

Before Starting the CoC Application

You must submit all three of the following parts in order for us to consider your Consolidated Application complete:

1. the CoC Application,
2. the CoC Priority Listing, and
3. all the CoC's project applications that were either approved and ranked, or rejected.

As the Collaborative Applicant, you are responsible for reviewing the following:

1. The FY 2021 CoC Program Competition Notice of Funding Opportunity (NOFO) for specific application and program requirements.
2. The FY 2021 CoC Application Detailed Instructions which provide additional information and guidance for completing the application.
3. All information provided to ensure it is correct and current.
4. Responses provided by project applicants in their Project Applications.
5. The application to ensure all documentation, including attachment are provided.

Your CoC Must Approve the Consolidated Application before You Submit It
- 24 CFR 578.9 requires you to compile and submit the CoC Consolidated Application for the FY 2021 CoC Program Competition on behalf of your CoC.

- 24 CFR 578.9(b) requires you to obtain approval from your CoC before you submit the Consolidated Application into e-snaps.

Answering Multi-Part Narrative Questions

Many questions require you to address multiple elements in a single text box. Number your responses to correspond with multi-element questions using the same numbers in the question. This will help you organize your responses to ensure they are complete and help us to review and score your responses.

Attachments

Questions requiring attachments to receive points state, "You Must Upload an Attachment to the 4B. Attachments Screen." Only upload documents responsive to the questions posed—including other material slows down the review process, which ultimately slows down the funding process. Include a cover page with the attachment name.

- Attachments must match the questions they are associated with—if we do not award points for evidence you upload and associate with the wrong question, this is not a valid reason for you to appeal HUD's funding determination.

- We must be able to read the date and time on attachments requiring system-generated dates and times, (e.g., a screenshot displaying the time and date of the public posting using your desktop calendar; screenshot of a webpage that indicates date and time).

1A. Continuum of Care (CoC) Identification

To help you complete the CoC Application, HUD published resources at https://www.hud.gov/program_offices/comm_planning/coc/competition, including:

- Notice of Funding Opportunity (NOFO) for Fiscal Year (FY) 2021 Continuum of Care Program Competition
- FY 2021 CoC Application Detailed Instructions—essential in helping you maximize your CoC Application score by giving specific guidance on how to respond to many questions and providing specific information about attachments you must upload
- 24 CFR part 578

1A-1. CoC Name and Number: CA-602 - Santa Ana, Anaheim/Orange County CoC

1A-2. Collaborative Applicant Name: County of Orange

1A-3. CoC Designation: CA

1A-4. HMIS Lead: People for Irvine Community Health

1B. Coordination and Engagement–Inclusive Structure and Participation

To help you complete the CoC Application, HUD published resources at https://www.hud.gov/program_offices/comm_planning/coc/competition, including:
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1B-1.	Inclusive Structure and Participation–Participation in Coordinated Entry.	
	NOFO Sections VII.B.1.a.(1), VII.B.1.e., VII.B.1.n., and VII.B.1.p.	

In the chart below for the period from May 1, 2020 to April 30, 2021:

1.	select yes or no in the chart below if the entity listed participates in CoC meetings, voted—including selecting CoC Board members, and participated in your CoC’s coordinated entry system; or
2.	select Nonexistent if the organization does not exist in your CoC’s geographic area:

	Organization/Person	Participated in CoC Meetings	Voted, Including Electing of CoC Board Members	Participated in CoC’s Coordinated Entry System
1.	Affordable Housing Developer(s)	Yes	Yes	Yes
2.	Agencies serving survivors of human trafficking	Yes	Yes	Yes
3.	CDBG/HOME/ESG Entitlement Jurisdiction	Yes	Yes	Yes
4.	CoC-Funded Victim Service Providers	Yes	Yes	Yes
5.	CoC-Funded Youth Homeless Organizations	Yes	Yes	Yes
6.	Disability Advocates	Yes	Yes	No
7.	Disability Service Organizations	Yes	Yes	Yes
8.	Domestic Violence Advocates	Yes	Yes	No
9.	EMS/Crisis Response Team(s)	Yes	Yes	Yes
10.	Homeless or Formerly Homeless Persons	Yes	Yes	Yes
11.	Hospital(s)	Yes	Yes	Yes
12.	Indian Tribes and Tribally Designated Housing Entities (TDHEs) (Tribal Organizations)	Nonexistent	No	No
13.	Law Enforcement	Yes	Yes	No
14.	Lesbian, Gay, Bisexual, Transgender (LGBT) Advocates	Yes	Yes	No
15.	LGBT Service Organizations	Yes	Yes	Yes
16.	Local Government Staff/Officials	Yes	Yes	Yes
17.	Local Jail(s)	Yes	Yes	No
18.	Mental Health Service Organizations	Yes	Yes	Yes

19.	Mental Illness Advocates	Yes	Yes	No
20.	Non-CoC Funded Youth Homeless Organizations	Yes	Yes	Yes
21.	Non-CoC-Funded Victim Service Providers	Yes	Yes	Yes
22.	Organizations led by and serving Black, Brown, Indigenous and other People of Color	Yes	Yes	Yes
23.	Organizations led by and serving LGBT persons	Yes	Yes	Yes
24.	Organizations led by and serving people with disabilities	Yes	Yes	Yes
25.	Other homeless subpopulation advocates	Yes	Yes	No
26.	Public Housing Authorities	Yes	Yes	Yes
27.	School Administrators/Homeless Liaisons	Yes	Yes	Yes
28.	Street Outreach Team(s)	Yes	Yes	Yes
29.	Substance Abuse Advocates	Yes	Yes	No
30.	Substance Abuse Service Organizations	Yes	Yes	Yes
31.	Youth Advocates	Yes	Yes	No
32.	Youth Service Providers	Yes	Yes	Yes
Other:(limit 50 characters)				
33.	Commission to End Homelessness	Yes	Yes	No
34.	Veteran and Faith Based Organizations	Yes	Yes	Yes

1B-2.	Open Invitation for New Members.	
	NOFO Section VII.B.1.a.(2)	

Describe in the field below how your CoC:	
1.	communicated the invitation process annually to solicit new members to join the CoC;
2.	ensured effective communication with individuals with disabilities, including the availability of accessible electronic formats;
3.	conducted outreach to ensure persons experiencing homelessness or formerly homeless persons are encouraged to join your CoC; and
4.	invited organizations serving culturally specific communities experiencing homelessness in the geographic area to address equity (e.g., Black, Latino, Indigenous, persons with disabilities).

(limit 2,000 characters)

The Orange County Continuum of Care (CoC) has an open invitation for new membership year-round. The CoC Collaborative Applicant facilitates CoC engagement and participation from organizations, local governments and individuals that are seeking to get involved in the CoC and address homelessness in Orange County. Twice a year, the CoC actively solicits new membership at its CoC Board and Committee meetings and through email distribution lists reaching hundreds of organizations and individuals in the community. The process to join the CoC membership has been simplified to encourage participation from a diverse group of stakeholders, including public health, behavioral health and healthcare providers, employment organizations, affordable housing developers, and people with current or past lived experience of homelessness. The email distribution method ensures effective communication with individuals with disabilities and increases accessibility to the public who may not be able to attend the CoC Board and/or Committee meetings. Information on how to become a CoC member is also included in the webpage of the CoC where the public may access information meeting agendas and minutes and other relevant information of the CoC.

The CoC has established Lived Experience Advisory Committee to engage and people with current or past lived experience of homelessness to provide feedback and recommendations on how to best improve policies and procedures of the CoC. The CoC and the CoC-funded agencies have people with current or past lived experience of homelessness participate in its Board.

The CoC Collaborative Applicant has conducted targeted outreach and worked with the Office of Population Health Equity to engage organizations serving culturally specific communities in Orange County. This included providing an overview of the CoC, as well as inviting them to participate in future meetings and complete the membership process to help address disparities and ensure equity.

1B-3.	CoC’s Strategy to Solicit/Consider Opinions on Preventing and Ending Homelessness.	
	NOFO Section VII.B.1.a.(3)	

Describe in the field below how your CoC:

1.	solicited and considered opinions from a broad array of organizations and individuals that have knowledge of homelessness, or an interest in preventing and ending homelessness;
2.	communicated information during public meetings or other forums your CoC uses to solicit public information; and
3.	took into consideration information gathered in public meetings or forums to address improvements or new approaches to preventing and ending homelessness.

(limit 2,000 characters)

The Orange County Continuum of Care (CoC) has monthly and bi-monthly meetings that are open to the public, including the CoC Board and Policies, Procedures and Standards (PPS) Committee, which encourage participation from a broad array of organizations and individuals by providing an opportunity for public comment and input on policy and program discussions. Meeting agendas are posted at least 72 hours in advance, accompanying materials, presentations and minutes are made available to the public following the meeting. Meetings are well attended by stakeholders, including CoC-funded agencies, community- and faith-based organizations, cities, ESG-entitlement jurisdictions, legal aid organizations, advocate groups, and people with current or past experience of homelessness. Participation includes representation of racial and ethnic groups that are overrepresented in the local homeless population to help with addressing racial disparities. The CoC has representation in the Commission to End Homelessness which largely focusses on homelessness policy for the County of Orange and provides direct service perspective and input and engages leaders within the system of care.

The CoC Collaborative Applicant coordinated and facilitated meetings and focus groups where organizations, community members and individuals with current or past experience of homelessness are able to discuss strategies and efforts to addressing homelessness in the CoC by covering a broad range of topics, including system improvement and new approaches to addressing homelessness. The CoC provides an opportunity for written feedback using online surveys and email communication. This information has been compiled and presented to the CoC Board for discussion, action, and inclusion in the CoC’s vision and strategic plan to address homelessness. Items are presented

at minimum at one CoC Committee for discussion and feedback prior to consideration by the CoC Board thus ensuring community engagement and input.

1B-4.	Public Notification for Proposals from Organizations Not Previously Funded.	
	NOFO Section VII.B.1.a.(4)	

Describe in the field below how your CoC notified the public:	
1.	that your CoC’s local competition was open and accepting project applications;
2.	that your CoC will consider project applications from organizations that have not previously received CoC Program funding;
3.	about how project applicants must submit their project applications;
4.	about how your CoC would determine which project applications it would submit to HUD for funding; and
5.	how your CoC effectively communicated with individuals with disabilities, including making information accessible in electronic formats.

(limit 2,000 characters)

The Orange County Continuum of Care (CoC) makes public notification of the local competition process and accepting project applications from organizations not previously CoC-funded through announcements at public meetings, including the CoC Board, through email distribution lists, posting on the CoC webpage, and through the utilization of Periscope (Bidsync), a solicitation website accessed by hundreds of local and non-profit organizations. The email distribution lists reach hundreds of organizations, the majority being non-CoC Program funded, and stakeholders in the community as these have been compiled over the years.

The CoC issued a Request for Proposals (RFPs) for the CoC Bonus Projects and Domestic Violence Bonus funding as recommended by the CoC Board on September 2, 2021. The RFPs clearly outline the threshold, technical, document and quality requirements of the proposed projects, as well as information related to the start and end date of solicitation process, target populations, eligible project types, and submission process. The CoC Collaborative Applicant accepted questions via email and provided technical assistance related to the local CoC Program competition process to interested applicants, including those who may not be as familiar with the CoC Program.

The CoC Collaborative Applicant identified two ad hocs of non-conflicted members that would evaluate proposals as described in the review and ranking section of the RFP. The ad hoc reviewed proposals individually and then met to have a collective discussion on the proposals. The ad hocs reached unanimous consensus on the proposals to be recommended to the CoC Board for inclusion in the project priority listings.

By making public notification in person at teleconferenced meetings, email and online communications, the CoC ensures effective communication with individuals with disabilities and makes accessible electronic formats of public notifications.

1C. Coordination and Engagement–Coordination with Federal, State, Local, Private, and Other Organiza

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1C-1.	Coordination with Federal, State, Local, Private, and Other Organizations.	
	NOFO Section VII.B.1.b.	

In the chart below:

- | | |
|----|--|
| 1. | select yes or no for entities listed that are included in your CoC’s coordination, planning, and operations of projects that serve individuals, families, unaccompanied youth, persons who are fleeing domestic violence who are experiencing homelessness, or those at risk of homelessness; or |
| 2. | select Nonexistent if the organization does not exist within your CoC’s geographic area. |

	Entities or Organizations Your CoC Coordinates with for Planning or Operations of Projects	Coordinates with Planning or Operations of Projects
1.	Funding Collaboratives	Yes
2.	Head Start Program	Yes
3.	Housing and services programs funded through Local Government	Yes
4.	Housing and services programs funded through other Federal Resources (non-CoC)	Yes
5.	Housing and services programs funded through private entities, including Foundations	Yes
6.	Housing and services programs funded through State Government	Yes
7.	Housing and services programs funded through U.S. Department of Health and Human Services (HHS)	Yes
8.	Housing and services programs funded through U.S. Department of Justice (DOJ)	Yes
9.	Housing Opportunities for Persons with AIDS (HOPWA)	Yes
10.	Indian Tribes and Tribally Designated Housing Entities (TDHEs) (Tribal Organizations)	Nonexistent
11.	Organizations led by and serving Black, Brown, Indigenous and other People of Color	Yes
12.	Organizations led by and serving LGBT persons	Yes
13.	Organizations led by and serving people with disabilities	Yes
14.	Private Foundations	Yes
15.	Public Housing Authorities	Yes
16.	Runaway and Homeless Youth (RHY)	Yes
17.	Temporary Assistance for Needy Families (TANF)	Yes
	Other:(limit 50 characters)	

18.		
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1C-2.	CoC Consultation with ESG Program Recipients.	
	NOFO Section VII.B.1.b.	

Describe in the field below how your CoC:

- | | |
|----|--|
| 1. | consulted with ESG Program recipients in planning and allocating ESG and ESG-CV funds; |
| 2. | participated in evaluating and reporting performance of ESG Program recipients and subrecipients; |
| 3. | provided Point-in-Time (PIT) count and Housing Inventory Count (HIC) data to the Consolidated Plan jurisdictions within its geographic area; and |
| 4. | provided information to Consolidated Plan Jurisdictions within your CoC's geographic area so it could be addressed in Consolidated Plan update. |

(limit 2,000 characters)

The Orange County Continuum of Care (CoC) coordinated with the five ESG-entitlement jurisdictions in Orange County, inclusive of the Cities of Anaheim, Garden Grove, Irvine and Santa Ana and the County of Orange, for the planning and allocation of ESG and ESG-CV funding. This included the scheduling of multiple meetings to discuss the eligible activities to be funded by each jurisdiction and participation in the Coordinated Entry System (CES) planning and implementation process. The CoC provided the ESG and Consolidated Plan jurisdictions with data from the Point In Time (PIT) and Housing Inventory Count (HIC) to assist in the planning process and understanding of available homeless services resources operating within the jurisdiction. The CoC ensures local homelessness information is communicated by sharing a public online dashboard of HIC and PIT data and by responding to requests for specific data reports. The CoC Board membership includes representation from the ESG subrecipients and encourages participation in the review and updating of the CoC policies and procedures, including those related to the monthly meetings of the CoC Board. Additionally, all ESG recipient and sub-recipient organizations are active members of the CoC plenary and Coordinated Entry sub-committee and routinely participate in higher-level discussions regarding housing priorities impacting the County's homeless population. The ESG recipient service data is maintained in the HMIS and included in the system reports utilized by the CoC in the evaluation and report of the ESG subrecipient performance against identified performance outcomes. To support this process, the CoC has been working to train all ESG subrecipients in the requirements of HMIS required data fields and has developed coordinated data collection systems that align HMIS to internal contract monitoring system, and sub-recipient data management systems to ensure the capture of all relevant & required outcomes and outputs.

1C-3.	Ensuring Families are not Separated.	
	NOFO Section VII.B.1.c.	

Select yes or no in the chart below to indicate how your CoC ensures emergency shelter, transitional housing, and permanent housing (PSH and RRH) do not deny admission or separate family members regardless of each family member's self-reported gender:

1.	Conducted mandatory training for all CoC- and ESG-funded service providers to ensure families are not separated.	Yes
2.	Conducted optional training for all CoC- and ESG-funded service providers to ensure families are not separated.	Yes
3.	Worked with ESG recipient(s) to adopt uniform anti-discrimination policies for all subrecipients.	Yes
4.	Worked with ESG recipient(s) to identify both CoC- and ESG-funded facilities within your CoC's geographic area that might be out of compliance and took steps to work directly with those facilities to bring them into compliance.	Yes
5.	Sought assistance from HUD by submitting AAQs or requesting technical assistance to resolve noncompliance of service providers.	No
6.	Other. (limit 150 characters)	

1C-4.	CoC Collaboration Related to Children and Youth—SEAs, LEAs, Local Liaisons & State Coordinators.	
	NOFO Section VII.B.1.d.	

Describe in the field below:

1.	how your CoC collaborates with youth education providers;
2.	your CoC's formal partnerships with youth education providers;
3.	how your CoC collaborates with State Education Agency (SEA) and Local Education Agency (LEA);
4.	your CoC's formal partnerships with SEAs and LEAs;
5.	how your CoC collaborates with school districts; and
6.	your CoC's formal partnerships with school districts.

(limit 2,000 characters)

The Orange County Continuum of Care (COC) has regular contact with the Orange County Department of Education (OCDE) to discuss the efforts to address homelessness in the COC and provide opportunity for further education and collaboration on the issue of education and homelessness. OCDE Homeless Outreach to Promote Educational Success (HOPES) Collaborative is a member and participates on the CoC Board and the Commission to End Homelessness in representations of Local Education Agencies (LEA) and state education agency (SEA) in public K-12th education and national agencies serving homeless families. Ongoing collaborative partnerships between LEAS, McKinney-Vento Liaisons and OCDE HOPES Collaborative with CoC funding housing and service provider agencies, CES family agencies, family ACCESS Point Agencies, and Family Solutions Collaborative (FSC) for housing education, access, services, and support. On the local level OCDE HOPES Collaborative provides technical assistance, education and outreach to 28 school and 32 public charter schools In Orange County liaisons, school personnel, families, the community, service providers and agencies on McKinney-Vento Homeless Education and housing assistance via the CoC and Coordinated Entry System. The FSC, a coalition of family service nonprofits, provides information, resources and trainings on how to best connect families at risk of homelessness or experiencing homelessness and further support the work of OCDE HOPES Collaborative McKinney Vento Liaison Network to connect and access housing assistance. The FSC often meets with families at school during drop-off and pick-up times to facilitate access to services. At least 80 percent of the homeless service agencies serving families, households with minor children, collaborate with LEAs across 20 school districts and seven universities. Of these approximately one-third are formal partnerships in the

form of Memorandum of Understanding (MOUs) and Letter of Agreements (LOAs).

1C-4a.	CoC Collaboration Related to Children and Youth–Educational Services–Informing Individuals and Families Experiencing Homelessness about Eligibility.	
	NOFO Section VII.B.1.d.	

Describe in the field below written policies and procedures your CoC adopted to inform individuals and families who become homeless of their eligibility for educational services.

(limit 2,000 characters)

The Orange County Continuum of Care (CoC), including family service agencies that are part of the Family Solutions Collaborative (FSC), regularly meet with representatives from school districts and charter schools to ensure appropriate and current information is being provided to individuals and families who become homeless and may need to access education services. Printed materials are available in English and Spanish, and support and services are provided in the preferred language. The Orange County Department of Education (OCDE), in accordance with the requirements of the U.S. Department of Education, has Local Education Agencies (LEAs) designate a McKinney-Vento liaison that coordinates with the CoC and have developed written policies and procedures to: 1. Quickly identify children and youth experiencing and ensuring school enrollment so they may have equal opportunity to succeed in their education, 2. Verify eligibility for additional supportive services and provide a letter confirming eligibility, 3. Inform parents/guardian or youth of eligible and appropriate services, including transportation, Head Start, early intervention special education and vocational education, 4. Review educational rights with parents of homeless student(s), 5. Assist students in obtaining referrals to health care, dental, mental health, substance abuse, housing, and other services, 6. Ensure access to academic tutoring and counseling services for children and youth, 7. Facilitate problem solving conversations to address disagreements between students and school districts to reach acceptable solutions, and 8. Make referrals and facilitate linkages to other supportive services in the System of Care to address the homeless student’s needs. In instances when the family is fleeing domestic violence, the CoC provider and McKinney-Vento Liaison support the family in enrolling the child(ren) into a school of their choice and work to ensure their safety and educational rights.

1C-4b.	CoC Collaboration Related to Children and Youth–Educational Services–Written/Formal Agreements or Partnerships with Early Childhood Services Providers.	
	NOFO Section VII.B.1.d.	

Select yes or no in the chart below to indicate whether your CoC has written formal agreements or partnerships with the listed providers of early childhood services:

		MOU/MOA	Other Formal Agreement
1.	Birth to 3 years	Yes	Yes
2.	Child Care and Development Fund	No	Yes
3.	Early Childhood Providers	Yes	Yes

4.	Early Head Start	No	Yes
5.	Federal Home Visiting Program–(including Maternal, Infant and Early Childhood Home and Visiting or MIECHV)	No	Yes
6.	Head Start	No	Yes
7.	Healthy Start	No	Yes
8.	Public Pre-K	No	Yes
9.	Tribal Home Visiting Program	No	No
	Other (limit 150 characters)		
10.	Children and Family Commission	Yes	Yes

1C-5.	Addressing Needs of Domestic Violence, Dating Violence, Sexual Assault, and Stalking Survivors–Annual Training–Best Practices.	
	NOFO Section VII.B.1.e.	

Describe in the field below how your CoC coordinates to provide training for:	
1.	Project staff that addresses safety and best practices (e.g., trauma-informed, victim-centered) on safety and planning protocols in serving survivors of domestic violence and indicate the frequency of the training in your response (e.g., monthly, semi-annually); and
2.	Coordinated Entry staff that addresses safety and best practices (e.g., trauma informed care) on safety and planning protocols in serving survivors of domestic violence and indicate the frequency of the training in your response (e.g., monthly, semi-annually).

(limit 2,000 characters)

The Orange County CoC works with the four victim service providers (VSPs) to implement an annual training on the subject of domestic violence (DV), homelessness and related topics to ensure effective and quality service delivery for survivors of DV. The training provided direct service staff an overview of evidence-based best practices and techniques to incorporate into service delivery, including:

- Safety Planning to ensure survivors can help lower their risk of harm and practice risk management.
- Trauma-Informed Care to ensure service delivery, policy and procedures avoid re-traumatization and build on choice, collaboration, trust and empowerment principles from assessment to program exit.
- Housing First to prioritize safe permanent housing placement for DV survivors with no pre-conditions to program entry.
- Harm Reduction aimed at reducing the harmful effects of high-risk behaviors rather than terminating participants from the program.
- Cultural Competency to ensure staff respect survivors’ culture, native language, religion, gender identity and sexual orientation.

VSPs also receive the mandated 40-hour DV training pursuant to California Evidence Code Section §1037.1(a)(1) that addresses topics such as: history of DV; DV-related civil and criminal law; DV victim-counselor privilege; confidentiality laws; societal attitudes towards DV; and available supportive services.

An annual training was provided to Coordinated Entry System (CES) staff that focused on safety planning protocols and trauma-informed care in serving survivors. The training provided guidance on how to respond to disclosures, prioritizing the safety and confidentiality of the survivor and offering an alternative housing option that meets the safety and security needs of the

survivor. This includes coordinating with VSP to determine if a transfer to one of the confidentially located shelters would be appropriate and/or identifying another rental unit that better addresses their individual safety needs.

1C-5a.	Addressing Needs of Domestic Violence, Dating Violence, Sexual Assault, and Stalking Survivors–Using De-identified Aggregate Data.	
	NOFO Section VII.B.1.e.	

Describe in the field below how your CoC uses de-identified aggregate data from a comparable database to assess the special needs related to domestic violence, dating violence, sexual assault, and stalking survivors.

(limit 2,000 characters)

The Orange County Continuum of Care (CoC) relies on the expertise and de-identified and aggregated data from the four Victim Service Providers (VSPs) in the CoC jurisdiction to better understand the special needs related to domestic violence (DV), dating violence, sexual assault, and stalking. The VSPs operate multiple emergency shelters, transitional housing and rapid rehousing programs in the CoC funded by CoC Program, ESG Program, Department of Justice, and Department of Health and Human Services.

The VSPs have established a strong collaborative and streamlined process to improve their services and resources for this vulnerable subpopulation. The VSPs utilize intake assessments and screening processes to determine the housing and supportive services needs of survivors. Those at potentially high risk of harm are identified via danger assessments which focus on risk indicators such as stalking behaviors and escalating forms of abuse to help determine need for priority placement and specialized wraparound services. The following trends and needs were identified in the CoC:

- Individuals fleeing from DV often experience chronic homelessness.
- Approximately 90 percent of households fleeing from DV have minor children.
- There is a high need for supportive services that address the trauma experienced from initial abuse and re-victimization while unsheltered.
- Increased care coordination is needed for survivors as they navigate housing, legal assistance, counseling, healthcare, childcare, and transportation resources.

The CoC Collaborative Applicant receives data from the 2-1-1 Helpline detailing the number of calls seeking DV resources and the types of referrals and resources that are provided. This information is helpful for the CoC in determining the type of supportive services survivors need and ensuring that appropriate referrals and linkages take place. The 2-1-1 Helpline provides a warm hand-off to the VSPs to ensure a continuity of services for survivors.

1C-5b.	Addressing Needs of Domestic Violence, Dating Violence, Sexual Assault, and Stalking Survivors–Coordinated Assessment–Safety, Planning, and Confidentiality Protocols.	
	NOFO Section VII.B.1.e.	

Describe in the field below how your CoC’s coordinated entry system protocols incorporate trauma-informed, victim-centered approaches while maximizing client choice for housing and services that:

1.	prioritize safety;
2.	use emergency transfer plan; and
3.	ensure confidentiality.

(limit 2,000 characters)

The Orange County Continuum of Care (CoC) and Coordinated Entry System (CES) prioritize the safety and confidentiality of domestic violence (DV) survivors. The CES Policies and Procedures includes the emergency transfer plan process to address the immediate safety needs of survivors and to ensure confidentiality and housing stability is maintained. The emergency safety plan incorporates trauma-informed, victim-centered support to ensure that transfer decisions and housing relocation options will be based on choice and promote survivor safety, preference, and success. Clients in the CoC Programs who have safety concerns are eligible for emergency transfers if they: reasonably believe that there is a threat of imminent harm from further violence if they remain at the facility or housing unit in which they are residing; have expressly requested a transfer to another housing location/unit or shelter facility within the CoC; or experienced DV, dating violence, sexual assault or stalking at or near the current program/facility. This often includes coordinating with the four Victim Service Providers (VSPs) to determine if a transfer to one of the confidentially located shelters would be appropriate. CES can also coordinate to identify and secure another housing resource or rental unit that better addresses their individual safety needs.

On an ongoing and annual basis, the CoC Collaborative Applicant partners with the VSPs to provide the CoC training on trauma-informed, survivor-centered care focusing on prioritizing the survivor’s safety needs, accommodating their unique circumstances and maximizing client choice to. The VSPs serve as a resource to the CoC and support CES functions to link survivors to available housing resources, including mainstream or specialized services, that best meet the needs of survivors. The VSPs offer specialized housing assistance, coordinated care and comprehensive 24-hour programming to ensure availability and accessibility for survivors.

1C-6.	Addressing the Needs of Lesbian, Gay, Bisexual, Transgender–Anti-Discrimination Policy and Training.	
	NOFO Section VII.B.1.f.	

1.	Did your CoC implement a written CoC-wide anti-discrimination policy ensuring that LGBT individuals and families receive supportive services, shelter, and housing free from discrimination?	Yes
2.	Did your CoC conduct annual CoC-wide training with providers on how to effectively implement the Equal Access to Housing in HUD Programs Regardless of Sexual Orientation or Gender Identity (Equal Access Final Rule)?	Yes
3.	Did your CoC conduct annual CoC-wide training with providers on how to effectively implement Equal Access to Housing in HUD Programs in Accordance with an Individual’s Gender Identity (Gender Identity Final Rule)?	Yes

1C-7.	Public Housing Agencies within Your CoC’s Geographic Area–New Admissions–General/Limited Preference–Moving On Strategy. You Must Upload an Attachment(s) to the 4B. Attachments Screen.	
	NOFO Section VII.B.1.g.	

Enter information in the chart below for the two largest PHAs highlighted in gray on the CoC-PHA Crosswalk Report at <https://files.hudexchange.info/resources/documents/FY-2020-CoC-PHA-Crosswalk-Report.pdf> or the two PHAs your CoC has a working relationship with—if there is only one PHA in your CoC’s geographic area, provide information on the one:

Public Housing Agency Name	Enter the Percent of New Admissions into Public Housing and Housing Choice Voucher Program During FY 2020 who were experiencing homelessness at entry	Does the PHA have a General or Limited Homeless Preference?	Does the PHA have a Preference for current PSH program participants no longer needing intensive supportive services, e.g., Moving On?
Orange County Housing Authority	59%	Yes-HCV	Yes
Housing Authority of City of Santa Ana	50%	Yes-HCV	No

1C-7a.	Written Policies on Homeless Admission Preferences with PHAs.	
	NOFO Section VII.B.1.g.	

Describe in the field below:

- | | |
|----|--|
| 1. | steps your CoC has taken, with the two largest PHAs within your CoC’s geographic area or the two PHAs your CoC has working relationships with, to adopt a homeless admission preference—if your CoC only has one PHA within its geographic area, you may respond for the one; or |
| 2. | state that your CoC has not worked with the PHAs in its geographic area to adopt a homeless admission preference. |

(limit 2,000 characters)

The Orange County Continuum of Care (CoC) actively coordinates and collaborates with the four Public Housing Authorities (PHAs) in the jurisdiction – Anaheim, Garden Grove, Santa Ana, and County of Orange. The CoC Board membership includes representation from the PHAs. The PHAs have implemented a MOU that facilitates voucher mobility within the four jurisdictions and expedites processes to help households experiencing homelessness quickly transition into affordable permanent housing. The PHAs have also adopted a homelessness admission preference for turnover vouchers, which are coordinated with the CoC and prioritized through the Coordinated Entry System (CES). The PHAs meet on a quarterly basis to discuss strategies and efforts in better supporting households transitioning from homelessness to permanent housing through homeless preference, set-aside vouchers, project-based vouchers, and special purpose vouchers. The PHAs have awarded vouchers for homeless subpopulations thus increasing resources and access for various subpopulations with high vulnerabilities and promoting system flow through the homeless service system. Some examples of these include Mainstream Vouchers being targeted to Whole Person Care Program and Non-Congregate Shelters that service individuals experiencing homelessness with high-risk factors and utilization of emergency medical system. Family Unification Program targets transitional aged youth exiting the foster care system and homeless families involved in the child welfare system. The CoC and the PHAs established MOUs for the Emergency Housing Vouchers being prioritized through the CES and identifying appropriate supportive services that assisting vulnerable households across Orange County. The PHAs recognize the importance of their role in supporting the CoC in addressing homelessness and have committed housing choice vouchers to new affordable and supportive housing developments, including HUD-VASH, to create long-term housing solutions.

1C-7b.	Moving On Strategy with Affordable Housing Providers.	
	Not Scored–For Information Only	

Select yes or no in the chart below to indicate affordable housing providers in your CoC’s jurisdiction that your recipients use to move program participants to other subsidized housing:

1.	Multifamily assisted housing owners	Yes
2.	PHA	Yes
3.	Low Income Tax Credit (LIHTC) developments	Yes
4.	Local low-income housing programs	Yes
	Other (limit 150 characters)	
5.		

1C-7c.	Including PHA-Funded Units in Your CoC’s Coordinated Entry System.	
	NOFO Section VII.B.1.g.	

Does your CoC include PHA-funded units in the CoC’s coordinated entry process?	Yes
--	-----

1C-7c.1.	Method for Including PHA-Funded Units in Your CoC’s Coordinated Entry System.	
	NOFO Section VII.B.1.g.	

If you selected yes in question 1C-7c., describe in the field below:

1.	how your CoC includes the units in its Coordinated Entry process; and
2.	whether your CoC's practices are formalized in written agreements with the PHA, e.g., MOUs.

(limit 2,000 characters)

The Orange County Continuum of Care (CoC) and the CoC Collaborative Applicant actively work with the four Public Housing Authorities (PHAs) on increasing the number of PHA-units being prioritized through the Coordinated Entry System (CES) process. The CES operates within HMIS in the CoC and PHAs list available PHA-funded units and/or housing choice vouchers (HCV) to the CES. The household referral information for the PHA-funded units and/or HCVs between the CoC, CES and PHAs is captured within HMIS ensuring appropriate security and confidentiality practices. Referrals into PHA-funded units or HCVs follows the CES prioritization policy which prioritizes households with the highest needs through dynamic prioritization and case conferencing. The CoC established a formalized agreement in the form of an MOU with the PHAs for the Emergency Housing Vouchers, ensuring all referrals and eligible households are identified through the CES. This partnership has provided the opportunity to streamline the application process, as the PHAs developed a universal application packet that fulfilled the needs and requirements of each PHA. The CoC, PHAs and the VA have established procedures to prioritize project-based HUD-VASH for veterans experiencing homelessness through

CES.

To increase the number of PHA-funded units in the CoC’s CES, the County of Orange (County) has adopted a Housing Funding Strategy to develop 2,700 units of supportive housing and established the Orange County Housing Finance Trust to assist in funding the development of these units which require inclusion in the CES process. The County made additional funding and project-based HCV available through Notice of Funding Opportunity for the development of housing to assist households experiencing homelessness that must participate in the CES process. In addition to documentation in the funding agreements with developers, CES participation requirements are documented in the tenant selection plans for every development.

1C-7d.	Submitting CoC and PHA Joint Applications for Funding for People Experiencing Homelessness.	
	NOFO Section VII.B.1.g.	

Did your CoC coordinate with a PHA(s) to submit a joint application(s) for funding of projects serving families experiencing homelessness (e.g., applications for mainstream vouchers, Family Unification Program (FUP), other non-federal programs)?	Yes
---	-----

1C-7d.1.	CoC and PHA Joint Application–Experience–Benefits.	
	NOFO Section VII.B.1.g.	

If you selected yes to question 1C-7d, describe in the field below:

- | | |
|----|--|
| 1. | the type of joint project applied for; |
| 2. | whether the application was approved; and |
| 3. | how your CoC and families experiencing homelessness benefited from the coordination. |

(limit 2,000 characters)

The Orange County Continuum of Care (CoC) and the four Public Housing Authorities (PHAs) in the jurisdiction – Anaheim, Garden Grove, Santa Ana and County of Orange – have submitted joint applications for funding of projects serving households experiencing homelessness, including mainstream vouchers, Family Unification Program (FUP), Emergency Housing Vouchers (EHV), and other non-federal programs.

In December 2019, the CoC entered into an MOU with the Orange County Housing Authority (OCHA) per HUD requirements for the competitive FUP application for homeless youth. OCHA applied and was awarded funding for 58 FUP vouchers, of which 29 have been set-aside to address youth homelessness. The FUP vouchers are prioritized through the CoC’s Coordinated Entry System (CES).

In 2020, OCHA applied for and was awarded 100 mainstream vouchers from the CARES Act. OCHA collaborated with the CoC Collaborative Applicant to identify the target population and designated the mainstream vouchers to assist individuals experiencing homelessness at high risk for severe COVID-19 illness who were accessing non-congregate shelter. This partnership supported the CoC in connecting individuals with high medical vulnerabilities to permanent

housing.

In 2021, the CoC entered into MOUs with the PHAs for the EHV, ensuring all referrals and eligible households are identified through the CES. Over 1,000 EHV were awarded and are now available to the CoC.

The CoC and PHAs regularly partner in the application process for HUD-VASH to assist veterans experiencing homelessness.

The CoC and the PHAs have submitted joint applications to the State Housing and Community Development for the Homekey Program aimed at purchasing buildings to create interim housing that will transition to affordable housing. The CoC provided the PHAs with CoC data and support to fulfill funding requirements around HMIS and CES participation. Two Homekey Program projects were funded creating 132 units of interim housing.

1C-7e.	Coordinating with PHA(s) to Apply for or Implement HCV Dedicated to Homelessness Including American Rescue Plan Vouchers.	
NOFO Section VII.B.1.g.		

Did your CoC coordinate with any PHA to apply for or implement funding provided for Housing Choice Vouchers dedicated to homelessness, including vouchers provided through the American Rescue Plan?	Yes
--	-----

1C-7e.1.	Coordinating with PHA(s) to Administer Emergency Housing Voucher (EHV) Program–List of PHAs with MOUs.	
Not Scored–For Information Only		

Did your CoC enter into a Memorandum of Understanding (MOU) with any PHA to administer the EHV Program?	Yes
---	-----

If you select yes, you must use the list feature below to enter the name of every PHA your CoC has entered into a MOU with to administer the Emergency Housing Voucher Program.

PHA
Housing Authority...
Anaheim Housing A...
Garden Grove Hous...
Orange County Hou...

