

## 2008 – 2009 CDBG/HOME APPLICANT QUESTIONS AND RESPONSES

Name of Organization: **Yolo County Homeless Coordination**  
Project Title: Administration

### 1. What type of services does the coordinator provide to local service providers? How often? Please provide examples.

In response to this broad question, I have attached the Coordinator's reports for 2007 as well as the Scope of Work from the current agreement. See below.

### SCOPE OF WORK

The Contractor will carry out duties with the goal of eliminating the identified gaps in services described in **Exhibit A**. In addition, the Contractor shall provide the following services:

1. Develop and maintain grants, including but not limited to Community Development Block Grant, Federal Emergency Shelter Grant, Supportive Housing Program/Continuum of Care, Emergency Housing Assistance program, Emergency Food and Shelter Program and Community Services Block Grant, to support the work of the Coalition and its member agencies with a focus on collaborative grant opportunities. Grant writing for individual agencies is permitted if it addresses a prioritized gap in services (**Exhibit A**) and award amounts will be counted toward performance goals (**Exhibit F**). The grants should be federal, state, local and private.
  - a. Research and present, orally and in writing, funding opportunities that are available to Coalition member agencies at the monthly Coalition meeting. Funding opportunities may be federal, state, local and private and may, but need not be, collaborative in nature. Information on funding opportunities may be used by Coalition member agencies to write their own grant applications to these funding opportunities.
2. Write and/or coordinate submission of grant proposals, making sure that all requirements are met, and, if approved, following through until funds are received. The Coordinator is responsible for coordinating and writing collaborative proposals, including but not limited to obtaining signatures and local government approvals. When the Coordinator writes and coordinates individual proposals as approved by the County and the Homeless Coalition to address a prioritized gap in services, the Coordinator is responsible for obtaining signatures and local government approvals. For all individual proposals written by an applicant agency, the Coordinator is responsible for reviewing and providing technical assistance; applicant agency is responsible for obtaining signatures and approvals.
3. Write and coordinate the submission of a high quality annual Continuum of Care plan to the Federal Department of Housing and Urban Development (HUD).
4. Support the Coalition in planning for the annual Homeless Summit and track resulting action plan to ensure Continuum of Care goals are addressed.
5. Attend monthly Coalition meetings and Continuum of Care meetings as scheduled and provide information as requested by the Coalition. The Coalition currently meets the fourth Wednesday of each month.
6. Provide written monthly reports and a final report at the end of each fiscal year in a format specified by the County, including information showing compliance with performance measures contained in **Exhibit F** of this Agreement. Monthly reports are due with Contractor's monthly billing, no later than the 15<sup>th</sup> of the

month. The annual report is due no later than 30 days after the end of the County fiscal year. Contractor shall also send copies of the reports to the Coalition Chair, and the City Managers, or designees, for the cities of Davis, West Sacramento, Winters, and Woodland.

7. Meet monthly with the Coalition Chair and designated County representative(s) as requested by the Director, to provide updates on the activities included in the monthly report and upcoming events.
8. Meet no less than twice per year with representatives from the County and Cities as requested by the Director, to provide information on current issues, including trends in funding, and gain an understanding of each community's concerns and priorities.
9. Participate in fundraising activities (i.e. special events, newspaper inserts, etc.) designed by the Coalition to benefit all Coalition member agencies.
10. Assist the Homeless Coalition with public relations as requested by the Director, by speaking about research and analysis at public forums, writing letters and reports to funding sources, and writing articles and press releases for local papers.

**Continue for:**

**January 2007 - Homeless Coordinator's Report**  
**February 2007 - Homeless Coordinator's Report**  
**March 2007 - Homeless Coordinator's Report**  
**April 2007 - Homeless Coordinator's Report**  
**May 2007 - Homeless Coordinator's Report**  
**June 2007 - Homeless Coordinator's Report**  
**July 2007 - Homeless Coordinator's Report**  
**August 2007 - Homeless Coordinator's Report**  
**September 2007 - Homeless Coordinator's Report**  
**October 2007 - Homeless Coordinator's Report**  
**November 2007 - Homeless Coordinator's Report**  
**December 2007 - Homeless Coordinator's Report**

**January 2007 - Funding Opportunities Report**  
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**November 2007 - Funding Opportunities Report**

## January 2007 - Homeless Coordinator's Report

**TO:** Bill Pride, Chair of the Yolo County Housing and Poverty Action Coalition  
JanWolff, Division Manager, Yolo County Adult and Homeless Services

**FROM:** Janice Critchlow, Yolo County Homeless Coordinator

**RE:** January 2007 Coordinator's Report

**DATE:** February 15, 2007

### January activities

- 1. Providing technical assistance to the Homeless Census Committee**
  - a. Researched implications of last minute changes in information requested by HUD.
  - b. Assisted with final forms and methodology for the Census.
  - c. Met with Homeless Census Subcommittee on 1/12.
- 2. Working with the Continuum of Care Subcommittee to plan the Community Meetings and Homeless Summit**
  - a. Committee met on 1/11 and 1/31.
- 3. Attending the Yolo County Homeless Coalition Meeting on 1/24**
  - a. Agenda was planned via email (planning meeting was canceled because DCM was responding to the extreme cold weather).
  - b. Made presentation about funding opportunities and the possibility of advocating for increased funding for Homeless Assistance funds.
- 4. Responding to members requests for information and technical assistance related to homelessness**

### Funding

Please see the attached January 2007 Funding Opportunities Report.

### Focus for February

- 1. Assisting with the Homeless Summit and Community Meetings process**
- 2. Funding**

Prepare and submit the CSBG Discretionary Funding, Special Needs application.

### Other HPAC News

Sarah Galetti has resigned as the Executive Director of the Sexual Abuse and Domestic Violence Center (SADVC). Michelle Foucheaux is serving as the Acting Executive Director and was able to attend the January HPAC meeting.

## January 2007 – Funding Opportunities Report

**TO:** Members of the Yolo County Homeless and Poverty Action Coalition (HPAC)  
**FROM:** Janice Critchlow, Yolo County Homeless Coordinator  
**RE:** January 2007 Funding Opportunities  
**DATE:** January 24, 2007

### Funding Opportunities

#### A. Multifamily Housing Program (MHP)

- NOFA available at: [http://www.hcd.ca.gov/fa/mhp/03-Jan-07\\_NOFA.html](http://www.hcd.ca.gov/fa/mhp/03-Jan-07_NOFA.html)
- The California Department of Housing and Community Development (HCD) is announcing the availability of funding for the development of rental housing containing permanent Supportive Housing units under the Multifamily Housing Program (MHP)
- Applications under this NOFA will be accepted on an over-the-counter basis beginning on February 1, 2007
- Applicants may apply for funding for: (1) projects containing Supportive Housing units only or (2) projects containing Supportive Housing and other units (mixed projects)
- Supportive Housing Units means units offered as permanent housing linked to supportive services, where occupancy is restricted to households that both (1) are homeless or at risk of homelessness and (2) include a disabled adult
- \$37 million available

#### B. Federal Emergency Shelter Grant Program (FESG)

- Information available at [www.hcd.ca.gov/fa/fesg](http://www.hcd.ca.gov/fa/fesg)
- Early Notice Letter was sent 1/17
- Important dates
  - NOFA will be published on 2/28
  - Application workshop on 3/14 from 9:00 am – 1:00 pm at HCD
  - Tentative due date: 4/25
- Funds emergency shelters, services, and transitional housing for homeless individuals and families
- Eligible activities: facility maintenance, operating costs, rent; essential services such as transportation, life skills, legal aid, and counseling; used to move the homeless into permanent housing and transition to independent living. Renovation and Rehabilitation funds are also available
- Eligible applicants: local government agencies and nonprofit organizations
- HPAC members apply for this grant individually

