**Notice of Funding Availability**

**California Emergency Solution and Housing Program**

**San Joaquin Continuum of Care**

**INTRODUCTION**

The San Joaquin Continuum of Care (CoC) provides leadership and effective stewardship of resources, as well as facilitates community planning, design and implementation of programs critical to ending homelessness in San Joaquin County. Our core values are collaboration, communication and transparency. We are committed to evidence-based programming and data-driven initiatives. The CoC is a collaborative and coordinating system comprised of government, non-profit homeless housing and service providers, and other community interests that increase public awareness and promote programs that address the needs of the County’s homeless population. The Membership Body consists of all interested individuals and organizations and is open to the full array of community stakeholders.

The California Department of Housing and Community Development (HCD) has made available approximately $53 million statewide in funding to assist persons experiencing or at risk of homelessness, through the California Emergency Solution and Housing Program (CESH). This is the first of two rounds for the CESH Program, which is funded from a portion of the first and second quarters of revenue deposited in the Building Homes and Jobs Act Trust Fund created by the Building Homes and Jobs Act 2017, and approximately $25 million in unallocated California Emergency Solutions Grant (ESG) funds.

San Joaquin County, as the Administrative Entity for the CoC, is making CESH funds available through a local NOFA process to disburse to projects that reduce homelessness and increase permanent housing opportunities in San Joaquin County.

Eligible CESH activities as described by HCD are:

1) Rental assistance, housing relocation, and stabilization services to ensure housing affordability to individuals experiencing homelessness or who are at risk of homelessness. Rental assistance provided pursuant to this paragraph shall not exceed 48 months for each assisted household and rent payments shall not exceed two times the current HUD fair market rent for the local area, as determined pursuant to 24 CFR part 888.

2) Operating subsidies in the form of 15-year capitalized operating reserves for new and existing affordable permanent housing units for homeless individuals and/or families.

3) Flexible housing subsidy funds for local programs that establish or support the provision of rental subsidies in permanent housing to assist homeless individuals and families. Funds used for purposes of this paragraph may support rental assistance, bridge subsidies to property owners waiting for approval from another permanent rental subsidy source, vacancy payments, or project-based rent or operating reserves. Rental assistance provided from flexible housing subsidy funds shall not exceed 48 months for each assisted household, and rent payments shall not exceed two times the current HUD fair market rent for the local area, as determined pursuant to 24 CFR part 888. Operating subsidies from flexible housing subsidy funds shall be in the form of 15-year capitalized operating reserves for new or existing affordable permanent housing units for homeless individuals and/or families.

4) Operating support for emergency housing interventions, including, but not limited to, the following: a) Navigation centers that provide temporary room and board and case managers who work to connect homeless individuals and families to income, public benefits, health services, permanent housing, or other shelter. b) Street outreach services to connect unsheltered homeless individuals and families to temporary or permanent housing. c) Shelter diversion, including, but not limited to, homelessness prevention activities such those described in 24 CFR 576.103, and other necessary service integration activities such as those described in 24 CFR 576.105, to connect individuals and families to alternate housing arrangements, services, and financial assistance.

5) Systems support for activities necessary to maintain a comprehensive homeless services and housing delivery system, including Coordinated Entry System (CES) data, and Homeless Management Information System (HMIS) reporting, and homelessness planning activities.

6) Develop or update a CES, if the CoC does not have a system in place that meets the applicable HUD requirements, as set forth in Section II.E.3.A of this NOFA. Eligible CES costs do not include capital development activities, including, but not limited to, real property acquisition, construction, or rehabilitation activities.

7) Development of a plan addressing actions to be taken within the CoC service area if no such plan exists. If an applicant requests funding to develop a plan, the applicant shall submit the developed plan to HCD prior to the expiration of the contract executed with HCD.

**Local NOFA Funding Priorities**

**A total of $1,014,961** is available for organizations operating within the San Joaquin Continuum of Care (CoC). The Administrative Entity (AE) will delegate project review and ranking to the CoC. The CoC will use Local Funding Priorities within eligible uses of CESH as enacted by California Senate Bill 850 in its rank and review processes. **The AE is seeking to fund local projects as follows**:

1: Up to 40% ($405,985) to fund homelessness prevention and homelessness diversion programs. Authorized by CESH Category 4.

2: Approximately 40% ($405,985) to provide rental assistance for homeless households, vacancy payments for units reserved for homeless households, and/or project based operating subsidies for permanent housing for homeless households. Authorized by CESH Category 3 and Category 2.

3: Approximately 10% ($101,495) to fund education and training of service provider staff regarding processes and procedures for the Coordinated Entry System. Authorized by CESH Category 5.

4: Approximately 5% ($50,748) to complete a strategic plan to end homelessness in San Joaquin County. Authorized by CESH Category 7.

5: No more than 5% ($50,748) will be set aside for the Administrative Entity for administrative costs related to the management of the program. Authorized by statute — no response is required.

If any funding remains un-requested in a particular Local Funding Priority category, the AE may direct those funds toward an approved project in Local Funding Priority 1 or 2.

The Administrative Entity will follow all CESH funding guidelines in establishing maximum amounts that can be spent toward any eligible CESH activity. There is no minimum funding request requirement; funding request maximums are limited to the percentages and figures outlined previously in this section.

In awarding CESH dollars through the local NOFA process, the AE will give priority to projects that permanently house homeless households and substantially reduce rates of homelessness in San Joaquin County by: helping households maintain permanent housing; diverting households from sheltered or unsheltered homelessness to permanent housing; providing rent support for permanent housing for homeless households; providing operating subsidies of existing permanent housing for homeless households; and supporting the development of new units of subsidized permanent housing for homeless households. Priority will also be given to projects that leverage other funding and resources and that demonstrate the capacity to immediately and efficiently implement project delivery.