1C-7e.1. List of PHAs with MOUs

Name of PHA: Housing Authority of the City of Santa Ana

1C-7e.1. List of PHAs with MOUs

Name of PHA: Anaheim Housing Authority

1C-7e.1. List of PHAs with MOUs

Name of PHA: Garden Grove Housing Authority

1C-7e.1. List of PHAs with MOUs

Name of PHA: Orange County Housing Authority

1C. Coordination and Engagement–Coordination with Federal, State, Local, Private, and Other Organiza

1C-8.	Discharge Planning Coordination.	
	NOFO Section VII.B.1.h.	

Select yes or no in the chart below to indicate whether your CoC actively coordinates with the systems of care listed to ensure persons who have resided in them longer than 90 days are not discharged directly to the streets, emergency shelters, or other homeless assistance programs.

1. Foster Care	Yes
2. Health Care	Yes
3. Mental Health Care	Yes
4. Correctional Facilities	Yes

1C-9.	Housing First–Lowering Barriers to Entry.	
	NOFO Section VII.B.1.i.	

1.	Enter the total number of new and renewal CoC Program-funded PSH, RRH, SSO non-coordinated entry, Safe-Haven, and Transitional Housing projects your CoC is applying for in FY 2021 CoC Program Competition.	27
2.	Enter the total number of new and renewal CoC Program-funded PSH, RRH, SSO non-coordinated entry, Safe-Haven, and Transitional Housing projects your CoC is applying for in FY 2021 CoC Program Competition that have adopted the Housing First approach.	27
3.	This number is a calculation of the percentage of new and renewal PSH, RRH, Safe-Haven, SSO non-coordinated entry projects the CoC has ranked in its CoC Priority Listing in the FY 2021 CoC Program Competition that reported that they are lowering barriers to entry and prioritizing rapid placement and stabilization to permanent housing.	100%

1C-9a.	Housing First–Project Evaluation.	
	NOFO Section VII.B.1.i.	

Describe in the field below how your CoC regularly evaluates projects to ensure those that commit to using a Housing First approach are prioritizing rapid placement and stabilization in permanent housing and are not requiring service participation or preconditions of program participants.

(limit 2,000 characters)

The Orange County Continuum of Care (CoC) has adopted and implemented the Housing First approach in its program design and service delivery. As part of the renewal and new project process, the CoC evaluates project applications to ensure that projects are low barriers, have no service participation

requirements or preconditions at entry and prioritize rapid placement and stabilization in permanent housing. This process includes answering a questionnaire to evaluate how closely the project aligns to the Housing First model as well as providing the policies and procedures utilized by the project. The questionnaire evaluates whether projects allow entry to participants regardless of income, current or past substance use, history of victimization (e.g., domestic violence, sexual assault, childhood abuse), and a criminal record—except restrictions imposed by federal, state, or local law or ordinance (e.g., restrictions on serving people who are listed on sex offender registries). The policies and procedures were evaluated by a three-member ad hoc comprised of non-conflicted individuals who have a robust understanding of Housing First Principles and other evidence-based practices utilized in homeless service delivery. Out of 100-point scoring system in the Rating and Scoring Tool, renewal projects could be awarded a total of 10 points and new projects could be awarded a total of 15 for adherence to Housing First. Additionally, the CoC Collaborative Applicant will utilize this information to help inform future training and technical assistance needs in order to provide support to agencies and promoting fidelity to Housing First approach.

The CoC evaluates the referrals to projects to ensure that there are no pre-conditions to program entry by analyzing collected data through to see if referred persons are given immediate engagement regardless of income, current or past substance use, history of victimization, and receive rapid placement and stabilization.

1C-9b.	Housing First–Veterans.	
	Not Scored–For Information Only	

Does your CoC have sufficient resources to ensure each Veteran experiencing homelessness is assisted to quickly move into permanent housing using a Housing First approach?	Yes
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1C-10.	Street Outreach–Scope.	
	NOFO Section VII.B.1.j.	

Describe in the field below:	
1.	your CoC’s street outreach efforts, including the methods it uses to ensure all persons experiencing unsheltered homelessness are identified and engaged;
2.	whether your CoC’s Street Outreach covers 100 percent of the CoC’s geographic area;
3.	how often your CoC conducts street outreach; and
4.	how your CoC tailored its street outreach to persons experiencing homelessness who are least likely to request assistance.

(limit 2,000 characters)

The Orange County Continuum of Care (CoC) has a multidisciplinary group of street outreach teams that help ensure all persons experiencing unsheltered homelessness are reached in the jurisdiction, including the most vulnerable with pre-existing conditions. This group includes veteran and Transitional Aged Youth service providers, public health nurses, behavioral health clinicians, law enforcement, community and faith-based organizations. This group meets monthly to coordinate outreach efforts and target outreach to those

experiencing unsheltered homelessness who are least likely to request assistance. Additionally, this group coordinates to respond to large encampments and/or clean up efforts across the jurisdiction. The CoC Street Outreach serve as the first line of engagement in addressing unsheltered homelessness and encampments to facilitate connections to other services. The CoC coordinates street outreach efforts by Service Planning Area and facilitates placement into regional emergency shelters and permanent housing solutions. The CoC Street Outreach works seven days a week and covers 100 percent of the CoC’s geographic area through regional street outreach providers and increased coordination with Homeless Liaison Officers in both the Sheriff’s Department and municipal Police Departments. The CoC Street Outreach has expanded hours of operation from 6 am to 8 pm, noting that ongoing engagement is needed in early morning and evening hours. The CoC Collaborative Applicant developed a multi-disciplinary team in partnership with other County Departments called the County Homeless Assistance Response Team (CHART) to best address local homeless issues and connect individuals to appropriate program placements. CHART includes clinical staff to conduct screenings and assessments for physical and mental health, substance use disorders and housing needs. CHART also works to address cultural and disability barriers associated with communicating COVID-19 information.

1C-11.	Criminalization of Homelessness.	
	NOFO Section VII.B.1.k.	

Select yes or no in the chart below to indicate strategies your CoC implemented to prevent the criminalization of homelessness in your CoC’s geographic area:

1.	Engaged/educated local policymakers	Yes
2.	Engaged/educated law enforcement	Yes
3.	Engaged/educated local business leaders	Yes
4.	Implemented communitywide plans	Yes
5.	Other:(limit 500 characters)	
	Partnered with law enforcement to serve as the primary point of engagement when addressing homeless encampemnts	Yes

1C-12.	Rapid Rehousing–RRH Beds as Reported in the Housing Inventory Count (HIC).	
	NOFO Section VII.B.1.I.	

	2020	2021
Enter the total number of RRH beds available to serve all populations as reported in the HIC–only enter bed data for projects that have an inventory type of “Current.”	663	820

1C-13.	Mainstream Benefits and Other Assistance–Healthcare–Enrollment/Effective Utilization.	
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NOFO Section VII.B.1.m.

Indicate in the chart below whether your CoC assists persons experiencing homelessness with enrolling in health insurance and effectively using Medicaid and other benefits.

	Type of Health Care	Assist with Enrollment?	Assist with Utilization of Benefits?
1.	Public Health Care Benefits (State or Federal benefits, Medicaid, Indian Health Services)	Yes	Yes
2.	Private Insurers	Yes	Yes
3.	Nonprofit, Philanthropic	Yes	Yes
4.	Other (limit 150 characters)		
	Housing and Disability Assistance Program and pilot programs such as Whole Person Care	Yes	Yes

1C-13a.	Mainstream Benefits and Other Assistance–Information and Training.	
	NOFO Section VII.B.1.m	

Describe in the field below how your CoC provides information and training to CoC Program-funded projects by:

1.	systemically providing up to date information on mainstream resources available for program participants (e.g., Food Stamps, SSI, TANF, substance abuse programs) within your CoC’s geographic area;
2.	communicating information about available mainstream resources and other assistance and how often your CoC communicates this information;
3.	working with projects to collaborate with healthcare organizations to assist program participants with enrolling in health insurance; and
4.	providing assistance with the effective use of Medicaid and other benefits.

(limit 2,000 characters)

The Orange County Continuum of Care (CoC) has a strong partnership with the Social Services Agency (SSA) who oversees mainstream benefits, including application and eligibility processes. SSA provides presentations to the CoC to promote connections to mainstream benefits including CalFresh, Restaurants Meal Program, CalWORKs, MediCal, and General Relief. The CoC receives information regarding mainstream benefits through emails and website updates. SSA coordinates directly with service providers to provide targeted outreach to people experiencing homelessness to reduce barriers to access and expedite the benefits application process. Individuals who are ineligible for MediCal are aided in accessing private healthcare through Covered California. The CoC coordinates access to VA Healthcare Services at the main campus and satellite clinics for homeless veterans. The CoC works with Public Health Nurses who provide nursing case management to the homeless population to link them to health insurance, primary care and facilitate access to COVID-19 vaccines. The CoC collaborates with healthcare organizations including Federally Qualified Health Centers, Health Care for the Homeless programs, Whole Person Care Program and the County-organized health system CalOptima to ensure participants access medical and mental health services. The County of Orange’s Care Plus Program offers enhanced care coordination for ‘high utilizers’ who have a history of touching multiple programs across the mainstream benefits, shelter, healthcare and corrections systems who are experiencing homelessness in Orange County. A Multi-Disciplinary Team meets monthly to review cases and expedite eligibility and linkages to mainstream

benefits, resulting in increased benefit enrollments. The CoC has a partnership with the Workforce Development Board to ensure that referrals for employment, education and training are facilitated and access to job search assistance, skills assessment, and job placement.

1C-14.	Centralized or Coordinated Entry System–Assessment Tool. You Must Upload an Attachment to the 4B. Attachments Screen.	
	NOFO Section VII.B.1.n.	

Describe in the field below how your CoC’s coordinated entry system:

1.	covers 100 percent of your CoC’s geographic area;
2.	reaches people who are least likely to apply for homeless assistance in the absence of special outreach;
3.	prioritizes people most in need of assistance; and
4.	ensures people most in need of assistance receive assistance in a timely manner.

(limit 2,000 characters)

The CoC’s Coordinated Entry System (CES) covers 100 percent of the geographic area of Orange County. The CES operates three main components - Individuals, Families, and Veterans - to target the unique needs of the subpopulations. The CES implemented a regional approach in which Service Planning Areas coordinate service delivery for people who are least likely to apply for homeless assistance, allow for targeted services, and housing resources and supportive services allocation. Households experiencing homelessness can access the CES through physical locations, street outreach, and a virtual front door. The CoC Street Outreach includes behavioral health teams, public health teams, community- and faith-based organizations, and homeless liaison officers from local law enforcement, often employing a multi-disciplinary approach and work together to connect households experiencing homelessness to appropriate supportive services. CES works in close partnership with CoC Street Outreach to ensure that people with the highest barriers to accessing services have access to CES. The virtual front door provides an initial intake for people experiencing homelessness and facilitates a warm handoff to CES access points. The CES follows a No Wrong Door Approach to ensure a standardized assessment and screening is completed for households experiencing homelessness, connects to appropriate CES access points, and facilitates linkages to appropriate resources as quickly as possible.

The CES prioritizes people with the longest length of homelessness to available housing resources and supportive services. Through dynamic prioritization and case conferencing, the CES identifies people in most need of assistance, including seniors age 65+ and persons with chronic health conditions and existing pre-conditions, and ensures timely service delivery. The CES embraces a Housing First approach and offers connections to housing resources without preconditions or service participation requirements.

1C-15.	Promoting Racial Equity in Homelessness–Assessing Racial Disparities.	
	NOFO Section VII.B.1.o.	

Did your CoC conduct an assessment of whether disparities in the provision or outcome of homeless assistance exists within the last 3 years?	Yes
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1C-15a. Racial Disparities Assessment Results.	
NOFO Section VII.B.1.o.	

Select yes or no in the chart below to indicate the findings from your CoC's most recent racial disparities assessment.

1. People of different races or ethnicities are more likely to receive homeless assistance.	Yes
2. People of different races or ethnicities are less likely to receive homeless assistance.	Yes
3. People of different races or ethnicities are more likely to receive a positive outcome from homeless assistance.	Yes
4. People of different races or ethnicities are less likely to receive a positive outcome from homeless assistance.	Yes
5. There are no racial or ethnic disparities in the provision or outcome of homeless assistance.	No
6. The results are inconclusive for racial or ethnic disparities in the provision or outcome of homeless assistance.	No

1C-15b. Strategies to Address Racial Disparities.	
NOFO Section VII.B.1.o.	

Select yes or no in the chart below to indicate the strategies your CoC is using to address any racial disparities.

1. The CoC's board and decisionmaking bodies are representative of the population served in the CoC.	No
2. The CoC has identified steps it will take to help the CoC board and decisionmaking bodies better reflect the population served in the CoC.	Yes
3. The CoC is expanding outreach in geographic areas with higher concentrations of underrepresented groups.	Yes
4. The CoC has communication, such as flyers, websites, or other materials, inclusive of underrepresented groups.	Yes
5. The CoC is training staff working in the homeless services sector to better understand racism and the intersection of racism and homelessness.	Yes
6. The CoC is establishing professional development opportunities to identify and invest in emerging leaders of different races and ethnicities in the homelessness sector.	No
7. The CoC has staff, committees, or other resources charged with analyzing and addressing racial disparities related to homelessness.	Yes
8. The CoC is educating organizations, stakeholders, boards of directors for local and national nonprofit organizations working on homelessness on the topic of creating greater racial and ethnic diversity.	Yes
9. The CoC reviewed coordinated entry processes to understand their impact on people of different races and ethnicities experiencing homelessness.	Yes
10. The CoC is collecting data to better understand the pattern of program use for people of different races and ethnicities in its homeless services system.	Yes
11. The CoC is conducting additional research to understand the scope and needs of different races or ethnicities experiencing homelessness.	Yes
Other:(limit 500 characters)	

12.		
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1C-15c.	Promoting Racial Equity in Homelessness Beyond Areas Identified in Racial Disparity Assessment.	
	NOFO Section VII.B.1.o.	

Describe in the field below the steps your CoC and homeless providers have taken to improve racial equity in the provision and outcomes of assistance beyond just those areas identified in the racial disparity assessment.

(limit 2,000 characters)

The Orange County Continuum of Care (CoC) has taken proactive steps to identify racial disparities, improve equity in the provision of services and achieve better outcomes while addressing factors that contribute to racial inequities and block access to opportunity. The CoC prioritized programs that address the disproportionate impacts of homelessness and COVID-19 on communities of color, particularly BIPOC communities by incorporating racial equity questions and practices into the solicitation and program design process. Proposals must address how programs will promote racial equity and fulfill requirement of ongoing racial equity analysis and detail action plan to be implemented to address any racial disparities identified in program operations. The CoC conducted an equity-focused needs assessment of the homeless service system, including an evaluation of policies and procedures groups and working sessions with community partners, frontline staff and people with lived experience of homelessness to better understand program effectiveness, bottlenecks and potential gaps as well as collection of qualitative and quantitative data from various sources. Based on the evaluation of systems strengths and areas for improvement, short- and long-term recommendations were made for barrier reduction, supportive services, systemwide training and ongoing learning and messaging and communications that increase knowledge and capacity around racial equity and supports the implementation of strategies to promote equitable outcomes. The CoC will also conduct a larger-scale Racial Equity Assessment over the next year to align other racial equity initiatives within the County of Orange and advance best practices within the CoC. The CoC is committed to engaging in partnerships with BIPOC and people with lived experience to develop more inclusive decision-making processes that transform the CoC to reduce disparities and support the goal of making homelessness rare, brief and non-recurring.

1C-16.	Persons with Lived Experience–Active CoC Participation.	
	NOFO Section VII.B.1.p.	

Enter in the chart below the number of people with lived experience who currently participate in your CoC under the five categories listed:

	Level of Active Participation	Number of People with Lived Experience Within the Last 7 Years or Current Program Participant	Number of People with Lived Experience Coming from Unsheltered Situations
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1.	Included and provide input that is incorporated in the local planning process.	13	8
2.	Review and recommend revisions to local policies addressing homelessness related to coordinated entry, services, and housing.	2	2
3.	Participate on CoC committees, subcommittees, or workgroups.	13	6
4.	Included in the decisionmaking processes related to addressing homelessness.	8	8
5.	Included in the development or revision of your CoC's local competition rating factors.	2	2

1C-17.	Promoting Volunteerism and Community Service.	
	NOFO Section VII.B.1.r.	

Select yes or no in the chart below to indicate steps your CoC has taken to promote and support community engagement among people experiencing homelessness in the CoC's geographic area:

1.	The CoC trains provider organization staff on connecting program participants and people experiencing homelessness with education and job training opportunities.	Yes
2.	The CoC trains provider organization staff on facilitating informal employment opportunities for program participants and people experiencing homelessness (e.g., babysitting, housekeeping, food delivery, data entry).	Yes
3.	The CoC works with organizations to create volunteer opportunities for program participants.	Yes
4.	The CoC works with community organizations to create opportunities for civic participation for people experiencing homelessness (e.g., townhall forums, meeting with public officials).	Yes
5.	Provider organizations within the CoC have incentives for employment and/or volunteerism.	Yes
6.	Other:(limit 500 characters)	

1D. Addressing COVID-19 in the CoC’s Geographic Area

To help you complete the CoC Application, HUD published resources at https://www.hud.gov/program_offices/comm_planning/coc/competition, including:

- Notice of Funding Opportunity (NOFO) for Fiscal Year (FY) 2021 Continuum of Care Program Competition
- FY 2021 CoC Application Detailed Instructions—essential in helping you maximize your CoC Application score by giving specific guidance on how to respond to many questions and providing specific information about attachments you must upload
- 24 CFR part 578

1D-1.	Safety Protocols Implemented to Address Immediate Needs of People Experiencing Unsheltered, Congregate Emergency Shelter, Transitional Housing Homelessness.	
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NOFO Section VII.B.1.q.	
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Describe in the field below protocols your CoC implemented during the COVID-19 pandemic to address immediate safety needs for individuals and families living in:	
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1.	unsheltered situations;	
2.	congregate emergency shelters; and	
3.	transitional housing.	

(limit 2,000 characters)

The Orange County CoC supported the development of non-congregate shelter programs through the leasing and acquisition of hotels and motels to increase capacity to address the immediate safety needs for individuals and families experiencing unsheltered homelessness during the COVID-19 pandemic. The CoC was able to support the creation of 132 units of non-congregate shelter leveraging the State of California’s Homekey program that will transition to permanent housing in a few years. This program prioritizes the placement of individuals at high-risk for COVID-19 illness complications due to being elderly and/or having underlying health conditions. The CoC service providers and the County of Orange’s Public Health Services (PHS) conducted site visits of congregate emergency shelters and transitional housing to discuss the implementation of safety measures. PHS provided guidance on physical safety measures to be implemented such as distancing beds to be at least six feet apart, updating bed capacity, identifying a space or room where participants could temporarily isolate or quarantine as needed, as well as placed posters in strategic places to provide instruction on handwashing and cough etiquette, use of cloth face coverings, and social distancing. The CoC and PHS worked in addressing language & disability barriers associated with communicating COVID-19 information with those experiencing homelessness. CoC service providers received programmatic and operational support on how to best modify the intake process for new participants, food distribution and provision of supportive service as well as cleaning and disinfecting protocols. PHS provided tools to CoC service providers to conduct health screenings for COVID-19 symptoms to identify any sick persons and respond appropriately. PHS also ensured that that sufficient resources and education were made available to the

CoC service providers and people experiencing homelessness to provide testing and COVID-19 vaccines.

1D-2.	Improving Readiness for Future Public Health Emergencies.	
	NOFO Section VII.B.1.q.	

Describe in the field below how your CoC improved readiness for future public health emergencies.

(limit 2,000 characters)

While responding the COVID-19 pandemic, the Orange County Continuum of Care (CoC) identified key areas for improvement and has worked to strengthen partnerships and improve readiness for future public health emergencies. The CoC has updated contact information and distribution list of partner agencies and resources in the community, including new non-traditional partners and community-based organizations that have supported the emergency response. This supports the timely distribution of accurate and relevant information to the CoC during a future emergency, as well as the identification of partners who can assist in the response. These partners support the CoC in pinpointing subpopulations or high-risk individuals and families as well as the development of targeted approaches and interventions that best meet their needs. The CoC has established a better understanding of the key partners within the County of Orange’s Emergency Operations Center and the State’s Office of Emergency Services (CalOES) along with their roles and responsibilities related to public health emergencies. Additionally, the CoC has a better understanding of the flexibilities within state and federal programs that support an immediate response to a public health emergency by creating an immediate and temporary response as well as permanent housing solutions, through the alignment and leveraging of resources.

The COVID-19 pandemic has highlighted disparities and inequalities in the access and delivery of services. The CoC is utilizing the lessons learned through the COVID-19 pandemic to develop strategies and approaches that address racial, ethnic, cultural and disability barriers as well as incorporate the voices of people with lived experience of homelessness.

1D-3.	CoC Coordination to Distribute ESG Cares Act (ESG-CV) Funds.	
	NOFO Section VII.B.1.q	

Describe in the field below how your CoC coordinated with ESG-CV recipients to distribute funds to address:

1.	safety measures;
2.	housing assistance;
3.	eviction prevention;
4.	healthcare supplies; and
5.	sanitary supplies.

(limit 2,000 characters)

The Orange County Continuum of Care (CoC) worked with the ESG-CV

recipients, including the County of Orange and the cities of Anaheim, Garden Grove, Irvine and Santa Ana, to coordinate the utilization of ESG-CV funds to address and prevent homelessness in response to the COVID-19 pandemic. The CoC Collaborative Applicant coordinated multiple planning meetings to discuss the CoC's and jurisdictions' plans for the ESG-CV funding, discussing other CARES Act funding sources and prioritizing eligible activities by funding source to maximize available resources. These meetings also provided an opportunity to discuss the waiver flexibilities, providing contracting and program implementation updates. ESG-CV was utilized to support the operations of non-congregate shelter programs that allowed individuals and families experiencing homelessness to practice safer at home guidelines and isolate or quarantine if COVID-19 positive or symptomatic. This supported the COVID-19 safety measures that limited exposure and spread of COVID-19 illness amongst those experiencing homelessness as well as increased healthcare access. ESG-CV was prioritized to provide housing assistance through rapid rehousing programs for individuals and families experiencing homelessness to quickly transition to permanent and stable housing. The increase in rapid rehousing services supported the CoC's goal of increasing permanent housing placements and ending homelessness for the greatest number of people. ESG-CV funding was used to provide eviction prevention assistance to pay for rental arrears and/or past due utility bills and there was state and federal tenant protections in place due to COVID-19. ESG-CV funding was used to provide incentives in the form of gift cards for individuals experiencing homelessness for each vaccine dose received. Updates on the utilization of the ESG-CV funding and the benefits to the CoC were shared regularly during the CoC Board and Committee meetings.

1D-4.	CoC Coordination with Mainstream Health.	
	NOFO Section VII.B.1.q.	

Describe in the field below how your CoC coordinated with mainstream health (e.g., local and state health agencies, hospitals) during the COVID-19 pandemic to:

- | | |
|----|--|
| 1. | decrease the spread of COVID-19; and |
| 2. | ensure safety measures were implemented (e.g., social distancing, hand washing/sanitizing, masks). |

(limit 2,000 characters)

The Orange County CoC established ongoing and regular communication with the County of Orange's (County) Public Health Services (PHS) to facilitate access to relevant information on COVID-19 homelessness response, including establishing COVID-19 outbreak protocol within congregate-setting programs and promoting COVID-19 vaccination. COVID-19 outbreak protocols included connecting individuals to temporary isolation and/or quarantine as well as regular COVID-19 vaccination and testing. When appropriate, the CoC providers would support PHS with case investigation and contact tracing activities within the programs to ensure that persons who have been exposed or are suspected or confirmed to be COVID-19 positive could take the necessary precautions. The CoC supported the County in establishing of non-congregate shelter sites for individuals and families at high-risk for severe COVID-19 illness due to age and/or underlying health conditions as well as temporary isolation shelters for those who are COVID-19 positive or symptomatic. Behavioral health support offered to individuals and families at the non-congregate shelter and temporary isolation shelter sites onsite and via telecare thus promoting continuity of care and engaging others in care. Information on the referral

process for these programs was largely shared with mainstream health organizations and hospitals to ensure that individuals experiencing homelessness could be discharged to these programs, instead of emergency shelter or the streets.

The CoC also received support from PHS on implementing COVID-19 safety measures, including accessing and utilizing personal protective equipment property, handwashing and sanitizing practices. The CoC was also invited to participate in webinars hosted by the state and federal partners that provided guidance and best practices in decreasing the spread of COVID-19 in the homeless population.

1D-5.	Communicating Information to Homeless Service Providers.	
	NOFO Section VII.B.1.q.	

Describe in the field below how your CoC communicated information to homeless service providers during the COVID-19 pandemic on:

1.	safety measures;
2.	changing local restrictions; and
3.	vaccine implementation.

(limit 2,000 characters)

The Orange County Continuum of Care (CoC) implemented a number of strategies to support the effective communication of COVID-19 guidance, safety measure and information with homeless service providers. These strategies have evolved over time to best meet the needs of the CoC and those experiencing homelessness in Orange County. At the onset of the COVID-19 pandemic, the CoC Collaborative Applicant in coordination with the County of Orange’s (County) Emergency Operation Centers hosted information sessions via webinars on COVID-19 and the related efforts to prepare and respond, including facilitating access to personal protective equipment, that included participation from homeless service providers, street outreach teams, emergency shelter programs, homeless liaison officers, city government, community based organizations, and homeless advocates. These information sessions transitioned to email-based communication where additional safety measures, local restrictions up-to-date information and announcements were further detailed. In partnership with the County’s Public Health Services (PHS) a homeless services specific COVID-19 webpage and hotline was established to streamline the access to the most current and relevant information as well as provide guidance to providers on an as needed basis. The webpage also included educational materials and signage in multiple languages that could be printed and distributed. Additionally, the PHS team conducted site visits of all the emergency shelter and transitional housing programs in the CoC to provide guidance on how to best implement safety measures and address any cultural and disability barriers associated with communicating COVID-19 information to program participants. Regular updates on the COVID-19 pandemic and related homelessness response were provided during the CoC Board meetings. The COVID-19 vaccine rollout and implementation built upon the relationships and partnerships established with the CoC and its partners.

1D-6.	Identifying Eligible Persons Experiencing Homelessness for COVID-19 Vaccination.	
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NOFO Section VII.B.1.q.

Describe in the field below how your CoC identified eligible individuals and families experiencing homelessness for COVID-19 vaccination based on local protocol.

(limit 2,000 characters)

The Orange County CoC worked in partnership with the County of Orange Public Health Services (PHS) to make COVID-19 vaccinations widely available at homeless service programs, including street outreach, emergency shelters, transitional housing, and permanent housing based on local protocols. These efforts included providing general education and information on COVID-19, safety protocols and vaccine efficacy, addressing concerns related to misinformation and vaccine hesitancy. PHS provided COVID-19 vaccines at congregate sites and worked to establish a regular schedule for COVID-19 vaccine clinics and testing onsite in partnership with the CoC service provider. These efforts were aimed at increasing access at convenient locations where those experiencing homelessness were accessing services and/or shelter and facilitating the scheduling of the second vaccine dose. For individuals experiencing unsheltered homelessness including those in encampments, PHS regularly conducts outreach on the streets and help connect individuals experiencing homelessness to the health services they need and offer vaccines in the field. The CoC and the PHS identified Federally Qualified Health Centers (FQHCs) where people experiencing homelessness can also receive a COVID-19 vaccine.

To incentivize vaccinations, PHS made the multiple COVID-19 vaccine types available to support participant-choice and preference. The CoC Collaborative Applicant worked with CalOptima, local Medi-Cal managed care plan, and allowed for the implementation of the ESG-CV waivers to provide incentive in the form of gift cards for individuals experiencing homelessness for each vaccine dose received. During the monthly CoC Board meetings, information on COVID-19 vaccination efforts is shared, including the address, phone number and hours of operations of FQHCs where people experiencing homelessness can receive a COVID-19 vaccine, and PHS information for additional COVID-19 vaccination and testing support.

1D-7.	Addressing Possible Increases in Domestic Violence.	
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NOFO Section VII.B.1.e.

Describe in the field below how your CoC addressed possible increases in domestic violence calls for assistance due to requirements to stay at home, increased unemployment, etc. during the COVID-19 pandemic.

(limit 2,000 characters)

The COVID-19 pandemic has exacerbated already critical health, safety, and housing needs for victims of domestic violence who are experiencing homelessness or at risk of homelessness in Orange County. Over the past 18-months, Orange County Continuum of Care (CoC) victim service providers received increased requests for assistance from survivors who were struggling financially and experiencing growing volatility at home, including increased

violence and extreme isolation and many of the CoC’s shelters operated at full capacity. The Orange County Sheriff’s Department reported a 25% increase in domestic violence-related calls for assistance in April 2020 compared to April 2019 and the unemployment rate in Orange County was 14.5% in May 2020 compared to 3.7% in March 2020 per the State of California Employment Development Department.

To address the urgent needs of households experiencing domestic violence and housing instability, the CoC and partnering victim service providers ramped up access to critical services and resources while prioritizing victim safety and confidentiality. Efforts during the COVID-19 pandemic included dedicated support for temporary shelter; permanent housing (e.g., financial assistance and support services for rapid rehousing and homeless prevention programs); healthcare access (e.g., COVID-19 testing, vaccination, physical health, mental health, etc.); social services (e.g., assistance with food, transportation, employment, childcare, etc.); and extensive COVID-19 outreach (e.g., prevention care and updates) utilizing culturally responsive multilingual educational materials to reach communities of color and lower income communities. Additionally, the CoC identified additional permanent housing and housing stabilization resources through Emergency Solutions Grant and the Emergency Housing Vouchers to support the permanent and safe housing of survivors.

1D-8.	Adjusting Centralized or Coordinated Entry System.	
	NOFO Section VII.B.1.n.	

Describe in the field below how your CoC adjusted its coordinated entry system to account for rapid changes related to the onset and continuation of the COVID-19 pandemic.

(limit 2,000 characters)

The Orange County Continuum of Care (CoC) worked closely with the Coordinated Entry System (CES) to ensure the prioritization policies met the needs of those experiencing homelessness or at risk of homelessness during the COVID-19 pandemic. The CoC did not make any changes to the CES Prioritization Policy for permanent housing resources but instead focused on increasing capacity and providing technical assistance to engage new service providers and housing programs, including public housing authorities. The CoC experienced an influx in housing resources being prioritized through the CES given the investments made by the state and federal governments to increase permanent housing placements for people experiencing homelessness at high-risk for severe COVID-19 illness and complications. In response, the CES was able to quickly implement regional case conferencing and subpopulation specific meetings thus increasing the rate of matches and expediting referrals of individuals with the longest length of homelessness and vulnerabilities, inclusive of age and/or underlying health conditions, to permanent housing. The CES Prioritization was also utilized to identify individuals experiencing unsheltered homelessness who were at high-risk for severe COVID-19 illness for placement into available non-congregate shelter programs to minimize exposure to COVID-19. Additionally, the CES developed and implemented a tool to prioritize

homelessness prevention assistance to identify households at highest risk of homelessness and targeting resources to promote housing stability. The CoC and the CES Lead worked to evaluate the function of the CES during the COVID-19 pandemic and identified key areas of improvement for access and assessment. This will result in changes to the CES process in the next six months that will streamline information collected for prioritization and ensure diversion, housing-focused problem solving, and other resources are available and accessible for those experiencing homelessness or at risk of homelessness.

1E. Project Capacity, Review, and Ranking–Local Competition

To help you complete the CoC Application, HUD published resources at https://www.hud.gov/program_offices/comm_planning/coc/competition, including:

- Notice of Funding Opportunity (NOFO) for Fiscal Year (FY) 2021 Continuum of Care Program Competition
- FY 2021 CoC Application Detailed Instructions–essential in helping you maximize your CoC Application score by giving specific guidance on how to respond to many questions and providing specific information about attachments you must upload
- 24 CFR part 578

1E-1.	Announcement of 30-Day Local Competition Deadline–Advance Public Notice of How Your CoC Would Review, Rank, and Select Projects. You Must Upload an Attachment to the 4B. Attachments Screen.	
	NOFO Section VII.B.2.a. and 2.g.	

1.	Enter the date your CoC published the 30-day submission deadline for project applications for your CoC's local competition.	09/15/2021
2.	Enter the date your CoC publicly posted its local scoring and rating criteria, including point values, in advance of the local review and ranking process.	09/29/2021

1E-2.	Project Review and Ranking Process Your CoC Used in Its Local Competition. You Must Upload an Attachment to the 4B. Attachments Screen. We use the response to this question as a factor when determining your CoC's eligibility for bonus funds and for other NOFO criteria listed below.	
	NOFO Section VII.B.2.a., 2.b., 2.c., and 2.d.	

Select yes or no in the chart below to indicate how your CoC ranked and selected project applications during your local competition:

1.	Established total points available for each project application type.	Yes
2.	At least 33 percent of the total points were based on objective criteria for the project application (e.g., cost effectiveness, timely draws, utilization rate, match, leverage), performance data, type of population served (e.g., DV, youth, Veterans, chronic homelessness), or type of housing proposed (e.g., PSH, RRH).	Yes
3.	At least 20 percent of the total points were based on system performance criteria for the project application (e.g., exits to permanent housing destinations, retention of permanent housing, length of time homeless, returns to homelessness).	Yes
4.	Used data from a comparable database to score projects submitted by victim service providers.	Yes
5.	Used objective criteria to evaluate how projects submitted by victim service providers improved safety for the population they serve.	Yes
6.	Used a specific method for evaluating projects based on the CoC's analysis of rapid returns to permanent housing.	Yes

1E-2a.	Project Review and Ranking Process–Addressing Severity of Needs and Vulnerabilities.	
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NOFO Section VII.B.2.d.

Describe in the field below how your CoC reviewed, scored, and selected projects based on:
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- | | |
|----|--|
| 1. | the specific severity of needs and vulnerabilities your CoC considered when ranking and selecting projects; and |
| 2. | considerations your CoC gave to projects that provide housing and services to the hardest to serve populations that could result in lower performance levels but are projects your CoC needs in its geographic area. |

(limit 2,000 characters)

The Orange County CoC provided careful consideration to projects that deliver housing and services to the hardest to serve populations in instances where the renewal project’s performance was impacted. This includes households experiencing chronic homelessness, with no or low income, current or past substance abuse, high medical needs and/or criminal histories. Taking into consideration the impacts of the COVID-19 pandemic, the CoC adjusted the 100-point scoring in the Scoring and Ranking Criteria Tool to evaluate the project’s effectiveness in addressing the severity of needs and vulnerability of the individuals served in these programs during the local renewal process and selection of CoC Bonus and DV Bonus projects, which were also evaluated for use of healthcare resources. The evaluation criteria for renewal and new projects included the following: 1. Number of individuals served who experienced homelessness and chronic homelessness; 2. Individuals where being connected to sources of income, including disability income and employment; 3. Housing First and low barriers to program entry; 4. Securing and maintenance of housing, and 5. Active participation in Coordinated Entry System (CES). The CoC also evaluated Domestic Violence Bonus applications for practice and knowledge of trauma-informed care, cultural competence, use of best practice interventions and the extent to which they practice safety compliance with the target population. Each evaluation criteria had established a threshold as adopted by the CoC Board and points allocation. This included a review of an agency’s supportive documentation, policies and procedures.

The CES prioritization policy focusses on assisting the hardest to serve populations, including individuals with the longest history of homelessness and the most severe needs and vulnerabilities, to access permanent housing resources. CoC renewal programs receive referrals from the CES to fill available housing opportunities or vacancies.

1E-3.	Promoting Racial Equity in the Local Review and Ranking Process.	
	NOFO Section VII.B.2.e.	

Describe in the field below how your CoC:

- | | |
|----|--|
| 1. | obtained input and included persons of different races, particularly those over-represented in the local homelessness population, when determining the rating factors used to review project applications; |
| 2. | included persons of different races, particularly those over-represented in the local homelessness population, in the review, selection, and ranking process; |
| 3. | rated and ranked projects based on the degree to which their program participants mirror the homeless population demographics (e.g., considers how a project promotes racial equity where individuals and families of different races are over-represented). |

(limit 2,000 characters)

The Orange County Continuum of Care (CoC) completed a racial disparity

assessment and utilized information made available through the HUD CoC Racial Equity Analysis Tool in support of the CoC Collaborative Application. The CoC has taken steps to increase knowledge and capacity around racial equity and implementation of strategies to promote equitable outcomes. The CoC will continue to take steps to eliminate the identified barriers by presenting to CoC and committees and reports based on CES and HMIS data during the months ahead.

The CoC Board established an Ad Hoc comprised of three non-conflicted Board members to support in the local review and ranking process for renewal projects. The Ad Hoc considered incorporating performance metrics that evaluated differences between access and outcomes for the different races and ethnicities in the local review and ranking process. However, the Ad Hoc was reluctant in incorporating these metrics in the FY2021 CoC Competition process, in recognition that these performance metrics had not been previously communicated. The Ad Hoc recommended that the Racial Equity Analysis underway be used as a baseline for analysis of future performance measures and incorporate into the rating factors used to review project applications during the CoC local competition process.

The CoC Board authorized two review panels be established to score and evaluate the CoC Bonus and Domestic Violence Bonus Proposals. The review panels were comprised of three non-conflicted members including at least one person having current or past experience of homelessness and at least one BIPOC person, recognizing that BIPOC are over-represented in the local homelessness population. The review panel had a strong understanding of the CoC, the various project types and subpopulation focuses. The review panels scored projects individually and then convened to discuss which proposals should be included in the CoC Project Listings and the ranking of the proposals.