#### C. McKinney Vento Homeless Assistance

- The 2006 awards have still not been released. We've heard that this may happen in late February (usual time frame is between Thanksgiving and Christmas)
- The General Section to the SuperNOFA was published in the Federal Register on 1/18/07. Appendix A shows programs that were in the 2006 SuperNOFA and no amounts are listed
- <http://www.hud.gov/utilities/intercept.cfm?/offices/adm/grants/nofa07/gensec.pdf>

## **2. Update on previous proposals**

### **A. EHAP**

- This application was submitted on 12/6. The Designated Local Board read the applications on 12/11 and recommended us for funding. The DLB will have its Board Meeting in January and then forward its recommendations to HCD. Announcement due at end of January
- Yolo Wayfarer Center agreed to be the applicant and fiscal agent
- Total amount requested: \$57,851.36
- Amounts requested for each participating agency:
  - Broderick Christian Center, \$10,940
  - Davis Community Meals, \$10,940
  - Sexual Assault Domestic Violence Center, \$3,014
  - Short Term Emergency Aid Committee, \$4,535
  - Yolo Wayfarer Center, \$28,422.36

### **B. Community Services Block Grant (CSBG) Targeted Initiative**

Awards were due to be announced in early December. No official word as yet but it looks like we may be funded at \$23,000. (We applied for \$75,000; \$52,000 for a bulk purchasing and \$23,000 for rental assistance)

### **C. Emergency Food and Shelter Program (EFSP)**

- Agencies turned in their individual proposals in October
- Final awards have not been announced
- The Sacramento Regional Emergency Food and Shelter Board received notice that the final amount available for Yolo County is \$104,779, less \$2095 administrative funds, for a total available of \$102,683
- The proposal review subcommittee of the Emergency Food and Shelter Board has made the following recommendations:
  - 1) Broderick Christian Center: \$22,000 (\$23,000 requested)
  - 2) Davis Community Meals: \$13,000 (\$13,000)
  - 3) Food Bank of Yolo County: \$17,500 (\$19,000)
  - 4) STEAC: \$20,000 (\$21,000)
  - 5) Yolo Wayfarer Center: \$20,500 (\$24,000)
  - 6) Yolo Family Resource Center: \$7,683
  - 7) California Indian Manpower Corporation (CIMC): \$2000
- The full Board will approve the recommendations at its February meeting and then submit the recommendations to the National Emergency Food and Shelter Board

### **D. ATT Excelsior**

We received word on 11/20 that we were not funded

## **February 2007 – Homeless Coordinator’s Report**

**TO:** Bill Pride, Chair of the Yolo County Housing and Poverty Action Coalition  
JanWolff, Division Manager, Yolo County Adult and Homeless Services

**FROM:** Janice Critchlow, Yolo County Homeless Coordinator

**RE:** February 2007 Coordinator’s Report

**DATE:** April 4, 2007

### **February activities**

- 1. Providing technical assistance to the Homeless Census Committee**
  - d. Researched issues for Census Data Report.
  - e. Wrote overview of our count procedures for 2/15 Northern California Homeless Roundtable.
  - f. Reported on the Yolo County Homeless Count at the Homeless Roundtable.
- 2. Working with the Continuum of Care Subcommittee to plan and deliver the Community Meetings and Homeless Summit**
  - a. Assisted with West Sacramento Community Meeting on 2/6. Wrote the notes.
  - b. Assisted with Woodland Community Meeting on 2/21. Documented results.
  - c. Attended Winters Community Meeting on 2/28. Wrote the notes.
- 3. Attending the Yolo County Homeless Coalition Meeting on 2/28**
  - c. Agenda Planning Meeting with Bill Pride and Amara Pickens on 2/23.
  - d. Made presentation about funding opportunities.
- 4. Responding to members requests for information and technical assistance related to homelessness**

### **Funding**

1. Please see the attached February 2007 Funding Opportunities Report.
2. Assisted DESS to develop revised Scope of Work for CSBG Target Initiatives grant.
3. Followed up on the McKinney-Vento Homeless Continuum of Care awards by requesting a debriefing and exploring possibilities for 2007 application.

### **Focus for March**

1. Assisting with the Homeless Summit and Community Meetings process
2. Funding: FESG and Continuum of Care applications.

## February 2007 – Funding Opportunities Report

**TO:** Members of the Yolo County Homeless and Poverty Action Coalition (HPAC)  
**FROM:** Janice Critchlow, Yolo County Homeless Coordinator  
**RE:** February 2007 Funding Opportunities  
**DATE:** February 28, 2007

### Funding Opportunities

#### A. Federal Emergency Shelter Grant Program (FESG)

- Information available at [www.hcd.ca.gov/fa/fesg](http://www.hcd.ca.gov/fa/fesg)
- Early Notice Letter was sent 1/17
- Important dates
  - NOFA will be published on 2/28
  - Application workshop on 3/14 from 9:00 am – 1:00 pm at HCD
  - Tentative due date: 4/25
- Funds emergency shelters, services, and transitional housing for homeless individuals and families
- Eligible activities: facility maintenance, operating costs, rent; essential services such as transportation, life skills, legal aid, and counseling; used to move the homeless into permanent housing and transition to independent living. Renovation and Rehabilitation funds are also available
- Eligible applicants: local government agencies and nonprofit organizations
- HPAC members apply for this grant individually

#### B. McKinney Vento Homeless Assistance

- The 2006 awards were released last week. Overall scores were sent out on Monday. I haven't received them as yet
- For 2007 competition, there will likely be a bonus of about \$47,000 for number 1 ranked project, for permanent housing, for the chronically homeless

#### C. Money for Veteran's Services

- Due April 4, 2007
- Information available at <http://www1.va.gov/homeless/page.cfm?pg=10>

#### D. Suggestion for Action

There has been a suggestion that HPAC look at a housing project for the homeless mentally ill utilizing Prop 63 housing funds, State housing bonds, and county land.

## March 2007 – Homeless Coordinator’s Report

**TO:** Bill Pride, Chair of the Yolo County Housing and Poverty Action Coalition  
JanWolff, Division Manager, Yolo County Adult and Homeless Services

**FROM:** Janice Critchlow, Yolo County Homeless Coordinator

**RE:** March 2007 Coordinator’s Report

**DATE:** April 4, 2007

### March activities

1. **Working with the Continuum of Care Subcommittee to plan the Community Meetings and Homeless Summit**
  - a. Assisted with 3/14 Homeless Summit.
  - b. Prepared the Summit notes, evaluation, and mailing list.
2. **Attending the Yolo County Homeless Coalition Meeting on 3/28**
  - e. Agenda Planning Meeting with Bill Pride and Amara Pickens on 2/23.
  - f. Made presentation about funding opportunities – including FESG and changes HUD has made to the 2007 application for Continuum of Care funds – and results from Summit.
3. **Responding to members requests for information and technical assistance related to homelessness**

### Funding

1. **Please see the attached March 2007 Funding Opportunities Report.**
2. **FESG:** Attended Applicant Workshop on 3/14.
3. **2007 Homeless Continuum of Care Application.**
  - a. Analysis of Debriefing documents.
  - b. Viewed webcast on 3/27.
  - c. Asked for technical assistance from HUD.

### Focus for March

2007 Continuum of Care application.

### Other HPAC News

**STEAC:** A new executive director will start April 9th. Mary Ellen Ferguson brings a wealth of experience from her prior position at St. John's Shelter for Women and Children where she was executive director for the past six years. Katy Zane, who acted as Interim Director for seven months, will be returning to her prior position as Fundraising and Marketing Coordinator.