The AE will also award CESH dollars to improve Coordinated Entry and to help craft a robust strategic plan to end homelessness in San Joaquin County.

**Application Submission**

Signed applications with all required attachments must be submitted on or before the deadline by email or in person at the County Administrator’s Office. Applicants are encouraged to submit applications prior to the deadline.

PLEASE NOTE: A separate and complete application must be submitted for each individual project proposed.

All applications submitted before the deadline will be reviewed and scored by the AE or a body appointed for that purpose by the AE. Each question has a maximum character length and maximum point total. Point totals for each question were determined based on the Local Funding Priorities and the requirements of CESH. Applicants should make sure *not* to exceed the maximum character length per question. Once funding decisions have been made, applicants will be contacted to inform them of those decisions.

Technical assistance and other questions may be directed to Adam Cheshire, Program Administrator for Homeless Initiatives at (209) 468-3399 or [acheshire@sjgov.org](mailto:acheshire@sjgov.org).

**Submit signed electronic copies of CESH application to the following email address:**

[acheshire@sjgov.org](mailto:acheshire@sjgov.org)

**If unable to submit electronically**, signed applications can be delivered in person to:

**County Administration Building**

**44 North San Joaquin Street**

**Sixth Floor, Suite 640**

**Stockton, CA 95202**

**ATTN: Adam Cheshire**

[**https://www.sjgov.org/department/cao/**](https://www.sjgov.org/department/cao/)

**Applications must be submitted in person or via e-mail *only*. Applications submitted by mail *will not* be accepted.**

**DEADLINE: Local applications must be received by**

**Friday, June 14th at 4p**

**NO LATE OR INCOMPLETE APPLICATIONS WILL BE CONSIDERED**

**CONTACT INFORMATION**

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| Organization Name: |  | | | | | | | | | | |
| Mailing Address: |  | | | | | |  | | | |  |
| Street | | | | | | City | | | | Zip |
| Project/Program Location: |  | | | | | |  | | | | |
| Street | | | | | | City | | | | Zip |
| Executive Director: |  | | | |  | | | |  | | |
| Name | | | | Email | | | | Phone | | |
| Contact Person: |  | | | |  | | | |  | | |
| Name | | | | Email | | | | Phone | | |
| Website: |  | | | | | | | | | | |
| DUNS# | | EIN# | | | | | Business License# | | | | |
| Type of Agency: | 🞎 501(c)(3) | | 🞎 Gov’t/Public | | | 🞎 Faith-Based | | | | 🞎 Other | |
| Number of  paid staff: |  | | | Number of volunteers: | | | |  | | | |

**FUNDING REQUEST**

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| --- | --- | --- | --- |
| Funding requested in this application: |  | Other funds already secured for the project: |  |
| Total cost to complete project: |  | Other funds not yet secured: |  |

**REQUIRED ATTACHMENTS**

Using the checkboxes below, indicate that all attachments were included with the application at submission:

A copy of the project budget showing all funding sources and uses.

A copy of the organization’s operational budget for the current fiscal year and proposed budget for the 2019 – 2020 fiscal year.

A copy of the organization’s most recent balance sheet and income and expenditure statement.

The most recent audited compilation report performed by a Certified Public Accountant.

A determination letter from the Internal Revenue Service confirming 501(c)(3) tax-exempt status of organization.

A current roster of the organization’s officers and members of its Board of Directors, which includes their name, position held, address, telephone number, and current employer(s).

A copy of the organization’s mission statement as approved by the Board of Directors.

Documentation of the organization’s participation or commitment to participate in the local HMIS.

**PROJECT INFORMATION**

1. Using the numbered Local Funding Priorities listed above, please indicate the type of project this application proposes, along with a description of the project. Be sure to explain include how this program is eligible for CESH funding and meets the goals of the Local Funding Priorities. (3,000 characters max/15 points)
2. Identify the need gap this proposed project will address, and how this project will address that need gap. Please provide experience, data, and analysis that demonstrate this gap. (3,000 characters/15 points)
3. Describe your organization's experience and history managing similar projects within the community. (2,500 characters/10 points)
4. Describe the project’s anticipated impact in terms of unduplicated clients/permanent housing units for homeless households/etc. Please also describe if households will be assisted directly (e.g. rent support) or indirectly (e.g. by a tool or system developed under this project proposal) (2,000 characters/5 points)
5. Provide a timeline of how the proposed project will be delivered. Please explain how this timeline will be met by your organization and its capacity to spend all allocated funds. (2000 characters/5 points)
6. Describe how this project aligns with the Core Components of Housing First as defined by the State of California Welfare and Institutions Code, Division 8, Chapter 6.5, Section 8255. (1,000 characters/2 points)
7. Does your organization currently participate or plan to participate in the local HMIS? If so, provide documentation of participation or a written commitment to participate as an attachment. (2 points)
8. Does your organization currently participate in the CoC? Please explain. (500 characters/2 points)
9. Explain how the proposed project will operate if the project is awarded less than its requested funding total through CESH. (1,000 characters/0 points tiebreaker)

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| --- | --- | --- | --- | --- | --- |
| **Authorized Signature of Applicant**: To the best of my knowledge and belief, all information in this application is true and correct. The document has been duly authorized by the governing body of the applicant who will comply with all contractual obligations if the proposal is awarded funding. By signing below, I hereby certify that the Agency will comply with all provisions of the State of California Homeless Emergency Aid Program, as well as all applicable Federal, State and Local Statutes and Ordinances. | | | | | |
| Signature of Authorized Representative: | | |  | | |
| Typed Name: | |  | | Date Signed: |  |
| Title: |  | | | | |

**SAMPLE BUDGET WORKSHEET**

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