1E-4.	Reallocation—Reviewing Performance of Existing Projects. We use the response to this question as a factor when determining your CoC’s eligibility for bonus funds and for other NOFO criterion below.	
NOFO Section VII.B.2.f.		

Describe in the field below:

1.	your CoC’s reallocation process, including how your CoC determined which projects are candidates for reallocation because they are low performing or less needed;
2.	whether your CoC identified any projects through this process during your local competition this year;
3.	whether your CoC reallocated any low performing or less needed projects during its local competition this year;
4.	why your CoC did not reallocate low performing or less needed projects during its local competition this year, if applicable; and
5.	how your CoC communicated the reallocation process to project applicants.

(limit 2,000 characters)

The Orange County Continuum of Care (CoC) Board established an Ad Hoc comprised of three non-conflicted Board members to support in the local review and ranking process for renewal projects. The Ad Hoc met with the CoC Collaborative Applicant and the HMIS Lead to review the project performance measures, related threshold and point breakdown for Rapid Rehousing (RRH) and Permanent Supportive Housing (PSH) Projects. The Ad Hoc reviewed performance data for the most recent reporting period and the previous two

periods, in an effort to understand how the COVID-19 pandemic impacted the performance of renewal projects and the CoC. Additionally, the Ad Hoc was provided with data on unspent funds for the last three grant terms that had closed.

The Ad Hoc recommended 1736 Family Crisis Center (1736FCC) – RRH for Homeless Veterans project for reallocation, noting that over the last three reporting periods the project had consistently scored 50 percent across the project performance measures and had significant unspent funds at the closing of the three grant terms resulting in over \$220,000 being recaptured by HUD. The low project performance does not support the CoC’s System Performance and HUD’s homeless policy priorities. The Ad Hoc recommended that the reallocation funding be utilized to create an expansion grant for the highest performing PSH programs with the goal of increasing beds for individuals experiencing chronic homelessness.

The Ad Hoc’s recommendation was presented to the CoC Board during the October 27, 2021, meeting. The agenda and related materials were posted and share with the public in accordance with the Brown Act. 1736FCC was notified via email on October 18, 2021, of the reallocation recommendation and provided the CoC Board meeting information. Following the CoC Board meeting, the CoC Collaborative Applicant notified 1736FCC of the CoC Board’s approval to reallocate the funding and provided the appeals process. 1736FCC did not submit an appeal.

1E-4a.	Reallocation Between FY 2016 and FY 2021. We use the response to this question as a factor when determining your CoC’s eligibility for bonus funds and for other NOFO criterion below.	
NOFO Section VII.B.2.f.		

Did your CoC cumulatively reallocate at least 20 percent of its ARD between FY 2016 and FY 2021?	No
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1E-5.	Projects Rejected/Reduced–Public Posting. You Must Upload an Attachment to the 4B. Attachments Screen if You Select Yes.	
NOFO Section VII.B.2.g.		

1.	Did your CoC reject or reduce any project application(s)?	Yes
2.	If you selected yes, enter the date your CoC notified applicants that their project applications were being rejected or reduced, in writing, outside of e-snaps.	10/27/2021

1E-5a.	Projects Accepted–Public Posting. You Must Upload an Attachment to the 4B. Attachments Screen.	
NOFO Section VII.B.2.g.		

Enter the date your CoC notified project applicants that their project applications were accepted and ranked on the New and Renewal Priority Listings in writing, outside of e-snaps.	10/28/2021
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1E-6.	Web Posting of CoC-Approved Consolidated Application. You Must Upload an Attachment to the 4B. Attachments Screen.	
	NOFO Section VII.B.2.g.	

Enter the date your CoC's Consolidated Application was posted on the CoC's website or affiliate's website—which included: 1. the CoC Application; 2. Priority Listings; and 3. all projects accepted, ranked where required, or rejected.	11/12/2021
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2A. Homeless Management Information System (HMIS) Implementation

To help you complete the CoC Application, HUD published resources at https://www.hud.gov/program_offices/comm_planning/coc/competition, including:

- Notice of Funding Opportunity (NOFO) for Fiscal Year (FY) 2021 Continuum of Care Program Competition
- FY 2021 CoC Application Detailed Instructions—essential in helping you maximize your CoC Application score by giving specific guidance on how to respond to many questions and providing specific information about attachments you must upload
- 24 CFR part 578

2A-1.	HMIS Vendor.	
	Not Scored—For Information Only	

Enter the name of the HMIS Vendor your CoC is currently using.	BitFocus
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2A-2.	HMIS Implementation Coverage Area.	
	Not Scored—For Information Only	

Select from dropdown menu your CoC’s HMIS coverage area.	Single CoC
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2A-3.	HIC Data Submission in HDX.	
	NOFO Section VII.B.3.a.	

Enter the date your CoC submitted its 2021 HIC data into HDX.	05/14/2021
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2A-4.	HMIS Implementation—Comparable Database for DV.	
	NOFO Section VII.B.3.b.	

Describe in the field below actions your CoC and HMIS Lead have taken to ensure DV housing and service providers in your CoC:

- | | |
|----|---|
| 1. | have a comparable database that collects the same data elements required in the HUD-published 2020 HMIS Data Standards; and |
| 2. | submit de-identified aggregated system performance measures data for each project in the comparable database to your CoC and HMIS lead. |

(limit 2,000 characters)

The HMIS Lead completes an annual agency audit for all domestic violence housing and service providers that receive Continuum of Care (CoC) Program and/or Emergency Solutions Grant (ESG) funding. The annual agency audit includes reviewing privacy and security standards outlined by the U.S. Department of Housing and Urban Development (HUD) and the Orange County CoC. The annual agency audit also reviews compliance with all HUD reporting and HMIS Data Standards to ensure that domestic violence housing and service providers are collecting the same data elements across all project types. In addition, the domestic violence housing and service providers send quarterly, de-identified data exports to the HMIS Lead. This data is transferred to the HMIS Lead through password protected, encrypted communication on a set schedule. The HMIS Lead reviews for data quality, as well as project performance measures twice a year. This information is used to review the domestic violence housing and service provider's performance in comparison to other CoC providers operating the same project type and assist in the performance evaluation in comparison to HUD System Performance Measures and local performance measures. The domestic violence housing and service providers are encouraged to participate in Data and Performance Measures Working Group meetings to discuss data entry issues and strategies that improve data collection as well as programmatic practices that improve service delivery and outcomes.

The CoC is in the process of working with the current HMIS vendor to develop a separate instance for domestic violence housing and service providers to enter their data. Data in this instance would not be shared with the CoC's HMIS. The HMIS Lead would oversee this separate instance and would ensure compliance with the HUD reporting and HMIS Data Standards. The HMIS Lead also provides technical assistance and support to the domestic violence housing and service providers.

2A-5.	Bed Coverage Rate—Using HIC, HMIS Data—CoC Merger Bonus Points.	
	NOFO Section VII.B.3.c. and VII.B.7.	

Enter 2021 HIC and HMIS data in the chart below by project type:

Project Type	Total Beds 2021 HIC	Total Beds in HIC Dedicated for DV	Total Beds in HMIS	HMIS Bed Coverage Rate
1. Emergency Shelter (ES) beds	2,269	197	1,783	86.05%
2. Safe Haven (SH) beds	0	0	0	
3. Transitional Housing (TH) beds	899	63	530	63.40%
4. Rapid Re-Housing (RRH) beds	820	149	671	100.00%
5. Permanent Supportive Housing	2,602	0	2,451	94.20%
6. Other Permanent Housing (OPH)	267	0	267	100.00%

2A-5a.	Partial Credit for Bed Coverage Rates at or Below 84.99 for Any Project Type in Question 2A-5.	
	NOFO Section VII.B.3.c.	

For each project type with a bed coverage rate that is at or below 84.99 percent in question 2A-5, describe:	
1.	steps your CoC will take over the next 12 months to increase the bed coverage rate to at least 85 percent for that project type; and
2.	how your CoC will implement the steps described to increase bed coverage to at least 85 percent.

(limit 2,000 characters)

The Orange County Continuum of Care (CoC) continues to work with agencies operating homeless service programs to increase bed coverage and HMIS participation. The CoC has worked to diversify the agencies that are awarded funding that requires HMIS participation, resulting in more agencies participating in HMIS. The Coordinated Entry System has been fully implemented in HMIS and resulted in increased participation from all project types.

The CoC's coverage of Emergency Shelter beds has increased year over year and now exceeds 85 percent. This improvement can be explained by the addition of new projects that are receiving funding from that require HMIS participation. The HMIS Lead has implemented a bed reservation system for Family Emergency Shelter beds that has encouraged the participation of additional Emergency Shelters in HMIS. A bed reservation system pilot for the Individual Emergency Shelter beds is also in development and will assist in coordinating placement into 625 beds.

The CoC's coverage of Transitional Housing beds has remained nearly unchanged. The OC Rescue Mission continues to delay participation in HMIS and accounts for the majority of the Transitional Housing beds not in HMIS. This has a severe impact in the HMIS coverage rate for Transitional Housing, especially as the number of Transitional Housing beds continues to decrease year over year. The HMIS Lead and CoC Collaborative Applicant continue to have conversations with their leadership around the benefits of participating in HMIS. The OC Rescue Mission is regularly invited to participate in HMIS trainings and CoC meetings to discuss the use of data to identify inequities in service access and delivery, as well as share strategies and best practices that support racial equity.

The CoC is working to increase the Permanent Supportive Housing bed coverage with the goal of achieving 100 percent, as the Permanent Supportive Housing beds not participating in HMIS are represented by one agency.

2A-5b.	Bed Coverage Rate in Comparable Databases.	
	NOFO Section VII.B.3.c.	

Enter the percentage of beds covered in comparable databases in your CoC's geographic area.	27.00%
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2A-5b.1.	Partial Credit for Bed Coverage Rates at or Below 84.99 for Question 2A-5b.	
	NOFO Section VII.B.3.c.	

If the bed coverage rate entered in question 2A-5b. is 84.99 percent or less, describe in the field below:	
1.	steps your CoC will take over the next 12 months to increase the bed coverage rate to at least 85 percent; and

2. how your CoC will implement the steps described to increase bed coverage to at least 85 percent.

(limit 2,000 characters)

The Orange County Continuum of Care (CoC) is in the process of working with the Homeless Management Information System (HMIS) Lead and the current HMIS vendor to develop a separate instance for domestic violence (DV) providers to enter their data. Data in this instance would not be shared with the CoC's HMIS, and data between DV providers would not be shared. This will allow the HMIS Lead to oversee this separate instance and would ensure compliance with the U.S. Department of Housing and Urban Development (HUD) Data Standards and CoC Program requirements. The DV providers in the CoC will be invited to participate in this separate instance and will receive needed technical assistance and support in an effort to increase the bed coverage within HMIS and/or comparable database. The CoC will promote the use of data as a planning tool, as an evaluation tool, and for public policy advocacy with local, state, and national stakeholders with the DV providers. General information meetings and pricing quotes are being obtained to support the ongoing conversation and implementation.

2A-6.	Longitudinal System Analysis (LSA) Submission in HDX 2.0.	
	NOFO Section VII.B.3.d.	

Did your CoC submit LSA data to HUD in HDX 2.0 by January 15, 2021, 8 p.m. EST?	Yes
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2B. Continuum of Care (CoC) Point-in-Time (PIT) Count

To help you complete the CoC Application, HUD published resources at https://www.hud.gov/program_offices/comm_planning/coc/competition, including:

- Notice of Funding Opportunity (NOFO) for Fiscal Year (FY) 2021 Continuum of Care Program Competition
- FY 2021 CoC Application Detailed Instructions—essential in helping you maximize your CoC Application score by giving specific guidance on how to respond to many questions and providing specific information about attachments you must upload
- 24 CFR part 578

2B-1.	Sheltered and Unsheltered PIT Count—Commitment for Calendar Year 2022	
	NOFO Section VII.B.4.b.	

Does your CoC commit to conducting a sheltered and unsheltered PIT count in Calendar Year 2022?	Yes
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2B-2.	Unsheltered Youth PIT Count—Commitment for Calendar Year 2022.	
	NOFO Section VII.B.4.b.	

Does your CoC commit to implementing an unsheltered youth PIT count in Calendar Year 2022 that includes consultation and participation from youth serving organizations and youth with lived experience?	Yes
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2C. System Performance

To help you complete the CoC Application, HUD published resources at https://www.hud.gov/program_offices/comm_planning/coc/competition, including:

- Notice of Funding Opportunity (NOFO) for Fiscal Year (FY) 2021 Continuum of Care Program Competition
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- 24 CFR part 578

2C-1.	Reduction in the Number of First Time Homeless—Risk Factors.	
	NOFO Section VII.B.5.b.	

Describe in the field below:	
1.	how your CoC determined which risk factors your CoC uses to identify persons becoming homeless for the first time;
2.	how your CoC addresses individuals and families at risk of becoming homeless; and
3.	provide the name of the organization or position title that is responsible for overseeing your CoC’s strategy to reduce the number of individuals and families experiencing homelessness for the first time or to end homelessness for individuals and families.

(limit 2,000 characters)

The System Performance Measures (SPM) Report identified 4,430 individuals reporting first time homelessness. The decrease from previous SPM reports can be partially attributed to the diversions and homelessness prevention strategy, focused on strengths-based, problem-solving approaches, implemented by the Orange County Continuum of Care (CoC). The CoC has worked to identify sustainable and flexible funding sources to support these activities on an ongoing basis. The CoC identifies and prevents individuals and families from becoming homeless by providing one-time or short-term rental and/or utility assistance or financial assistance to address transportation or employment challenges. The CoC implemented a diversion assessment within HMIS to collect data on the types of assistance and problem-solving activities that promote housing stability. The CoC has also expanded the Coordinated Entry System (CES) functionality to prioritize households for available homelessness prevention assistance, especially for racial and ethnic groups overrepresented among the homeless population. A CES assessment was developed by the CoC to identify risk-factors for homelessness and facilitate connection to available supportive services and/or financial assistance. This allows for valuable data to be collected by and supports the CoC in identifying specific risk factors that lead to housing instability and/or homelessness (ie., loss of income, history of residential instability, change in household status, interactions with community corrections or emergency medical services). Strategic planning is ongoing to ensure that when individuals or families experience one of the above risk factors, the needed services are provided to them such as gap rental assistance, employment search assistance and services, connections to mainstream resources and/or stabilization services. The person responsible for overseeing the CoC’s strategy is the CoC Manager from the County of Orange.

2C-2.	Length of Time Homeless–Strategy to Reduce.	
	NOFO Section VII.B.5.c.	

Describe in the field below:

1.	your CoC’s strategy to reduce the length of time individuals and persons in families remain homeless;
2.	how your CoC identifies and houses individuals and persons in families with the longest lengths of time homeless; and
3.	provide the name of the organization or position title that is responsible for overseeing your CoC’s strategy to reduce the length of time individuals and families remain homeless.

(limit 2,000 characters)

The Orange County Continuum of Care (CoC) continues to implement its strategy to reduce the length of homelessness (LOH) by evaluating the various components of the CoC, including street outreach, emergency shelter and permanent housing. The CoC focused on creating system flow from the programs, exiting to appropriate and positive destinations that expedites assistance for people experiencing homelessness. This includes integrating strengths-based, problem-solving approaches in street outreach and emergency shelter to divert from the homeless service system and providing homeward bound programming to assist individuals and families in reuniting with existing support networks. Additionally, intensive case management and focus on housing plans are the core services in emergency shelters programs that are trauma-informed. To further support these efforts, the Coordinated Entry System (CES) has aligned its policies and priorities to reduce the LOH a person experiences by quickly connecting them to available housing resources such as rapid rehousing, permanent supportive housing, housing choice vouchers, affordable housing and exploring shared housing options. All of the CoC permanent housing projects have implemented a Housing First approach and reduced barriers to program entry. To support people experiencing homelessness in securing housing, the CoC developed a housing navigation program that assists through the housing search and application process. This is complemented by a landlord incentive program that identifies and secures available housing units that accept housing choice vouchers and other subsidies. The landlord incentive program includes funding for double security deposit, holding fees while units await inspection, application fees, provides conflict resolution and eliminates barriers to securing permanent housing, including affordability and availability. The person responsible for overseeing the CoC’s strategy is the CES Coordinator, County of Orange.

2C-3.	Exits to Permanent Housing Destinations/Retention of Permanent Housing.	
	NOFO Section VII.B.5.d.	

Describe in the field below how your CoC will increase the rate that individuals and persons in families residing in:

1.	emergency shelter, safe havens, transitional housing, and rapid rehousing exit to permanent housing destinations; and
2.	permanent housing projects retain their permanent housing or exit to permanent housing destinations.

(limit 2,000 characters)

The Orange County Continuum of Care (CoC)’s strategy to increase exits to

permanent housing (PH) from emergency shelters, transitional housing and rapid rehousing include using a Housing First approach, developing a housing plan, providing housing navigation services, addressing the identified barriers to housing, acquiring needed documentation and completing forms required for housing. Housing navigation also supports people experiencing homelessness when attending meetings with property management, setting appointments and following up on housing leads. The CoC Collaborative Applicant has worked to expand available housing resources through the implementation of a landlord incentive program aimed at engaging private property owners in making housing units available through various incentives, committing to the development of 2,700 units of supportive housing through the OC Housing Trust Fund, and working with public housing authorities on the use of housing choice vouchers, including Move-On strategy. The CoC leverages State funding, including Homeless Housing Assistance and Prevention Program, to provide flexible funding that can quickly end someone’s episode of homelessness by exiting to a PH destination. The CoC leverages mainstream benefits to increase income and connection to benefits, and strategically funds programs to create and expand PH exits.

The CoC’s strategy to improve PH placement and retention includes a Housing First approach, increasing housing navigation services to support clients during housing search process, leveraging mainstream resources to increase income and connection to benefits, increasing availability and diversity of housing resources, and working with landlords to resolve housing and/or tenant issues before they escalate. The CoC evaluates projects for exits to PH and/or housing retention on a semi-annual basis and facilitates discussion with providers to share strategies that promote housing stability and increased exits to PH.

2C-4.	Returns to Homelessness–CoC’s Strategy to Reduce Rate.	
	NOFO Section VII.B.5.e.	

Describe in the field below:

1.	how your CoC identifies individuals and families who return to homelessness;
2.	your CoC’s strategy to reduce the rate of additional returns to homelessness; and
3.	provide the name of the organization or position title that is responsible for overseeing your CoC’s strategy to reduce the rate individuals and persons in families return to homelessness.

(limit 2,000 characters)

The Orange County Continuum of Care (CoC) prioritizes housing stabilization services to prevent households from returning to homelessness. The CoC developed a housing stabilization plan that will be implemented by service providers creating a consistent approach to promote housing stability. The housing stabilization plan provides structure and processes to provide wrap around services, strengths-based problem-solving and employ critical time intervention strategies to increase housing retention. The CoC has develop diversion and homelessness prevention strategy that also supports the reduction of returns to homelessness.

Households placed in housing are educated on available resources, including mainstream benefits; employment resources; 2-1-1 helpline for referrals to community services and programs; OC Links for anyone seeking information or linkage to any Behavioral Health Services, including children and adult mental

health, alcohol and drug inpatient and outpatient, crisis programs, and prevention services; and Family Resource Centers for essential family support services, education and resources.

The CoC utilizes performance metrics to measure returns to homelessness and incentivize practices that ensure long-term housing stability after program exit. The CoC evaluates HMIS data on returns to homelessness by project type every six months to identify new households who have returned to homelessness for review and discussion for re-engagement and assistance to rehouse the households. The process includes participation from service providers, offers technical assistance and support in enhancing supportive services and connections to mainstream resources to support housing retention efforts. In instances that a household returns to homelessness, service providers can view past service history in HMIS and learn about previous approaches used to assist the household. The person responsible for overseeing the CoC's strategy is the CoC Manager, County of Orange.

2C-5.	Increasing Employment Cash Income-Strategy.	
	NOFO Section VII.B.5.f.	

Describe in the field below:

1.	your CoC's strategy to increase employment income;
2.	how your CoC works with mainstream employment organizations to help individuals and families increase their cash income; and
3.	provide the organization name or position title that is responsible for overseeing your CoC's strategy to increase income from employment.

(limit 2,000 characters)

Orange County CoC is implementing a strategy to increase employment income amongst the homeless populations and those that recently transitioned to permanent housing with many county, city, and private partners to strengthen partnerships with local employers to increase access to and placements in sustainable jobs. CoC has increased its employment resource programming with the opening of Chrysalis and increased collaboration and partnership with the Workforce Investment Board, Tierney Center for Veterans, Working Wardrobes and other local employment service providers. Chrysalis provides the needed services to assist individuals experiencing homelessness in applying, securing and maintaining employment. Additionally, Chrysalis operates a social enterprise model in which they can hire people experiencing homeless into temporary jobs eliminating barriers to employment and ensuring homeless people gain real world skills and develop the experience needed to find and retain-long term employment. Chrysalis staff regularly provide presentations and trainings at emergency shelters to engage the individuals and families and thus reducing barriers to accessing the program. Additionally, CoC has regular presentations and trainings on the various mainstream employment organizations that individuals and families can access to increase their income. Tierney Center for Veterans and Working Wardrobes, both operate specialized programs to assist veterans and their households securing employment and increasing their income. CoC is committed to increasing employment income and regularly evaluates this performance metric every six months for all the project types in the homeless system of care. This provides an opportunity for service providers to share strategies and progress to date on increasing

employment amongst clients and helps CoC evaluate its current strategy and make changes as needed. Person responsible for overseeing CoC's strategy is the CoC Manager, County of Orange.

2C-5a.	Increasing Employment Cash Income–Workforce Development–Education–Training.	
	NOFO Section VII.B.5.f.	

Describe in the field below how your CoC:

1.	promoted partnerships and access to employment opportunities with private employers and private employment organizations, such as holding job fairs, outreach to employers, and partnering with staffing agencies; and
2.	is working with public and private organizations to provide meaningful education and training, on-the-job training, internships, and employment opportunities for program participants.

(limit 2,000 characters)

The Orange County Continuum of Care (CoC) cultivates increased partnerships and access to employment opportunities. The addition of Chrysalis to the CoC has strengthened these partnerships as Chrysalis functions as a staffing agency placing homeless and formerly homeless people in private employment organizations such as Disneyland Resort, Hilton Hotels and local sport stadiums. Information regarding job fairs, employment training, support and presentations are regularly provided to the CoC at meetings and through email distribution lists. When possible, the CoC providers and community-based organizations create employment opportunities for program participants that best suits their skills and interest, including administrative and operational roles. These provide an opportunity for the individual to gain experience and increase their earned income. The CoC partners with the OC Workforce Solution Centers to access programs and services that assist people experiencing homelessness or previously experienced homelessness to access comprehensive employment services, education and training programs, and tools for job search preparation and receive labor market information to make informed decisions about career choices.

The CoC has incorporated detailed processes to connect individuals to employment and increasing employment income into its housing stabilization plan. The CoC works closely with the Orange County Social Services Agency that provides employment services to CalWORKs Welfare-To-Work participants by providing training to learn basic job seeking and interviewing skills, understand employer expectations, create a résumé based on work history, experience, and personal strengths, and to enhance ability to move toward self-sufficiency through employment income. Job Services also provides job search assistance through an employment counselor, access to internet job search services, and referrals to potential employers that match the participant's skills.

2C-5b.	Increasing Non-employment Cash Income.	
	NOFO Section VII.B.5.f.	

Describe in the field below:

1.	your CoC's strategy to increase non-employment cash income;
2.	your CoC's strategy to increase access to non-employment cash sources; and

3.	provide the organization name or position title that is responsible for overseeing your CoC's strategy to increase non-employment cash income.
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(limit 2,000 characters)

The CoC has focused on developing the needed resources and infrastructure programming that will assist people in increasing non-employment cash income, including the implementation of SSI/SSDI Outreach, Access and recovery (SOAR) and State funded Housing and Disability Advocacy Program (HDAP) to assist homeless, disabled individuals in applying for disability benefits. The CoC received technical assistance from SAMHSA to implement SOAR, which has led to the majority of CoC agencies receiving SOAR training and having a SOAR Case Manager to help complete SSI/SSDI applications. The CoC hosted additional SOAR Course Review Sessions and additional trainings to ensure improved client's connection to SSI/SSDI. The CoC Lead Agency contracted with three homeless services providers for HDAP to coordinate a regional approach to assisting homeless individuals with a disability in applying for disability benefits and connecting them to immediate housing assistance, including emergency shelter and permanent housing options through a Housing First approach. The CoC works closely with the Veteran Service Office to determine what financial benefits homeless veterans are eligible for and completing the needed applications and submitting documentation to help veterans maximize their veteran benefits. This often includes reviews character of discharge and seeking upgrades to these. The CoC Lead Agency has a strong partnership with the Social Services Agency (SSA) who oversees mainstream resources available in the jurisdiction, including application and eligibility processes for General Relief and TANF. SSA provides presentations to the CoC on mainstream resources. SSA reduces barriers to access by collocating their services at regional emergency shelters and other homeless service agencies in the three Service Planning Areas to conduct eligibility screenings and applications for homeless people. The person overseeing the CoC's strategy is the CoC Administrator, County of Orange.

3A. Coordination with Housing and Healthcare Bonus Points

To help you complete the CoC Application, HUD published resources at https://www.hud.gov/program_offices/comm_planning/coc/competition, including:
 - Notice of Funding Opportunity (NOFO) for Fiscal Year (FY) 2021 Continuum of Care Program Competition
 - FY 2021 CoC Application Detailed Instructions—essential in helping you maximize your CoC Application score by giving specific guidance on how to respond to many questions and providing specific information about attachments you must upload
 - 24 CFR part 578

3A-1.	New PH-PSH/PH-RRH Project—Leveraging Housing Resources.	
	NOFO Section VII.B.6.a.	

Is your CoC applying for a new PSH or RRH project(s) that uses housing subsidies or subsidized housing units which are not funded through the CoC or ESG Programs to help individuals and families experiencing homelessness?	Yes
--	-----

3A-1a.	New PH-PSH/PH-RRH Project—Leveraging Housing Commitment. You Must Upload an Attachment to the 4B. Attachments Screen.	
	NOFO Section VII.B.6.a.	

Select yes or no in the chart below to indicate the organization(s) that provided the subsidies or subsidized housing units for the proposed new PH-PSH or PH-RRH project(s).

1.	Private organizations	Yes
2.	State or local government	Yes
3.	Public Housing Agencies, including use of a set aside or limited preference	Yes
4.	Faith-based organizations	No
5.	Federal programs other than the CoC or ESG Programs	No

3A-2.	New PSH/RRH Project—Leveraging Healthcare Resources.	
	NOFO Section VII.B.6.b.	

Is your CoC applying for a new PSH or RRH project that uses healthcare resources to help individuals and families experiencing homelessness?	Yes
---	-----

3A-2a.	Formal Written Agreements–Value of Commitment–Project Restrictions. You Must Upload an Attachment to the 4B. Attachments Screen.	
	NOFO Section VII.B.6.b.	

1.	Did your CoC obtain a formal written agreement that includes: (a) the project name; (b) value of the commitment; and (c) specific dates that healthcare resources will be provided (e.g., 1-year, term of grant, etc.)?	Yes
2.	Is project eligibility for program participants in the new PH-PSH or PH-RRH project based on CoC Program fair housing requirements and not restricted by the health care service provider?	Yes

3A-3.	Leveraging Housing Resources–Leveraging Healthcare Resources–List of Projects.	
	NOFO Sections VII.B.6.a. and VII.B.6.b.	

If you selected yes to question 3A-1. or 3A-2., use the list feature icon to enter information on each project you intend for HUD to evaluate to determine if they meet the bonus points criteria.

Project Name	Project Type	Rank Number	Leverage Type
Families Forward ...	RRH	27	Both
Housing4Health	PSH	29	Both
OC PSH Collaborat...	PSH	25	Both

3A-3. List of Projects.

1. What is the name of the new project? Families Forward Bonus Rapid Rehousing for Veteran Families

2. Select the new project type: RRH

3. Enter the rank number of the project on your CoC's Priority Listing: 27

4. Select the type of leverage: Both

3A-3. List of Projects.

1. What is the name of the new project? Housing4Health

2. Select the new project type: PSH

3. Enter the rank number of the project on your CoC's Priority Listing: 29

4. Select the type of leverage: Both

3A-3. List of Projects.

1. What is the name of the new project? OC PSH Collaboration Project Expansion

2. Select the new project type: PSH

3. Enter the rank number of the project on your CoC's Priority Listing: 25

4. Select the type of leverage: Both

3B. New Projects With Rehabilitation/New Construction Costs

To help you complete the CoC Application, HUD published resources at https://www.hud.gov/program_offices/comm_planning/coc/competition, including:

- Notice of Funding Opportunity (NOFO) for Fiscal Year (FY) 2021 Continuum of Care Program Competition
- FY 2021 CoC Application Detailed Instructions—essential in helping you maximize your CoC Application score by giving specific guidance on how to respond to many questions and providing specific information about attachments you must upload
- 24 CFR part 578

3B-1.	Rehabilitation/New Construction Costs—New Projects.	
	NOFO Section VII.B.1.r.	

Is your CoC requesting funding for any new project application requesting \$200,000 or more in funding for housing rehabilitation or new construction?	No
---	----

3B-2.	Rehabilitation/New Construction Costs—New Projects.	
	NOFO Section VII.B.1.s.	

If you answered yes to question 3B-1, describe in the field below actions CoC Program-funded project applicants will take to comply with:

- | | |
|----|---|
| 1. | Section 3 of the Housing and Urban Development Act of 1968 (12 U.S.C. 1701u); and |
| 2. | HUD’s implementing rules at 24 CFR part 75 to provide employment and training opportunities for low- and very-low-income persons, as well as contracting and other economic opportunities for businesses that provide economic opportunities to low- and very-low-income persons. |

(limit 2,000 characters)

Not applicable. The Orange County CoC is not requesting funding for any new project application requesting \$200,000 or more in funding for housing rehabilitation or new construction.

3C. Serving Persons Experiencing Homelessness as Defined by Other Federal Statutes

To help you complete the CoC Application, HUD published resources at https://www.hud.gov/program_offices/comm_planning/coc/competition, including:

- Notice of Funding Opportunity (NOFO) for Fiscal Year (FY) 2021 Continuum of Care Program Competition
- FY 2021 CoC Application Detailed Instructions—essential in helping you maximize your CoC Application score by giving specific guidance on how to respond to many questions and providing specific information about attachments you must upload
- 24 CFR part 578

3C-1.	Designating SSO/TH/Joint TH and PH-RRH Component Projects to Serving Persons Experiencing Homelessness as Defined by Other Federal Statutes.	
	NOFO Section VII.C.	

Is your CoC requesting to designate one or more of its SSO, TH, or Joint TH and PH-RRH component projects to serve families with children or youth experiencing homelessness as defined by other Federal statutes?	No
--	----

3C-2.	Serving Persons Experiencing Homelessness as Defined by Other Federal Statutes. You Must Upload an Attachment to the 4B. Attachments Screen.	
	NOFO Section VII.C.	

If you answered yes to question 3C-1, describe in the field below:

- | | |
|----|---|
| 1. | how serving this population is of equal or greater priority, which means that it is equally or more cost effective in meeting the overall goals and objectives of the plan submitted under Section 427(b)(1)(B) of the Act, especially with respect to children and unaccompanied youth than serving the homeless as defined in paragraphs (1), (2), and (4) of the definition of homeless in 24 CFR 578.3; and |
| 2. | how your CoC will meet requirements described in Section 427(b)(1)(F) of the Act. |

(limit 2,000 characters)

Not applicable. The Orange County Continuum of Care (CoC) is not requesting to designate one or more of its Joint TH and PH-RRH component projects to serve families with children or youth experiencing homelessness as defined by other Federal statutes.

4A. DV Bonus Application

To help you complete the CoC Application, HUD published resources at https://www.hud.gov/program_offices/comm_planning/coc/competition, including:

- Notice of Funding Opportunity (NOFO) for Fiscal Year (FY) 2021 Continuum of Care Program Competition
- FY 2021 CoC Application Detailed Instructions—essential in helping you maximize your CoC Application score by giving specific guidance on how to respond to many questions and providing specific information about attachments you must upload
- 24 CFR part 578

4A-1.	New DV Bonus Project Applications.	
	NOFO Section II.B.11.e.	

Did your CoC submit one or more new project applications for DV Bonus Funding?	Yes
--	-----

4A-1a.	DV Bonus Project Types.	
	NOFO Section II.B.11.	

Select yes or no in the chart below to indicate the type(s) of new DV Bonus project(s) your CoC included in its FY 2021 Priority Listing.

	Project Type	
1.	SSO Coordinated Entry	No
2.	PH-RRH or Joint TH/RRH Component	Yes

You must click “Save” after selecting Yes for element 1 SSO Coordinated Entry to view questions 4A-3 and 4A-3a.

4A-2.	Number of Domestic Violence Survivors in Your CoC's Geographic Area.	
	NOFO Section II.B.11.	

1.	Enter the number of survivors that need housing or services:	2,587
2.	Enter the number of survivors your CoC is currently serving:	2,358
3.	Unmet Need:	229

4A-2a.	Calculating Local Need for New DV Projects.	
	NOFO Section II.B.11.	

Describe in the field below:

1.	how your CoC calculated the number of DV survivors needing housing or services in question 4A-2 element 1 and element 2; and
2.	the data source (e.g. comparable database, other administrative data, external data source, HMIS for non-DV projects); or
3.	if your CoC is unable to meet the needs of all survivors please explain in your response all barriers to meeting those needs.

(limit 2,000 characters)

To determine the number of domestic violence (DV) survivors being served in the Orange County Continuum of Care (CoC), the number of survivors being served by DV agencies and the number of participants with a history of DV that are enrolled in Emergency Shelter, Street Outreach, or Coordinated Entry projects in the Homeless Management Information System (HMIS) were summed. Through this process, the CoC identified 2,587 survivors in need of housing or services.

To determine the number of survivors that need housing or services, the number of survivors that are currently being served, the number of survivors that each DV agency reported being unable to serve, and the number of survivors that contacted the 211OC Contact Center and were reported as unable to serve were summed. The DV agencies provided data from their comparable databases to the CoC Collaborative Applicant and the 211OC Contact Center pulled data from their database that tracks incoming calls, needs and referrals.

Barriers to meeting the housing and services needs of DV survivors and their families include reduced shelter space and staff capacity due to COVID-19 pandemic, as well as lack of funding to staff positions that would support increased shelter bed capacity. The COVID-19 pandemic has increased the incidence of DV in the CoC and resulted in an increased need to access safe shelter and/or housing resources. In addition, DV agencies reported that survivors had safety concerns or issues with program structure that resulted in the survivor declining assistance from the agency.

4A-4.	New PH-RRH and Joint TH and PH-RRH Component DV Bonus Projects–Project Applicant Information.	
	NOFO Section II.B.11.	

Use the list feature icon to enter information on each unique project applicant applying for New PH-RRH and Joint TH and PH-RRH Component DV Bonus projects—only enter project applicant information once, regardless of how many DV Bonus projects that applicant is applying for.

Applicant Name
Human Options
Interval House

Project Applicants Applying for New PH-RRH and Joint TH and PH-RRH DV Bonus Projects

4A-4.	New PH-RRH and Joint TH and PH-RRH Component DV Bonus Projects–Project Applicant Information–Rate of Housing Placement and Rate of Housing Retention–Project Applicant Experience.	
	NOFO Section II.B.11.	

Enter information in the chart below on the project applicant applying for one or more New PH-RRH and Joint TH and PH-RRH Component DV Bonus Projects included on your CoC’s FY 2021 Priority Listing:

1.	Applicant Name	Human Options
2.	Rate of Housing Placement of DV Survivors–Percentage	37.00%
3.	Rate of Housing Retention of DV Survivors–Percentage	90.00%

4A-4a.	Calculating the Rate of Housing Placement and the Rate of Housing Retention–Project Applicant Experience.	
	NOFO Section II.B.11.	

Describe in the field below:

1. how the project applicant calculated the rate of housing placement and rate of housing retention reported in question 4A-4; and
2. the data source (e.g. comparable database, other administrative data, external data source, HMIS for non-DV projects).

(limit 1,000 characters)

Human Options (HO) calculates the rate of housing placement by evaluating the number of domestic violence (DV) households experiencing homelessness enrolled in their program that transition to permanent housing at exit. HO rate of housing placement is low, as HO primarily operates emergency shelter and transitional housing programs for survivors who are actively or recently fled DV. HO works in partnership with the Orange County Continuum of Care (CoC) to identify appropriate housing resources to support survivor households. The rate of housing retention was calculated by evaluating the number of evaluating the number of SV households experiencing homelessness at program enrolment and placed into permanent housing that remained housed six (6) months after housing placement and did not seek additional services from HO.

4A-4b.	Providing Housing to DV Survivor–Project Applicant Experience.	
	NOFO Section II.B.11.	