## March 2007 – Funding Opportunities Report

**TO:** Members of the Yolo County Homeless and Poverty Action Coalition (HPAC)  
**FROM:** Janice Critchlow, Yolo County Homeless Coordinator  
**RE:** March 2007 Funding Opportunities  
**DATE:** March 28, 2007

### A. Department of Veterans Affairs Homeless Providers Grant and Per Diem Program

- Due April 4, 2007
- Information available at <http://www1.va.gov/homeless/page.cfm?pg=10>
- **Per Diem Only Projects:** Funding is to help offset the operating expenses of existing programs that provide supported housing and/or supportive service center services for homeless veterans
- **Special Needs:** Provides special funding for chronically mentally ill, women, frail elderly, and terminally ill (not necessarily homeless)

### B. Federal Emergency Shelter Grant Program (FESG)

- Due April 30 at 4 pm
- Information available at [www.hcd.ca.gov/fa/fesg](http://www.hcd.ca.gov/fa/fesg)
- Technical Assistance Deadline: April 20
- Funds emergency shelters, services, and transitional housing for homeless individuals and families
- HPAC members apply for this grant individually
- Attended FESG NOFA Workshop on 3/14
- Handed out packets from workshop at Homeless Summit. Please contact me if you need one
- HCD staff really liked the 2006 applications that had tabs for each section and each attachment. They said it made it easier for them to review the application and served as a checklist for the applicant
- Continuum of Care relative need

### C. SAMHSA: Substance Abuse and Mental Health Services Administration Services in Supportive Housing Program

- Due May 22
- Information available at <http://www.samhsa.gov/Grants/2007/fy2007.aspx>
- The purpose of this program is to help end chronic homelessness by funding services for individuals and families experiencing chronic homelessness in coordination with existing permanent supportive housing programs and resources.
- Eligibility: Previous CHI grantees, HUD permanent supportive housing programs, or permanent supportive housing programs funded by non-HUD sources
- Up to \$375,000 – up to 5 years
- Anticipated number of awards: 8

### D. HUD SuperNOFA

- There are many programs included in the SuperNOFA, not necessarily related to homelessness, with due dates ranging from 5/2-6/8/07
- Information available at [www.hud.gov](http://www.hud.gov)
- Continuum of Care application is due 6/8
- Forms and process much like 2006
- Bonus available: \$46,546 for a permanent housing project, serving 100% chronically homeless, ranked number 1, probably has to be at least 2 years
- Option for CoCs in Hold Harmless: We can reallocate current funding, one year awards

## April 2007 – Homeless Coordinator’s Report

**TO:** Bill Pride, Chair of the Yolo County Housing and Poverty Action Coalition  
JanWolff, Division Manager, Yolo County Adult and Homeless Services

**FROM:** Janice Critchlow, Yolo County Homeless Coordinator

**RE:** April 2007 Coordinator’s Report

**DATE:** May 15, 2007

### April activities

The primary focus in April was working on the Continuum of Care applications due in June (please see below). The main activities not directly related to funding were:

- 1. Working with the Continuum of Care Subcommittee to distribute the results of the Yolo County Homeless Summit**
  - a. Revised the Summit notes for distribution to the public.
  - b. Worked with Louise Collis on the plans for distribution.
- 2. Attending the Yolo County Homeless Coalition Meeting on 4/25**
  - g. Attended Agenda Planning Meeting with Bill Pride and Amara Pickens on 4/18.
  - h. Made presentation about funding opportunities and 2007 Continuum of Care process.
  - i. Presented notes from February HPAC meeting.
- 3. Assisting with 2007 Homeless Census Data Report and other homeless reports**
- 4. Responding to members requests for information and technical assistance related to homelessness**
  - a. Met with Mary Ellen Ferguson, STEAC's new Executive Director, 4/23.
  - b. Distributed the State's draft Ten Year Chronic Homelessness Action Plan.

### Funding

- 1. Please see the attached *April 2007 Funding Opportunities Report***
- 2. 2007 Homeless Continuum of Care Application**
  - a. Corresponded with HUD about Yolo County CoC issues and concerns.
  - b. Reviewed HUD follow-up webcast on 4/19.
  - c. Convened Continuum of Care subcommittee meeting on 4/6. Wrote and distributed the agreements reached at the meeting.
  - d. Wrote *2007 Application for McKinney-Vento Homeless Assistance Funds* memo to HPAC members and other interested community agencies.
  - e. Assisted Amara Pickens with the press release about CoC funding availability.
  - f. Began to revise the Rating and Ranking documents.
- 3. FESG:** Researched issues and worked with applicants on Attachment D and Letters of Collaboration.
- 4. Other:** Sent grant notices appropriate individual agencies and followed up on EHAP application.

### Focus for May

2007 Continuum of Care application.

## April 2007 – Funding Opportunities Report

**TO:** Members of the Yolo County Homeless and Poverty Action Coalition (HPAC)  
**FROM:** Janice Critchlow, Yolo County Homeless Coordinator  
**RE:** April 2007 Funding Opportunities  
**DATE:** April 25, 2007

### Proposals in process

#### A. Federal Emergency Shelter Grant Program (FESG)

- BCC and SADVC are submitting applications. Due April 30.

#### B. HUD CoC Homeless Assistance Funds

- Continuum of Care Committee met on April 6th.
- HPAC Distribution List was sent *2007 Application for McKinney-Vento Homeless Assistance Funds*. Also, newspapers had funding alerts. No new potential applicants came forward. Therefore, we do not need to go into the Reallocation process.
- Applicants will be:  
Broderick Christian Center, Solutions Life Skills Classes  
Davis Community Meals, Transitional Housing Program Single Men and Women  
Yolo Community Care Continuum, Permanent Supportive Housing for Individuals with Mental Illness  
Yolo Wayfarer Center, Transitional Housing

Davis Community Meals is considering applying for the \$46,547 Samaritan Bonus to provide Permanent Supportive Housing to the chronically homeless.

### Grant Notices

#### A. Department of Health & Human Services

##### Administration for Children and Families

**Program Office:** Family and Youth Services Bureau

**Funding Opportunity Title:** Street Outreach Program

**Funding Opportunity Number:** HHS-2007-ACF-ACYF-YO-0105

**CFDA Number:** 93.557

**Due Date for Applications:** 06/04/2007

[http://www.acf.hhs.gov/grants/grants\\_fysb.html](http://www.acf.hhs.gov/grants/grants_fysb.html)

**Executive Summary:** The Administration for Children and Families (ACF) Administration on Children, Youth and Families (ACYF) Family and Youth Services Bureau (FYSB) is accepting applications for the Street Outreach Program (SOP). SOP is one of the programs authorized by the Runaway and Homeless Youth Act to address runaway and homeless youth problems. SOP's purpose is to conduct outreach services designed to build relationships between grantee staff and street youth. A range of education, intervention, and prevention services are offered to youth who are at risk of being subjected to sexual abuse or exploitation. The goal of these efforts is to help young people leave the streets and assist in moving and adjusting to a safe and appropriate living arrangement.

## **B. Bank of America Foundation**

<http://www.bankofamerica.com/foundation/>

**Summary:** The purpose of this program is to support efforts market by market to ensure that key community priorities specific to each market are addressed. This program seeks to fund projects that provide solutions that are innovative and responsive to the local community.

This program's three main areas of funding are: Education, Community Development, and Health and Human Services.

Examples of fundable projects include: library programs, educational programs for underprivileged students, mentorships, technology training for new workforce, neighborhood revitalization, capacity building for organizations, business development for small business owners, and services for the homeless.

This program has multiple components: (Part A): General Funding; and (Part B): Neighborhood Excellence.

## **C. Wells Fargo Foundation**

[https://www.wellsfargo.com/about/charitable/ca\\_guidelines](https://www.wellsfargo.com/about/charitable/ca_guidelines)

Wells Fargo makes grants in three primary areas: Community Development, Education, and Human Services. Wells Fargo gives first priority to requests where the primary purpose of the grant is to benefit people and communities of low and moderate income.

### **Community Development**

Wells Fargo provides grants to organizations that help people and communities of low and moderate income in the areas of: affordable housing, training people to find and retain jobs, and community revitalization and stabilization.

