDED:

FY 2020/21:	\$31,000
FY 2021/22:	\$31,000

RECEIVED IN FY 2019/20: \$31,000

CONDITIONS OF APPROVAL: None

PROGRAM ANALYSIS: The Trinity Center surrounds homeless persons with an array of services they need to establish and maintain stable and independent lives for themselves. Offered in a year-round day shelter setting, Trinity Center provides services that meet basic needs while cultivating an atmosphere of community and mutual support that is critical to homeless persons' ability to attain a sense of normalcy and stability. When coupled with an advocacy approach to case management, this program of services empowers homeless and very-low income individuals to improve the quality of their lives.

Trinity Center provides day shelter services to unduplicated homeless and very-low income individuals. The day shelter is open Monday through Friday from 8 AM to 4 PM, with Wednesday afternoons dedicated to meeting the specific needs of homeless women. A range of basic services are provided, including two meals per day, showers, laundry, peer counseling, mail service, fellowship, a clothing closet, a non-perishable food pantry, dental care, connection to other services, employment counseling, and assistance with securing housing.

Trinity Center offers Member Advocates dedicated to providing intensive case management and advocacy services for clients who choose to participate. In particular, Member Advocates work with clients to find, enroll in, and secure affordable and permanent housing opportunities, utilizing the County's Vulnerability Index – Service

Prioritization Decision Assistance Tool (VI-SPDAT), with the support of the Continuum of Care. This advocacy approach enables Trinity Center to engage homeless individuals with the basic services they need and integrate them into the service system with compassion and a focus on their individual paths toward stable housing and independence.

The Trinity Center program is eligible and consistent with County priorities and policies as identified in the County's Consolidated and Continuum of Care plans. The Center provides services to Urban County homeless persons and is the entry point for many individuals seeking services to assist them in achieving permanent housing and a stable living environment. ESG funds will be used to partially fund the program assistant position and the HMIS database.

EVALUATION CRITERIA

1. **Consistency with homeless shelter and service priorities.** Assisting the homeless is identified as a priority housing need in the FY 2020/21 Contra Costa Consortium Consolidated Plan. Developing ongoing programs and services is listed as a high priority need in the Contra Costa County Continuum of Care Homeless Plan.
2. **Eligibility.** Provision of essential services to the homeless is an eligible use of ESG funds [24 CFR 576.102(a)(1)].
3. **Target Population.** Trinity Center provides services to homeless men, women and families. Eligible individuals are those who meet the HUD definition of homelessness as amended by the HEARTH Act, including lacking a fixed, adequate nighttime residence or living in a public or private place not meant for human habitation.
4. **Project feasibility/cost effectiveness/budget issues.** This project is eligible, feasible and timely. Trinity Center has assumed the responsibility of the Fresh Start program, which began in Walnut Creek's Civic Park over 15 years ago. The program has provided financial documents and commitment support letters that the proposed budget. The cost per Urban County client is approximately \$135.
5. **Proposed match/leveraging.** Trinity Center has adequate other funds to meet the 100% match requirement of the ESG program. Trinity Center has \$131,250 in committed funds. As proposed, each dollar of ESG funds will leverage \$37.85 in other funds.
6. **Experience.** The Center has been operational since November 1, 2012, and is staffed by professionals and volunteers with experience in the provision of services.
7. **Project readiness/timing.** The project is feasible, timely and ongoing. The ESG funds will be used to finance a full-time (1.0 FTE) program assistant position.
8. **Involvement of homeless in project.** Trinity Center directly hires homeless persons to help operate the facility and provide support to other clients. This Homeless

Employment Program gives homeless individuals the opportunity to remove barriers to employment, earn a wage, learn to manage their own money, gain valuable employment skills, and participate in the operation of the Center to support their peers. The homeless individuals that are employed by Trinity Center also provide positive examples of progress to other clients, creating a community of mutual support where new clients can see firsthand the impact that Trinity Center has on its client's lives. Daily meetings are also held at the Center with clients to discuss progress, identify challenges, and gather client feedback about the operation of the Center and how it can better meet their needs. Weekly meetings are then held with staff to review and evaluate client feedback and determine how to implement appropriate client recommendations and address valid client concerns.

9. **Marketing/Outreach.** Trinity Center maintains partnerships with a broad array of other homeless services agencies in the County, which enables them to perform outreach and inform individuals about services Trinity Center provides. Trinity Center is a member of the Contra Costa Continuum of Care and numerous other collaborative bodies focused on the homeless population, which enables the most appropriate referrals for each client who enters the system. Trinity Center maintains a collaborative relationship with the Walnut Creek Taskforce on Homelessness, which coordinates the local community's efforts to reach out to homeless individuals and connect them with appropriate service providers. In addition, Trinity Center has relationships with local hospitals, which provides Trinity Center with another avenue for outreach to local homeless individuals. Finally, Trinity Center also partners with the County's 211 Crisis Center, which provides referrals and information to individuals who seek assistance connecting with local service providers.
10. **Environmental issues.** This project is exempt from environmental review pursuant to the National Environmental Policy Act.
11. **Local support.** More than \$580,000 of the Center's projected budget will be locally generated private support through foundations, in-kind and fundraising/donations.