Describe in the field below how the project applicant:

1. ensured DV survivors experiencing homelessness were assisted to quickly move into safe affordable housing;
2. prioritized survivors—you must address the process the project applicant used, e.g., Coordinated Entry, prioritization list, CoC’s emergency transfer plan, etc.;
3. connected survivors to supportive services; and

4.	moved clients from assisted housing to housing they could sustain—address housing stability after the housing subsidy ends.
----	---

(limit 2,000 characters)

Human Options, the Domestic Violence (DV) Bonus project applicant staff, offers a combined 137 years of specialist experience in the field of domestic abuse, with 40 years of DV survivor housing delivery including emergency shelter, transitional housing and rapid rehousing following the Housing First models. Human Options experience includes 28 years effectively utilizing federal funds to provide DV services, such as outreach, DV case management, emergency shelter, transitional housing, and collaborating to improve services and outcomes for DV survivors in the Orange County Continuum of Care (CoC). Federal funds have included Victims of Crime Act, Violence Against Women Act, and Family Violence Prevention and Services Act funding dispensed through the California Office of Emergency Services, HUD CDBG programs, and direct grants from the U.S. Office on Violence Against Women. Human Options has no outstanding monitoring or audit issues.

Human Option’s partnership with WISEPlace, combines experience in providing supportive services and housing placements for survivors of DV, dating violence, sexual assault, or stalking that meet the definition of homeless, as defined in 24 CFR 578.3. Staff are trained and well-versed in delivering trauma-informed services to survivors including providing full wraparound supportive services and individualized housing placement. WISEPlace is a long-standing member of CoC and utilizes the HMIS for all client documentation, referrals, and case management. WisePlace has no outstanding monitoring or audit issues

A focus on the identified gap in resources for transitional housing and rapid rehousing for survivors and their families will ensure all household types have access to care, accommodation, and wraparound supportive services. Applicants prioritize the placement and stabilization of domestic violence survivors into permanent housing as quickly and safely as possible without service participation, progress requirements or preconditions.

4A-4c.	Ensuring DV Survivor Safety—Project Applicant Experience.	
	NOFO Section II.B.11.	

Describe in the field below examples of how the project applicant ensured the safety of DV survivors experiencing homelessness by:

1.	training staff on safety planning;
2.	adjusting intake space to better ensure a private conversation;
3.	conducting separate interviews/intake with each member of a couple;
4.	working with survivors to have them identify what is safe for them as it relates to scattered site units and/or rental assistance;
5.	maintaining bars on windows, fixing lights in the hallways, etc. for congregate living spaces operated by the applicant; and
6.	keeping the location confidential for dedicated units and/or congregate living spaces set-aside solely for use by survivors.

(limit 5,000 characters)

Survivor safety is a top priority of the Orange County Continuum of Care (CoC) and Human options, the Domestic Violence (DV) Bonus project applicant. All staff are trained in safety planning and harm reduction practices, recognizing

the dynamic nature of risk in DV situations. Effective safety planning starts with appropriate responses to DV disclosures and staff are trained in recognizing signs and responding sensitively to build trust and promote long-term engagement with supportive services to prevent returns to abusive situations.

Survivors complete an intake in a private room and separate from other adults in the household. Upon entry to services, survivors complete a safety assessment with their case managers to identify safe locations which could include cities, neighborhoods, local establishments, as well as identifying locations which to refrain from. Risk indicators form part of assessment and care planning tools and opportunities will be provided to engage in accredited programming, including Seeking Safety. This evidence-based programmatic model supports survivors in identifying what is safe as it related to scatted site units.

Also, danger assessments will be completed with survivors to determine thresholds for meeting high risk of harm criteria. Through a therapeutic offer, elements of Trauma Focused Cognitive Behavioral Therapy will be practiced in a safe environment to resolve emotional and behavioral difficulties associated with traumatic experiences.

Protecting survivor confidentiality is key to ensuring the safety long-term. Human Options has ensured the ability to record client information using a comparable database, whilst maintaining compliance with Violence Against Women Act confidentiality requirements. The location of Human Options emergency shelter, transitional housing and permanent housing programs are kept confidential. Human Options regularly maintains facilities to ensure properly lightening and landscaping to keep a safe environment.

4A-4c.1.	Evaluating Ability to Ensure DV Survivor Safety–Project Applicant Experience.	
	NOFO Section II.B.11.	

Describe in the field below how the project evaluated its ability to ensure the safety of DV survivors the project served.

(limit 2,000 characters)

Ensuring immediate and long-term safety of survivors and their families is critical to breaking the cycle of abuse, maintaining housing stability and independence. The project will work with survivors on safety planning and in identifying risk factors. Risk can be very dynamic in domestic violence (DV) situations and staff will be trained in identifying factors that increase risk, such as escalating frequency or nature of abuse and at point of separation. Human Options will ensure that survivors complete a danger assessment screening, develop a safety plan and have increased knowledge of ways to keep safe. Human Options has a strong partnership with local law enforcement that enables concerns to be addressed and provide increased patrols at congregate living spaces.

Human Options recently completed a safety and security walk through of the Transitional Housing facility with an elite security company and have implemented the recommendations to improve building security and safety.

These improvements include installation of new bullet resistant windows and doors and augmentation of video surveillance throughout the facility. This allows a security alarm system to be maintained that alerts local police department in case of emergency. The facility has designated safe rooms which can be locked and secured with a heavier door installed to prevent easy access. The rooms are equipped with emergency kits, including food and water. Regular maintenance occurs weekly to repair any broken or malfunctioning items.

Human Options will support with legal advocacy to enable survivors to increase in their knowledge of how to use the legal system to protect themselves from abuse and obtain restraining orders or legal separation. Human Options will support survivors in gaining financial independence to obtain permanent housing and prevent returns to abusive relationships. Human Options aims to support survivors in achieving housing stability and safety through financial empowerment.

4A-4d.	Trauma-Informed, Victim-Centered Approaches–Project Applicant Experience.	
	NOFO Section II.B.11.	

Describe in the field below examples of the project applicant’s experience in using trauma-informed, victim-centered approaches to meet needs of DV survivors in each of the following areas:

1.	prioritizing program participant choice and rapid placement and stabilization in permanent housing consistent with participants’ preferences;
2.	establishing and maintaining an environment of agency and mutual respect, e.g., the project does not use punitive interventions, ensures program participant staff interactions are based on equality and minimize power differentials;
3.	providing program participants access to information on trauma, e.g., training staff on providing program participants with information on trauma;
4.	emphasizing program participants’ strengths, e.g., strength-based coaching, questionnaires and assessment tools include strength-based measures, case plans include assessments of program participants strengths and works towards goals and aspirations;
5.	centering on cultural responsiveness and inclusivity, e.g., training on equal access, cultural competence, nondiscrimination;
6.	providing opportunities for connection for program participants, e.g., groups, mentorships, peer-to-peer, spiritual needs; and
7.	offering support for parenting, e.g., parenting classes, childcare.

(limit 5,000 characters)

Human Options utilizes a trauma-informed, victim-centered approach when assessing the needs of survivors. Case managers work with participants to identify the goals that best fit their individual needs and that are sustainable. Participants are enabled to lead the process respecting that they know what is best for their lives. Case managers provide referrals to housing programs that are in-line with their goals and that will support their overall success and stabilization. The program provides participants with program guidelines that offer a framework to living and working in a communal environment to ensure respect, safety, and success. Guidelines have taken the place of policies, as Human Options respects the agency and expression of each individual to utilize personal choice in knowing and creating the environment that yields the best outcomes. In recognition that many participants are learning that they now have the agency to choose, as many come from a controlled environment, a less restrictive structure is promoted encouraging practice of new skills in order to feel empowered.

All direct service staff have been trained in trauma-informed care and practice a trauma-informed approach with each participant, which includes helping the participant understand how trauma shows up in their lives consciously or subconsciously and possibly creates additional barriers to their success. On-site therapists are utilized to support participants with recognizing how their trauma presents and then equipping them with tools to proactively move through triggers and promote healing. Trauma informed care is practiced through a strengths-based lens and case managers utilize motivational interviewing to assist the participant in uncovering and identifying their strengths in order to harness their natural abilities to reach their goals. Staff members receive training in Diversity, Equity, and Inclusion, with an emphasis on addressing implicit bias. Staff focus groups discuss practices and gain insight and if needed, adjustments are made to ensure our sites are inclusive of gender, sexual orientation, race, ethnicity, and disability. Programming provides one-on-one case management sessions, individual therapy, parent coaching, Personal Empowerment groups (PEP), Healing Arts classes, and a Women’s Health and Wellness group. On-site Children’s Programming is complementary and offers one-on-one parent coaching for participants. The Children’s Program advocates work with participants to support their individual parenting needs. Staff work with parents in parenting classes and individual therapy to help them address their own emotional distress and increase their parenting skills and ability to foster their children’s healthy development. In the process, parents learn to set realistic expectations, model behaviors, and reinforce their children’s positive behaviors. As a result, both child and parent begin to thrive, develop a more predictable and nurturing relationship, and ultimately break the cycle of abuse.

4A-4e.	Meeting Service Needs of DV Survivors–Project Applicant Experience.	
	NOFO Section II.B.11.	

Describe in the field below:	
1.	supportive services the project applicant provided to domestic violence survivors experiencing homelessness while quickly moving them into permanent housing and addressing their safety needs; and
2.	provide examples of how the project applicant provided the supportive services to domestic violence survivors.

(limit 5,000 characters)

Human Options provides a variety of supportive services to meet the individual needs of survivors. The project will utilize a victim-centered approach, which allows the participant to lead the process and prioritize the goals that best fit their individual needs. The survivor will work closely with their case manager to determine which housing option is in alignment with their goals and offers the necessary support and stabilization services to be successful in sustaining permanent housing.

Staff employ motivational interviewing and a strengths-based approach when engaging survivors in service delivery. Case managers utilize a case plan model when setting goals with clients. The case plan will review areas focused on housing, employment, finances, health and more. In addition to highlighting survivors’ existing strengths, Human Options administers the Devereux Resiliency scale. This tool is implemented at the start, middle, and end of service and allows case managers to highlight the survivors adaptive coping

skills (ie. strengths) and areas for continued growth.

Legal advocacy services will be offered in person, mobile and virtually. Legal advocacy services include education, court preparation and accompaniment, safety planning, and linkages to agency services including housing, transportation, childcare, financial, and other resources that support survivor safety and promote self-sufficiency. Additionally, Human Options will provide survivors pro bono counsel and when possible direct legal representation, for survivors who otherwise could not afford or access them.

Mental health counseling will be offered twice a week while in transitional housing. Services will be provided by a license or license supervised clinician. The clinician will provide trauma-informed, trauma-specific mental health counseling and facilitate support groups as relevant. In order to ensure continuity of care, the survivor will remain with the therapist for the duration of service delivery. When the survivor transitions to permanent housing, Human Options will support the survivor in identifying community-based behavioral health supports.

Supportive services are provided in person and utilizing teleconferencing methods. When in person services are provided this can offered at a local Family Resource Center, agency office, and or a location designated safe by both the survivor and staff (ie. Park, home, etc).

4A-4f.	Trauma-Informed, Victim-Centered Approaches–New Project Implementation.	
	NOFO Section II.B.11.	

Provide examples in the field below of how the new project will:

1.	prioritize program participant choice and rapid placement and stabilization in permanent housing consistent with participants’ preferences;
2.	establish and maintain an environment of agency and mutual respect, e.g., the project does not use punitive interventions, ensures program participant staff interactions are based on equality and minimize power differentials;
3.	provide program participants access to information on trauma, e.g., training staff on providing program participants with information on trauma;
4.	place emphasis on program participants’ strengths, e.g., strength-based coaching, questionnaires and assessment tools include strength-based measures, case plans include assessments of program participants strengths and works towards goals and aspirations;
5.	center on cultural responsiveness and inclusivity, e.g., training on equal access, cultural competence, nondiscrimination;
6.	provide opportunities for connection for program participants, e.g., groups, mentorships, peer-to-peer, spiritual needs; and
7.	offer support for parenting, e.g., parenting classes, childcare.

(limit 5,000 characters)

The project will serve survivors regardless of life circumstances and demographics, the majority of domestic violence (DV) survivors in Orange County are women with few or no financial resources, who often lack employment experience, good credit histories, access to reliable transportation, and/or social support. Survivors report a spectrum of needs, including safety, affordable housing, advocacy with landlords, employment assistance, legal advocacy, mental health counseling, transportation assistance, childcare, translation services, immigration assistance, credit counseling, and/or help accessing public benefits and other resources. The lack of affordable housing,

combined with the fact that many survivors lack sustainable incomes and employment skills, makes survivors extremely vulnerable to homelessness.

The project will provide access to transitional housing and rapid rehousing programs for women and their families in Orange County who identify as a DV survivor. The project will utilize a victim-centered approach to allow the participant to lead the process and prioritize the goals that best fit their individual needs. The participant will work closely with their case manager to determine which housing option is in alignment with their goals and offers the necessary support and stabilization services to be successful in sustaining permanent housing. Participation in supportive services is voluntary and does not affect the participant's access to housing services and/or placement.

The project will operate using guidelines as opposed to restrictive policies that can create power differentials with staff, which disempowers the participant and creates an environment that could potentially be reflective of the one they fled. All direct service staff receive continual training in trauma-informed care to best serve and educate participants. Human Options continues to offer staff training on diversity, equity, and inclusion, with an emphasis on implicit bias. Supervisors and managers integrate these learnings into weekly one on one meetings, during team meetings and collaborative partner meetings to ensure learning is put into practice. Additional training opportunities will be provided throughout the duration of this project to ensure that we are providing equal access and being culturally responsive to client needs.

Clinical therapists work individually with each participant to address and understand their trauma, while offering strategies to work through triggers and move towards healing. Mental health assessments are given to participants at intake, which enables clinical staff to meet participants where they are at and create a treatment plan that best fits their needs.

Motivational interviewing and a strengths-based approach is utilized when engaging clients in service delivery and case managers utilize a case plan when setting goals with clients. The case plan will review areas focused on housing, employment, finances, health and more. In addition to highlighting clients' existing strengths, administration of the Devereux Resiliency scale is a tool used during the start, middle, and end of service and allows case managers to highlight the clients adaptive coping skills (ie. strengths) and areas for continued growth.

Case managers and therapists will offer all program participants a variety of opportunities to engage in specific domestic violence educational support groups such as Personal Empowerment Program, a 10-week educational program, and Seeking Safety, an evidence-based model. There are 16 Family Resource Centers in Orange County and Human Options provides services in eight. In addition to these groups, participants will be offered a variety for connection and engagement in services through the Family Resource Centers in Orange County. WISEPlace will offer weekly workshops (currently offered virtually) to clients in the form of socialization activities, e.g., yoga and art therapy, health and wellness services, Alcoholic Anonymous and Narcotics Anonymous and SMART Recovery courses, financial empowerment, faith-based gatherings, and employment readiness. Additionally, participants will have the opportunity to participate in one-on-one or group therapy sessions with a licensed therapist or participate in workshops led by volunteers sharing their

personal interests or skills - e.g., crafts, bingo or movie nights.

Although the focus of this project is unaccompanied single women, Human Options will offer parenting support through its existing Children's Program. The Children's Program also offers child and family therapy, combining individual therapy and classroom-style intervention. Therapists use elements of Trauma-Focused Cognitive Behavioral Therapy (TF-CBT)® in their work with the parent and is effective in helping to resolve emotional and behavioral difficulties and distress associated with trauma experiences, improving the parent's supportive interactions with the child, and increasing parenting competency skills.

Project Applicants Applying for New PH-RRH and Joint TH and PH-RRH DV Bonus Projects

4A-4.	New PH-RRH and Joint TH and PH-RRH Component DV Bonus Projects–Project Applicant Information–Rate of Housing Placement and Rate of Housing Retention–Project Applicant Experience.	
	NOFO Section II.B.11.	

Enter information in the chart below on the project applicant applying for one or more New PH-RRH and Joint TH and PH-RRH Component DV Bonus Projects included on your CoC's FY 2021 Priority Listing:

1.	Applicant Name	Interval House
2.	Rate of Housing Placement of DV Survivors–Percentage	100.00%
3.	Rate of Housing Retention of DV Survivors–Percentage	94.00%

4A-4a.	Calculating the Rate of Housing Placement and the Rate of Housing Retention–Project Applicant Experience.	
	NOFO Section II.B.11.	

Describe in the field below:

1.	how the project applicant calculated the rate of housing placement and rate of housing retention reported in question 4A-4; and
2.	the data source (e.g. comparable database, other administrative data, external data source, HMIS for non-DV projects).

(limit 1,000 characters)

Interval House calculates the rate of housing placement by evaluating the number of domestic violence (DV) households experiencing homelessness enrolled in their programs that were placed into permanent housing. Permanent housing destinations include rental by client and staying or living with family (permanent tenure). The rate of housing retention was calculated by evaluating the number of DV households experiencing homelessness at program enrolment and placed into permanent housing that remained housed six (6) months after housing placement. Reasons for recidivism may include additional violence or safety issues that require households to relocate from permanent housing. Interval House operates a comparable database and works with the

Orange County Continuum of Care's (CoC) Homeless Management Information System (HMIS) Lead in ensuring compliance with the U.S. Department of Housing and Urban Development (HUD) reporting and HMIS Data Standards.

4A-4b.	Providing Housing to DV Survivor–Project Applicant Experience.	
	NOFO Section II.B.11.	

Describe in the field below how the project applicant:

1.	ensured DV survivors experiencing homelessness were assisted to quickly move into safe affordable housing;
2.	prioritized survivors—you must address the process the project applicant used, e.g., Coordinated Entry, prioritization list, CoC’s emergency transfer plan, etc.;
3.	connected survivors to supportive services; and
4.	moved clients from assisted housing to housing they could sustain—address housing stability after the housing subsidy ends.

(limit 2,000 characters)

Interval House (IH) has 42 years of specialist experience in the field of domestic abuse, offering programs and services to support survivors in reducing the impact of trauma, abuse, and homelessness. IH is a victim service provider (VSP) within the Orange County Continuum of Care (CoC) operating rapid re-housing (RRH) and Domestic Violence (DV) shelter programs and participates in the Coordinated Entry System (CES). IH specializes in serving the highest-barrier DV victims experiencing homelessness, including those most challenged by cultural and socio-economic barriers to safety and housing stability. IH focuses on integrating victim services within the existing CES and recently assisted in the development of a prioritization tool for VSP for the prioritization of the U.S. Department of Housing and Urban Development (HUD)’s new Emergency Housing Voucher program. IH also maintains a HUD compliant comparable database for victim services, which is audited and certified via the HMIS Lead annually. IH connects survivors to supportive services by serving as CES access point, collaborating with the Family Solutions Collaborative, numerous law enforcement outreach teams and 2-1-1 Orange County who operates the virtual front door for CES. 100 percent of vacancies for IH’s CoC-funded RRH and Transitional Housing (TH) programs are filled through CES, exceeding project goals during the past year, serving 11 households with RRH resources and 63 households with joint TH-RRH bonus project resources. In conjunction with emergency and crisis responses, IH offers mental health resources, counseling, and support groups. All advocates and volunteers are required to complete the 40-hour DV training in accordance with the California evidence code 1037.1 (a)(1) which provides in-depth guidance on trauma-informed care, cultural competency and crisis intervention. Additional training is provided on Housing First approaches, landlord and tenant rights, advocacy, and housing search process.

4A-4c.	Ensuring DV Survivor Safety–Project Applicant Experience.	
	NOFO Section II.B.11.	

Describe in the field below examples of how the project applicant ensured the safety of DV survivors experiencing homelessness by:

1.	training staff on safety planning;
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2.	adjusting intake space to better ensure a private conversation;
3.	conducting separate interviews/intake with each member of a couple;
4.	working with survivors to have them identify what is safe for them as it relates to scattered site units and/or rental assistance;
5.	maintaining bars on windows, fixing lights in the hallways, etc. for congregate living spaces operated by the applicant; and
6.	keeping the location confidential for dedicated units and/or congregate living spaces set-aside solely for use by survivors.

(limit 5,000 characters)

To ensure privacy during intake, Interval House (IH) works with survivors in private office spaces to conduct a thorough needs assessment, resulting in an Individualized Housing & Service Plan (IHSP) that serves as a working guide for participants to achieve safety, housing stability, and self-sufficiency.

Transitional housing (TH) facilities are staffed 24-hours a day under the supervision of experienced program managers. Sites are regularly maintained to ensure adequate indoor and outdoor lighting, functioning security systems, private meeting spaces and welcoming shared spaces that prioritize survivor safety. IH has Confidentiality Policy that prohibits the disclosure of facility addresses to safeguard the locations for survivors from abusers and other unexpected visitors.

Housing Case Managers are trained to assist each participant to identify appropriate housing units based on participant safety, unit sizes and preferred geographic location. Participants who have safety concerns are eligible for emergency transfers if they reasonably believe that there is a threat of imminent harm from further violence if they remain in that facility or unit or have expressly requested a transfer. The participant may also be eligible for a transfer if a sexual assault occurred on the premises in the 90-day period preceding a request for an emergency transfer. Staff will work with participants to locate an alternative housing option that meets their safety and security needs. Options include transfer to a confidentially located shelter, financial assistance for participants residing in a rental unit, and housing search assistance to help identify and secure another rental unit. If an internal transfer is not optimal, alternative safe placement will be coordinated with the Coordinated Entry System (CES). All transfer decisions and housing relocation options will be based on participant choice and guided by staff to promote participant safety, preference, and success.

4A-4c.1.	Evaluating Ability to Ensure DV Survivor Safety--Project Applicant Experience.	
	NOFO Section II.B.11.	

Describe in the field below how the project evaluated its ability to ensure the safety of DV survivors the project served.

(limit 2,000 characters)

Interval House, the project applicant, prioritizes, first and foremost, the safety and confidentiality of domestic violence (DV) survivors. Safety measures at residential and outpatient service sites are evaluated monthly by program staff and required inspections and site visits (e.g., Fire Department) are conducted

regularly to ensure adherence to code compliance. Any incidents involving safety issues that occur at any site are immediately reported to the Executive Director and senior management team for urgent attention. All safety incidents and steps to resolution are documented in program files, with safety adjustments to the program, as needed. Senior management also evaluates the agency’s Confidentiality Policy on an annual basis to ensure that procedures followed by employees and volunteers continue to preserve the safety and privacy of survivors’ personal information, service data, shelter locations, and residential addresses. Under no circumstances are the names, identifying characteristics, or affairs of participants discussed with any parties outside of the professional staff without specific approval and instruction from supervisory staff. In cases when the supervisory staff determines that communications with outside parties will benefit a participant, formal procedures are followed, including but not limited to obtaining proper legal releases. All employees are required to sign an agreement to protect the confidentiality rights of participants, which is maintained in each individual employee’s file. Failure to protect client information and records may result in termination.

4A-4d.	Trauma-Informed, Victim-Centered Approaches–Project Applicant Experience.	
	NOFO Section II.B.11.	

Describe in the field below examples of the project applicant’s experience in using trauma-informed, victim-centered approaches to meet needs of DV survivors in each of the following areas:	
1.	prioritizing program participant choice and rapid placement and stabilization in permanent housing consistent with participants’ preferences;
2.	establishing and maintaining an environment of agency and mutual respect, e.g., the project does not use punitive interventions, ensures program participant staff interactions are based on equality and minimize power differentials;
3.	providing program participants access to information on trauma, e.g., training staff on providing program participants with information on trauma;
4.	emphasizing program participants’ strengths, e.g., strength-based coaching, questionnaires and assessment tools include strength-based measures, case plans include assessments of program participants strengths and works towards goals and aspirations;
5.	centering on cultural responsiveness and inclusivity, e.g., training on equal access, cultural competence, nondiscrimination;
6.	providing opportunities for connection for program participants, e.g., groups, mentorships, peer-to-peer, spiritual needs; and
7.	offering support for parenting, e.g., parenting classes, childcare.

(limit 5,000 characters)

The project applicant, Interval House, embraces the philosophy that every person is housing ready, and works to identify appropriate housing interventions rather than restricting access based on program prerequisites. A thorough needs assessment is completed at intake with each household, resulting in an Individualized Housing and Service Plan (IHSP). The IHSP guide participants to achieve financial and housing stability and Housing Case Managers assist participants with the search and identification of appropriate housing units based on participant safety, affordability, and preferred geographic location with consideration to proximity to work, family, public transportation etc. In recognition that households present with varying types and levels of need, Interval House’s programs operate through a trauma-informed lens that respects participants choice and empowers the healing process. Staff are trained to work with survivors of domestic violence populations to avoid rules

that can unintentionally recreate the dynamics of a controlling environment and retraumatize survivors. Non-judgmental support is offered to participants who may relapse (e.g. drug use), in recognition of complex barriers to recovery and stability. Participants are not screened out for continuing engagement in harmful behaviors. Interval House’s delivery model also includes survivors and those with lived experience of homelessness and domestic violence, both in a volunteering and employed staff capacity. This fosters trust and mutual respect, supported by training on diversity, equity, and inclusion. In addition to crisis interventions, supportive services, and resources such as mental health therapy and support groups are offered. These include individual, family and group counseling and culturally specific, teen, and parenting groups, designed to help impacted households recover from trauma and the cycle of abuse. These resources help survivors identify trauma associated with domestic violence (e.g. power and control; intimidation; isolation; physical, emotional, sexual, psychological, and financial abuse; threats of immigration; threats of removal from children, etc.) and begin the process of healing through empowerment. Advocates and volunteers complete the domestic violence training in accordance with the State of California evidence code 1037.1 (a)(1), which provides in-depth guidance on trauma-informed care, cultural competency, and crisis intervention. Additional trainings delivered include domestic violence civil and criminal law, victim-counselor privilege, confidentiality, public assistance and financial resources, societal attitudes and cultural dynamics, landlord and tenant rights and advocacy and Housing First approach. A survivor-led model of service delivery empowers participants with flexible, voluntary, and customized services that focus on individual strengths and goals. Instead of a deficit focused model that penalizes participants for a lack of employment experience, financial resource, poor credit history, eviction history, limited education attainment and substance use, IHSP work towards goals based on strengths through employment and educational interests, volunteer experience and informal skills. IHSP support survivors to focus on their safety, financial, employment and self-sufficiency goals, utilizing a strengths-based approach to develop self-esteem and confidence. A culturally diverse and competent staff team enables an understanding of survivor’s different values or definitions of strength. Staff and advocates are extensively trained in providing culturally sensitive programming, with respect for survivor’s culture, language, traditions, religion, and identity. Community partnerships with culturally specific and faith-based organizations will be levered to augment the projects educational outreach efforts and strengthen trusted survivor advocacy. Meaningful connections for households impacted by violence, poverty, isolation, and homelessness are supported by a multicultural and multilingual team who oversee weekly, voluntary support groups and peer counseling sessions in a safe environment conducive to recovery. Where parenting support is identified within service plans, trained advocates under the supervision of licensed counselors, offer classes on parenting education (e.g., improving relationships with children, effective communications skills, and discipline methods). Resources and lesson plans are translated, as necessary, to meet the language needs of participants.

4A-4e.	Meeting Service Needs of DV Survivors–Project Applicant Experience.	
	NOFO Section II.B.11.	

Describe in the field below:

1.	supportive services the project applicant provided to domestic violence survivors experiencing homelessness while quickly moving them into permanent housing and addressing their safety needs; and
2.	provide examples of how the project applicant provided the supportive services to domestic violence survivors.

(limit 5,000 characters)

For the past 42 years, Interval House’s program design has been highly effective in helping survivors of domestic violence experiencing homelessness secure permanent housing, achieve housing stability, and address their most severe service needs. The comprehensive service offer includes support such as case management, housing search assistance and placement, housing stabilization, legal services, credit repair, financial literacy education, employment assistance, securing basic resources and mainstream benefits (e.g., TANF/ CalWorks, SSI, SSDI, Medical, WIC, food assistance, financial aid for school, and housing programs such as Housing Choice Vouchers/Section 8 and HUD-VASH), life skills training, transportation (e.g., taxi vouchers, bus tokens, ride share services), financial assistance (e.g., security deposits, rental assistance, utility deposits), and services to special populations (e.g., multilingual and multicultural support services for underserved communities).

Services are culturally relevant and available in more than 70 different languages to reduce barriers to care. The service acknowledges that each survivor presents with unique and individualized needs that evolve over time and operate on a philosophy to meet participants “where they are” to refine the types and levels of services that garner the most successful results for participants. Case management services prioritize access to housing, then coordinate care to address survivor’s barriers to stability such as health and wellness, legal, employment, life skills, etc.

Case managers conduct a thorough needs assessment at intake and conduct monthly assessments of the household’s needs and re-evaluate the length and level of assistance for maximum program efficacy and successful participant outcomes. The participant’s individualized housing and service plan includes a discharge component that focuses on addressing and resolving any remaining safety and housing barriers; ensuring rent is reasonable and affordable to promote long-term housing stability; linking household with resources that support safety and housing stability; and coordinating monthly follow-up services, on average six months duration, to offer continued case management, counseling, referrals, and open access to Interval House’s Community Service Centers, as needed.

4A-4f.	Trauma-Informed, Victim-Centered Approaches–New Project Implementation.	
	NOFO Section II.B.11.	

Provide examples in the field below of how the new project will:	
1.	prioritize program participant choice and rapid placement and stabilization in permanent housing consistent with participants’ preferences;
2.	establish and maintain an environment of agency and mutual respect, e.g., the project does not use punitive interventions, ensures program participant staff interactions are based on equality and minimize power differentials;
3.	provide program participants access to information on trauma, e.g., training staff on providing program participants with information on trauma;

4.	place emphasis on program participants’ strengths, e.g., strength-based coaching, questionnaires and assessment tools include strength-based measures, case plans include assessments of program participants strengths and works towards goals and aspirations;
5.	center on cultural responsiveness and inclusivity, e.g., training on equal access, cultural competence, nondiscrimination;
6.	provide opportunities for connection for program participants, e.g., groups, mentorships, peer-to-peer, spiritual needs; and
7.	offer support for parenting, e.g., parenting classes, childcare.

(limit 5,000 characters)

Interval House (IH)’s project implementation will follow evidence-based and best practices in domestic violence (DV) service delivery and draw on years of successful service and program development experience. From intake through to program participation and transition to permanent housing, IH will employ a multi-disciplinary team consisting of case managers and therapists to work with survivors to identify their individual goals.

The new project will prioritize the placement and stabilization of survivors experiencing homelessness as quickly and safely as possible without service participation, progress requirements or preconditions. Based on a participant’s preferences, placement options include transitional shelter or rapid re-housing. During intake, a client handbook and program guidelines will be provided to each participant, which outlines their rights and responsibilities, monitoring forms and confidentiality agreements. Program participants will be informed of the scope and specification of services offered and welcomed into a community of participants experiencing similar experiences with the goal of personalizing wraparound supportive services and case management tailored to individual needs.

IH will conduct a monthly assessment of need with the participant designed to review the type, length, and level of assistance to maximize outcomes and identify participant-led solutions. Survivors often present with limited financial resources and spectrum of needs, as such IH identifies supportive services that provide safety planning, landlord and legal advocacy, employment and public benefits assistance, mental health and credit counseling and safe transportation. A combined delivery model, with case managers and therapists, will offer program participants a variety of opportunities to engage to meet their individual goals including Personal Empowerment and Steps to Independence programming. A tailored Individual Housing and Service Plan (IHSP), enhanced by a resilience scale measurement where beneficial and client-led, will be developed collaboratively and will focus on realistic goals around linkage to supportive services and programming. IHSP focus on survivors’ strengths and steps towards their recovery, self-reliance and housing stability. The programmatic offer will include open access to community and family resource center provision, mental health therapy (individual, family, group counseling), support groups (culturally specific activities, parenting) and workshops (health and wellness activities such as yoga and art, financial empowerment, employment readiness and recovery classes). These resources will help survivors identify trauma associated with domestic violence (e.g., power and control; intimidation; isolation; physical, emotional, sexual, psychological and financial abuse; threats of immigration; threats of removal from children, etc.) and begin the process of healing through empowerment.

IH’s delivery model also includes survivors and those with lived experience, both in a volunteering and employed staff capacity. This fosters trust and mutual

respect, supported by training on diversity, equity, and inclusion. Addressing implicit bias is a feature of the training, to ensure that non-discriminatory practice occurs throughout the program. All staff and volunteers working directly with survivors are required to complete the 40-hour domestic violence training in accordance with California Evidence Code 1037.1 (a)(1), which provides in-depth guidance on trauma-informed care, cultural competency, and crisis intervention. Program staff have collectively completed over 1,000 hours of training and led numerous training sessions over the past 20 years on subjects such as: crisis intervention; safety planning; DV-related civil and criminal law; DV victim-counselor privilege and victim confidentiality laws; societal attitudes towards DV; trauma-informed care; peer counseling techniques; Housing First; landlord and tenant rights and advocacy; housing search and inspection process; public assistance and other financial resources; referral services; and more.

Additionally, survivors offer input to cultural sensitivity training provided by IH on an annual basis. The half-day training includes testimonies of survivors of DV and community and cultural leaders and covers topics such as: health, housing, and economic impacts of DV; cultural and social barriers; and immigration and legal issues impacting victims from underserved Latino, Asian, Middle Eastern, Slavic, Black and African immigrant communities. Community partnerships with culturally specific and faith-based organizations will be leveraged to augment the projects educational outreach efforts and strengthen trusted survivor advocacy. Under supervision of trained counselors, parenting education and parental support groups will be offered to develop and increase participants competency and confidence in healthy family relationships.

4B. Attachments Screen For All Application Questions

We prefer that you use PDF files, though other file types are supported. Please only use zip files if necessary.

Attachments must match the questions they are associated with.

Only upload documents responsive to the questions posed—including other material slows down the review process, which ultimately slows down the funding process.

We must be able to read the date and time on attachments requiring system-generated dates and times, (e.g., a screenshot displaying the time and date of the public posting using your desktop calendar; screenshot of a webpage that indicates date and time).

Document Type	Required?	Document Description	Date Attached
1C-14. CE Assessment Tool	Yes	Orange County CoC...	11/07/2021
1C-7. PHA Homeless Preference	No	Orange County CoC...	11/07/2021
1C-7. PHA Moving On Preference	No	OCHA Admin Plan -...	11/10/2021
1E-1. Local Competition Announcement	Yes	Orange County CoC...	11/12/2021
1E-2. Project Review and Selection Process	Yes	Orange County CoC...	11/10/2021
1E-5. Public Posting–Projects Rejected-Reduced	Yes	Orange County CoC...	11/12/2021
1E-5a. Public Posting–Projects Accepted	Yes	Orange County CoC...	11/12/2021
1E-6. Web Posting–CoC-Approved Consolidated Application	Yes		
3A-1a. Housing Leveraging Commitments	No	Orange County CoC...	11/12/2021
3A-2a. Healthcare Formal Agreements	No	Orange County CoC...	11/12/2021
3C-2. Project List for Other Federal Statutes	No		

Attachment Details

Document Description: Orange County CoC - CES Assessment Tool

Attachment Details

Document Description: Orange County CoC - PHAs Homeless Preference

Attachment Details

Document Description: OCHA Admin Plan - Moving On Preference

Attachment Details

Document Description: Orange County CoC - Local Competition Announcement

Attachment Details

Document Description: Orange County CoC - Project Review and Selection Process

Attachment Details

Document Description: Orange County CoC - Public Posting–Projects Rejected

Attachment Details

Document Description: Orange County CoC - Public Posting–Projects Accepted

Attachment Details

Document Description:

Attachment Details

Document Description: Orange County CoC - Housing Leveraging Commitments

Attachment Details

Document Description: Orange County CoC - Healthcare Formal Agreements

Attachment Details

Document Description:

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Submission Summary

Ensure that the Project Priority List is complete prior to submitting.

Page	Last Updated
1A. CoC Identification	10/12/2021
1B. Inclusive Structure	11/11/2021
1C. Coordination	11/11/2021
1C. Coordination continued	11/11/2021
1D. Addressing COVID-19	11/11/2021
1E. Project Review/Ranking	11/11/2021
2A. HMIS Implementation	11/11/2021
2B. Point-in-Time (PIT) Count	09/28/2021
2C. System Performance	11/11/2021
3A. Housing/Healthcare Bonus Points	11/10/2021
3B. Rehabilitation/New Construction Costs	10/31/2021

FY2021 CoC Application	Page 75	11/12/2021
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3C. Serving Homeless Under Other Federal Statutes	10/12/2021
4A. DV Bonus Application	11/12/2021
4B. Attachments Screen	Please Complete
Submission Summary	No Input Required

**COORDINATED ENTRY SYSTEM (CES)
AUTHORIZATION TO USE & DISCLOSE PROTECTED HEALTH INFORMATION**



The Coordinated Entry System (CES) is designed to connect people at-risk of or experiencing homelessness with housing and supportive services. Your authorization will allow CES participating entities to have access to you and your care. Your authorization is required to enroll into CES. For more information about CES, please visit: ohealthinfo.com/homeless_serv/ces.