In addition, Wells Fargo promotes economic development by financing small businesses and farms that have gross annual income of \$1 million or less or meet the size eligibility standards for the SBA's Development Company Program.

### **Human Services**

Wells Fargo considers support of social and human service organizations whose work primarily serves low and moderate-income populations in the following areas: child care, health services, education, and assistance with basic needs.

## **D. Open Meadows Foundation**

<http://www.openmeadows.org/>

Open Meadows Foundation offers grants up to \$2000 for projects that are designed and implemented by women and girls; reflect the diversity of the community served by the project in both its leadership and organization; promote building community power; promote racial, social, economic and environmental justice; and have limited financial access or have encountered obstacles in their search for funding. Organizational budget should not exceed \$150,000. Next deadline for submitting proposals is August 15, 2007.

## May 2007 – Homeless Coordinator’s Report

**TO:** Bill Pride, Chair of the Yolo County Housing and Poverty Action Coalition  
JanWolff, Division Manager, Yolo County Adult and Homeless Services

**FROM:** Janice Critchlow, Yolo County Homeless Coordinator

**RE:** May 2007 Coordinator’s Report

**DATE:** June 1, 2007

### May activities

The primary focus in May was working on the Continuum of Care applications due on 6/15 (please see Funding section below). The main activities not directly related to funding were:

- 1. Representing the HPAC at the 5/17 Northern/Central Valley Homeless Roundtable**  
The major topic was developing and improving the Continuum of Care processes and then producing an Exhibit 1 that reflects those improvements.
- 2. Attending the HPAC Meeting on 5/23**
  - j. Attended Agenda Planning Meeting with Bill Pride and Amara Pickens on 5/18.
  - k. Made presentation about funding opportunities and 2007 Continuum of Care process.
- 3. Responding to members requests for information and technical assistance related to homelessness**
  - c. Information to John Kilcoyne on 5/14.
  - d. Researched the State's draft Ten Year Chronic Homelessness Action Plan.
  - e. Background information about Ten-Year Plans to Louise Collis.
- 4. Planning and scheduling the presentations for the Board of Supervisors and each city**
- 5. Helping set the priorities and Action Plans for the HPAC Committees:**
  - a. Continuum of Care Committee, 5/30.
  - b. HMIS and Census Committee, 5/30.
  - c. Executive Committee, 5/31.

### Funding

- 1. Please see the attached *May 2007 Funding Opportunities Report***
- 2. 2007 Homeless Continuum of Care Application**
  - g. Corresponded with HUD about Yolo County CoC issues and concerns.
  - h. Worked with applicants/sponsors on 2007 processes.
  - i. Researched and wrote the *Exhibit 2 Guidance* document.
  - j. Worked with Susan Slover to schedule the CSAB Review Committee meeting.
  - k. Revamped the Review Committee guidelines and forms to address 2007 priorities and increase our Exhibit 1 score.
  - f. Reviewed UCC's draft Exhibit 2.
  - g. Wrote first draft of the Exhibit 1.
- 3. Refreshed grant search knowledge**
  - a. Attended overview training about eCivis on 5/2. eCivis is a web-based, searchable grants locator service tailored to local governments and their community-based partners.
  - b. Attended 3-hour, hands-on eCivis training on 5/3.  
Attended a Nonprofit Resource Center workshop on researching foundations on 5/16.

## May 2007 – Funding Opportunities Report

**TO:** Members of the Yolo County Homeless and Poverty Action Coalition (HPAC)  
**FROM:** Janice Critchlow, Yolo County Homeless Coordinator  
**RE:** May 2007 Funding Opportunities  
  
**DATE:** June 1, 2007

Most of my time during May has been spent on the HUD Continuum of Care application process. Writing the Exhibit 1 – which exhaustively describes the Continuum of Care's organizational structure, housing and service needs, strategic planning, and performance – is usually a laborious process. It's more so this year for several reasons:

- It's my first time writing the Exhibit 1 for Yolo County.
- I have needed to contact HUD about areas unique to Yolo County.
- We've been instituting changes to bring our proposal above the funding line (which may not happen in one year).
- We've discovered several areas in the Exhibit 1 and Exhibit 2s that needed major updating.
- HUD has issued Technical Corrections and changed deadlines (which while ultimately working to our advantage, caused extra work and confusion).

While I have written many successful grants proposals, the majority of my grants writing experience for the past 20 years has been in preparing State and Federal proposals, especially those related to homelessness or disabilities. Given HPAC's need to diversify funding, I thought it prudent to update my knowledge about researching grant sources.

So in May, I attended trainings on researching foundations and using eCivis, a web-based, searchable grants locator service tailored to local governments and their community-based partners. These workshops helped me to clarify some of the thoughts I've been having about funding for HPAC, both for collaborative efforts and individual agencies.

**1. We need to research potential sources and be working toward them on a long-term basis.**

The eCivis trainer corroborated that 80% of state and federal grants repeat from year to year. This is good news because often one finds about a potential source of funding very close to the deadline. To be competitive, many Request for Proposals require certain things to be already in place. We need to choose some major proposals now, to work toward putting in an application next year.

**2. We need to establish an annual grants calendar.**

This is already happening informally. For instance, we know we'll have the Community Meetings and Homeless Summit in the winter/spring before the HUD SuperNOFA is released. We could be more proactive, though.

**3. The Ten-Year Planning process needs to address potential funding sources for all identified strategies.**

**4. One of our biggest problems in addressing homelessness is the lack of permanent supportive housing.**

Building housing is extremely complicated. It's very difficult for our nonprofits to run programs and also build (although several have). I believe this must be a major focus of the Ten-Year Plan. We also need to find a way to help the individual agencies that are building housing.

**5. We need to clarify which HPAC Committee will oversee funding strategies.**

It may not need to be a separate committee but it isn't clear which of the standing committees will take overall responsibility.

**6. We need a prioritized wish list so that when smaller grant opportunities happen, we can respond quickly and remain focused on our goals.**

**7. Please keep me informed of your agency's needs and potential projects.**

While I am primarily looking for collaborative grant opportunities, I often come across possibilities that are more appropriate for single agencies or those that are more related to poverty than homelessness. If I know what you're looking for, I'll know to pass potential sources along to you.

## June 2007 – Homeless Coordinator’s Report

**TO:** Bill Pride, Chair of the Yolo County Housing and Poverty Action Coalition  
JanWolff, Division Manager, Yolo County Adult and Homeless Services  
**FROM:** Janice Critchlow, Yolo County Homeless Coordinator  
**RE:** June 2007 Coordinator’s Report  
**DATE:** July 15, 2007

### June activities

The primary focus in June was working on the Continuum of Care applications, submitted on 6/15 (please see Funding section below). The main activities not directly related to funding were:

- 1. Assisting with the planning process for the Ten-Year Plan application**
  - a. Sent ideas for consultant to Louise Collis.
  - b. Presented at the West Sacramento City Council meeting on 6/20.
  - c. Solicited/encouraged Letters of Support.
  - d. Assisted with planning the presentation for the Winters City Council meeting on 7/3.
  - e. Made sure that HPAC members were aware of Philip Manganos's presentation to the Board of Supervisors on 6/26.
  - f. Attended Board of Supervisors meeting on 6/26.
- 2. Attending the HPAC Meeting on 6/27**
  - l. Attended Agenda Planning Meeting with Bill Pride and Amara Pickens on 6/21.
  - m. Made presentation about funding opportunities and 2007 Continuum of Care process.
- 3. Responding to members requests for information and technical assistance related to homelessness**
  - f. Sent materials to Prevention Committee.
  - g. Outreach conversation with Hands and Feet Ministries.
  - h. Outreach conversation with Sandra Sigrist, Turning Point Community Programs, on 6/6.
- 4. Planning and scheduling the presentations for the Board of Supervisors presentation of 7/17 (postponed to 7/31).**
- 5. Representing HPAC at the *Increasing Access to the Supplemental Security Income* Conference in Oakland on 6/25.**
  - d. Worked with HomeBase and Amara Pickens to ensure Yolo County agencies were invited.
  - e. Three people from Yolo County attended.