PART 1: CLIENT/PATIENT INFORMATION

Client/Patient Last Name		Client/Patient First Name		Middle Initial	Date of Birth
Email	CIN#	MRN	Telephone Number with Area Code		
Address		City	State	Zip	

PART 2: PARTICIPATING ENTITIES WHO WILL DISCLOSE THIS INFORMATION

Participating Entities within Coordinated Entry System (CES)			Address 405 W. 5th St, Suite 658		
City Santa Ana	State CA	Zip 92701	Telephone Number with area code (714) 834-5000		

PART 3: PARTICIPATING ENTITIES WHO WILL RECEIVE THIS INFORMATION

Participating Entities within Coordinated Entry System (CES)			Address 405 W. 5th St, Suite 658		
City Santa Ana	State CA	Zip 92701	Telephone Number with area code (714) 834-5000		

PART 4: PURPOSE OF THIS AUTHORIZATION

Coordination of care with and between the Coordinated Entry System participating entities.

PART 5: INFORMATION THAT CAN BE RELEASED

A. The minimum amount of information to coordinate care between the Coordinated Entry System participating entities. This includes but is not limited to your history of homelessness, disabling conditions, housing preferences and other eligibility criteria.

PART 6: DATE YOUR AUTHORIZATION EXPIRES

Unless otherwise revoked in writing, this authorization expires upon termination of program, Orange County Coordinated Entry System.

FOR YOUR REVIEW

I have read the contents of this form. I understand, agree, and allow the Coordinated Entry System (CES) to use and release my information as I have stated above. I have the right to revoke this authorization at any time in writing by sending a notice to the CES Program Administrator. The revocation will not affect disclosures the CES participating entities have already made in reliance on the authorization. Information disclosed pursuant to this authorization may be re-disclosed by the recipient and no longer be protected by federal privacy law (HIPAA). Applicable State or other federal law may require the recipient to obtain your written authorization before re-disclosure unless otherwise permitted by such laws. I am entitled to a copy of this form. Fees may apply to certain requests. A copy of the original authorization is valid.

PART 7: SIGNATURE - PARTICIPANT OR DESIGNATED PERSONAL REPRESENTATIVE/GUARDIAN

PART 8: DATE

X	
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Personal Representative (Print full name)		Personal Relationship to Client / Patient (e.g. conservator, parent, etc.)			
Personal Representative Street Address		City	State	Zip	

**Disclosures pursuant to this authorization are allowable only among Coordinated Entry System participating entities
All numbered items must be completed for authorization to be valid**

Orange County Coordinated Entry System (CES) Participating Entities

The following entities actively participate in the Orange County Coordinated Entry System. The entities participation includes facilitating CES assessments, supporting participations in the collection of verifications and engaging in case conferencing with other CES participating entities.

1736 Family Crisis Center
2-1-1 Orange County (211OC)
American Family Housing
Anaheim Housing Authority
Casa Teresa
City Net
City of Costa Mesa/ Network for Homeless Solutions
City of Dana Point/ Community Outreach Worker
City of Huntington Beach/ Homeless Outreach Case Managers
City of Newport Beach/ Homeless Coordinator
City of Stanton/Stanton Outreach Coordinator
Colette's Children's Home
Dayle McIntosh Center
Families Forward
Families Together OC
Family Assistance Ministries Friendship Shelter
Grandma's House of Hope
HIS-OC (Homeless Intervention Services of Orange County)
Illumination Foundation
Jamboree Housing Corporation
Mental Health Association
Mercy House
OC Gateway
OC Health Care Agency
OC Social Services Agency
Orange County United Way
Orange County Housing Authority
Pathways of Hope
People Assisting the Homeless (PATH)
Salvation Army
Santa Ana Housing Authority
Serving People in Need (SPIN)
Share Our Selves
South County Outreach
StandUp For Kids
Tierney Center for Veteran Services
US Vets (United States Veterans Initiative)
Veterans Affairs
Volunteers of America Los Angeles
WisePlace for Women

Orange County Continuum of Care Homeless Management Information System Client Consent form

Welcome to the Orange County Continuum of Care (CoC).

You are currently accessing services from an entity participating in the Orange County Homeless Management Information System (HMIS). HMIS is the secure database used to collect and store information about clients served through this entity. It also allows the sharing of information among HMIS participating entities to streamline access to services and help them understand a client's history of homelessness or housing instability. HMIS is managed and operated by 2-1-1 Orange County (211OC).

In Orange County, all entities that participate in HMIS share data with each other to coordinate care and improve program outcomes. If you agree to participate in HMIS, this means you allow information gathered by a participating entity to be entered into HMIS and allow all other participating entities to view and use your data to provide services to you. Additionally, the entity will also be able to see what kind of services in Orange County you have received in the past.

A complete list of all entities that participate in the HMIS is maintained at <http://ochmis.org/about-hmis/contributing-agencies/>. You can also ask the entity you are receiving services from for a list of HMIS participating entities. Please note that the list of entities contributing data to HMIS can change frequently and without notice, and therefore the website should be consulted for the most recent list.

HMIS contains sensitive health and personal data. The Orange County CoC and HMIS participating entities take your privacy very seriously and have implemented **the following protections to safeguard your data:**

- Individual client data is only viewable by trained staff at each participating entity.
- In order to participate in the HMIS, leaders at each agency must sign an Entity Agreement that includes a commitment to protecting client data and maintaining confidentiality.
- In order to use HMIS, entity staff must complete multiple trainings that examines privacy laws and the importance of client privacy.
- The HMIS is hosted on a secure server and data is encrypted.

What information is shared in the HMIS database?

We share Protected Personal Information (PPI), Protected Health Information (PHI), and general information obtained during your intake, assessment, and enrollment in the program. This may include, without limitation, the following:

- Your name and your contact information
- Your social security number and date of birth
- Your basic demographic information such as gender, race and ethnicity
- Your history of homelessness and housing (including your current housing status, and where and when you have accessed services)
- Your medical history and disabling conditions, including mental and physical health concerns, substance abuse history, and HIV/AIDS status
- Your case notes and services
- Your income sources and amounts
- Your non-cash benefits
- Your veteran status, service history and discharge status
- Information about other members of your household
- Your self-reported history of domestic violence
- Verification of history of homelessness and/or disabling conditions (including third-party verifications and/or self-attestations)
- Your photo (optional)

If you feel any of your rights outlined in this document have been violated, please contact (714) 589-2360.

By signing this form, you understand the following:

- You have the right to receive services even if you do not sign this consent form. Providers may not refuse to provide you with services based on your refusal to sign this form.
- You have the right to receive a copy of this consent form for your records.
- Your consent permits your data be entered in HMIS and allows any participating entities to view your history of homelessness and service utilization, add to or update your information in HMIS without asking you to sign another consent form. This consent form expires seven (7) years after the signature or at any time you choose to revoke your consent. Please note, the Orange County CoC is required to retain all data stored in HMIS for seven (7) years after the data was created or last changed. However, stored data will not be further shared upon the expiration of your consent.
- You may revoke your consent to share your information with other HMIS participating entities at any time. Your revocation must be provided either in writing or by completing the Revocation of Consent form. The entity you are receiving services from must make this form available to you if you ask, and it should be out and available for you to take from the office or facility you receive services from. Upon receipt of your revocation, 211OC will remove your PPI and PHI from the shared HMIS database and prevent further PPI and PHI from being added. However, the PPI and PHI that you previously authorized to be shared cannot be entirely removed from the HMIS database. This information, as described previously, will remain accessible to the entities that provided you with direct services.
- Participating agencies are required to post a Privacy Notice at each location where intakes are completed. The Privacy Notice contains more detailed information about how your information may be used and disclosed and should be readily available to you and conspicuously posted at all participating entity locations. You have the right to receive a copy of this notice for your records.
- You have the right to request, in writing, the following pieces of information. This information is to be provided to you within five (5) business days of your request.
 - A correction of inaccurate or incomplete PPI and/or PHI
 - A copy of your consent form
 - A copy of your HMIS record (agency staff must review this information with you if you request such a review so that you can fully understand the information presented to you and how it is used)
- Aggregate or statistical data that is released from the HMIS database will not disclose any of your PPI or PHI
- You are not waiving any rights protected under Federal and/or California law.

SIGNATURE AND ACKNOWLEDGEMENT

Your signature indicates that you have read (or been read) this consent form, have received answers to your questions, and you freely consent to have your information, and that of your minor children (if applicable and/or if you choose to include them), entered into the HMIS database. You also consent to share your information with other participating organizations as described in this consent form.

Client Name: _____ Date Of Birth (DOB): ___/___/_____

Signature: _____ Date Signed: ___/___/_____

Minor Children (if applicable and/or if you choose to include them):

Name: _____ DOB: ___/___/_____ Name: _____ DOB: ___/___/_____

Name: _____ DOB: ___/___/_____ Name: _____ DOB: ___/___/_____

Agency Staff Signature:

Agency Staff Name: _____ Agency Staff Signature: _____

Agency Name: _____ Date: ___/___/_____

If you feel any of your rights outlined in this document have been violated, please contact (714) 589-2360.

Orange County Continuum of Care Homeless Management Information System Participating Entities

Please note that the list of entities contributing data to HMIS can change frequently and without notice, and therefore the website should be consulted for the most recent list – <http://ochmis.org/about-hmis/contributing-agencies/>.

The following entities are participating in the Homeless Management Information System (HMIS). These entities have the ability to enter data into HMIS and also view the client's information previously entered by other HMIS participating entities, including utilization of homeless services in Orange County.

1736 Family Crisis Center	Mental Health Association
American Family Housing	Mercy House
Anaheim Housing Authority	New Directions for Veterans
Anaheim Supportive Housing	OC Gateway to Housing
APAIT	OC Rescue Mission
Casa Teresa	One Step Ministries
Casa Youth Shelter	Orange County Asian and Pacific Islander Community Alliance
City Net	Orange County Housing Authority
City of Costa Mesa	Orange County United Way
City of Dana Point	People Assisting the Homeless (PATH)
City of Fullerton	Pathways of Hope
City of Newport Beach	Project Self-Sufficiency
City of Stanton	Radiant Health Centers
Colette's Children's Home	Salvation Army
Community Action Partnership of Orange County	Share Our Selves
County of Orange/Office of Care Coordination	South County Outreach
Families Forward	SPIN
Families Together of Orange County	StandUp for Kids
Family Assistance Ministries	Thomas House
Family Promise of Orange County	Tierney Center Goodwill OC
Family Solutions Collaborative	US Veterans Initiative
Friendship Shelter	Volunteers of America Los Angeles (VOALA)
Grandma's House of Hope	Waymakers
HIS-OC	We Care Los Alamitos
Illumination Foundation	WisePlace for Women
Jamboree	
Mary's Shelter	

The following entities have restricted access in HMIS. This means that the entities are limited to only entering data into HMIS are not able to view client's history, files, project enrollments, etc.

AltaMed Health Services
City of Huntington Beach
Elder Law and Disability Rights Center
Santa Ana Police Department

2020 OC HMIS: PROJECT INTAKE FORM — GENERAL & CoC/ESG

CLIENT PROFILE

SOCIAL SECURITY NUMBER (SSN)	<table border="1" style="width: 100%; text-align: center;"> <tr> <td style="width: 25px; height: 25px;"> </td> <td style="width: 25px; height: 25px;"> </td> <td style="width: 25px; height: 25px;"> </td> <td style="width: 25px; height: 25px;"> </td> <td style="width: 25px; height: 25px;"> </td> <td style="width: 25px; height: 25px;"> </td> <td style="width: 25px; height: 25px;"> </td> <td style="width: 25px; height: 25px;"> </td> <td style="width: 25px; height: 25px;"> </td> <td style="width: 25px; height: 25px;"> </td> </tr> </table>										

QUALITY OF SSN				
<input type="checkbox"/> Full SSN reported	<input type="checkbox"/> Approximate or partial SSN reported	<input type="checkbox"/> Client doesn't know	<input type="checkbox"/> Client refused	<input type="checkbox"/> Data not collected

CLIENT'S NAME															N/A
Last															<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
First															
Middle															
Suffix															

QUALITY OF NAME				
<input type="checkbox"/> Full name reported	<input type="checkbox"/> Partial, street name, or code name reported	<input type="checkbox"/> Client doesn't know	<input type="checkbox"/> Client refused	<input type="checkbox"/> Data not collected

DATE OF BIRTH	<table border="1" style="width: 100%; text-align: center;"> <tr> <td style="width: 25px; height: 25px;"> </td> <td style="width: 25px; height: 25px;"> </td> <td style="width: 25px; height: 25px;"> </td> <td style="width: 25px; height: 25px;"> </td> <td style="width: 25px; height: 25px;"> </td> <td style="width: 25px; height: 25px;"> </td> <td style="width: 25px; height: 25px;"> </td> <td style="width: 25px; height: 25px;"> </td> <td style="width: 25px; height: 25px;"> </td> <td style="width: 25px; height: 25px;"> </td> </tr> <tr> <td style="border: none;">Month</td> <td style="border: none;">—</td> <td style="border: none;">Day</td> <td style="border: none;">—</td> <td style="border: none;">Year</td> <td style="border: none;"> </td> <td style="border: none;"> </td> <td style="border: none;"> </td> <td style="border: none;"> </td> <td style="border: none;"> </td> </tr> </table>											Month	—	Day	—	Year					
Month	—	Day	—	Year																	
									Age: <input style="width: 100px;" type="text"/>												

QUALITY OF DOB				
<input type="checkbox"/> Full DOB reported	<input type="checkbox"/> Approximate or partial DOB reported	<input type="checkbox"/> Client doesn't know	<input type="checkbox"/> Client refused	<input type="checkbox"/> Data not collected

GENDER		
<input type="checkbox"/> Female <input type="checkbox"/> Male	<input type="checkbox"/> Trans Female (MTF or Male to Female) <input type="checkbox"/> Trans Male (FTM or Female to Male) <input type="checkbox"/> Gender Non-Conforming (i.e. not exclusively male or female)	<input type="checkbox"/> Client doesn't know <input type="checkbox"/> Client refused <input type="checkbox"/> Data not collected

RACE		
<input type="checkbox"/> White <input type="checkbox"/> Black or African American	<input type="checkbox"/> American Indian or Alaska Native <input type="checkbox"/> Native Hawaiian or Other Pacific Islander <input type="checkbox"/> Asian	<input type="checkbox"/> Client doesn't know <input type="checkbox"/> Client refused <input type="checkbox"/> Data not collected

ETHNICITY	
<input type="checkbox"/> Non-Hispanic <input type="checkbox"/> Hispanic	<input type="checkbox"/> Client doesn't know <input type="checkbox"/> Client refused <input type="checkbox"/> Data not collected

VETERAN STATUS	
<input type="checkbox"/> No <input type="checkbox"/> Yes	<input type="checkbox"/> Client doesn't know <input type="checkbox"/> Client refused <input type="checkbox"/> Data not collected

OC OPTIONAL QUESTIONS

Alias	_____		
Pronouns(s)	<input type="checkbox"/> She/Her/Hers <input type="checkbox"/> He/Him/His	<input type="checkbox"/> They/Them/Theirs <input type="checkbox"/> Other: _____	

CONTACT

One contact per form, any additional contacts should be added on a separate form.

CLIENT UNIQUE ID	
CLIENT NAME	
DATE OF BIRTH	
CONTACT TYPE	<input type="checkbox"/> Client <input type="checkbox"/> Emergency Contact Name _____ <input type="checkbox"/> Case Manager Name _____ <input type="checkbox"/> Secondary Contact Name _____
EMAIL	
PHONE (#1)	
PHONE (#2)	
ACTIVE CONTACT	<input type="checkbox"/> Yes <input type="checkbox"/> No
PRIVATE	<input type="checkbox"/> Yes <input type="checkbox"/> No
CONTACT DATE	
NOTE	

2020 OC HMIS: PROJECT INTAKE FORM — GENERAL & CoC/ESG

PROJECT ENROLLMENT

RELATIONSHIP TO HEAD OF HOUSEHOLD

<input type="checkbox"/> Self (head of household) <input type="checkbox"/> Head of household's child <input type="checkbox"/> Head of household's spouse or partner	<input type="checkbox"/> Head of household's other relation member <input type="checkbox"/> Other: non-relation member
---	---

PROJECT NAME											
PROJECT START DATE	<table border="1"> <tr> <td></td><td></td><td>—</td><td></td><td></td><td>—</td><td></td><td></td><td></td><td></td> </tr> </table>			—			—				
		—			—						
HOUSING MOVE-IN DATE <i>(For PSH, PH with no disability requirement, and RRH Projects: Record the date a client or household moves into a permanent housing unit)</i>	<table border="1"> <tr> <td></td><td></td><td>—</td><td></td><td></td><td>—</td><td></td><td></td><td></td><td></td> </tr> </table>			—			—				
		—			—						

PRIOR LIVING SITUATION for *Street Outreach, Emergency Shelter, or Safe Haven* project types

Type of Residence 3.917A <i>(Type of living arrangement on the night before entering this project)</i>		
HOMELESS SITUATION		
<input type="checkbox"/> Place not meant for habitation (e.g., a vehicle, an abandoned building, bus/train/subway station/airport or anywhere outside) <input type="checkbox"/> Emergency shelter, including hotel or motel paid for with emergency shelter voucher, or RHY-funded Host Home shelter <input type="checkbox"/> Safe Haven		
INSTITUTIONAL SITUATION		
<input type="checkbox"/> Foster care home or foster care group home <input type="checkbox"/> Hospital or other residential non-psychiatric medical facility <input type="checkbox"/> Jail, prison or juvenile detention facility		
<input type="checkbox"/> Long-term care facility or nursing home <input type="checkbox"/> Psychiatric hospital or other psychiatric facility <input type="checkbox"/> Substance abuse treatment facility or detox center		
TRANSITIONAL & PERMANENT HOUSING SITUATION		
<input type="checkbox"/> Residential project or halfway house with no homeless criteria <input type="checkbox"/> Hotel or motel paid for without emergency shelter voucher <input type="checkbox"/> Transitional housing for homeless persons (including Homeless Youth) <input type="checkbox"/> Host Home (non-crisis) <input type="checkbox"/> Staying or living in a friend's room, apartment or house <input type="checkbox"/> Staying or living in a family member's room, apartment, or house <input type="checkbox"/> Rental by client, with GPD TIP subsidy <input type="checkbox"/> Rental by client, with VASH housing subsidy <input type="checkbox"/> Permanent housing (other than RRH) for formerly homeless persons		
<input type="checkbox"/> Rental by client, with RRH or equivalent subsidy <input type="checkbox"/> Rental by client, with HCV voucher (tenant or project based) <input type="checkbox"/> Rental by client in a public housing unit <input type="checkbox"/> Rental by client, no ongoing housing subsidy <input type="checkbox"/> Rental by client, with other ongoing housing subsidy <input type="checkbox"/> Owned by client, with ongoing housing subsidy <input type="checkbox"/> Owned by client, no ongoing housing subsidy <input type="checkbox"/> Client doesn't know <input type="checkbox"/> Client refused <input type="checkbox"/> Data not collected		
Length of Stay in Prior Living Situation <i>(How long ago did the client start staying in that Type of Residence)</i>		
<input type="checkbox"/> One night or less <input type="checkbox"/> Two to six nights <input type="checkbox"/> One week or more, but less than one month		
<input type="checkbox"/> One month or more, but less than 90 days <input type="checkbox"/> 90 days or more, but less than one year <input type="checkbox"/> One year or longer		
<input type="checkbox"/> Client doesn't know <input type="checkbox"/> Client refused <input type="checkbox"/> Data not collected		

If Client's Type of Residence is any of the *Institutional Situation* options:

Length of Stay Less than 90 days? <i>(Indicate if the stay in the institutional setting they lived in immediately prior to project entry was less than 90 days)</i>	<input type="checkbox"/> No	<input type="checkbox"/> Yes
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2020 OC HMIS: PROJECT INTAKE FORM — GENERAL & CoC/ESG

If 'Length of Stay Less than 90 days' is YES

On the night before – stayed on streets, ES or Safe Haven? <i>(On the night before the client's stay of less than 90 days in an institutional setting were they on the streets, in an Emergency Shelter, or in a Safe Haven?)</i>	<input type="checkbox"/> No	<input type="checkbox"/> Yes
---	-----------------------------	------------------------------

Approximate Date Homelessness Started <i>(Approximate date the client's current episode of homelessness began)</i>

____/____/____

Number of times the client has been on the streets, in ES, or Save Haven in the past three years including today <i>(Regardless of where they stayed last night)</i>
--

- | | | |
|------------------------------------|---|--|
| <input type="checkbox"/> One time | <input type="checkbox"/> Three times | <input type="checkbox"/> Client doesn't know |
| <input type="checkbox"/> Two times | <input type="checkbox"/> Four or more times | <input type="checkbox"/> Client refused |
| | | <input type="checkbox"/> Data not collected |

Total number of months homeless on the streets, in ES, or SH in the past three years

- | | | |
|---|---------------------------------------|--|
| <input type="checkbox"/> One month (this time is the first month) | <input type="checkbox"/> Six Months | <input type="checkbox"/> Eleven Months |
| <input type="checkbox"/> Two Months | <input type="checkbox"/> Seven Months | <input type="checkbox"/> Twelve Months |
| <input type="checkbox"/> Three Months | <input type="checkbox"/> Eight Months | <input type="checkbox"/> More than 12 months |
| <input type="checkbox"/> Four Months | <input type="checkbox"/> Nine Months | <input type="checkbox"/> Client doesn't know |
| <input type="checkbox"/> Five Months | <input type="checkbox"/> Ten Months | <input type="checkbox"/> Client refused |
| | | <input type="checkbox"/> Data not collected |

PRIOR LIVING SITUATION for project types other than Street Outreach, Emergency Shelter, or Safe Haven

Type of Residence 3.917B <i>(Type of living arrangement on the night before the entry into the project)</i>
--

HOMELESS SITUATION

- Place not meant for habitation (e.g., a vehicle, an abandoned building, bus/train/subway station/airport or anywhere outside)
- Emergency shelter, including hotel or motel paid for with emergency shelter voucher, or RHY-funded Host Home shelter
- Safe Haven

INSTITUTIONAL SITUATION

- | | |
|---|---|
| <input type="checkbox"/> Foster care home or foster care group home | <input type="checkbox"/> Long-term care facility or nursing home |
| <input type="checkbox"/> Hospital or other residential non-psychiatric medical facility | <input type="checkbox"/> Psychiatric hospital or other psychiatric facility |
| <input type="checkbox"/> Jail, prison or juvenile detention facility | <input type="checkbox"/> Substance abuse treatment facility or detox center |

TRANSITIONAL AND PERMANENT HOUSING SITUATION

- | | |
|---|---|
| <input type="checkbox"/> Residential project or halfway house with no homeless criteria | <input type="checkbox"/> Rental by client, with RRH or equivalent subsidy |
| <input type="checkbox"/> Hotel or motel paid for without emergency shelter voucher | <input type="checkbox"/> Rental by client, with HCV voucher (tenant or project based) |
| <input type="checkbox"/> Transitional housing for homeless persons (including Homeless Youth) | <input type="checkbox"/> Rental by client in a public housing unit |
| <input type="checkbox"/> Host Home (non-crisis) | <input type="checkbox"/> Rental by client, no ongoing housing subsidy |
| <input type="checkbox"/> Staying or living in a friend's room, apartment or house | <input type="checkbox"/> Rental by client, with other ongoing housing subsidy |
| <input type="checkbox"/> Staying or living in a family member's room, apartment, or house | <input type="checkbox"/> Owned by client, with ongoing housing subsidy |
| <input type="checkbox"/> Rental by client, with GPD TIP subsidy | <input type="checkbox"/> Owned by client, no ongoing housing subsidy |
| <input type="checkbox"/> Rental by client, with VASH housing subsidy | <input type="checkbox"/> Client doesn't know |
| <input type="checkbox"/> Permanent housing (other than RRH) for formerly homeless persons | <input type="checkbox"/> Client refused |
| | <input type="checkbox"/> Data not collected |

Length of Stay in Prior Living Situation <i>(How long ago did the client start staying in that Type of Residence)</i>
--

- | | | |
|--|---|--|
| <input type="checkbox"/> One night or less | <input type="checkbox"/> One month or more, but less than 90 days | <input type="checkbox"/> Client doesn't know |
| <input type="checkbox"/> Two to six nights | <input type="checkbox"/> 90 days or more, but less than one year | <input type="checkbox"/> Client refused |
| <input type="checkbox"/> One week or more, but less than one month | <input type="checkbox"/> One year or longer | <input type="checkbox"/> Data not collected |

2020 OC HMIS: PROJECT INTAKE FORM — GENERAL & CoC/ESG

If Client's Type of Residence is any of the Homeless Situation options:

Approximate Date Homelessness Started (Approximate date the client's <i>current</i> episode of homelessness began)		
____/____/____		
Number of times the client has been on the streets, in ES, or Save Haven in the past three years including today (Regardless of where they stayed last night)		
<input type="checkbox"/> One time	<input type="checkbox"/> Three times	<input type="checkbox"/> Client doesn't know
<input type="checkbox"/> Two times	<input type="checkbox"/> Four or more times	<input type="checkbox"/> Client refused
		<input type="checkbox"/> Data not collected
Total number of months homeless on the streets, in ES, or SH in the past three years		
<input type="checkbox"/> One month (this time is the first month)	<input type="checkbox"/> Six Months	<input type="checkbox"/> Eleven Months
<input type="checkbox"/> Two Months	<input type="checkbox"/> Seven Months	<input type="checkbox"/> Twelve Months
<input type="checkbox"/> Three Months	<input type="checkbox"/> Eight Months	<input type="checkbox"/> More than 12 months
<input type="checkbox"/> Four Months	<input type="checkbox"/> Nine Months	<input type="checkbox"/> Client doesn't know
<input type="checkbox"/> Five Months	<input type="checkbox"/> Ten Months	<input type="checkbox"/> Client refused
		<input type="checkbox"/> Data not collected

If Client's Type of Residence is any of the Institutional Situation options:

Length of Stay Less than 90 days? (Indicate if the stay in the institutional setting they lived in immediately prior to project entry was less than 90 days)	<input type="checkbox"/> No	<input type="checkbox"/> Yes
--	-----------------------------	------------------------------

If Client's Type of Residence is any of the Transitional and Permanent Housing Situation options:

Length of Stay Less than 7 nights? (Indicate if the stay in the transitional or permanent housing setting they lived in immediately prior to project entry was less than 7 nights)	<input type="checkbox"/> No	<input type="checkbox"/> Yes
--	-----------------------------	------------------------------

If 'Length of Stay Less than 90 days' is YES—OR— If 'Length of Stay Less than 7 nights' is YES

On the night before – stayed on streets, ES or Safe Haven? (On the night before the client's stay of less than 90 days in an institutional setting, or less than 7 nights in a transitional/permanent housing setting, were they on the streets, in an Emergency Shelter, or in a Safe Haven?)	<input type="checkbox"/> No	<input type="checkbox"/> Yes
--	-----------------------------	------------------------------

If 'On the night before – stayed on streets, ES, or Safe Haven' is YES

Approximate Date Homelessness Started (Approximate date the client's <i>current</i> episode of homelessness began)		
____/____/____		
Number of times the client has been on the streets, in ES, or Save Haven in the past three years including today (Regardless of where they stayed last night)		
<input type="checkbox"/> One time	<input type="checkbox"/> Three times	<input type="checkbox"/> Client doesn't know
<input type="checkbox"/> Two times	<input type="checkbox"/> Four or more times	<input type="checkbox"/> Client refused
		<input type="checkbox"/> Data not collected
Total number of months homeless on the streets, in ES, or SH in the past three years		
<input type="checkbox"/> One month (this time is the first month)	<input type="checkbox"/> Six Months	<input type="checkbox"/> Eleven Months
<input type="checkbox"/> Two Months	<input type="checkbox"/> Seven Months	<input type="checkbox"/> Twelve Months
<input type="checkbox"/> Three Months	<input type="checkbox"/> Eight Months	<input type="checkbox"/> More than 12 months
<input type="checkbox"/> Four Months	<input type="checkbox"/> Nine Months	<input type="checkbox"/> Client doesn't know
<input type="checkbox"/> Five Months	<input type="checkbox"/> Ten Months	<input type="checkbox"/> Client refused
		<input type="checkbox"/> Data not collected

2020 OC HMIS: PROJECT INTAKE FORM — GENERAL & CoC/ESG

DISABLING CONDITIONS AND BARRIERS

Do you have a disabling condition?

<input type="checkbox"/> No <input type="checkbox"/> Yes	<input type="checkbox"/> Client doesn't know <input type="checkbox"/> Client refused <input type="checkbox"/> Data not collected
---	--

Do you have a physical disability?

<input type="checkbox"/> No <input type="checkbox"/> Yes	<input type="checkbox"/> Client doesn't know <input type="checkbox"/> Client refused <input type="checkbox"/> Data not collected
---	--

<i>If yes for Physical Disability,</i> Expected to be of long-continued and indefinite duration and substantially impairs ability to live independently?	<input type="checkbox"/> No <input type="checkbox"/> Yes	<input type="checkbox"/> Client doesn't know <input type="checkbox"/> Client refused <input type="checkbox"/> Data not collected
--	---	--

Do you have a developmental disability?

<input type="checkbox"/> No <input type="checkbox"/> Yes	<input type="checkbox"/> Client doesn't know <input type="checkbox"/> Client refused <input type="checkbox"/> Data not collected
---	--

Do you have a chronic health condition?

<input type="checkbox"/> No <input type="checkbox"/> Yes	<input type="checkbox"/> Client doesn't know <input type="checkbox"/> Client refused <input type="checkbox"/> Data not collected
---	--

<i>If yes for Chronic Health Condition,</i> Expected to be of long-continued and indefinite duration and substantially impairs ability to live independently?	<input type="checkbox"/> No <input type="checkbox"/> Yes	<input type="checkbox"/> Client doesn't know <input type="checkbox"/> Client refused <input type="checkbox"/> Data not collected
---	---	--

Have you been diagnosed with AIDS or have you tested positive for HIV?

<input type="checkbox"/> No <input type="checkbox"/> Yes	<input type="checkbox"/> Client doesn't know <input type="checkbox"/> Client refused <input type="checkbox"/> Data not collected
---	--

Do you have a mental health problem?

<input type="checkbox"/> No <input type="checkbox"/> Yes	<input type="checkbox"/> Client doesn't know <input type="checkbox"/> Client refused <input type="checkbox"/> Data not collected
---	--

<i>If yes for Mental Health Problem,</i> Expected to be of long-continued and indefinite duration and substantially impairs ability to live independently?	<input type="checkbox"/> No <input type="checkbox"/> Yes	<input type="checkbox"/> Client doesn't know <input type="checkbox"/> Client refused <input type="checkbox"/> Data not collected
--	---	--

Do you have a substance abuse problem?

<input type="checkbox"/> No <input type="checkbox"/> Alcohol Abuse <input type="checkbox"/> Drug Abuse <input type="checkbox"/> Both Alcohol and Drug	<input type="checkbox"/> Client doesn't know <input type="checkbox"/> Client refused <input type="checkbox"/> Data not collected
--	--

<i>If you have any Substance Abuse Problem,</i> Expected to be of long-continued and indefinite duration and substantially impairs ability to live independently?	<input type="checkbox"/> No <input type="checkbox"/> Yes	<input type="checkbox"/> Client doesn't know <input type="checkbox"/> Client refused <input type="checkbox"/> Data not collected
---	---	--

2020 OC HMIS: PROJECT INTAKE FORM — GENERAL & CoC/ESG

Are you a survivor of domestic or intimate partner violence?

<input type="checkbox"/> No <input type="checkbox"/> Yes		<input type="checkbox"/> Client doesn't know <input type="checkbox"/> Client refused <input type="checkbox"/> Data not collected
<i>If Yes for survivor of domestic or intimate partner violence</i>		
When did this experience occur?	<input type="checkbox"/> Within the past three months <input type="checkbox"/> Three to six months ago (excluding six months exactly) <input type="checkbox"/> From six to twelve months ago (excluding one year exactly) <input type="checkbox"/> More than a year ago	<input type="checkbox"/> Client doesn't know <input type="checkbox"/> Client refused <input type="checkbox"/> Data not collected
Are you currently fleeing?	<input type="checkbox"/> No <input type="checkbox"/> Yes	<input type="checkbox"/> Client doesn't know <input type="checkbox"/> Client refused <input type="checkbox"/> Data not collected

MONTHLY INCOME AND SOURCES

Income from Any Source	<input type="checkbox"/> No <input type="checkbox"/> Yes	<input type="checkbox"/> Client doesn't know <input type="checkbox"/> Client refused <input type="checkbox"/> Data not collected
IF "YES" TO INCOME FROM ANY SOURCE – INDICATE ALL SOURCES THAT APPLY		
Income Source (Check all that apply)	Monthly Amount	
<input type="checkbox"/> Earned Income		
<input type="checkbox"/> Unemployment Insurance		
<input type="checkbox"/> Worker's Compensation		
<input type="checkbox"/> Private Disability Insurance		
<input type="checkbox"/> VA Service-Connected Disability Compensation		
<input type="checkbox"/> Social Security Disability Income (SSDI)		
<input type="checkbox"/> Supplemental Security Income (SSI)		
<input type="checkbox"/> Retirement Income from Social Security		
<input type="checkbox"/> VA Non-Service-Connected Disability Pension		
<input type="checkbox"/> Pension or retirement income from a former job		
<input type="checkbox"/> Temporary Assistance for Needy Families (TANF)		
<input type="checkbox"/> General Assistance (GA)		
<input type="checkbox"/> Alimony or other spousal support		
<input type="checkbox"/> Child Support		
<input type="checkbox"/> Other Cash Income (Specify: _____)		

NON-CASH BENEFITS

Receiving Non-Cash Benefits?	<input type="checkbox"/> No <input type="checkbox"/> Yes	<input type="checkbox"/> Client doesn't know <input type="checkbox"/> Client refused <input type="checkbox"/> Data not collected
IF "YES" TO RECEIVING NON-CASH BENEFITS– INDICATE ALL SOURCES THAT APPLY		
<input type="checkbox"/> Supplemental Nutrition Assistance Program (SNAP)	<input type="checkbox"/> TANF Transportation Services	
<input type="checkbox"/> Special Supplemental Nutrition Program for Women, Infants, and Children (WIC)	<input type="checkbox"/> Other TANF-funded services	
<input type="checkbox"/> TANF Childcare Services	<input type="checkbox"/> Other Non-Cash Benefits (Specify Source): _____	

2020 OC HMIS: PROJECT INTAKE FORM — GENERAL & CoC/ESG

HEALTH INSURANCE

Covered by Health Insurance?	<input type="checkbox"/> No	<input type="checkbox"/> Client doesn't know
	<input type="checkbox"/> Yes	<input type="checkbox"/> Client refused
		<input type="checkbox"/> Data not collected
IF "YES" TO COVERED BY HEALTH INSURANCE- INDICATE ALL SOURCES THAT APPLY		
<input type="checkbox"/> MEDICAID	<input type="checkbox"/> Insurance Obtained through COBRA	
<input type="checkbox"/> MEDICARE	<input type="checkbox"/> Private Pay Health Insurance	
<input type="checkbox"/> State Children's Health Insurance Program	<input type="checkbox"/> State Health Insurance for Adults	
<input type="checkbox"/> Veteran's Administration (VA) Medical Services	<input type="checkbox"/> Indian Health Services Program	
<input type="checkbox"/> Employer-provided Health Insurance	<input type="checkbox"/> Other Health Insurance (Specify Source): _____	

LAST PERMANENT ADDRESS

Prior City <i>The last city in which the client was permanently housed prior to entry into this project</i>	_____
---	-------

OC CUSTOM QUESTIONS

What city were you in immediately prior to entry into this project? <i>The city in which the client spent the night prior to entry into this project</i>	
<input type="checkbox"/> Aliso Viejo <input type="checkbox"/> Anaheim <input type="checkbox"/> Brea <input type="checkbox"/> Buena Park <input type="checkbox"/> Costa Mesa <input type="checkbox"/> Cypress <input type="checkbox"/> Dana Point <input type="checkbox"/> El Modena <input type="checkbox"/> Fountain Valley <input type="checkbox"/> Fullerton <input type="checkbox"/> Garden Grove	<input type="checkbox"/> Huntington Beach <input type="checkbox"/> Irvine <input type="checkbox"/> La Habra <input type="checkbox"/> La Palma <input type="checkbox"/> Laguna Beach <input type="checkbox"/> Laguna Hills <input type="checkbox"/> Laguna Niguel <input type="checkbox"/> Laguna Woods <input type="checkbox"/> Lake Forest <input type="checkbox"/> Los Alamitos <input type="checkbox"/> Mission Viejo
<input type="checkbox"/> Newport Beach <input type="checkbox"/> Orange <input type="checkbox"/> Placentia <input type="checkbox"/> Rancho Santa Margarita <input type="checkbox"/> San Clemente <input type="checkbox"/> San Juan Capistrano <input type="checkbox"/> Santa Ana <input type="checkbox"/> Seal Beach <input type="checkbox"/> Stanton <input type="checkbox"/> Tustin <input type="checkbox"/> Villa Park	<input type="checkbox"/> Westminster <input type="checkbox"/> Yorba Linda <input type="checkbox"/> Unincorporated Orange County <input type="checkbox"/> Outside Orange County, but in California <input type="checkbox"/> Outside of California <input type="checkbox"/> Client doesn't know <input type="checkbox"/> Client Refused <input type="checkbox"/> Data not collected
Phone Number (Optional)	_____
Email Address (Optional)	_____

What state were you born in?				
<input type="checkbox"/> AL - Alabama <input type="checkbox"/> AL- Alaska <input type="checkbox"/> AZ - Arizona <input type="checkbox"/> AR- Arkansas <input type="checkbox"/> CA - California <input type="checkbox"/> CO - Colorado <input type="checkbox"/> CT- Connecticut <input type="checkbox"/> DE - Delaware <input type="checkbox"/> DC - District of Columbia <input type="checkbox"/> FL - Florida	<input type="checkbox"/> GA - Georgia <input type="checkbox"/> HI - Hawaii <input type="checkbox"/> ID - Idaho <input type="checkbox"/> IL - Illinois <input type="checkbox"/> IN - Indiana <input type="checkbox"/> IA - Iowa <input type="checkbox"/> KS - Kansas <input type="checkbox"/> KY - Kentucky <input type="checkbox"/> LA - Louisiana <input type="checkbox"/> ME - Maine <input type="checkbox"/> MD - Maryland	<input type="checkbox"/> MA - Massachusetts <input type="checkbox"/> MI - Michigan <input type="checkbox"/> MN - Minnesota <input type="checkbox"/> MS - Mississippi <input type="checkbox"/> MO - Missouri <input type="checkbox"/> MT - Montana <input type="checkbox"/> NE - Nebraska <input type="checkbox"/> NV - Nevada <input type="checkbox"/> NH - New Hampshire <input type="checkbox"/> NJ - New Jersey	<input type="checkbox"/> NM - New Mexico <input type="checkbox"/> NY - New York <input type="checkbox"/> NC - North Carolina <input type="checkbox"/> ND - North Dakota <input type="checkbox"/> OH - Ohio <input type="checkbox"/> OK - Oklahoma <input type="checkbox"/> OR - Oregon <input type="checkbox"/> PA - Pennsylvania <input type="checkbox"/> RI - Rhode Island <input type="checkbox"/> SC - South Carolina <input type="checkbox"/> SD - South Dakota	<input type="checkbox"/> TN - Tennessee <input type="checkbox"/> TX - Texas <input type="checkbox"/> UT - Utah <input type="checkbox"/> VT - Vermont <input type="checkbox"/> VA - Virginia <input type="checkbox"/> WA - Washington <input type="checkbox"/> WV - West Virginia <input type="checkbox"/> WI - Wisconsin <input type="checkbox"/> WY - Wyoming <input type="checkbox"/> Client doesn't know <input type="checkbox"/> Client Refused <input type="checkbox"/> Other

2020 OC HMIS: PROJECT INTAKE FORM — GENERAL & CoC/ESG

<i>If 'Other' for State you were born, Which country were you born in?</i>		_____	
Employment Status	<input type="checkbox"/> Full-Time	<input type="checkbox"/> Unemployed	<input type="checkbox"/> Client doesn't know
	<input type="checkbox"/> Part-Time	<input type="checkbox"/> Disabled	<input type="checkbox"/> Client Refused
	<input type="checkbox"/> Seasonal/Temporary Work	<input type="checkbox"/> Retired	<input type="checkbox"/> Data not collected

CFCOC ENTRY QUESTIONS

Is this client receiving services funded by the Children and Families Commission Orange County?	<input type="checkbox"/> No <input type="checkbox"/> Yes
CFCOC Bed Night Start Date <i>The client's first bed night funded by CFCOC</i>	____/____/____
CFCOC Bed Night End Date <i>The client's last bed night funded by CFCOC</i>	____/____/____

I certify that the information above is correct to the best of my knowledge.

Client Signature

Date

Agency Staff Signature

Date

DO NOT ANSWER QUESTIONS BELOW – DATA ENTRY PERSONNEL ONLY (Optional):

Date entered into HMIS: ____/____/____

Question	Answer	Comments
Was the hard copy intake form completely filled out correctly?	<input type="checkbox"/> No <input type="checkbox"/> Yes	

Staff Name (verifying completion of Data Entry): _____

OC Custom Questions

What city were you in immediately prior to entry into this project?

The city in which the client spent the night prior to entry into this project.

- | | | | |
|--|---|---|---|
| <input type="checkbox"/> Aliso Viejo | <input type="checkbox"/> Huntington Beach | <input type="checkbox"/> Newport Beach | <input type="checkbox"/> Westminster |
| <input type="checkbox"/> Anaheim | <input type="checkbox"/> Irvine | <input type="checkbox"/> Orange | <input type="checkbox"/> Yorba Linda |
| <input type="checkbox"/> Brea | <input type="checkbox"/> La Habra | <input type="checkbox"/> Placentia | <input type="checkbox"/> Unincorporated Orange County |
| <input type="checkbox"/> Buena Park | <input type="checkbox"/> La Palma | <input type="checkbox"/> Rancho Santa Margarita | <input type="checkbox"/> Outside Orange County, but in California |
| <input type="checkbox"/> Costa Mesa | <input type="checkbox"/> Laguna Beach | <input type="checkbox"/> San Clemente | <input type="checkbox"/> Outside of California |
| <input type="checkbox"/> Cypress | <input type="checkbox"/> Laguna Hills | <input type="checkbox"/> San Juan Capistrano | <input type="checkbox"/> Client doesn't know |
| <input type="checkbox"/> Dana Point | <input type="checkbox"/> Laguna Niguel | <input type="checkbox"/> Santa Ana | <input type="checkbox"/> Client Refused |
| <input type="checkbox"/> El Modena | <input type="checkbox"/> Laguna Woods | <input type="checkbox"/> Seal Beach | <input type="checkbox"/> Data not collected |
| <input type="checkbox"/> Fountain Valley | <input type="checkbox"/> Lake Forest | <input type="checkbox"/> Stanton | |
| <input type="checkbox"/> Fullerton | <input type="checkbox"/> Los Alamitos | <input type="checkbox"/> Tustin | |
| <input type="checkbox"/> Garden Grove | <input type="checkbox"/> Mission Viejo | <input type="checkbox"/> Villa Park | |

Phone Number (Optional)

Alternative Contact Number

Email Address (Optional)

Which access point is serving this household?

- | | | |
|---|---|---|
| <input type="checkbox"/> City Net | <input type="checkbox"/> Family Assistance Ministries | <input type="checkbox"/> Share Our Selves |
| <input type="checkbox"/> City of Costa Mesa | <input type="checkbox"/> Friendship Shelter | <input type="checkbox"/> StandUp for Kids |
| <input type="checkbox"/> City of Dana Point | <input type="checkbox"/> Illumination Foundation | |
| <input type="checkbox"/> City of Huntington Beach | <input type="checkbox"/> OC Health Care Agency | |
| <input type="checkbox"/> City of Newport Beach | <input type="checkbox"/> Pathways of Hope | |

Have you or someone in your family ever been legally evicted?

- | | | | |
|-----------------------------|------------------------------|--|---|
| <input type="checkbox"/> No | <input type="checkbox"/> Yes | <input type="checkbox"/> Data not collected | <input type="checkbox"/> Client refused |
| | | <input type="checkbox"/> Client doesn't know | |

If "Yes", how many legal evictions?

Have you ever been convicted of a felony?

- No Yes

If "Yes", how long ago did this felony occur?

Is this felony considered violent?

Are you linked to a Care Coordinator at a behavioral health clinic?

<input type="checkbox"/> No <input type="checkbox"/> Yes	<input type="checkbox"/> Data not collected <input type="checkbox"/> Client refused <input type="checkbox"/> Client doesn't know
<i>If "Yes", where are you receiving behavioral health services?</i>	

Are any of your pets registered service animals?

No <input type="checkbox"/> Yes	<input type="checkbox"/> Data not collected <input type="checkbox"/> Client doesn't know
<i>If "Yes", are any of your pets registered service animals?</i>	

2020 OC HMIS: CURRENT LIVING SITUATION ASSESSMENT FORM

CURRENT LIVING SITUATION

For Head of Households and Adults in CoC, ESG, RHY, or PATH funded Street Outreach; PATH funded Services Only, ESG funded Night-by-Night Emergency Shelters, and Coordinated Entry Projects.

Street Outreach, Services Only, and Coordinated Entry: Record every contact made with each client by recording their Current Living Situation, including when the Project Start Date, Prior Living Situation or Date of Engagement is recorded on the same day. There may or may not be a contact made at project exit.

Night-by-Night Shelters: Only record a Current Living Situation if the interaction between the shelter personnel and the client goes beyond the basic provision of shelter services. A Current Living Situation for emergency shelter does not include activities of daily sheltering (e.g. bed registration, request for personal care items, dinner sign-up, meals, etc.)

PROJECT NAME											
CLIENT NAME											
CURRENT LIVING SITUATION DATE	<table border="1"> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </table>										

Current Living Situation <i>(PATH funded projects are limited to the response options with an asterisk *)</i>	
HOMELESS SITUATION	
<input type="checkbox"/> Place not meant for habitation (e.g., a vehicle, an abandoned building, bus/train/subway station/airport or anywhere outside)* <input type="checkbox"/> Emergency shelter, including hotel or motel paid for with emergency shelter voucher, or RHY-funded Host Home shelter* <input type="checkbox"/> Safe Haven*	
INSTITUTIONAL SITUATION	
<input type="checkbox"/> Foster care home or foster care group home <input type="checkbox"/> Hospital or other residential non-psychiatric medical facility <input type="checkbox"/> Jail, prison or juvenile detention facility <input type="checkbox"/> Long-term care facility or nursing home <input type="checkbox"/> Psychiatric hospital or other psychiatric facility <input type="checkbox"/> Substance abuse treatment facility or detox center	
TRANSITIONAL & PERMANENT HOUSING SITUATION	
<input type="checkbox"/> Residential project or halfway house with no homeless criteria <input type="checkbox"/> Hotel or motel paid for without emergency shelter voucher <input type="checkbox"/> Transitional housing for homeless persons (including Homeless Youth) <input type="checkbox"/> Host Home (non-crisis) <input type="checkbox"/> Staying or living in a friend's room, apartment or house <input type="checkbox"/> Staying or living in a family member's room, apartment, or house <input type="checkbox"/> Rental by client, with GPD TIP subsidy <input type="checkbox"/> Rental by client, with VASH housing subsidy <input type="checkbox"/> Permanent housing (other than RRH) for formerly homeless persons <input type="checkbox"/> Rental by client, with RRH or equivalent subsidy <input type="checkbox"/> Rental by client, with HCV voucher (tenant or project based) <input type="checkbox"/> Rental by client in a public housing unit <input type="checkbox"/> Rental by client, no ongoing housing subsidy <input type="checkbox"/> Rental by client, with other ongoing housing subsidy <input type="checkbox"/> Owned by client, with ongoing housing subsidy <input type="checkbox"/> Owned by client, no ongoing housing subsidy <input type="checkbox"/> Other <input type="checkbox"/> Worker unable to determine* <input type="checkbox"/> Client doesn't know <input type="checkbox"/> Client refused <input type="checkbox"/> Data not collected	
(Only for Coordinated Entry System Projects) Living Situation Verified by: <i>(Agency/Project that verified living situation information)</i>	

2020 OC HMIS: CURRENT LIVING SITUATION ASSESSMENT FORM

<p><i>If the client's Current Living Situation is any of the non-homeless situation responses:</i></p> <p>Is client going to have to leave their current living situation within 14 days?</p>	<input type="checkbox"/> No <input type="checkbox"/> Yes	<input type="checkbox"/> Client doesn't know <input type="checkbox"/> Client refused <input type="checkbox"/> Data not collected
<p><i>If the client has to leave their current living situation within 14 days:</i></p> <p>Has a subsequent residence been identified?</p>	<input type="checkbox"/> No <input type="checkbox"/> Yes	<input type="checkbox"/> Client doesn't know <input type="checkbox"/> Client refused <input type="checkbox"/> Data not collected
<p><i>If the client has to leave their current living situation within 14 days:</i></p> <p>Does individual or family have resources or support networks to obtain other permanent housing?</p>	<input type="checkbox"/> No <input type="checkbox"/> Yes	<input type="checkbox"/> Client doesn't know <input type="checkbox"/> Client refused <input type="checkbox"/> Data not collected
<p><i>If the client has to leave their current living situation within 14 days,</i></p> <p>Has the client had a lease or ownership interest in a permanent housing unit in the last 60 days?</p>	<input type="checkbox"/> No <input type="checkbox"/> Yes	<input type="checkbox"/> Client doesn't know <input type="checkbox"/> Client refused <input type="checkbox"/> Data not collected
<p><i>If the client has to leave their current living situation within 14 days,</i></p> <p>Has the client moved 2 or more times in the last 60 days?</p>	<input type="checkbox"/> No <input type="checkbox"/> Yes	<input type="checkbox"/> Client doesn't know <input type="checkbox"/> Client refused <input type="checkbox"/> Data not collected
<p>Location Details</p>		

I certify that the information above is correct to the best of my knowledge.

Client Signature

Date

Agency Staff Signature

Date

DO NOT WRITE IN BOX BELOW – DATA ENTRY PERSONNEL ONLY (Optional):

Date entered into HMIS: ____/____/____

Question	Answer	Comments
Was the current living situation assessment form completely and correctly filled out	<input type="checkbox"/> No <input type="checkbox"/> Yes	

Staff Name (verifying completion of Data Entry): _____

Client Name: _____



VI-SPDAT for Single Adults, American Version 2 - obtained from <http://www.orgcode.com/>

VI-SPDAT PRE-ASSESSMENT

Assessment Date (MM/DD/YYYY): ____/____/____

Assessment City Location: _____

Assessment Type: Phone Virtual In Person

Assessment Level: Crisis Needs Assessment Housing Needs Assessment

Is this client a veteran? Yes No

IF THE PERSON ANSWERED YES, COMPLETE THE VETERAN COORDINATED ENTRY ASSESSMENT.

A. HISTORY OF HOUSING & HOMELESSNESS

1. Where do you sleep most frequently?

- Shelters Safe Haven Couch Surfing Client Refused Others (specify): _____
- Transitional Housing Outdoors Car Client Doesn't Know _____

2. How long has it been since you and your family lived in permanent stable housing? _____

3. In the last **three years**, how many times have you and your family been homeless? _____

B. RISKS

4. In the past six **months**, how many times have you:

- A. Received health care at an emergency department/room? _____
- B. Taken an ambulance to the hospital? _____
- C. Been hospitalized as an inpatient? _____
- D. Used a crisis service, including sexual assault crisis, mental health crisis, family/intimate violence, distress centers and suicide prevention hotline? _____
- E. Talked to police because you witnessed a crime, were the victim of a crime, or the alleged perpetrator of a crime or because the police told you that you must move along? _____
- F. Stayed one or more nights in a holding cell, jail or prison, whether that was a short-term stay like the drunk tank, a longer stay for a more serious offense, or anything in between? _____

5. Have you been attacked or beaten up since you've become homeless? No Yes Client doesn't know Client Refused

6. Have you threatened to or tried to harm yourself or anyone else in the last year? No Yes Client doesn't know Client Refused

7. Do you have any legal stuff going on right now that may result in you being locked up, having to pay fines, or that make it more difficult for you to rent a place to live? No Yes Client doesn't know Client Refused

8. Does anyone force or trick you to do things that you do not want to do? No Yes Client doesn't know Client Refused

9. Do you ever do anything that may be considered risky like exchange sex for money, run drugs for someone, have unprotected sex with someone you don't know, share a needle, or anything like that? No Yes Client doesn't know Client Refused

Client Name: _____

C. SOCIALIZATION & DAILY FUNCTIONS

10. Is there any person, past landlord, business, bookie, dealer, or government group like the IRS that thinks you owe them money?

No Yes Client doesn't know Client Refused

11. Do you get any money from the government, a person, an inheritance, working under the table, a regular job or anything like that?

No Yes Client doesn't know Client Refused

12. Do you have planned activities, other than just surviving that make you feel happy and fulfilled?

No Yes Client doesn't know Client Refused

13. Are you currently able to take care of basic needs like bathing, changing clothes, using a restroom, getting food and clean water, and other things like that?

No Yes Client doesn't know Client Refused

14. Is your current homelessness in any way caused by a relationship that broke down, an unhealthy or abusive relationship, or because family or friends caused you to become evicted?

No Yes Client doesn't know Client Refused

D. WELLNESS

15. Have you ever had to leave an apartment, shelter program or other place you were staying because of your physical health?

No Yes Client doesn't know Client Refused

16. Do you have any chronic health issues with your liver, kidneys, stomach, lungs or heart?

No Yes Client doesn't know Client Refused

17. If there was space available in a program that specifically assists people that live with HIV/AIDS, would that be of interest to you?

No Yes Client doesn't know Client Refused

18. Do you have any physical disabilities that would limit the type of housing you could access, or would make it hard for you to live independently because you'd need help?

No Yes Client doesn't know Client Refused

19. When you are sick or not feeling well, do you avoid getting help?

No Yes Client doesn't know Client Refused

20. FOR FEMALE RESPONDENTS ONLY: Are you currently pregnant?

No Yes Client doesn't know Client Refused

21. Has your drinking or drug use led you to being kicked out of an apartment or program where you were staying in the past?

No Yes Client doesn't know Client Refused

22. Will drinking or drug use make it difficult for you to stay housed or afford your housing?

No Yes Client doesn't know Client Refused

HAVE YOU EVER HAD TROUBLE MAINTAINING YOUR HOUSING, OR BEEN KICKED OUT OF AN APARTMENT, SHELTER PROGRAM, OR OTHER PLACE YOU WERE STAYING, BECAUSE OF:

- A. A mental health issue or concern? No Yes Client doesn't know Client Refused
- B. A past head injury? No Yes Client doesn't know Client Refused
- C. A learning disability development disability, or other impairment? No Yes Client doesn't know Client Refused
24. Do you have any mental health or brain issues that would make it hard for you to live independently because you'd need help? No Yes Client doesn't know Client Refused
25. Are there any medications that a doctor said you should be taking that, for whatever reason, you are not taking? No Yes Client doesn't know Client Refused
26. Are there any medications like painkillers that you don't take the way the doctor prescribed or where you sell the medication? No Yes Client doesn't know Client Refused
27. YES or NO: Has your current episode of homelessness been caused by an experience of emotional, physical, psychological, sexual, or other type of abuse, or by any other trauma you have experienced? No Yes Client doesn't know Client Refused

VI-SPDAT for Families

American Version 2



Assessment Information

Interviewer's Name: _____

Interviewer's Agency: _____

Assessment Date (MM/DD/YYYY): ____/____/____

Assessment Location (City): _____

Assessment Type: Phone Virtual In Person

Assessment Level: Crisis Needs Assessment Housing Needs Assessment

Is anyone in the household a veteran? Yes No

IF THE PERSON ANSWERED 'YES' DO NOT COMPLETE THE ASSESSMENT. See below for next steps on how to proceed:

If your agency serves as a Veteran Access Point, complete the Veteran Coordinated Entry Assessment with the family.

*If your agency is **NOT** a Veteran Access Point, please direct the family to call 2-1-1 and request to be connected to a Veteran Access Point.*

Basic Household Information

PARENT 1

Head of Household Name (First/Last): _____ Nickname: _____

In what language do you feel best able to express yourself? _____

Date of Birth (DD/MM/YYYY): _____ Age: _____ Social Security Number: _____
____/____/____ _____ _____-____-_____

Consent to Participate: Yes No

PARENT 2

Name (First/Last): _____ Nickname: _____

In what language do you feel best able to express yourself? _____

Date of Birth (DD/MM/YYYY): _____ Age: _____ Social Security Number: _____
____/____/____ _____ _____-____-_____

Consent to Participate: Yes No

Children

1. How many children are currently under the age of 18 are currently with you? _____ Refused

Head of Household: _____



Children (continued)

2. How many children under the age of 18 are not currently with your family, but you have reason to believe they will be joining you when you get housed? _____ Refused

3. **IF HOUSEHOLD INCLUDES A FEMALE:** Is any member of the family currently pregnant?

Yes No Refused

4. Please provide a list of children's names and ages:

First Name	Last Name	Age	Date of Birth
_____	_____	_____	____/____/____
_____	_____	_____	____/____/____
_____	_____	_____	____/____/____
_____	_____	_____	____/____/____
_____	_____	_____	____/____/____
_____	_____	_____	____/____/____
_____	_____	_____	____/____/____

A. History of Housing and Homelessness

5. Where do you and your family sleep most frequently? (Check one)

Shelters Transitional Housing Safe Haven Outdoors Couch Surfing
 Car Client Doesn't Know Client Refused Other: _____

6. How long has it been since you and your family lived in permanent stable housing? _____

Client Refused

7. In the last three years, how many times have you and your family been homeless? _____

Client Refused

B. Risks

8. In the past six months, how many times have you or anyone in your family:

a) Received health care at an emergency department/room? _____ times Client Refused

b) Taken an ambulance to the hospital? _____ times Client Refused

c) Been hospitalized as an inpatient? _____ times Client Refused

Head of Household: _____

B. Risks (continued)

- d) Used a crisis service, including sexual assault crisis, mental health crisis, family/intimate violence, distress centers and suicide prevention hotlines? _____ times Client Refused
- e) Talked to police because they witnessed a crime, were the victim of a crime, or the alleged perpetrator of a crime or because the police told them that they must move along? _____ times Client Refused
- f) Stayed one or more nights in a holding cell, jail or prison, whether that was a short-term stay like the drunk tank, a longer stay for a more serious offense, or anything in between? _____ times Client Refused
9. Have you or anyone in your family been attacked or beaten up since they've become homeless? Yes No Client Refused
10. Have you or any family member threatened to or tried to harm themselves or anyone else in the last year? Yes No Client Refused
11. Do you or anyone in your family have any legal stuff going on right now that may result in them being locked up, having to pay fines, or that make it more difficult to rent a place to live? Yes No Client Refused
12. Does anybody force or trick you or anyone in your family to do things that you do not want to do? Yes No Client Refused
13. Do you or anyone in your family ever do things that may be considered to be risky like exchange sex for money, run drugs for someone, have unprotected sex with someone they don't know, share a needle, or anything like that? Yes No Client Refused

C. Socialization & Daily Functioning

14. Is there any person, past landlord, business, bookie, dealer, or government group like the IRS that thinks you or anyone in your family owe them money? Yes No Client Refused
15. Do you or anyone in your family get any money from the government, a pension, an inheritance, working under the table, a regular job, or anything like that? Yes No Client Refused
16. Does everyone in your family have planned activities, other than just surviving, that make them feel happy and fulfilled? Yes No Client Refused

Head of Household: _____

C. Socialization & Daily Functioning (continued)

17. Is everyone in your family currently able to take care of basic needs like bathing, changing clothes, using a restroom, getting food and clean water and other things like that? Yes No Client Refused
18. Is your family's current homelessness in any way caused by a relationship that broke down, an unhealthy or abusive relationship, or because other family or friends caused your family to become evicted? Yes No Client Refused

D. Wellness

19. Has your family ever had to leave an apartment, shelter program, or other place you were staying because of the physical health of you or anyone in your family? Yes No Client Refused
20. Do you or anyone in your family have any chronic health issues with your liver, kidneys, stomach, lungs or heart? Yes No Client Refused
21. If there was space available in a program that specifically assists people that live with HIV or AIDS, would that be of interest to you or anyone in your family? Yes No Client Refused
22. Does anyone in your family have any physical disabilities that would limit the type of housing you could access, or would make it hard to live independently because you'd need help? Yes No Client Refused
23. When someone in your family is sick or not feeling well, does your family avoid getting medical help? Yes No Client Refused
24. Has drinking or drug use by you or anyone in your family led your family to being kicked out of an apartment or program where you were staying in the past? Yes No Client Refused
25. Will drinking or drug use make it difficult for your family to stay housed or afford your housing? Yes No Client Refused
26. Has your family ever had trouble maintaining your housing, or been kicked out of an apartment, shelter program or other place you were staying, because of:
- a) A mental health issue or concern? Yes No Client Refused
 - b) A past head injury? Yes No Client Refused
 - c) A learning disability, developmental disability, or other impairment? Yes No Client Refused

Head of Household: _____

D. Wellness (continued)

27. Do you or anyone in your family have any mental health or brain issues that would make it hard for your family to live independently because help would be needed? Yes No Client Refused
28. Does any single member of your household have a medical condition, mental health concerns, **and** experience with problematic substance use? Yes No Client Refused
29. Are there any medications that a doctor said you or anyone in your family should be taking that, for whatever reason they are not taking? Yes No Client Refused
30. Are there any medications like painkillers that you or anyone in your family don't take the way the doctor prescribed or where they sell the medication? Yes No Client Refused
31. **YES OR NO:** Has your family's current period of homelessness been caused by an experience of emotional, physical, psychological, sexual, or other type of abuse, or by any other trauma you or anyone in your family have experienced? Yes No Client Refused
32. Are there any children that have been removed from the family by a child protection service within the last 180 days? Yes No Client Refused
33. Do you have any family legal issues that are being resolved in court or need to be resolved in court that would impact your housing or who may live within your housing? Yes No Client Refused
34. In the last 180 days have any children lived with family or friends because of your homelessness or housing situation? Yes No Client Refused
35. Has any child in the family experienced abuse or trauma in the last 180 days? Yes No Client Refused
36. **IF THERE ARE SCHOOL-AGED CHILDREN:** Do your children attend school more often than not each week? Yes No Client Refused
37. Have the members of your family changed in the last 180 days, due to things like divorce, your kids coming back to live with you, someone leaving for military service or incarceration, a relative moving in, or anything like that? Yes No Client Refused
38. Do you anticipate any other adults or children coming to live with you within the first 180 days of being housed? Yes No Client Refused

Head of Household: _____

D. Wellness (continued)

39. Do you have two or more planned activities each week as a family such as outings to the park, going to the library, visiting other family, watching a family movie, or anything like that? Yes No Client Refused
40. After school, or on weekends or days when there isn't school, is the total time children spend each day where there is no interaction with you or another responsible adult...
- a) 3 or more hours per day for children aged 13 or older? Yes No Client Refused
- b) 2 or more hours per day for children aged 12 or younger? Yes No Client Refused
41. **IF THERE ARE CHILDREN BOTH 12 AND UNDER & 13 AND OVER:** Do your older kids spend 2 or more hours on a typical day helping their younger sibling(s) with things like getting ready for school, helping with homework, making them dinner, bathing them, or anything like that? Yes No Client Refused

Follow-Up Questions

On a regular day, where is it easiest to find you and what time of day is easiest to do so?

Place: _____

Time: _____ (morning/night)

Is there a phone number and/or email where someone can safely get in touch with you or leave you a message?

Phone: (_____) _____ - _____

Email: _____

Of the Housing Opportunities the household is eligible for, which of the following housing types is the household interested in?

- Rapid Re-Housing
- Permanent Supportive Housing
- Housing Choice Voucher

Orange County Housing Authority



ADMINISTRATIVE PLAN

HOUSING CHOICE VOUCHER PROGRAM

Approved 05-19-2020

County of Orange
OC Community Resources

PART III: SELECTION FOR HCV ASSISTANCE

4-III.A. OVERVIEW

As vouchers become available, families will be selected for assistance in accordance with the policies described in this part.

OCHA will maintain a clear record of all information required to verify that the family is selected for Special Admission or from the waiting list according to OCHA's selection policies [24 CFR 982.203, 24 CFR 982.204(b) and 982.207(e)].

4-III.B. SELECTION AND HCV FUNDING SOURCES

Special Admissions [24 CFR 982.203]

HUD may award funding for specifically named families living in specified types of units. In these cases, OCHA may admit families that are not on the waiting list, or without considering the family's position on the waiting list. OCHA will maintain records showing that such families were admitted with special program funding.

Conversion of Multifamily Apartment Complex (OPT-OUT):

HUD may allocate funding to provide Housing Choice Voucher (HCV) tenant-based rental assistance for families residing in a HUD project-based subsidized multifamily apartment complex to coincide with the expiration of HUD's Subsidy Contract with the owner. Participants are admitted under targeted funding provisions and must meet applicable verification and eligibility requirements. This may also include families residing in a project covered by a project-based Section 8 HAP contract at or near the end of the HAP contract term.

Targeted Funding [24 CFR 982.204(e)]

HUD may award funding for programs that target a specified category of families on the waiting list including populations who have special needs. Eligible applicants must meet specifically defined program requirements and must also be income-eligible for the HCV program. Eligible applicants will first be selected from OCHA's wait list, regardless of their current placement. If there are an insufficient number of qualifying applicants on the waiting list, OCHA will open the wait list to only those families who meet the eligibility requirements of the specific program. To date, OCHA administers the following special programs that have targeted funding:

Rental Assistance for Non-Elderly Disabled Persons (NED)

HUD has partnered with the California Department of Health & Human Services (HHS) to provide funding for rental assistance for non-elderly disabled persons to successfully transition out of a nursing home or other health care institution, into the community and receive the supportive services needed to maintain independent living within a safe environment. HHS has designated the Dayle MacIntosh Center (DMC) of Orange County, as the lead supportive service provider, who will be responsible for the selection and referral of eligible candidates.

DMC will refer eligible candidates to OCHA to be admitted to the NED HCV Program under the provision of targeted funding. Participants must meet applicable verification and eligibility requirements.

Family Unification Program(FUP)

HUD allocated funding to provide Housing Choice Voucher (HCV) tenant-based rental assistance for families for whom the lack of adequate housing is the primary factor in the separation of children from their family and for eligible emancipated youths 18 to 24 years old. Eligible FUP participants are referred to OCHA through the Orange County Social Services Agency (SSA) and are admitted under targeted funding provisions. Participants must meet applicable verification and eligibility requirements.

Disaster Housing Assistance Program(DHAP)

If funding permits, OCHA may designate Housing Choice Vouchers to be made available for eligible families displaced by a federally declared disaster requiring mandatory evacuation. If the disaster area includes southern California, priority may be given to disaster victims who were residing in OCHA's jurisdiction. OCHA will accept and prioritize the processing of eligibility for households referred through the responsible disaster agency, such as the Federal Emergency Management Agency (FEMA). Participants are admitted under targeted funding provisions and must meet applicable verification and eligibility requirements.

Mainstream Voucher Program (MVP)

HUD allocated funding to provide Housing Choice Voucher tenant-based rental assistance for qualifying non-elderly persons with disabilities. Participants are admitted under targeted funding provisions and must meet applicable verification and eligibility requirements.

Veterans Affairs Supportive Housing (VASH)

HUD allocated funding to provide Housing Choice Voucher (HCV) tenant-based rental assistance for qualifying homeless veterans referred by the Department of Veterans Affairs. Participants are admitted under targeted funding provisions and must meet applicable verification and eligibility requirements.

Regular HCV Funding

Regular HCV funding may be used to assist any eligible family on the waiting list. Families are selected from the waiting list according to the policies provided in Section 4-III.C.

4-III.C. SELECTION METHOD

This section describes the method for selecting applicant families from the waiting list, including the system of admission preferences that OCHA will use [24 CFR 982.202(d)].

Local Preferences [24 CFR 982.207; HCV p. 4-16]

OCHA is permitted to establish local preferences, and to give priority to serving families that meet those criteria. OCHA has therefore established local preferences, at its discretion to address local housing needs and objectives. Local preferences established in this Administrative Plan are consistent with the OCHA PHA Plan.

OCHA will apply the following preferences to all pre-applicants, weighted in descending order:

Members

(living or working in OCHA's jurisdiction)

1. Homeless Individuals and Families who meet specific eligibility criteria (defined on the following page)

2. U.S. Veterans – All
3. Non-Veterans - Elderly, Disabled, or Working Families
4. Non-Working Families

Non-Members

(not living or working in OCHA’s jurisdiction)

5. U.S. Veterans – All
6. Non-Veterans - Elderly, Disabled, or Working Families
7. Non-Working Families

The following is an explanation of OCHA’s preference requirements and the priority order for issuance of Housing Choice Vouchers:

Members:

Applicants who live, work, have been hired to work in, or report to an office located in OCHA’s jurisdiction.

Non-member applicants who move into or begin working in OCHA’s jurisdiction. Applicants in this category will receive member preference status on the date their change report is received in writing.

A member applicant will retain their preference for 60 days from the date they leave OCHA’s jurisdiction.

Members placed or admitted to transitional living facilities outside of OCHA’s jurisdiction for reasons of health or safety and under the administration of governmental case management will retain their member preference.

Homeless Individuals and Families who meet specific eligibility criteria

In addition to targeted programs to assist homeless veteran households through the VASH Program and disabled, homeless households through the Continuum of Care Permanent Supportive Housing Program, OCHA has created a preference to assist homeless persons using regular HCV funding. Under this preference category, OCHA may issue up to 50% of turnover Housing Choice Vouchers annually to households and applicants that qualify under one of the following three categories:

- ***Families Transitioning (moving-up) From Continuum of Care (CoC) Permanent Supportive Housing (PSH) Program projects:***
 - Up to 50 applicants that are current participants in good standing in OCHA’s Continuum of Care Permanent Supportive Housing Program projects who are no longer in need of the level of supportive services provided and have been identified by OCHA’s supportive services partner agencies as such.
- Up to 100 homeless persons and families and/or other persons with special needs, who require supportive services that will be assisted in units designated for project-based Vouchers. These Vouchers will be dedicated to the property for up to 20 years.
- Up to 60 homeless, or formerly homeless persons and families, transitioning from the

Tenant Based Rental Assistance Program or CoC PSH Program projects, referred via the CoC Coordinated Entry System by partner agencies under contract or Memorandum of Understanding with OCHA, and/or other homeless initiatives. The referring agency must certify the homeless or housing status of those referred. Additionally, families already on the waiting list who declare themselves homeless, but not referred by partner agencies, must provide certification from a government organization or other organization that is qualified to determine homelessness or housing status. The number of families who can qualify for this preference will be limited to a number as annually determined by the Housing Authority.

This action is in conformance with recommendations from HUD and local Continuums of Care. In addition, the percentage of Housing Choice Vouchers committed for the homeless is comparable to other Public Housing Authorities in Southern California.

The aforementioned percentage based upon the annual turnover of vouchers from households that exit the Housing Choice Voucher Program the prior calendar year. Turn over vouchers must be the basis for the methodology since HUD has not issued new Housing Choice Vouchers since the early 2000s.

OCHA reserves the right to readjust the targeted number of Vouchers dedicated to each of the above categories based on turnover, funding, business or community needs, not to exceed 50% of all annual turnover Vouchers.

Veterans:

Applicants who are currently serving, or have served in the U. S. armed forces, veterans who have been discharged under conditions other than dishonorable and are eligible to receive veteran benefits or surviving spouses of veterans who have been discharged under conditions other than dishonorable and were eligible to receive veteran benefits. “Surviving spouse” means not divorced from, or not remarried prior to or after the death of the veteran.

Working:

Applicants with earned income from recent employment who meet the following criteria:

Working preference applies only to the head of household, spouse, or sole member.

Must receive earned income, which is defined as salaries and wages, overtime pay, tips, bonuses, self-employment, and any other form of compensation for work performed that can be verified.

Must work at least 20 hours per week for a minimum of 26 weeks in the 12-month period prior to the date of the initial interview appointment.

Length of employment is calculated separately for each individual and cannot be combined with another family member to qualify.

Disabled:

Applicant households whose head, spouse, or sole member is receiving Social Security disability, Supplement Social Security Income disability benefits, or any other payments based on the individual’s inability to work.

Must have a verifiable disabled status for at least a 12-month period or more from the date of the initial interview appointment to qualify for the disabled preference.

Elderly:

Applicant households whose head, spouse, or sole member is age 62 or older.

HUD requires that any working preference must also be given to applicant households whose head, spouse, or sole member is receiving Social Security disability, Supplement Social Security Income disability benefits, or any other payments based on the individual's inability to work and to applicant households whose head, spouse, or sole member is age 62 or older.

OCHA will offer a preference to any family that has been terminated from its HCV program due to insufficient program funding.

Income Targeting Requirement [24 CFR 982.201(b)(2)]

HUD requires that extremely low-income (ELI) families make up at least 75% of the families admitted to the HCV program during OCHA's fiscal year. ELI families are those with annual incomes at or below 30% of the area median income. To ensure this requirement is met, OCHA may skip non-ELI families on the waiting list in order to select an ELI family.

Low income families admitted to the program that are "continuously assisted" under the 1937 Housing Act [24 CFR 982.4(b)], as well as low-income or moderate-income families admitted to the program that are displaced as a result of the prepayment of the mortgage or voluntary termination of an insurance contract on eligible low-income housing, are not counted for income targeting purposes [24 CFR 982.201(b)(2)(v)].

OCHA will monitor progress in meeting the ELI requirement throughout the fiscal year. Extremely low-income families may be selected ahead of other eligible families on an as-needed basis to ensure the income targeting requirement is met. **Order of Selection**

Families will be selected from the waiting list based on the targeted funding or selection preference(s) for which they qualify, and in accordance with OCHA's hierarchy of preferences. Waiting list applicants will be selected based on the position number assigned by random selection (lottery) within each preference category.

4-III.D. NOTIFICATION OF SELECTION

OCHA will notify the family by email and/or first-class mail when it is selected from the waiting list. The notice will inform the family of the following:

- Date, time, and location of the scheduled full application interview, including any procedures for rescheduling the interview.
- Who is required to attend the interview.
- Documents that must be provided at the interview to document the legal identity of household members, including information about what constitutes acceptable documentation.
- Documents that must be provided to determine income and assets.
- Other documents and information that should be brought to the interview.