### Funding

- 1. Please see the attached *June 2007 Funding Opportunities Report***
- 2. 2007 Homeless Continuum of Care Application**
  - l. Corresponded with HUD about Yolo County CoC issues and concerns.
  - m. Convened Exhibit 1 meeting with applicants on 6/5.
  - n. Facilitated Rating and Review meeting on 6/5.
  - o. Worked with applicants on their proposals.
  - p. Worked with Amara Pickens on responses to HUD's request for Yolo updates.
  - q. Wrote the final draft of Exhibit 1.
  - r. Amara Pickens and I produced the final application package.

## June 2007 – Funding Opportunities Report

**TO:** Members of the Yolo County Homeless and Poverty Action Coalition (HPAC)

**FROM:** Janice Critchlow, Yolo County Homeless Coordinator

**RE:** June 2007 Funding Opportunities

**DATE:** June 27, 2007

### A. HUD CoC Homeless Assistance Funds

- The majority of the month was spent on assisting the applicants with their proposals, facilitating the CSAB Review Committee, writing the Exhibit 1, and producing the final application process.
- Major changes and updates were made in the Exhibit 1.
- Applications totaled: \$458,309.
- CSAB Review Committee ranked the projects in the following order (and there is sufficient funding for all):
  1. YCCC: \$ 46,546 (new Samaritan Bonus project)
  2. YWC: \$175,151
  3. DCM: \$106,552
  4. UCC: \$ 46,527
  5. YCCC: \$ 83,333 (renewal)

### B. John Burton Foundation Request for Proposals

- Announced earlier in the month.
- The John Burton Foundation is a non-profit organization based in San Francisco, California dedicated to improving the quality of life for California's children without homes and developing policy solutions to prevent homelessness. Through its grantmaking the Foundation also provides financial support of nonprofit organizations providing social services; education, including arts education; and physical and mental health. They are currently [requesting proposals](#). The John Burton Foundation Board of Directors reviews and approves proposals between May 23-July 1, 2007; decision expected October 15, 2007.
- YWC will be applying.

## July 2007 – Homeless Coordinator’s Report

**TO:** Bill Pride, Chair of the Yolo County Housing and Poverty Action Coalition  
JanWolff, Division Manager, Yolo County Adult and Homeless Services

**FROM:** Janice Critchlow, Yolo County Homeless Coordinator

**RE:** July 2007 Coordinator’s Report

**DATE:** August 15, 2007

### July activities

- 1. Assisting with the planning process for the Ten-Year Plan application**
  - g. Followed up on Winters City Council meeting.
  - h. Reviewed the timeline in the application.
  - i. Met with DESS staff on 7/19 about the Plan.
  - j. Checked in with Louise Collis as needed.
- 2. Making a Current Homeless Issues presentation to the Board of Supervisors on 7/31**
  - a. Planning meeting held on 7/13.
  - b. Prepared presentation.
  - c. Worked with Leona Jull, co-presenter.
- 3. Meeting with Yolo County Housing Issues Work Group**
  - f. Group was formed after the 6/26 Board of Supervisors meeting. Purpose is to address MHSA Housing funds and other housing funding opportunities. Attended by representations from various County of Yolo departments, Yolo County Housing Authority, and HPAC.
  - g. First meeting was held 7/10.

Note: Took my vacation during July.

### Funding

- 1. No *Funding Opportunities Report* since the July HPAC was canceled.**
- 2. CSBG Disaster Preparedness Letter of Intent**
  - s. Met with Amara Pickens and Bill Pride on 7/25 to discuss options.
  - t. Reviewed draft of Letter of Intent.

## August 2007 – Homeless Coordinator’s Report

**TO:** Bill Pride, Chair of the Yolo County Housing and Poverty Action Coalition  
JanWolff, Division Manager, Yolo County Adult and Homeless Services

**FROM:** Janice Critchlow, Yolo County Homeless Coordinator

**RE:** August 2007 Coordinator’s Report

**DATE:** September 14, 2007

### August activities

#### 1. Representing HPAC at the NorCal Homeless Roundtable

- k. Participated in 8/1 planning conference call.
- l. Recruited Supervisor Yamada as a panel presenter.
- m. Assisted Cynthia Abbott, HUD Field Office Director, with the *Fair Housing in Transitional Housing* Workshop on 8/15.
- n. Amara Pickens and I represented Yolo County at the Homeless Roundtable on 8/16.

#### 2. Attending the HPAC meeting on 8/22

- d. Submitted agenda items.
- e. Made presentations on funding opportunities, Homeless Roundtable, and SSI Initiative.

#### 3. Meeting with Yolo County Housing Issues Work Group

- h. Group was formed after the 6/26 Board of Supervisors meeting. Purpose is to address MHPA Housing funds and other housing funding opportunities. Attended by representations from various County of Yolo departments, Yolo County Housing Authority, and HPAC.
- i. Second meeting was held 8/14.
- j. Alerted members to available technical assistance and timeline.

#### 4. Addressing Discharge Planning issues

- a. Reviewed draft Discharge Planning Proposal.
- b. Met with DESS Staff on ways to improved Discharge Planning on 8/29.
- c. Contacted OnTrack for possible technical assistance.

#### 5. Responding to members' requests for information and technical assistance related to homelessness

- i. Assisted Katy Zane, STEAC, with housing statistics.
- j. Worked with Leona Jell, YWC, on EHAP issues.

### Funding

Please see attached *August Funding Opportunities Report*.

## August 2007 – Funding Opportunities Report

**TO:** Members of the Yolo County Homeless and Poverty Action Coalition (HPAC)  
**FROM:** Janice Critchlow, Yolo County Homeless Coordinator  
**RE:** August 2007 Funding Opportunities  
**DATE:** August 22, 2007

### A. EHAP

Susan Porter, the HCD EHAP rep., will be on our August agenda to talk about the next funding round. Staff is not sure exactly what she will cover, but apparently there have been ongoing issues with timely reporting that includes Yolo County. It seems that if the HPAC wishes to continue with a joint application approach, there needs to be a procedure in place to promote communication and accountability among grantees.

Sacramento Regional Emergency Food and Shelter Board  
August 28, 2007, 9:00 to 11:00AM  
The Salvation Army, 2550 Alhambra Boulevard, Sacramento, CA 95817

### B. Sierra Health Foundation

- [www.sierrahealth.org](http://www.sierrahealth.org)
- Due: October 15
- Conference call: September 6, 9 – 10:30 am (Register by 9/4)

Sierra Health Foundation is accepting applications for Organizational Assessment grants to help health-related nonprofits improve their systems and infrastructure. Selected Organizational Assessment grantees, guided by a trained consultant, will identify their organization's strengths and areas that need improving. An action plan then will be developed to set priorities and create benchmarks that, when achieved, will improve the organization's likelihood of long-term success. The \$10,000 grant would cover consulting costs. Grantee organizations will contribute \$1,500 for action plan follow-up work with the consultant.

### C. CSBG

#### 1) Disaster Preparedness Funding

DESS submitted a Letter of Interest to apply. Probably will hear mid-September.

#### 2) Discretionary Funding Requests

We will be submitting an application to expand the Bulk Purchasing Program.

### D. MHSA Housing Fund

1) **Already granted:** ADMH is planning on building a small complex on Yolo County property only for those who meet criteria.

2) **Released August 6:** ADMH will be working with the Yolo County Housing Authority to have special MH units be part of a larger complex.

### E. Prop 1C

Still being discussed by legislature.