If a notification letter is returned to OCHA with no forwarding address, the family will be removed from the waiting list.

4-III.E. THE APPLICATION INTERVIEW

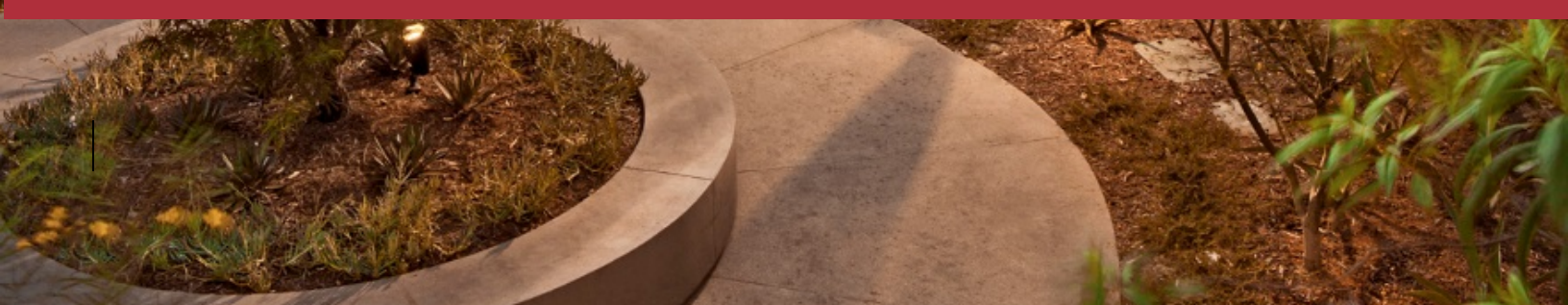
OCHA will obtain the information and documentation needed to make an eligibility determination through a private interview [HCV GB, pg. 4-16]. Being invited to attend an



ANAHEIM HOUSING AUTHORITY

ADMINISTRATIVE PLAN FOR THE SECTION 8 HOUSING CHOICE VOUCHER PROGRAM

EFFECTIVE JULY 1, 2021



Independent Student

PHA Policy

The PHA will consider a student “independent” from his or her parents and the parents’ income will not be considered when determining the student’s eligibility if the following four criteria are all met:

The individual is of legal contract age under state law.

The individual has established a household separate from his/her parents for at least one year prior to application for occupancy or the individual meets the U.S. Department of Education’s definition of independent student.

To be considered an *independent student* according to the Department of Education, a student must meet one or more of the following criteria:

Be at least 24 years old by December 31 of the award year for which aid is sought

Be an orphan, in foster care, or a ward of the court, or have been an orphan, in foster care, or ward of the court at any time when the individual was 13 years of age or older

Be or have been immediately prior to attaining the age of majority, an emancipated minor or in legal guardianship as determined by a court of competent jurisdiction in the individual's state of legal residence

Be a veteran of the U.S. Armed Forces or currently serving on active duty in the Armed Forces for other than training purposes

Be a graduate or professional student

Be married

Have one or more legal dependents other than a spouse (for example, dependent children or an elderly dependent parent)

Have been verified during the school year in which the application is submitted as either an unaccompanied youth who is a homeless child or youth, or as unaccompanied, at risk of homelessness, and self-supporting by:

- A local educational agency homeless liaison
- The director or designee of the director of a program funded under subtitle B of title IV of the McKinney-Vento Homeless Assistance Act
- A financial aid administrator

Be a student for whom a financial aid administrator makes a documented determination of independence by reason of other unusual circumstances

The individual was not claimed as a dependent by his/her parents pursuant to IRS regulations, as demonstrated on the parents' most recent tax forms.

The individual provides a certification of the amount of financial assistance that will be provided by his/her parents. This certification must be signed by the individual providing the support and must be submitted even if no assistance is being provided.

The PHA will verify that a student meets the above criteria in accordance with the policies in Section 7-II.E.

Vulnerable Youth

PHA Policy

The PHA acknowledges that the requirements listed above to be considered an independent student may create barriers for youth, and especially vulnerable youth (i.e., unaccompanied homeless youth, at risk of being homeless youth, and youth who have aged out of foster system), to receive assistance and continue their education, as many of these youth are not connected to their parents or caregivers to obtain the information necessary to show they are "independent" under HUD's current guidance.

Vulnerable youth is defined as an individual who meets the following specific U.S. Department of Education's criteria:

Being an orphan, in foster care, or a ward of the court, or having been an orphan, in foster care, or ward of the court at any time when the individual was 13 years of age or older

Being or having been immediately prior to attaining the age of majority, an emancipated minor or in legal guardianship as determined by a court of competent jurisdiction in the individual's state of legal residence

Having been verified during the school year in which the application is submitted as either an unaccompanied youth who is a homeless child or youth, or as unaccompanied, at risk of homelessness, and self-supporting by a local educational agency homeless liaison, the director or designee of the director of a program funded under the McKinney-Vento Act, or a financial aid administrator

If the PHA determines that an individual is meets the definition of a vulnerable youth, such a determination is all that is necessary determine that the person is an independent student for the purposes of using only the student's income for determining eligibility for assistance.

Institution of Higher Education

The PHA will use the statutory definition under section 102 of the Higher Education Act of 1965 to determine whether a student is attending a *institution of higher education* (see Exhibit 3-2).

Regular HCV Funding

Regular HCV funding may be used to assist any eligible family on the waiting list. Families are selected from the waiting list according to the policies provided in Section 4-III.C.

4-III.C. Selection Method

PHAs must describe the method for selecting applicant families from the waiting list, including the system of admission preferences that the PHA will use [24 CFR 982.202(d)].

Local Preferences [24 CFR 982.207; HCV p. 4-16]

PHAs are permitted to establish local preferences, and to give priority to serving families that meet those criteria. HUD specifically authorizes and places restrictions on certain types of local preferences. HUD also permits the PHA to establish other local preferences, at its discretion. Any local preferences established must be consistent with the PHA plan and the consolidated plan, and must be based on local housing needs and priorities that can be documented by generally accepted data sources.

PHA Policy

The PHA may open its waiting list only to certain local preferences [PIH Notice 2012-34]. The following is a list of local preferences offered by the PHA in their order of selection.

1. Special Needs Populations

- a. For up to 172 vouchers, preference will be granted to non-elderly disabled persons that are transitioning out of institutional or other segregated settings or are homeless. These vouchers were granted through 2017 Mainstream Voucher Program NOFA and 2020 CARES Act allocations). Applicants who live or work in the City of Anaheim will be given priority under this preference.
- b. The PHA will commit up to 50% of annual new admission vouchers to assist Anaheim-based homeless families who are either:
 - i. Referred by an approved local service provider because they are participating in a local transitional housing program or are receiving other supportive and shelter services from that provider. Providers may be required to verify that applicants had ties to Anaheim prior to entering the shelter and commit to providing appropriate services to the client; or
 - ii. Participating in a city-funded homeless program and have been referred by the connected service agency.

Applicants must meet all eligibility requirements. Admissions will be on a first come, first served basis and is subject to funding availability.

2. The PHA may issue vouchers to families who live or work in the City of Anaheim and are referred by Anaheim Police Department. These types of referrals will be

limited to victims of a crime, the magnitude or impact of which requires rapid relocation.

Referrals must be made in writing on Anaheim Police Department letterhead, and signed by the Chief or Deputy Chief of Police only. Eligibility, including background checks will be confirmed for all members. All referrals are subject to the approval of the Executive Director or designee.

3. Eligible families who are displaced as a result of a project sponsored by the City of Anaheim Community Development Department or other City of Anaheim Department.
4. Any family that has been terminated from the City of Anaheim HCV program due to insufficient program funding.
5. Families who live, work, or have been hired to work in Anaheim (Residency preference).

State Required Priority: Veterans (including surviving spouses of veterans) and current members of the armed services will have priority within the preference categories listed above. To receive a veteran's preference, the household must include a veteran, a surviving spouse of a veteran or current member of the armed forces. The veteran must be able to document a discharge status other than dishonorable.

Income Targeting Requirement [24 CFR 982.201(b)(2)]

HUD requires that extremely low-income (ELI) families make up at least 75% of the families admitted to the HCV program during the PHA's fiscal year. ELI families are those with annual incomes at or below 30% of the area median income. To ensure this requirement is met, a PHA may skip non-ELI families on the waiting list in order to select an ELI family.

Low income families admitted to the program that are "continuously assisted" under the 1937 Housing Act [24 CFR 982.4(b)], as well as low-income or moderate-income families admitted to the program that are displaced as a result of the prepayment of the mortgage or voluntary termination of an insurance contract on eligible low-income housing, are not counted for income targeting purposes [24 CFR 982.201(b)(2)(v)].

PHA Policy

The PHA will monitor progress in meeting the ELI requirement throughout the fiscal year. Extremely low-income families will be selected ahead of other eligible families on an as-needed basis to ensure the income targeting requirement is met.

7-II.H. Verification of Preference Status

The PHA must verify any preferences claimed by an applicant that determined their placement on the waiting list.

PHA Policy

Insufficient Funds - The PHA will offer a preference to any family that has been terminated from its HCV program due to insufficient program funding. The PHA will verify this preference using the PHA's termination records.

Residency Preference - To verify eligibility for a residency preference, the family must provide documentation definitively linking them to a job or place of residency in the City of Anaheim. Applicants living in the unincorporated areas of Anaheim do not qualify for the residency preference. A P.O. Box address cannot be used to establish residency.

Acceptable residency/employment documentation includes but is not limited to: a lease which identifies the applicant(s) as the lease holder, utility bill(s) in the applicant(s) name, an offer of employment on employer's letterhead or other verifiable employer provided documentation. Applicant's work site must be located in the City of Anaheim.

Displaced Preference – The PHA will verify this preference through written verification from the City department responsible or involved in the displacement action.

Veteran's Preference – Applicant must submit a copy of their DD-214 or other official documentation from the armed services or the Veterans Affairs Administration. The applicant must meet the definition of veteran under the California Military and Veterans Code, Section 980. If it is unclear that the applicant meets this definition according to the DD-214, it is the applicant's responsibility to provide verification from the US Department of Veterans Affairs that he or she is considered a veteran.

Disability Preference (Project-Based Program only) – Preference in admission may be assigned to applicants qualifying for the support services available for a specific disabled population at a given project-based location. Verification will be accepted from a local support service provided or other qualified professional.

Homeless Set-Aside - For verification of homelessness, the PHA will accept appropriate documentation listed under 24 CFR 582.301.

Mainstream Preference – For verification of institutionalization or other segregated settings, the PHA will accept a statement from a medical professional who is familiar with the applicant and who can attest that the individual would be able to live on their own if housing assistance was available. For verification of at risk of institutionalization, the PHA will accept a statement from a medical professional who is familiar with the applicant and who can attest that the individual is at risk of becoming institutionalized because they do not have access to adequate housing. For verification of at risk of being homeless or homelessness, the PHA will accept appropriate documentation listed under 24 CFR 582.301. The PHA will not accept self-certifications. All certifications must be provided by a third-party source.

PART XI: EMERGENCY HOUSING VOUCHERS

Emergency Housing Vouchers (EHVs) are tenant-based rental assistance under section 8(o) of the United States Housing Act of 1937 and largely follow the same federal regulations as the HCV program. However, the American Rescue Plan (ARP) provided HUD with the authority to waive any provision of any statute or regulation used to administer the amounts made available under section 3202 (except for requirements related to fair housing, nondiscrimination, labor standards and the environment) upon a finding that any such waivers or alternative requirements are necessary to expedite or facilitate the use of amounts made available for the EHVs.

On May 5, 2021, HUD executed their authority to establish specific requirements for EHVs and published Notice PIH 2021-15 titled “Emergency Housing Vouchers – Operating Requirements.” Notice PIH 2021-15 outlines the specific operating requirements, procedures, that PHA’s are required to follow in order to receive and administer EHVs along with optional regulatory waivers.

Unless expressly waived through Notice 2021-15 (or subsequent HUD guidance), all statutory and regulatory requirements and HUD directives regarding the HCV program are applicable to EHVs, including the use of all HUD-required contracts and other forms. The PHA’s policies also apply to the EHVs vouchers unless such local policy conflicts with the requirements of the ARP, the requirements Notice 2021-15 (or subsequent HUD guidance), or the waivers and alternative requirements outlined in Notice 2021-15 (or subsequent HUD guidance).

EHV Target Populations:

EHVs specifically target families experiencing homelessness (or at risk of homelessness); attempting to flee, domestic violence, dating violence, sexual assault, stalking or human trafficking; or were recently homeless and for whom providing rental assistance will prevent the family’s homelessness or having high risk of housing instability. The PHA will follow the definitions of the target populations outlined in Notice PIH 2021-15.

EHV Service Fee Uses:

Service fee funding will not be used for the HCV program and can only be used in relation to EHVs. Any service fee assistance that is returned to the PHA after its initial or subsequent use (such as security deposits/utility deposits/other assistance that may be wholly or partly returned to the PHA by the owner/utility supplier/family) may only be applied to the eligible services fee uses defined by Notice PIH 2021-15 (or subsequent notices) or other EHV administrative costs.

The PHA will use the service fee to fund housing navigation services when needed by the voucher holder. Housing search/navigation assistance may include, but is not limited, to helping a family identify and visit potentially available units during their housing search, helping to find a unit that meets the household’s disability-related needs, providing transportation and directions, assisting with the completion of rental applications and PHA forms, and helping to expedite the EHV leasing process for the family.

PART I: GENERAL REQUIREMENTS

17-I.A. Overview [24 CFR 983.5 and FR Notice 01/18/17]

The project-based voucher (PBV) program allows PHAs that already administer a tenant-based voucher program under an annual contributions contract (ACC) with HUD to take up to 20 percent of units allocated in the voucher program and attach the funding to specific units rather than using it for tenant-based assistance [24 CFR 983.6 and FR Notice 01/18/17]. PHAs may only operate a PBV program if doing so is consistent with the PHA's Annual Plan, and the goal of deconcentrating poverty and expanding housing and economic opportunities [42 U.S.C. 1437f(o)(13)].

PHA Policy

The PHA will operate a project-based voucher program using up to 20 percent of units allocated in the voucher program for project-based assistance. The PHA can project-base an additional 10 percent of its units above the 20 percent program limit if they are strictly used for housing homeless families, housing families with veterans, offer supportive services to persons with disabilities or elderly persons, or if units are located in census tract with a poverty rate of 20 percent or less.

The PHA may project-base HUD-VASH and Family Unification Program (FUP) vouchers in accordance with statutory and regulatory requirements of the PBV without additional requirements for approval by HUD. If the PHA decides to project-base HUD-VASH vouchers, it will consult with their partner Veterans Administration Medical Center (VAMC) to ensure that the VAMC will still be able to continue to provide supportive services to individuals receiving HUD-VASH assistance. Furthermore, the PHA that received HUD-VASH PBV set-aside funds must continue to comply with all of the terms and conditions that apply to those vouchers

17-I.B. Tenant-Based vs. Project-Based Voucher Assistance [24 CFR 983.2]

Much of the tenant-based voucher program regulations also apply to the PBV program. Consequently, many of the PHA policies related to tenant-based assistance also apply to PBV assistance. The provisions of the tenant-based voucher regulations that do not apply to the PBV program are listed at 24 CFR 983.2.

PHA Policy

Except as otherwise noted in this chapter, or unless specifically prohibited by PBV program regulations, the PHA policies for the tenant-based voucher program contained in this administrative plan also apply to the PBV program and its participants.

Preferences [24 CFR 983.251(d) and FR Notice 01/18/17]

The PHA may use the same selection preferences that are used for the tenant-based voucher program, establish selection criteria or preferences for the PBV program as a whole, or for occupancy of particular PBV developments or units. The PHA must provide an absolute selection preference for eligible in-place families as described in Section 17-VI.B. above.

Although the PHA is prohibited from granting preferences to persons with a specific disability, the PHA may establish a selection preference for families who qualify for voluntary services, including disability-specific services, offered in conjunction with assisted units, provided that the preference is consistent with the PHA plan and nondiscrimination and civil rights statutes and requirements.

- With disabilities that significantly interfere with their ability to obtain and maintain themselves in housing;
- Who, without appropriate supportive services, will not be able to obtain or maintain themselves in housing; and
- For whom such services cannot be provided in a non-segregated setting.

In advertising such a project, the owner may advertise the project as offering services for a particular type of disability; however, the project must be open to all otherwise eligible disabled persons who may benefit from services provided in the project. In these projects, disabled residents may not be required to accept the particular services offered as a condition of occupancy.

If the PHA has projects exceeding the 25 percent or 25 unit project cap because those projects include “excepted units” (as defined in Section 17-II.F.), the PHA must give preference to such families when referring families to these units [24 CFR 983.261(b)].

PHA Policy

The PHA will establish a set of preferences for each PBV waiting list to reflect the target population of each PBV project or group of units.

The PHA will also provide a selection preference when required by the regulation (e.g., eligible in-place families, qualifying families for “excepted units,” mobility impaired persons for accessible units).

The PHA will commit up to 50% of annual new admission vouchers to assist Anaheim-based homeless families who are either:

- i. Referred by an approved local service provider because they are participating in a local transitional housing program or are receiving other supportive and shelter services from that provider; or
- ii. Participating in a city-funded homeless program and have been referred by the connected service agency.

Applicants are still required to meet all eligibility requirements and qualify for the PBV unit that they applied for.



**GARDEN GROVE
HOUSING AUTHORITY**

ADMINISTRATIVE PLAN



Chapter 6

ESTABLISHING PREFERENCES AND MAINTAINING THE WAITING LIST

INTRODUCTION

It is the GGHA's objective to ensure that families are placed in the proper order on the Waiting List and selected from the Waiting List for admissions in accordance with the policies in this Administrative Plan.

This chapter explains the preferences that the GGHA has adopted to meet local housing needs, defines the eligibility criteria for the preferences, and explains the GGHA's system of applying them.

By maintaining an accurate Waiting List, the GGHA will be able to perform the activities that ensure an adequate pool of qualified applicants will be available so that program funds are used in a timely manner.

A. WAITING LIST

The GGHA uses a single Waiting List for admission to its HCV program.

Except for Special Admissions, applicants will be selected from the GGHA Waiting List in accordance with policies and preferences and income targeting requirements (required by HUD) defined in this Administrative Plan.

The GGHA will maintain information that permits proper selection from the Waiting List.

The Waiting List contains the following information for each applicant listed:

- Applicant Name
- Date and time of application
- Qualification for any local preference
- Racial or ethnic designation of the head of household
- Targeted program qualifications

B. SPECIAL ADMISSIONS

Special Admissions families will be admitted outside of the regular Waiting List process. They do not have to qualify for any preferences, nor are they required to be on the program Waiting List. The GGHA maintains separate records of these admissions.

Provided there is sufficient funding, the GGHA may allow special admissions for families in the following situations:

- A family residing in a project covered by a project-based Section 8 HAP contract at or near the end of the HAP contract term;
- Mainstream for Persons with Disabilities;
- Displaced by an activity carried out by federal, state or local governmental body;
- Displaced by natural disaster, such as flood or fire and referred by a local, state, or federal agency;
- Displaced by a human-made disaster, such as a terrorist attack and referred by a local, state, or federal agency;
- Living in and referred from a homeless shelter with which the GGHA has an agreement;
- Referred from a local agency with which the City has an agreement.
- Living in a structure that has been deemed unsafe by the City's Building Department and referred by that agency.

C. LOCAL PREFERENCES

The GGHA will offer public notice when changing its preference system and the notice will be publicized using the same guidelines as those for opening and closing the Waiting List.

Order of Selection

The GGHA's method for selecting applicants from a preference category leaves a clear audit trail that can be used to verify that each applicant has been selected in accordance with the method specified in the Administrative Plan. Local preferences will be used to select families from the Waiting List. Among applicants with equal preference status, the Waiting List will be organized by date and time.

The GGHA uses the following Local Preference priority system:

First Preference - Residency

Residents of the City of Garden Grove will be assisted prior to those families that are not residents. All families living or working in the City of Garden Grove, either at any time of a pre-application or during the time they are on the Waiting List, will be considered as residents. If a family has to move to another city, they will not lose their resident status.

CHAPTER 23

EMERGENCY HOUSING VOUCHER PROGRAM

Emergency Housing Vouchers (EHVs) are to assist individuals and families who are experiencing homelessness; at risk of experiencing homelessness; fleeing, or attempting to flee, domestic violence, dating violence, sexual assault, stalking, or human trafficking; or were recently homeless and for whom providing rental assistance will prevent the family's homelessness or having high risk of housing instability.

To ensure that the EHVs assist families who are most in need, the Garden Grove Housing Authority (GGHA) will work with community partners to determine the best use and targeting for the vouchers along with other resources available in the community. The GGHA will partner with the Continuum of Care (CoC) or other homeless or victim services providers to assist qualifying families through a direct referral process.

Individual and Family Eligibility under the Qualifying Categories

In order to be eligible for an EHV, an individual or family must meet one of four eligibility categories:

1. Homeless
2. At risk of homelessness
3. Fleeing, or attempting to flee, domestic violence, dating violence, sexual assault, stalking, or human trafficking
4. Recently homeless and for whom providing rental assistance will prevent the family's homelessness or having high risk of housing instability.

In general, the verification that the individual or family meets one of these four eligibility categories is conducted by the CoC or another partnering agency that makes direct referrals to the GGHA. The CoC or other direct referral partner must provide supporting documentation to the GGHA of the referring agency's verification that the family meets one of the four eligible categories for EHV assistance.

In general, EHV families are issued EHVs as the result of either:

1. The direct referral process from the CoC Coordinated Entry (CE) System and/or other partnering organizations, or
2. A situation where the GGHA makes an EHV available in order to facilitate an emergency transfer in accordance with the Violence Against Women Act (VAWA) as outlined in the GGHA's Emergency Transfer Plan.

The GGHA must also take direct referrals from outside the CoC CE system if:

1. The CE system does not have a sufficient number of eligible families to refer to the PHA, or
2. The CE system does not identify families that may be eligible for EHV assistance because they are fleeing, or attempting to flee, domestic violence, dating violence, sexual assault, stalking or human trafficking.

If at any time the GGHA is not receiving enough referrals or is not receiving referrals in a timely manner from the CoC CE system or other partner referral agencies (or the PHA and CoC cannot identify any such alternative referral partner agencies), HUD may permit the GGHA on a temporary or permanent basis to take EHV applications directly from applicants and admit eligible families to the EHV program in lieu of or in addition to direct referrals in those circumstances.

Mandatory Prohibitions

1. The GGHA must prohibit admission if any household member has ever been convicted of drug-related criminal activity for manufacture or production of methamphetamine on the premises of federally assisted housing to EHV applicants.
2. The GGHA must prohibit admission to the program if any member of the household is subject to a lifetime registration requirement under a State sex offender registration program to EHV applicants.

Permissible Prohibitions

1. If the GGHA determines that any household member is currently engaged in, or has engaged in within the previous 12 months:
 - A. Violent criminal activity.
 - B. Other criminal activity which may threaten the health, safety, or right to peaceful enjoyment of the premises by other residents or persons residing in the immediate vicinity.
2. If any member of the family has committed fraud, bribery, or any other corrupt or criminal act in connection with any Federal housing program within the previous 12 months.
3. If the family engaged in or threatened abusive or violent behavior toward PHA personnel within the previous 12 months.

Administrative Fees and Funding for Other Eligible Expenses

The GGHA will maintain separate financial records from its regular HCV funding for all EHV funding, both HAP and administrative fee amounts.

Ongoing administrative fees:

EHV ongoing administrative fees may be used for any eligible administrative expenses related to the EHV. These fees may also be used to pay for any of the eligible activities under the EHV services fee.

Services Fee:

The GGHA will determine eligible uses of services fees to assist families to successfully lease units with the EHV. The GGHA may limit the amount of assistance for any of the eligible uses or place other restrictions on those uses. However, the services fee funding must be initially used for these defined eligible uses and not for other administrative expenses of the EHV. Service fee funding may never be used for the HCV program.

If services fee funding is available, the GGHA may consider these eligible uses:

- A. Security deposit assistance. The GGHA may provide security deposit assistance for the family. The amount of the security deposit assistance may not exceed the lesser of two months' rent to owner, the maximum security deposit allowed under applicable state and/or local law, or the actual security deposit required by the owner.

The GGHA may choose to pay the security deposit assistance directly to the owner or may pay the assistance to the family, provided the GGHA verifies the family paid the security deposit. The GGHA may place conditions on the security deposit assistance, such as requiring the owner or family to return the security deposit assistance to the GGHA at the end of the family's tenancy (less any amounts retained by the owner in accordance with the lease). Security deposit assistance returned to the GGHA must be used for either services fee eligible uses or other EHV administrative costs.

- B. Utility deposit assistance/utility arrears. The GGHA may provide utility deposit assistance for some or all of the family's utility deposit expenses. Assistance can be provided for deposits (including connection fees) required for the utilities to be supplied by the tenant under the lease. The GGHA may choose to pay the utility deposit assistance directly to the utility company or may pay the assistance to the family, provided the GGHA verifies the family paid the utility deposit. The GGHA may place

conditions on the utility deposit assistance, such as requiring the utility supplier or family to return the utility deposit assistance to the GGHA.

- C. Essential housing items. The GGHA may assist the family with some or all of the costs of acquiring essential household items such as but not limited to: Refrigerator, washer/dryer, tableware, bedding, etc.
- D. Other eligible uses as determined by a Supervisor to best address the leasing challenges faced by EHV eligible families.

Santa Ana Housing Authority Administrative Plan

4-III.C. SELECTION METHOD

PHAs must describe the method for selecting applicant families from the Waiting List, including the system of admission preferences that SAHA will use [24 CFR 982.202(d)].

Local Preferences [24 CFR 982.207; HCV p. 4-16]

PHAs are permitted to establish local preferences, and to give priority to serving families that meet those criteria. HUD specifically authorizes and places restrictions on certain types of local preferences. HUD also permits SAHA to establish other local preferences, at its discretion. Any local preferences established must be consistent with SAHA plan and the consolidated plan, and must be based on local housing needs and priorities that can be documented by generally accepted data sources.

SAHA Policy

Local preferences will be numerically ranked, with number 1 being the highest preference, in the following order:

1. **United States Military Veteran Preference:** United States military veterans or surviving spouses and dependent children of a United States military veteran, or active military personnel, their spouse and their dependent children who live or work in the City of Santa Ana at the time of application. The veteran must have been discharged under conditions other than dishonorable and were/is eligible to receive veteran's benefits. Form DD-214 with a discharge status of other than dishonorable, or equivalent verification, must be provided at their eligibility interview appointment. The individual must have served a minimum of 90 days to qualify for the preference. "Surviving spouse" means not divorced from, or not remarried prior to or after the death of the veteran. A marriage and death certificate will be required for a surviving spouse.
2. **Residency Preference:** Residency preference for families who live or work in the City of Santa Ana at the time of application. At least two pieces of evidence must be provided for families who live or work in the City of Santa Ana including but not limited to a lease, utility bills, bank statements, or paycheck stubs.

Additionally, SAHA will offer priority to any family that has been terminated from its HCV program due to insufficient program funding.

Homeless Individuals and Families Set-Aside Preference

In accordance with PIH Notice 2013-15, SAHA will accept direct referrals to the HCV Program for the following target population:

- **Homeless Individuals and Families:** The number of homeless individuals and families who can qualify for this preference and successfully lease a unit with their voucher will be limited to 50% of the total number of vouchers that become available through annual turnover in the previous calendar year. To qualify for this preference, homeless individuals and families must be referred by agencies with a contract or Memorandum of Understanding (MOU) in place with the Housing Authority, or by Community Based Organizations (CBO's) contracted with the Housing Authority. The referring agency must provide a certification of the family's homeless status. Additionally, families already registered on the

Waiting List who declare themselves as homeless, but are not referred by a CBO must provide a certification of their homeless status from an agency that has an MOU in place with the Housing Authority. This set-aside preference has been documented by SAHA using generally accepted data sources.

The term, “residence,” includes homeless shelters and other dwelling places where homeless people may be living, sleeping or receiving services in the City of Santa Ana. Therefore, homeless individuals and families who qualify for this preference will qualify as residents.

All preferences must be applicable and verifiable at the time of selection from the Waiting List.

Income Targeting Requirement [24 CFR 982.201(b)(2)]

HUD requires that extremely low-income (ELI) families make up at least 75 percent of the families admitted to the HCV program during SAHA’s fiscal year. ELI families are those with annual incomes at or below the federal poverty level or 30 percent of the area median income, whichever number is higher. To ensure this requirement is met, a PHA may skip non-ELI families on the Waiting List in order to select an ELI family.

Low-income families admitted to the program that are “continuously assisted” under the 1937 Housing Act [24 CFR 982.4(b)], as well as low-income or moderate-income families admitted to the program that are displaced as a result of the prepayment of the mortgage or voluntary termination of an insurance contract on eligible low-income housing, are not counted for income targeting purposes [24 CFR 982.201(b)(2)(v)].

SAHA Policy

SAHA will monitor progress in meeting the income targeting requirement throughout the fiscal year. Extremely low-income families will be selected ahead of other eligible families on an as-needed basis to ensure the income targeting requirement is met.

Order of Selection

SAHA system of preferences may select families based on local preferences according to the date and time of application or by a random selection process (lottery) [24 CFR 982.207(c)]. If a PHA does not have enough funding to assist the family at the top of the Waiting List, it is not permitted to skip down the Waiting List to a family that it can afford to subsidize when there are not sufficient funds to subsidize the family at the top of the Waiting List [24 CFR 982.204(d) and (e)].

SAHA Policy

Families will be selected from the Waiting List based on the local preference(s) for which they qualify, and in accordance with SAHA’s hierarchy of preferences. Within each preference category, families will be selected by assigned lottery number (score), if lottery was performed when placed on the Waiting List. Documentation will be maintained by SAHA as to whether families on the list qualify for and are interested in targeted funding. If a higher placed family on the Waiting List is not qualified or not interested in targeted funding, there will be a notation maintained so that SAHA does not have to ask higher placed families each time targeted selections are made.

Orange County Housing Authority



ADMINISTRATIVE PLAN

HOUSING CHOICE VOUCHER PROGRAM

Approved 05-19-2020

County of Orange
OC Community Resources

PART III: SELECTION FOR HCV ASSISTANCE

4-III.A. OVERVIEW

As vouchers become available, families will be selected for assistance in accordance with the policies described in this part.

OCHA will maintain a clear record of all information required to verify that the family is selected for Special Admission or from the waiting list according to OCHA's selection policies [24 CFR 982.203, 24 CFR 982.204(b) and 982.207(e)].

4-III.B. SELECTION AND HCV FUNDING SOURCES

Special Admissions [24 CFR 982.203]

HUD may award funding for specifically named families living in specified types of units. In these cases, OCHA may admit families that are not on the waiting list, or without considering the family's position on the waiting list. OCHA will maintain records showing that such families were admitted with special program funding.

Conversion of Multifamily Apartment Complex (OPT-OUT):

HUD may allocate funding to provide Housing Choice Voucher (HCV) tenant-based rental assistance for families residing in a HUD project-based subsidized multifamily apartment complex to coincide with the expiration of HUD's Subsidy Contract with the owner. Participants are admitted under targeted funding provisions and must meet applicable verification and eligibility requirements. This may also include families residing in a project covered by a project-based Section 8 HAP contract at or near the end of the HAP contract term.

Targeted Funding [24 CFR 982.204(e)]

HUD may award funding for programs that target a specified category of families on the waiting list including populations who have special needs. Eligible applicants must meet specifically defined program requirements and must also be income-eligible for the HCV program. Eligible applicants will first be selected from OCHA's wait list, regardless of their current placement. If there are an insufficient number of qualifying applicants on the waiting list, OCHA will open the wait list to only those families who meet the eligibility requirements of the specific program. To date, OCHA administers the following special programs that have targeted funding:

Rental Assistance for Non-Elderly Disabled Persons (NED)

HUD has partnered with the California Department of Health & Human Services (HHS) to provide funding for rental assistance for non-elderly disabled persons to successfully transition out of a nursing home or other health care institution, into the community and receive the supportive services needed to maintain independent living within a safe environment. HHS has designated the Dayle MacIntosh Center (DMC) of Orange County, as the lead supportive service provider, who will be responsible for the selection and referral of eligible candidates.

DMC will refer eligible candidates to OCHA to be admitted to the NED HCV Program under the provision of targeted funding. Participants must meet applicable verification and eligibility requirements.

Family Unification Program(FUP)

HUD allocated funding to provide Housing Choice Voucher (HCV) tenant-based rental assistance for families for whom the lack of adequate housing is the primary factor in the separation of children from their family and for eligible emancipated youths 18 to 24 years old. Eligible FUP participants are referred to OCHA through the Orange County Social Services Agency (SSA) and are admitted under targeted funding provisions. Participants must meet applicable verification and eligibility requirements.

Disaster Housing Assistance Program(DHAP)

If funding permits, OCHA may designate Housing Choice Vouchers to be made available for eligible families displaced by a federally declared disaster requiring mandatory evacuation. If the disaster area includes southern California, priority may be given to disaster victims who were residing in OCHA's jurisdiction. OCHA will accept and prioritize the processing of eligibility for households referred through the responsible disaster agency, such as the Federal Emergency Management Agency (FEMA). Participants are admitted under targeted funding provisions and must meet applicable verification and eligibility requirements.

Mainstream Voucher Program (MVP)

HUD allocated funding to provide Housing Choice Voucher tenant-based rental assistance for qualifying non-elderly persons with disabilities. Participants are admitted under targeted funding provisions and must meet applicable verification and eligibility requirements.

Veterans Affairs Supportive Housing (VASH)

HUD allocated funding to provide Housing Choice Voucher (HCV) tenant-based rental assistance for qualifying homeless veterans referred by the Department of Veterans Affairs. Participants are admitted under targeted funding provisions and must meet applicable verification and eligibility requirements.

Regular HCV Funding

Regular HCV funding may be used to assist any eligible family on the waiting list. Families are selected from the waiting list according to the policies provided in Section 4-III.C.

4-III.C. SELECTION METHOD

This section describes the method for selecting applicant families from the waiting list, including the system of admission preferences that OCHA will use [24 CFR 982.202(d)].

Local Preferences [24 CFR 982.207; HCV p. 4-16]

OCHA is permitted to establish local preferences, and to give priority to serving families that meet those criteria. OCHA has therefore established local preferences, at its discretion to address local housing needs and objectives. Local preferences established in this Administrative Plan are consistent with the OCHA PHA Plan.

OCHA will apply the following preferences to all pre-applicants, weighted in descending order:

Members

(living or working in OCHA's jurisdiction)

1. Homeless Individuals and Families who meet specific eligibility criteria (defined on the following page)

2. U.S. Veterans – All
3. Non-Veterans - Elderly, Disabled, or Working Families
4. Non-Working Families

Non-Members

(not living or working in OCHA’s jurisdiction)

5. U.S. Veterans – All
6. Non-Veterans - Elderly, Disabled, or Working Families
7. Non-Working Families

The following is an explanation of OCHA’s preference requirements and the priority order for issuance of Housing Choice Vouchers:

Members:

Applicants who live, work, have been hired to work in, or report to an office located in OCHA’s jurisdiction.

Non-member applicants who move into or begin working in OCHA’s jurisdiction. Applicants in this category will receive member preference status on the date their change report is received in writing.

A member applicant will retain their preference for 60 days from the date they leave OCHA’s jurisdiction.

Members placed or admitted to transitional living facilities outside of OCHA’s jurisdiction for reasons of health or safety and under the administration of governmental case management will retain their member preference.

Homeless Individuals and Families who meet specific eligibility criteria

In addition to targeted programs to assist homeless veteran households through the VASH Program and disabled, homeless households through the Continuum of Care Permanent Supportive Housing Program, OCHA has created a preference to assist homeless persons using regular HCV funding. Under this preference category, OCHA may issue up to 50% of turnover Housing Choice Vouchers annually to households and applicants that qualify under one of the following three categories:

- ***Families Transitioning (moving-up) From Continuum of Care (CoC) Permanent Supportive Housing (PSH) Program projects:***
 - Up to 50 applicants that are current participants in good standing in OCHA’s Continuum of Care Permanent Supportive Housing Program projects who are no longer in need of the level of supportive services provided and have been identified by OCHA’s supportive services partner agencies as such.
- Up to 100 homeless persons and families and/or other persons with special needs, who require supportive services that will be assisted in units designated for project-based Vouchers. These Vouchers will be dedicated to the property for up to 20 years.
- Up to 60 homeless, or formerly homeless persons and families, transitioning from the

Tenant Based Rental Assistance Program or CoC PSH Program projects, referred via the CoC Coordinated Entry System by partner agencies under contract or Memorandum of Understanding with OCHA, and/or other homeless initiatives. The referring agency must certify the homeless or housing status of those referred. Additionally, families already on the waiting list who declare themselves homeless, but not referred by partner agencies, must provide certification from a government organization or other organization that is qualified to determine homelessness or housing status. The number of families who can qualify for this preference will be limited to a number as annually determined by the Housing Authority.

This action is in conformance with recommendations from HUD and local Continuums of Care. In addition, the percentage of Housing Choice Vouchers committed for the homeless is comparable to other Public Housing Authorities in Southern California.