## September 2007 – Homeless Coordinator’s Report

**TO:** Bill Pride, Chair of the Yolo County Housing and Poverty Action Coalition  
JanWolff, Division Manager, Yolo County Adult and Homeless Services

**FROM:** Janice Critchlow, Yolo County Homeless Coordinator

**RE:** September 2007 Coordinator’s Report

**DATE:** October 15, 2007

### September activities

- 1. Participating in HPAC Meetings**
  - a. Executive Committee, 9/10
  - b. Coordination Meeting with Bill Pride and Amara Pickens, 9/14
  - c. Continuum of Care, 9/19
  - d. HPAC, 9/26
- 2. Arranging update meetings with each City and CSAB**
- 3. Researching options for discharge planning**
- 4. Assisting HomeBase, the Center for Common Concerns, in assessing the need for a meeting with the Social Security Administration**

### Funding

- 1. Please see attached *September 2007 Funding Opportunities Report***
- 2. CSBG Disaster Preparedness**
  - a. Ideas for grant implementation with Amara Pickens and Bill Pride.
- 3. Wrote an application for CSBG Discretionary Funds.**
  - a. Met with planning team -- Jose Martinez, Bill Pride, and Amara Pickens – to design program.
  - b. Submitted draft to DESS on 9/26.

## September 2007- Funding Opportunities Report

**TO:** Members of the Yolo County Homeless and Poverty Action Coalition (HPAC)  
**FROM:** Janice Critchlow, Yolo County Homeless Coordinator  
**RE:** September 2007 Funding Opportunities  
**DATE:** September 26, 2007

### A. MOUs for joint applications

On behalf of the Executive Committee, Amara Pickens and Janice Critchlow are drafting a Memorandum of Understanding that could be used when our HPAC agencies are jointly submitting an application and one of our agencies will be the fiscal agent.

### B. CSBG

#### 1) Disaster Preparedness Funding

DESS submitted a Letter of Interest for \$20,000. On September 6th, we were awarded \$24,500 to develop a disaster preparedness plan for the county's low-income and homeless residents. The grant will also allow the shelters to purchase equipment/supplies for emergencies (sleeping bags, cots, etc.). The \$4,500 above what we asked for is to be used for training expenses (staff time, travel, fees). Bill Pride was scheduled to attend a Disaster Preparedness Workshop on 9/25. Davis Community Meals will serve as the fiscal agent for the HPAC contract with DESS.

#### 2) Discretionary Funding Request

This proposal aims to expand and improve the Yolo County Bulk Purchasing Program by: 1) determining whether the savings can be maintained if more frequent but smaller bulk purchases are made; 2) increasing the variety of the cuts of meat; 3) exploring bulk purchasing of other items most of the agencies buy; 4) exploring ways to deal with the storage of frozen and fresh foods; and expanding to include another program. Yolo County DESS will subcontract with the Food Bank of Yolo County to coordinate the project, research storage solutions, and gather data on the feasibility of purchasing more items in bulk.

### C. McKinney-Vento Reauthorization

On September 19, the Senate Banking, Housing and Urban Affairs Committee marked up and voted in favor of S 1518 - the Community Partnership to End Homelessness Act, legislation introduced by Senators Reed (D-RI) and Allard (R-CO) to reauthorize the McKinney-Vento Homeless Assistance Grants (Continuum of Care) program. S. 1518, as amended in Committee, would do the following:

- Expand the definition of homelessness to include doubled-up households that move continuously and never establish a residence, i.e. "couch surfers."
- Provide significant new funding to prevent homelessness for people who are at risk of homelessness, doubled up, living in hotels, or in other precarious housing situations.
- Provide new resources to immediately re-house families that lose housing.
- Tailor funding to the needs of rural communities, enabling them to assess where the need for assistance is greatest.
- Include families in the definition of chronic homelessness.

The bill does several other very important things:

- Designates 20 percent of total funding to the Emergency Shelter Grants program, now called the Emergency Solutions Grant Program, and dictates that at least 40% of ESG funding goes to

homelessness prevention and rehousing for homeless people and people who are doubled up, in hotels or in other precarious situations. This provision ensures that every community receives funding for prevention that it can use to house doubled up families that are most at risk of ending up on the streets.

- Funds renewals of permanent housing outside of the homeless assistance account, freeing up homeless assistance resources for people who are currently homeless.
- Authorizes \$2.2 billion for homeless assistance.
- Creates a simplified, more flexible program for rural areas and ensures that they have a better chance at getting funding than under the current program.
- Includes a unified 25 percent match while grandfathering any grants that previously had a lower match requirement.
- Includes incentives to build on the progress we have made at housing homeless people with severe disabilities.
- Allows 7 percent to be used for administrative costs for project sponsors, as well as 3 percent for collaborative applicants and 6 percent for collaborative applicants that are also unified funding agencies.

#### **D. Child and Adult Care Food Program**

Funder: California Department of Education

Due Date: Rolling

**Child Care:** Provides cash reimbursement to programs to ensure that eligible child participants receive nutritionally adequate meals. Emergency and homeless shelters are eligible.

**Adult Care:** For nonresidential day care for functionally impaired adults.

#### **E. Pet SMART**

Has a variety of pet/companion animal grants available. Please contact me if you're interested.

## October 2007 – Homeless Coordinator’s Report

**TO:** Leona Jull, Chair of the Yolo County Housing and Poverty Action Coalition  
JanWolff, Division Manager, Yolo County Adult and Homeless Services

**FROM:** Janice Critchlow, Yolo County Homeless Coordinator

**RE:** October 2007 Coordinator’s Report

**DATE:** November 15, 2007

### October activities

#### 1. Arranging and presenting update meetings with each City and CSAB

- a. Updated the presentation package.
- b. Presented at the West Sacramento Housing Advisory Commission Meeting, 10/8.
- c. Presented at a Joint Meeting of the Davis City Council and Social Services Commission, 10/8. Bill Pride and Katy Zane also attended to field some of the questions.
- d. Presented at the Community Services Action Board, 10/9.

#### 2. Participating in HPAC Meetings

- e. Executive Committee, 10/3
- f. Continuum of Care, 10/3
- g. Coordination Meeting with Bill Pride and Amara Pickens, 10/17
- h. HPAC, 10/24

#### 3. Researching options for discharge planning

- a. Researched/discussed the On-Track technical assistance application with Sam Alongi and Hau Cam.
- b. Participated in a Corporation for Supportive Housing national conference call on discharge planning for people coming from jails and prisons, 10/18.

#### 4. Representing Yolo County in regional activities

- a. Assisted HomeBase, the Center for Common Concerns, in the arrangements for a meeting with the Social Security Administration.
- b. Participated in the Homeless Roundtable planning call, 10/31.
- c. Tracked SB2.

### Funding

1. Please see attached *October 2007 Funding Opportunities Report*.

2. Wrote an application for CSBG Discretionary Funds.

Made extensive revisions to this proposal based on suggestions from DESS Contract Unit.

3. Submitted an application for On-Track technical assistance.

4. Attended the EFSP and EHAP planning meeting on 10/17.

## October 2007 – Funding Opportunities Report

**TO:** Members of the Yolo County Homeless and Poverty Action Coalition (HPAC)  
**FROM:** Janice Critchlow, Yolo County Homeless Coordinator  
**RE:** October 2007 Funding Opportunities  
**DATE:** October 24, 2007

### A. MOUs for joint applications

On behalf of the Executive Committee, Amara Pickens and Janice Critchlow are drafting a Memorandum of Understanding that could be used when our HPAC agencies are jointly submitting an application and one of our agencies will be the fiscal agent. The first draft was reviewed by the Grants Committee and will be discussed at today's HPAC meeting. We hope to bring the final draft to the November meeting.

### B. CSBG Discretionary Funding Request

This proposal aims to expand and improve the Yolo County Bulk Purchasing Program by: 1) determining whether the savings can be maintained if more frequent but smaller bulk purchases are made; 2) increasing the variety of the cuts of meat; 3) exploring bulk purchasing of other items most of the agencies buy; 4) exploring ways to deal with the storage of frozen and fresh foods; and expanding to include another program. Yolo County DESS will subcontract with the Food Bank of Yolo County to coordinate the project, research storage solutions, and gather data on the feasibility of purchasing more items in bulk.

### C. OnTrack

We have applied for technical assistance with discharge protocols. There was a phone interview and it looks like we will be receiving this assistance.

### D. Emergency Food and Shelter Program (EFSP)

1. Planning meeting was held on 10/17. Attended by:
  - a. Janice Critchlow, Homeless Coordinator
  - b. Michelle Foucheaux, SADVC
  - c. Leona Jull, Wayfarer
  - d. Jose Martinez, Food Bank
  - e. Bill Pride, DCM
  - f. Sharon Wagner, Broderick Christian Center
  - g. Katy Zane, STEAC
2. Applicants and percentages will be the same as in 2006. Amounts will be based on \$100,000. Bill is contacting the FRC to see if are submitting and, if so, with HPAC or separately.
3. The signed original application and twelve copies from each agency must be in Bill's office no later than 4 pm on Monday, 11/12.
4. Bill will deliver the compiled Application Package to the Sacramento Regional Emergency Food and Shelter Board on Monday, 11/13.

### E. Emergency Housing and Assistance Program (EHAP)

1. The EHAP 15 Statewide Notice of Funding is scheduled to be released on 11/14. It will be due on 12/7.
2. Purpose: provide facility operating grants for emergency shelters, transitional housing projects, and supportive services for homeless individuals and families.
3. Approximate amount available for Yolo County: \$59,032 less \$1181 for administration.
4. Planning meeting was held on 10/17.
5. Davis Community Meals has agreed to be the fiscal agent.
6. Percentages will be approximately the same as 2006 with an increase to DCM for serving as the fiscal agent.
7. Janice will be distributing information soon.

## **F. Youth HOPE Grant – Sacramento Regional Foundation**

2007 - 2008 Youth HOPE Grant applications are due by 5:00 p.m. on Monday, November 26, 2007. Please contact Renée Mungas at [renee@sacregcf.org](mailto:renee@sacregcf.org) or (916) 921-SRCF for more information.

Each year the Grants Advisory Board for Youth (GABY) awards Youth HOPE grants for projects that are planned and carried out by young people ages 10 to 19. In order to be considered for funding, projects must incorporate significant youth involvement throughout all stages, including planning the project, completing the grant application and implementing the project. Groups may apply for up to \$2,500.00 to carry out their project ideas in Sacramento and Yolo counties.

Through the Grants Advisory Board for Youth program, the Sacramento Region Community Foundation fosters the development of future community leaders. We are committed to supporting youth by funding opportunities that encourage and enable them to participate in leadership activities and make meaningful decisions. We seek to fund Youth HOPE Grant applicants that share this commitment to youth development by incorporating the following practices:

- Provides and fosters an environment that is physically and emotionally safe
- Builds meaningful relationships among youth and between youth and caring adults
- Involves youth in meaningful leadership and decision-making roles
- Helps youth to feel connected to and knowledgeable about their communities
- Gives youth a chance to develop economic, academic, community, and other life-enhancing skills

### **Focus Areas**

Healthy communities require a comprehensive approach that addresses a variety of critical areas. In an effort to engage youth in all aspects of their community, we will seek to fund a balance of youth-led groups carrying out projects within the following focus areas:

- Arts and Culture
- Children & Youth
- Education
- Environment
- Health & Wellness
- Neighborhood Development
- **Poverty and Human Assistance**
- Voter Education

## November 2007 – Homeless Coordinator’s Report

**TO:** Leona Jull, Chair of the Yolo County Housing and Poverty Action Coalition  
JanWolff, Division Manager, Yolo County Adult and Homeless Services

**FROM:** Janice Critchlow, Yolo County Homeless Coordinator

**RE:** November 2007 Coordinator’s Report

**DATE:** December 17, 2007

### November activities

#### 1. Arranging and presenting update meetings with each City

- e. Connie Gomez, Susan Slover, and I presented at the Winters City Council Meeting on 11/20.
- f. The Woodland City Council received the 2007 Homeless Census Data Report, the results of the HPAC Summit, and the HPAC Strategic Plan at its 11/27 meeting and Leona Jull attended the 12/4 meeting to represent HPAC. We'll be scheduling a presentation about the January 2008 Housing Inventory in relation to City of Woodland's Housing Element.

#### 2. Observing National Hunger and Homelessness Awareness Week (November 11 - 17)

- a. This was proclaimed at the 11/6 Board of Supervisors Meeting. I joined a host of HPAC members in attendance at this meeting.
- b. I attended the 11/7 West Sacramento City Council meeting with Leona Jull, Sharon Wagner, Connie Gomez to receive its proclamation.
- c. City of Woodland also proclaimed the week at its 11/6 City Council meeting.
- d. Wrote a summary of the meetings and sent to HPAC on 11/14.

#### 3. Participating in HPAC Meetings

- i. Executive Committee, 11/14.
- j. Continuum of Care, 11/14.
- k. Coordination Meeting with Leona Jull, Bill Pride, and Amara Pickens, 11/14.
- l. The November HPAC was cancelled.

#### 4. Researching options for discharge planning

- a. Contacted Scott Seamons of the Hospital Council to introduce HPAC and schedule a legislatively mandated (AB 2745) meeting on *Discharging Homeless Patients from Hospitals*.
- b. The meeting was scheduled for 12/19.

#### 5. Representing Yolo County in regional activities

- d. Attended the Northern California/Central Valley Homeless Roundtable in Redding on 11/15.
- e. Sent report of the Roundtable to HPAC on 11/26.

## **Funding**

- 1. Please see attached *November 2007 Funding Opportunities Report***
- 2. Revised the application for CSBG Discretionary Funds**  
Met with Jose Martinez, Bill Pride, and Amara Pickens on 11/13 to discuss revisions suggested by the DESS Contract Unit.
- 3. Worked on EHAP application due 12/7**
  - a. Sent applicants the updates needed and their application amounts on 11/20.
  - b. Drafted the joint application letter.
- 4. Revised draft of the MOU to be used with collaborative applications**
  - a. Amara Pickens and I revised the draft MOU several times during November as we received feedback.
  - b. Its first use was with the EHAP application.

## November 2007 – Funding Opportunities Report

**TO:** Members of the Yolo County Homeless and Poverty Action Coalition (HPAC)  
**FROM:** Janice Critchlow, Yolo County Homeless Coordinator  
**RE:** November 2007 Funding Opportunities  
**DATE:** November 27, 2007

### **A. MOUs for joint applications**

The MOU to be used when we have joint or consolidated applications has been revised several times. It's almost ready for your final review.

### **B. CSBG Discretionary Funding Request**

We received word from the Department of Community Services and Development that all discretionary CSBG funds are being diverted to aid victims of the Los Angeles fires. The earliest we may be able to submit this proposal would be January.

### **C. OnTrack**

We have applied for technical assistance with discharge protocols. There was a phone interview and it looks like we will be receiving this assistance. However, the program officer has changed, which has slowed down the approval. Sam Alongi is trying to speed things along.

### **D. Emergency Food and Shelter Program (EFSP)**

These applications were turned in on November 13. Applicants included BCC, DCM, the Food Bank, STEAC, Yolo FRC, and YWC. Kudos to all the applicants for working out a way to submit coordinated applications from the HPAC agencies.

### **E. Emergency Housing and Assistance Program (EHAP)**

8. The EHAP 15 application is due on 12/7.
9. Purpose: provide facility operating grants for emergency shelters, transitional housing projects, and supportive services for homeless individuals and families.
10. Approximate amount available for Yolo County: \$59,032 less \$1181 for administration.
11. Davis Community Meals has agreed to be the fiscal agent.
12. I am writing the application and have asked each applicant for updates. Responses are needed from the applicants no later than Friday afternoon.
13. Sign-off sheet is available for signatures today.

### **F. McKinney-Vento Homeless Assistance Funds**

Cynthia Abbott made the HUD presentation at the Homeless Roundtable. She said that Steve Sachs had told her to tell us that:

1. The federal budget has still not been approved. They are concerned that an approval might mean cuts in the HUD budget and are guessing that the best bet is the continuing resolution.
2. We will hear about our 2007 applications by the end of the year. It's okay to take a vacation around Christmas. HUD knows that it was difficult for agencies to get their awards so late last year and it was hard on them too. They do not want a repeat.
3. We will have plenty of time to prepare our 2008 applications.

Karen Gruneisen of HomeBase gave an update on the current versions of the Reauthorization bills. There are fairly significant differences between them. I'm tracking down her handouts and then will send out a report and recommendations.

## **Wells Fargo Housing Foundation Applications for Homeownership Grant Program**

The Wells Fargo Housing Foundation, a philanthropic organization of Wells Fargo & Co., provides financial resources to nonprofit organizations to help meet the homeownership need of low-to-moderate-income people in communities where the company does the business. The foundation provides development and pre-development funding for the construction or rehab of homes for low-to-moderate-income homebuyers funding for homebuyer education and counseling as well as post-purchase counseling and foreclosure prevention; funding for down-payment and closing-cost assistance; and funding to nonprofit housing organizations that help low-to-moderate-income homeowners make small repairs.

WFHF provides funding to nonprofit, tax-exempt 501(c) 3 organizations but not to private foundations. The foundation does not make grants to individuals.

For more information visit: [https://www.wellsfargo.com/about/wfhf/about\\_wfhf](https://www.wellsfargo.com/about/wfhf/about_wfhf)

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### **Watson Legacy**

Watson Legacy, a non-profit 501c (3) is seeking proposals from qualified community based non-profits to provide two roofing projects to two qualifying organizations located in the greater Sacramento Metropolitan region. The subjects of this offering are new or re-roof's up to 10,000 square feet or repairs up to 10,000 square feet. The improvements will be constructed by Watson Roofing, Inc or Watson Contractors, Inc. Upon selection of the organizations, Watson Legacy will seek to enter into an exclusive agreement with leading industry manufactures to provide materials for the projects; in addition, Watson Roofing, Inc. or Watson Contractors, Inc. will provide additional materials and labor. To the extent feasible, Watson Roofing, Inc. or Watson Contractors, Inc. will design and get necessary permits.

### **IMPORTANT DATES AND SUBMISSION PROCESS**

Proposals are due by 4:00 p.m., February 1, 2008

### **Questions and Requests for Additional Information**

All questions and requests for additional information regarding this RFP must be received in writing by Watson Legacy, overnight delivery, mail, fax, or e-mail on or before the date and time as stated above. Questions received after the deadline may not be answered. Watson Legacy reserves the sole right to determine the timing and content of the response, if any, to all questions and requests for additional information.

### **Watson Legacy**

3185 Longview Drive  
Sacramento, CA 95821  
Attn: Leslie Watson  
(916)-481-6293  
leslie@watsonroofing.com

## December 2007 – Homeless Coordinator’s Report

**TO:** Leona Jull, Chair of the Yolo County Housing and Poverty Action Coalition  
JanWolff, Division Manager, Yolo County Adult and Homeless Services

**FROM:** Janice Critchlow, Yolo County Homeless Coordinator

**RE:** December 2007 Coordinator’s Report

**DATE:** January 15, 2008

### December activities

#### 1. Working on HUD issues

m. On December 21st, the HUD Homeless Assistance Awards were announced. Yolo County will receive a total of \$411,763:

- 1) City of Woodland/Yolo Wayfarer Center: \$175,151
- 2) City of Davis/Davis Community Meals: \$106,752
- 3) United Christian Centers: \$46,527
- 4) Yolo Community Care Continuum: \$83,333

It's wonderful news that our renewals will be funded. However, we were also eligible for a bonus of 15% of our Pro Rata Need, or \$46,547, if our #1 ranked project was for a new permanent housing project that would serve only chronically homeless individuals. These bonuses are currently the major way we can increase HUD funding and address HUD's mandate to increase permanent supportive housing but a Continuum of Care must be scoring at or above the funding line to have new projects funded. YCCC did submit an application for the bonus amount and it was not funded. While we haven't received our actual score, yet, YCCC not being funded does indicate we were not above the scoring line. We won't know for sure until we receive more information, but our Continuum usually does not score well in Housing Emphasis – the amount of money going towards providing housing, whether transitional or permanent supportive housing. Supportive services do not count for these points. The applicants have been looking at how they can change their budgets to have more money allocated for leasing or rent but the budget change process and timing is quite convoluted with HUD.

b. Assisted Cynthia Abbott, HUD Field Office Director, with a report.

#### c. **Community Meetings and Homeless Summit:**

West Sacramento has received the contract back from the State CDBG Program for the Ten-Year Planning process. Since this process will cover most of the issues usually discussed at the Homeless Summit and involve many of the same people, the HPAC Executive Committee not to convene the Homeless Summit. The Community Meetings in Davis, West Sacramento, Winters, and Woodland will still be held.

## 2. Writing and submitting the EHAP Application

- a. Submitted on behalf of:
  - 1) Davis Community Meals (DCM)
  - 2) Sexual Assault and Domestic Violence Center (SADVC)
  - 3) Short Term Emergency Aid Committee (STEAC)
  - 4) United Christian Centers (UCC)
  - 5) Yolo Wayfarer Center (YWC)
- b. DCM agreed to be the fiscal agent for the grant.
- c. First use of the new MOU for collaborative grants.
- d. Submitted December 7th.

## 3. Addressing discharge planning from hospitals to prevent homelessness

- a. Coordinated the AB 2745 *Discharge Planning and Post-Hospital Care for Homeless Patients* meeting on December 19th with Amara Pickens.
  - 1) AB 2745 calls on hospitals, through the Hospital Council of Northern and Central California, to convene community leaders to discuss current practices, to identify opportunities for improvement and to brainstorm potential next steps to ensure a smooth transition from the hospital for homeless residents.
  - 2) There were 23 participants including representatives from:
    - a) **Health:** Woodland Healthcare, Woodland Memorial Hospital, and Yolo County Health Department
    - b) **Yolo County:** Supervisor Thomson's Office, Alcohol, Drug, and Mental Health, Employment and Social Services, Jail Services
    - c) **Law Enforcement:** West Sacramento Police Department and Woodland Police Department
    - d) **Homeless and Housing Providers:** Broderick Christian Centers, Housing Now, Sexual Assault and Domestic Violence Centers, Yolo Continuum Care Continuum, and Yolo Wayfarer Center
- b. Contacted Sacramento Department of Human Assistance and The Effort to arrange a presentation on Sacramento's Interim Care Program. Scheduled for February 27th from 11 am – noon at the West Sacramento Community Center.
- c. Worked with Ifetayo Freeman and Sam Alongi on HPAC's application for technical assistance from OnTrack Consulting.

## 4. Attending the Move In Celebration at Cesar Chavez Plaza on December 19th.

Note: There is not a *Funding Opportunities Report* since there was not a December HPAC meeting.

## 2008 – 2009 CDBG/HOME APPLICANT QUESTIONS AND RESPONSES

Name of Organization: **Yolo County Homeless Coordination**  
Project Title: **County Cold Weather Shelter**

**1. What has been the level of demand for emergency family housing at the Wayfarer Center?  
Are the 25 beds often filled each night?**

Leona Jull, Yolo Wayfarer Center's Executive Director, responded, "Our family beds in the emergency shelter have never met capacity. We occasionally will have two families and have had three families once or twice, but nowhere near our capacity of 25 (individuals). We have been fortunate enough to be able to move families directly into our transitional housing without a significant wait. This has kept the emergency shelter beds available."