The aforementioned percentage based upon the annual turnover of vouchers from households that exit the Housing Choice Voucher Program the prior calendar year. Turn over vouchers must be the basis for the methodology since HUD has not issued new Housing Choice Vouchers since the early 2000s.

OCHA reserves the right to readjust the targeted number of Vouchers dedicated to each of the above categories based on turnover, funding, business or community needs, not to exceed 50% of all annual turnover Vouchers.

Veterans:

Applicants who are currently serving, or have served in the U. S. armed forces, veterans who have been discharged under conditions other than dishonorable and are eligible to receive veteran benefits or surviving spouses of veterans who have been discharged under conditions other than dishonorable and were eligible to receive veteran benefits. “Surviving spouse” means not divorced from, or not remarried prior to or after the death of the veteran.

Working:

Applicants with earned income from recent employment who meet the following criteria:

Working preference applies only to the head of household, spouse, or sole member.

Must receive earned income, which is defined as salaries and wages, overtime pay, tips, bonuses, self-employment, and any other form of compensation for work performed that can be verified.

Must work at least 20 hours per week for a minimum of 26 weeks in the 12-month period prior to the date of the initial interview appointment.

Length of employment is calculated separately for each individual and cannot be combined with another family member to qualify.

Disabled:

Applicant households whose head, spouse, or sole member is receiving Social Security disability, Supplement Social Security Income disability benefits, or any other payments based on the individual’s inability to work.

Must have a verifiable disabled status for at least a 12-month period or more from the date of the initial interview appointment to qualify for the disabled preference.

Elderly:

Applicant households whose head, spouse, or sole member is age 62 or older.

HUD requires that any working preference must also be given to applicant households whose head, spouse, or sole member is receiving Social Security disability, Supplement Social Security Income disability benefits, or any other payments based on the individual's inability to work and to applicant households whose head, spouse, or sole member is age 62 or older.

OCHA will offer a preference to any family that has been terminated from its HCV program due to insufficient program funding.

Income Targeting Requirement [24 CFR 982.201(b)(2)]

HUD requires that extremely low-income (ELI) families make up at least 75% of the families admitted to the HCV program during OCHA's fiscal year. ELI families are those with annual incomes at or below 30% of the area median income. To ensure this requirement is met, OCHA may skip non-ELI families on the waiting list in order to select an ELI family.

Low income families admitted to the program that are "continuously assisted" under the 1937 Housing Act [24 CFR 982.4(b)], as well as low-income or moderate-income families admitted to the program that are displaced as a result of the prepayment of the mortgage or voluntary termination of an insurance contract on eligible low-income housing, are not counted for income targeting purposes [24 CFR 982.201(b)(2)(v)].

OCHA will monitor progress in meeting the ELI requirement throughout the fiscal year. Extremely low-income families may be selected ahead of other eligible families on an as-needed basis to ensure the income targeting requirement is met. **Order of Selection**

Families will be selected from the waiting list based on the targeted funding or selection preference(s) for which they qualify, and in accordance with OCHA's hierarchy of preferences. Waiting list applicants will be selected based on the position number assigned by random selection (lottery) within each preference category.

4-III.D. NOTIFICATION OF SELECTION

OCHA will notify the family by email and/or first-class mail when it is selected from the waiting list. The notice will inform the family of the following:

- Date, time, and location of the scheduled full application interview, including any procedures for rescheduling the interview.
- Who is required to attend the interview.
- Documents that must be provided at the interview to document the legal identity of household members, including information about what constitutes acceptable documentation.
- Documents that must be provided to determine income and assets.
- Other documents and information that should be brought to the interview.

If a notification letter is returned to OCHA with no forwarding address, the family will be removed from the waiting list.

4-III.E. THE APPLICATION INTERVIEW

OCHA will obtain the information and documentation needed to make an eligibility determination through a private interview [HCV GB, pg. 4-16]. Being invited to attend an

Lundy, Zulima

From: Boehringer, Felicia
Sent: Friday, September 3, 2021 4:08 PM
To: Lundy, Zulima; Gaspar, Jocelyn
Subject: BidSync - Orange County Continuum of Care 2021 Application for CoC Renewal Projects

Good afternoon CoC Funded Agencies,

The Orange County Continuum of Care 2021 Application for CoC Renewal Projects has been released on BidSync. You have likely received the email from BidSync if you were able to successfully create an account – please see email below for reference. A friendly reminder that the application must be accessed through the links sent to your email, as the application can only be viewed by invitation.

If you have further questions, please feel free to reach out.

Best Regards,



Felicia Boehringer, MSW
Continuum of Care Administrator
Office of Care Coordination
405 W. 5th St, Suite 680, Santa Ana, CA 92701
Phone | 714-834-4454



County of Orange is inviting you to participate in the following bid opportunity:

2109-001 - Orange County Continuum of Care 2021 Application for CoC Renewal Projects

To view this bid opportunity, please click on the link below or enter the link information into your web browser address bar.

<https://www.bidsync.com/DPX?ac=view&auc=2081916>

You have been notified because you have marked the following region, agency type, and classifications as your industry of interest:

Region: California

Agency Type: County

Classifications: Click on the link below or enter the link information into your web browser address bar to view matching classifications:

<https://www.bidsync.com/DPX?ac=dnaucats&auctionid=2081916&supplierid=373346&userid=1203633&dncode=22RLBF01M>

NOTE: Currently you will NOT receive Addendum notifications, Question and Answer notifications, or PreBid Conference notifications. If you like to change your Notification Preferences for this bid then you must login into BidSync, view the bid, and there you may change your preferences for this bid.

Bid Title: Orange County Continuum of Care 2021 Application for CoC Renewal Projects
Bid Number: 2109-001
Bid Starts: Sep 3, 2021 2:16:31 PM PDT
Bid Ends: Sep 27, 2021 12:00:00 PM PDT

To place a "No Bid" response on this bid click on the link below or enter the link information into your web browser address bar.
<https://www.bidsync.com/DPXOffer?ac=setnobid&auc=2081916>

If you have any questions regarding this bid, please contact the soliciting agency. For questions on using the system to respond
Vendor Support at:
800-990-9339
801-765-9245
vendorsupport@bidsync.com

BidSync
www.bidsync.com

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To change your email preferences or unsubscribe from certain messages, please click the following link: [Manage Your Subscription](#)

If you need additional help please call BidSync Vendor Support at 800-990-9339 or email vendorsupport@bidsync.com.

To change your notification options, please do the following:

1. Login to BidSync's system.
2. Click on the "My account" link at the top.
3. Click on the "Company profile" link at the left.
4. Click on the "Notifications" tab.
5. Edit your notifications and then click on the "Save" button.

Gaspar, Jocelyn

From: Boehringer, Felicia
Sent: Monday, November 1, 2021 3:44 PM
To: Gaspar, Jocelyn
Subject: FW: Courtesy Copy: Notice of Funding Opportunity - Apply for DV Bonus and CoC Bonus Projects
Attachments: Vendor Registration Instructions and Account Set Up.pdf

Hi Jocelyn,

Here is the copy of the email.

Best Regards,



Felicia Boehringer, MSW
Continuum of Care Administrator
Office of Care Coordination
405 W. 5th St, Suite 680, Santa Ana, CA 92701
Office | 714-834-4454 Cell | 714-620-4396

From: County of Orange, California <oc_info@ocgov.info>
Sent: Thursday, September 16, 2021 4:01 PM
To: Vargas, Mayra <MVargas@ochca.com>; Betances, Karen <KBetances@ochca.com>; Gaspar, Jocelyn <JGaspar@ochca.com>; Chou, Grace <grace.chou@ocit.ocgov.com>; Nguyen, Julie <Julie.Nguyen@ocit.ocgov.com>; Nguyen, Julie <Julie.Nguyen@ocit.ocgov.com>; Boehringer, Felicia <fboehringer@ochca.com>
Subject: Courtesy Copy: Notice of Funding Opportunity - Apply for DV Bonus and CoC Bonus Projects

Attention: This email originated from outside the County of Orange. Use caution when opening attachments or links.

This is a courtesy copy of an email bulletin sent by Felicia Boehringer.

This bulletin was sent to the following groups of people:

Subscribers of CoC Board Members or Homeless Services – Continuum of Care (956 recipients)



Notice of Funding Opportunity:

DV Bonus and CoC Bonus

The Orange County Continuum of Care (CoC) and the Office of Care Coordination are seeking proposals from qualified organizations for the FY2021 CoC Program Notice of Funding Opportunity (NOFO) provided by the U.S. Department and Housing Development (HUD). The Office of Care Coordination serves as the Collaborative Applicant for the Orange County CoC and facilitates the NOFO Competition that is current seeking Request for Proposals (RFP) from interested organizations for the Domestic Violence (DV) Bonus and the CoC Bonus and Reallocation funding. The RFPs are available on BidSync and proposed projects must be submitted through BidSync. Please see the attached instructions on creating a BidSync account.

DV Bonus Request for Proposal:

- The Orange County CoC is eligible to apply for \$2,736,456.
- The DV Bonus Projects must be dedicated to survivors of domestic violence, dating violence, sexual assault, or stalking that meet the definition of homeless, as defined in 24 CFR 578.3.
- Eligible project types include Rapid Rehousing and Joint Transitional Housing and Permanent Housing - Rapid Rehousing.
- All proposed services must be new, and proposed project funding cannot replace other existing funding sources.

Bid Title: Orange County Continuum of Care 2021 Domestic Violence Bonus Projects

Bid Number: 2109-003

Bid Starts: September 15, 2021 at 3:19 p.m.

Bid Ends: October 7, 2021 at 12:00 p.m.

For more information, visit the following link: [BidSync - DV Bonus](#)

CoC Bonus and Reallocation Funding Request for Proposal:

- The Orange County CoC is eligible to apply for \$1,411,587 587 in CoC Bonus Funding and additional funding may be made available at a later date through the reallocation process.
- The CoC Bonus and Reallocation Projects can serve persons experiencing homelessness, including those experiencing sheltered and unsheltered homelessness, and persons fleeing domestic violence situations and other persons meeting the criteria of paragraph 4 of the HUD definition of homeless.
- Eligible project types include Rapid Rehousing and Permanent Supportive Housing.
- All proposed services must be new, and proposed project funding cannot replace other existing funding sources.

Bid Title: Orange County Continuum of Care Reallocation Bonus Projects

Bid Number: 2109-002

Bid Starts: September 15, 2021 at 6:45 p.m.

Bid Ends: October 7, 2021 at 12:00 p.m.

For more information, visit the following link: [BidSync - CoC Bonus and Reallocation](#)

For further questions or technical assistance, please contact Felicia Boehringer at FBoehringer@ochca.com or 714-834-4454.

- [Vendor Registration Instructions and Account Set Up.pdf](#)

Update your subscriptions, modify your password or e-mail address, or stop subscriptions at any time on the [User Profile Page](#). If you have any questions or problems with the subscription service, e-mail subscriberhelp.govdelivery.com for assistance. Inquiries specific to the County of Orange, California should be directed to webmaster@ocgov.com.

This service is provided to you at no charge by the County of Orange, California. Visit us on the web at www.ocgov.com.

FY2021 Continuum of Care (CoC) Program Notice of Funding Opportunity (NOFO) Rating and Ranking Criteria

Agency Name:

Name of Project:

The scoring criteria below are used to rate and rank all CoC renewal projects as part of the annual CoC grant application for the Orange County CoC. Data is collected using various sources including the FY2021 Application for CoC renewal projects, E-SNAPS project applications, Annual Performance Reports, and Project Performance Reports. All renewal projects must meet HUD project eligibility and project quality threshold criteria described in the FY2021 CoC Program NOFO.

Scoring Criteria	Description	Calculated Measure	Maximum Points	Reviewer Score	Comments
Administrative Review	Prepopulated from Agency Administrative Review	Agency Administrative Score	5	Prepopulated	
Project Performance	Prepopulated from Project Performance Reports	HMIS Project Performance Reports	40	Prepopulated	
Project Effectiveness	Does the project applicant's performance meet the plans and goals established in the initial application as amended?	<ul style="list-style-type: none"> Project Description: See e-snaps section 3B Project effectiveness: See Annual Performance Report (APR) 	20		
Coordinated Entry Participation	Has the project description in the application effectively mentioned the use of Coordinated Entry?	<ul style="list-style-type: none"> Project Description: See e-snaps section 3B Coordinated Entry Participation: See Exhibit 9 CES Participation Attestation and Questionnaire 	15		
Housing First and/or Low Barrier Implementation	Does the project abide by Housing First principles? This includes no preconditions or barriers to entry except as required by funding sources, provision of necessary supports to maintain housing and prevent a return to homelessness.	<ul style="list-style-type: none"> Project Description: See e-snaps section 3B Housing First Model Assessment: See Exhibit 10 Housing First Checklist and Attachment 14 Program Housing First Policies and Procedures 	10		
Unspent funds	Review of unspent in last 3 grant terms. <ul style="list-style-type: none"> Unspent funds will be compared to the annual renewal amount (ARA) 	<ul style="list-style-type: none"> Unspent funds under 5% of ARA will be awarded 10 Points Unspent funds between 5-10% of ARA will be awarded 5 points Unspent funds over 10% ARA will be awarded 0 points 	10	Prepopulated	
Total Points			100		

			Maximum Points Possible		
--	--	--	-------------------------------	--	--

Reviewer's Name: _____ **Date** _____

Final Comments:

**Orange County Continuum of Care
FY 2021 Continuum of Care (CoC) Bonus and Reallocation Request for Proposals
REVIEWER SCORING SHEET FOR PROPOSALS**

Reviewer Name	
Project Name	
Applicant Name	

Scoring Factor	Comments	Max Score	Reviewer Score
<p><u>1. Capacity of Grantee and Partners</u></p> <ul style="list-style-type: none"> Applicant describes any recent relevant experience that they and any sub-recipients have in effectively utilizing federal funds and performing the activities proposed in the application. Applicant also describes experience in delivering services and entering HMIS data. <p>Reference Exhibit 5 and Exhibit 11. Reference Sections 2B in the E-Snaps Application.</p>		25	
<p><u>2. Service Plan and Supportive Services</u></p> <ul style="list-style-type: none"> Applicant describes how participants will be assisted to obtain and remain in permanent housing, increase their employment and/or income and maximize their ability to live independently. Applicant describes how they will implement a client-centered approach and describes which evidence-informed practices the project will use in providing supportive services. To receive full points, applicant must clearly describe the evidence-informed practices that the project will use. <p>Reference Exhibit 11. Reference Section 4A in the E-Snaps Application.</p>		25	
<p><u>3. Outcomes</u></p> <ul style="list-style-type: none"> Applicant describes the outcomes they will use to determine success for this project and how they will measure those outcomes. Outcomes should focus on how the project will help clients improve their lives or benefit the community, rather than just measuring the amount or types of services provided. Applicant describes how they plan to measure and improve system performance that benefits the local CoC. <p>Reference Section 3B, 5A and 5B in the E-Snaps Application.</p>		10	

Scoring Factor	Comments	Max Score	Reviewer Score
<p><u>4. Project readiness</u></p> <ul style="list-style-type: none"> Applicant describes the estimated schedule for the proposed activities. Full points will be given to projects that can begin soon after the grant is awarded. In order for new construction, acquisition and rehab projects to receive full points for this question, they must have a budget prepared by a licensed architect or contractor and a commitment for at least 50% of the total development costs. Applicant will be asked to provide proof if their project is selected. <p>Reference Sections 3B and 3C.</p>		10	
<p><u>5. Budget and Match</u></p> <ul style="list-style-type: none"> Budget is reasonable for type of project and clearly articulated; required match of at least 25% is included and documented. Applicant includes any relevant information regarding the financial stability of their organization. <p>Reference Exhibit 8, Attachment 10, and Attachment 11. Reference Sections of the E-snaps Application</p>		10	
<p><u>6. Housing First Approach</u></p> <p>Priority will be given to projects that utilize a Housing First approach. Applicant describes their organization’s experience with utilizing a Housing First approach. Applicants that can demonstrate a history of using Housing First should receive full points. Applicant indicates to what extent their project will utilize a Housing First approach by answering all of the following questions:</p> <ol style="list-style-type: none"> What will be the process for accepting a new client into the program? What will the eligibility criteria be? Specifically addresses whether the program will accept people with little/no income, active or history of substance abuse, criminal record or history of domestic violence. Under what circumstances will the applicant terminate a client from the program? Specifically addresses whether the program will terminate clients for failure to participate in supportive services, failure to make progress on a service plan, loss of income or failure to increase income, being a victim of domestic violence or for other activity not typically covered in a lease agreement. 		15	

Scoring Factor	Comments	Max Score	Reviewer Score
<p>4. What services, if any, will the applicant require clients to receive in order to stay in the housing program?</p> <p>5. What will happen if a client relapses while in the program?</p> <p>Reference Exhibit 9 and Attachment 12. Reference Sections 3A and 3B of the E-Snaps application.</p>			
<p>8. Participation in Coordinated Entry System</p> <ul style="list-style-type: none"> • Applicant has participated in Coordinated Entry System. Applicant describes experience working with CES. • Applicant identifies any subgroup they intend to target using data from the June 28, 2019 Individual Prioritization List, if any (CoC Bonus only, not applicable for DV projects). <p>Reference Exhibit 10.</p>		5	
SUBTOTAL		100	
<p>9. Bonus Points</p> <ul style="list-style-type: none"> • Leveraging Housing Resources – up to 10 bonus points will be provided to proposed projects that demonstrate it provide housing subsidies or subsidized housing units not currently funded through the Continuum of Care (CoC) or Emergency Solutions Grant (ESG) Program for at least 25 percent of the program participants anticipated to be served by the project. • Leveraging Healthcare Resources – up to 5 bonus points will be provided to proposed projects that demonstrates the use of healthcare resources to help individuals and families experiencing homelessness • Individuals and Adult Only Households – up to 5 bonus points will be provided to proposal projects that primarily serve (75% of more) individuals and adult only households and increase access to available housing resources. <p>Reference Exhibit 11, Attachment 13, and Attachment 14. Reference Section 3B of the E-Snaps application.</p>			
TOTAL			

**Orange County Continuum of Care
 FY 2021 Continuum of Care (CoC) Domestic Violence Bonus Request for Proposals
 REVIEWER SCORING SHEET FOR PROPOSALS**

Reviewer Name	
Project Name	
Applicant Name	

Scoring Factor	Comments	Max Score	Reviewer Score
<p><u>1. Capacity of Grantee and Partners</u></p> <ul style="list-style-type: none"> Applicant describes any recent relevant experience that they and any sub-recipients have in effectively utilizing federal funds and performing the activities proposed in the application. Applicant also describes experience in delivering services and entering HMIS data. <p>Reference Exhibit 5 and Exhibit 11. Reference Sections 2B in the E-Snaps Application.</p>		25	
<p><u>2. Service Plan and Supportive Services</u></p> <ul style="list-style-type: none"> Applicant describes how participants will be assisted to obtain and remain in permanent housing, increase their employment and/or income and maximize their ability to live independently. Applicant describes how they will implement a client-centered approach and describes which evidence-informed practices the project will use in providing supportive services. To receive full points, applicant must clearly describe the evidence-informed practices that the project will use. <p>Reference Exhibit 11. Reference Section 4A in the E-Snaps Application.</p>		25	
<p><u>3. Outcomes</u></p> <ul style="list-style-type: none"> Applicant describes the outcomes they will use to determine success for this project and how they will measure those outcomes. Outcomes should focus on how the project will help clients improve their lives or benefit the community, rather than just measuring the amount or types of services provided. Applicant describes how they plan to measure and improve system performance that benefits the local CoC. <p>Reference Section 3B, 5A and 5B in the E-Snaps Application.</p>		10	

Scoring Factor	Comments	Max Score	Reviewer Score
<p><u>4. Project readiness</u></p> <ul style="list-style-type: none"> Applicant describes the estimated schedule for the proposed activities. Full points will be given to projects that can begin soon after the grant is awarded. In order for new construction, acquisition and rehab projects to receive full points for this question, they must have a budget prepared by a licensed architect or contractor and a commitment for at least 50% of the total development costs. Applicant will be asked to provide proof if their project is selected. <p>Reference Sections 3B and 3C.</p>		10	
<p><u>5. Budget and Match</u></p> <ul style="list-style-type: none"> Budget is reasonable for type of project and clearly articulated; required match of at least 25% is included and documented. Applicant includes any relevant information regarding the financial stability of their organization. <p>Reference Exhibit 8, Attachment 10, and Attachment 11. Reference Sections of the E-snaps Application</p>		10	
<p><u>6. Housing First Approach</u></p> <p>Priority will be given to projects that utilize a Housing First approach. Applicant describes their organization’s experience with utilizing a Housing First approach. Applicants that can demonstrate a history of using Housing First should receive full points. Applicant indicates to what extent their project will utilize a Housing First approach by answering all of the following questions:</p> <ol style="list-style-type: none"> What will be the process for accepting a new client into the program? What will the eligibility criteria be? Specifically addresses whether the program will accept people with little/no income, active or history of substance abuse, criminal record or history of domestic violence. Under what circumstances will the applicant terminate a client from the program? Specifically addresses whether the program will terminate clients for failure to participate in supportive services, failure to make progress on a service plan, loss of income or failure to increase income, being a victim of domestic violence or for other activity not typically covered in a lease agreement. 		15	

Scoring Factor	Comments	Max Score	Reviewer Score
<p>4. What services, if any, will the applicant require clients to receive in order to stay in the housing program?</p> <p>5. What will happen if a client relapses while in the program?</p> <p>Reference Exhibit 9 and Attachment 12. Reference Sections 3A and 3B of the E-Snaps application.</p>			
<p>8. Participation in Coordinated Entry System</p> <ul style="list-style-type: none"> Applicant has participated in Coordinated Entry System. Applicant describes experience working with CES. Applicant identifies any subgroup they intend to target using data from the June 28, 2019 Individual Prioritization List, if any (CoC Bonus only, not applicable for DV projects). <p>Reference Exhibit 10.</p>		5	
<u>TOTAL</u>		100	
Reviewer Comments			

FY2021 Continuum of Care (CoC) Program Notice of Funding Opportunity (NOFO) Rating and Ranking Criteria

Agency Name: Serving People in Need, Inc.

Name of Project: CoC Rapid Re-Housing

The scoring criteria below are used to rate and rank all CoC renewal projects as part of the annual CoC grant application for the Orange County CoC. Data is collected using various sources including the FY2021 Application for CoC renewal projects, E-SNAPS project applications, Annual Performance Reports, and Project Performance Reports. All renewal projects must meet HUD project eligibility and project quality threshold criteria described in the FY2021 CoC Program NOFO.

Scoring Criteria	Description	Calculated Measure	Maximum Points	Score
Administrative Review	Prepopulated from Agency Administrative Review	Agency Administrative Score	5	5
Project Performance	Prepopulated from Project Performance Reports	HMIS Project Performance Reports	40	37
Project Effectiveness	Does the project applicant's performance meet the plans and goals established in the initial application as amended?	<ul style="list-style-type: none"> Project description Project effectiveness -Annual Performance Report (APR) 	20	20
Coordinated Entry Participation	Has the project description in the application effectively mentioned the use of Coordinated Entry?	<ul style="list-style-type: none"> Project description Coordinated Entry Participation Attestation and questionnaire 	15	15
Housing First and/or Low Barrier Implementation	Does the project abide by Housing First principles? This includes no preconditions or barriers to entry except as required by funding sources, provision of necessary supports to maintain housing and prevent a return to homelessness.	<ul style="list-style-type: none"> Project description Housing First Model Assessment Housing First Policies 	10	10
Unspent funds	Review of unspent in last 3 grant terms. <ul style="list-style-type: none"> Unspent funds will be compared to the annual renewal amount (ARA) 	<ul style="list-style-type: none"> Unspent funds under 5% of ARA will be awarded 10 Points Unspent funds between 5-10% of ARA will be awarded 5 points Unspent funds over 10% ARA will be awarded 0 points 	10	10
Total Points			100 Maximum Points Possible	97

Orange County Continuum of Care FY2021 Priority Listings

Total Annual Renewal Amount \$28,231,737
 Tier 1 \$28,231,737
 Tier 2 \$4,148,043
 CoC Bonus \$1,411,587
 DV Bonus \$2,736,456
 CoC Planning \$846,952

Project Ranking	Applicant Name	Project Name	Project Component	Total ARA	Average Scores	Score
1	Orange County Housing Authority	#3 Consolidated Continuum of Care TRA 2019 Renewal Project	PSH	\$ 2,944,957	100	100%
2	Anaheim Supportive Housing, Inc.	Tyrol Plaza Senior Apartments	PSH	\$ 160,752	100	100%
3	Interval House	Rapid Rehousing Program	RRH	\$ 231,195	100	100%
4	Orange County Housing Authority	#4 Consolidated Continuum of Care TRA 2019 Renewal Project	PSH	\$ 2,296,806	97.5	98%
5	Serving People In Need, Inc.	CoC Rapid Re-housing 2019	RRH	\$ 629,522	97	97%
6	Mercy House Living Centers	Mills End and PSH Leasing Consolidation	PSH	\$ 574,790	96	96%
7	Mercy House Living Centers	OC PSH Collaboration Project	PSH	\$ 3,297,341	94	94%
8	Friendship Shelter, Inc.	Henderson House Permanent Supportive Housing	PSH	\$ 632,877	94	94%
9	Illumination Foundation	Street2Home OC Expansion	PSH	\$ 1,956,881	94	94%
10	Interval House	Domestic Violence Transitional Housing- Rapid Rehousing Program	Joint TH-RRH	\$ 934,679	85	94%
11	Orange County Housing Authority	#1 Consolidated Shelter Plus Care TRA 2019 Renewal Project	PSH	\$ 4,451,459	93	93%
12	Illumination Foundation	Stanton Multi-Service Center	PSH	\$ 472,533	93	93%
13	American Family Housing	Permanent Housing 2	PSH	\$ 593,107	93	93%
14	Mercy House Living Centers	Mercy House -CoC Leasing - Renewal	PSH	\$ 539,006	92	92%
15	Mercy House Living Centers	OC PSH Collaboration Project II - Expansion	PSH	\$ 2,298,858	90	90%
16	Mercy House Living Centers	Aqua PSH	PSH	\$ 292,976	81	90%
17	American Family Housing	Permanent Housing Collaborative	PSH	\$ 384,629	90	90%
18	Orange County Housing Authority	#2 Consolidated Continuum of Care TRA 2019 Renewal Project	PSH	\$ 1,930,508	87	87%
19	Orange County Housing Authority	Jackson Aisle Shelter Plus Care PRA 2019 Renewal Project	PSH	\$ 389,050	87	87%
20	Fullerton Interfaith Emergency Service	Rapid Re-Housing for Families	RRH	\$ 344,195	85	85%
21	Families Forward	Families Forward Rapid Re-Housing Expansion	RRH	\$ 579,737	85	85%
22	County of Orange	Coordinated Entry System SSO Grant NOFA 2019 Combined	SSO	\$ 1,231,239	N/A	
23	People for Irvine Community Health dba	HMIS Consolidated Community Support NOFA 2019	HMIS	\$ 650,575	N/A	
24	Agency	Reallocation Project	PSH	\$ 414,065		
Tier 1 Total				\$ 28,231,737		
25	Human Options	DV Bonus Project	Joint TH-RRH	\$ 752,429		
26	Families Forward	Rapid Rehousing for Veteran Families	RRH	\$ 367,569		
27	Interval House	Domestic Violence TH- RRH Program Expansion	Joint TH-RRH	\$ 500,000		
28	Illumination Foundation	Housing 4Health	PSH	\$ 558,621		
Tier 2 Total				\$ 2,178,619		
				\$ 30,410,356		

1E-5. Public Posting:
Projects Rejected – Reduced

Gaspar, Jocelyn

From: Lundy, Zulima
Sent: Wednesday, October 27, 2021 5:32 PM
To: Carol xxxxx; Jamila Moore
Cc: Boehringer, Felicia; Gaspar, Jocelyn; Court, Sara
Subject: FY 2021 CoC Program NOFO - Reallocation
Attachments: FY2021 Coc Program NOFO Appeals Process.pdf

Good Afternoon 1736 Family Crisis Center,

This email serves to notify you that the Orange County Continuum of Care (CoC) Board approved the recommendation from the CoC Notice of Funding Opportunity (NOFO) Ad Hoc to reallocate the 1736 Family Crisis Center's (1736FCC) renewal project named Rapid Rehousing for Homeless Veterans in the amount of \$414,065 during today's meeting.

The attached document details the FY2021 CoC Program NOFO appeals process. If 1736 Family Crisis Center wishes to appeal the Orange County CoC Board's decision, a formal appeal must be received by Friday, October 29, 2021, at 12 p.m.

Please reply to this email to confirm receipt.

Best,



Zulima Lundy, MPA
Continuum of Care Manager
Office of Care Coordination
405 W. 5th St, Suite 658, Santa Ana, CA 92701
Phone | 714-834-6805 Cell | 714-308-6795

1E-5a. Public Posting:
Projects Accepted

1E-5a. Public Posting – Projects Accepted

Evidence that the CoC notified new and renewal project applicants through email outside of e-snaps.

Gaspar, Jocelyn

From: Boehringer, Felicia
Sent: Thursday, October 28, 2021 5:12 PM
To: agivens@afhusa.org; Milo Peinemann; mross@afhusa.org; bwong@afhusa.org
Cc: Lundy, Zulima; Gaspar, Jocelyn
Subject: 2021 Project Ranking

Hello American Family Housing,

On behalf of the Orange County Continuum of Care (CoC), I want to say thank you for the work that your agency does in our community. We greatly appreciate your continued commitment to ending homelessness for the most vulnerable in Orange County.

This year's the CoC NOFO Ad Hoc Committee, selected by the CoC Board and consisting of non-conflicted Board members recommended that the following project/s be accepted and ranked on the CoC Priority Listing into Tier 1.

- American Family Housing Permanent Housing Collaborative
- American Family Housing Permanent Housing 2

This recommendation was approved by the CoC Board on October 27, 2021. Please reply to this email to confirm receipt.

Best Regards,



Felicia Boehringer, MSW
Continuum of Care Administrator
Office of Care Coordination
405 W. 5th St, Suite 680, Santa Ana, CA 92701
Office | 714-834-4454 Cell | 714-620-4396

Gaspar, Jocelyn

From: Boehringer, Felicia
Sent: Thursday, October 28, 2021 5:06 PM
To: Gary Frazier; jgaston045@aol.com
Cc: Lundy, Zulima; Gaspar, Jocelyn
Subject: 2021 Project Ranking

Hello Anaheim Supportive Housing,

On behalf of the Orange County Continuum of Care (CoC), I want to say thank you for the work that your agency does in our community. We greatly appreciate your continued commitment to ending homelessness for the most vulnerable in Orange County.

This year's the CoC NOFO Ad Hoc Committee, selected by the CoC Board and consisting of non-conflicted Board members recommended that the following project/s be accepted and ranked on the CoC Priority Listing into Tier 1.

- Anaheim Supportive Housing, Inc. Tyrol Plaza Senior Apartments

This recommendation was approved by the CoC Board on October 27, 2021. Please reply to this email to confirm receipt.

Best Regards,



Felicia Boehringer, MSW
Continuum of Care Administrator
Office of Care Coordination
405 W. 5th St, Suite 680, Santa Ana, CA 92701
Office | 714-834-4454 Cell | 714-620-4396

Gaspar, Jocelyn

From: Boehringer, Felicia
Sent: Thursday, October 28, 2021 5:13 PM
To: Ricketts, Rebecca
Cc: Gaspar, Jocelyn; Lundy, Zulima
Subject: 2021 Project Ranking

Hello County of Orange,

On behalf of the Orange County Continuum of Care (CoC), I want to say thank you for the work that your agency does in our community. We greatly appreciate your continued commitment to ending homelessness for the most vulnerable in Orange County.

This year's the CoC NOFO Ad Hoc Committee, selected by the CoC Board and consisting of non-conflicted Board members recommended that the following project/s be accepted and ranked on the CoC Priority Listing into Tier 1.

- County of Orange Coordinated Entry System SSO Grant NOFA 2019 Combined

This recommendation was approved by the CoC Board on October 27, 2021. Please reply to this email to confirm receipt.

Best Regards,



Felicia Boehringer, MSW
Continuum of Care Administrator
Office of Care Coordination
405 W. 5th St, Suite 680, Santa Ana, CA 92701
Office | 714-834-4454 Cell | 714-620-4396

Gaspar, Jocelyn

From: Boehringer, Felicia
Sent: Thursday, October 28, 2021 5:15 PM
To: Madelynn Hirneise; Nishtha Mohendra; Noelle Collins; jgarrido@families-forward.org; Michele Silva
Cc: Lundy, Zulima; Gaspar, Jocelyn
Subject: 2021 Project Ranking

Hello Families Forward,

On behalf of the Orange County Continuum of Care (CoC), I want to say thank you for the work that your agency does in our community. We greatly appreciate your continued commitment to ending homelessness for the most vulnerable in Orange County.

This year's the CoC NOFO Ad Hoc Committee, selected by the CoC Board and consisting of non-conflicted Board members recommended that the following project/s be accepted and ranked on the CoC Priority Listing into Tier 1.

- Families Forward Rapid Re-Housing Expansion

In addition, the RFP Panel Review consisting of non-conflicted members was tasked with serving as the RFP Review and Scoring Panel. After reviewing and scoring each project the Panel recommended your proposal for this year's CoC Bonus and Reallocation Project into Tier 2.

- Families Forward Rapid Rehousing for Veteran Families

This recommendation was approved by the CoC Board on October 27, 2021. Please reply to this email to confirm receipt.

Best Regards,



Felicia Boehringer, MSW
Continuum of Care Administrator
Office of Care Coordination
405 W. 5th St, Suite 680, Santa Ana, CA 92701
Office | 714-834-4454 Cell | 714-620-4396

Gaspar, Jocelyn

From: Boehringer, Felicia
Sent: Thursday, October 28, 2021 5:13 PM
To: Mychael Blinde; dgillanders@pohoc.org
Cc: Lundy, Zulima; Gaspar, Jocelyn
Subject: 2021 Project Ranking

Hello Pathways of Hope,

On behalf of the Orange County Continuum of Care (CoC), I want to say thank you for the work that your agency does in our community. We greatly appreciate your continued commitment to ending homelessness for the most vulnerable in Orange County.

This year's the CoC NOFO Ad Hoc Committee, selected by the CoC Board and consisting of non-conflicted Board members recommended that the following project/s be accepted and ranked on the CoC Priority Listing into Tier 1.

- Pathways of Hope (FIES) Rapid Re-Housing for Families

This recommendation was approved by the CoC Board on October 27, 2021. Please reply to this email to confirm receipt.

Best Regards,



Felicia Boehringer, MSW
Continuum of Care Administrator
Office of Care Coordination
405 W. 5th St, Suite 680, Santa Ana, CA 92701
Office | 714-834-4454 Cell | 714-620-4396

Gaspar, Jocelyn

From: Boehringer, Felicia
Sent: Thursday, October 28, 2021 5:11 PM
To: Dawn Price; rscott@friendshipshelter.org; Lisa Talmage
Cc: Lundy, Zulima; Gaspar, Jocelyn
Subject: 2021 Project Ranking

Hello Friendship Shelter,

On behalf of the Orange County Continuum of Care (CoC), I want to say thank you for the work that your agency does in our community. We greatly appreciate your continued commitment to ending homelessness for the most vulnerable in Orange County.

This year's the CoC NOFO Ad Hoc Committee, selected by the CoC Board and consisting of non-conflicted Board members recommended that the following project/s be accepted and ranked on the CoC Priority Listing into Tier 1.

- Friendship Shelter, Inc. Henderson House Permanent Supportive Housing

This recommendation was approved by the CoC Board on October 27, 2021. Please reply to this email to confirm receipt.

Best Regards,



Felicia Boehringer, MSW
Continuum of Care Administrator
Office of Care Coordination
405 W. 5th St, Suite 680, Santa Ana, CA 92701
Office | 714-834-4454 Cell | 714-620-4396

Gaspar, Jocelyn

From: Boehringer, Felicia
Sent: Thursday, October 28, 2021 5:15 PM
To: jrose@humanoptions.org; mrios@humanoptions.org; ahunter@humanoptions.org;
solivas@humanoptions.org
Cc: Lundy, Zulima; Gaspar, Jocelyn
Subject: 2021 Project Ranking

Follow Up Flag: Follow up
Flag Status: Flagged

Hello Human Options,

On behalf of the Orange County Continuum of Care (CoC), I want to say thank you for the work that your agency does in our community. We greatly appreciate your continued commitment to ending homelessness for the most vulnerable in Orange County.

This year's RFP Panel Review consisting of non-conflicted members was tasked with serving as the RFP Review and Scoring Panel. After reviewing and scoring each project the Panel recommended your proposal for this year's DV Bonus Project into Tier 2.

- Human Options DV Bonus Project

This recommendation was approved by the CoC Board on October 27, 2021. Please reply to this email to confirm receipt.

Best Regards,



Felicia Boehringer, MSW
Continuum of Care Administrator
Office of Care Coordination
405 W. 5th St, Suite 680, Santa Ana, CA 92701
Office | 714-834-4454 Cell | 714-620-4396

Gaspar, Jocelyn

From: Boehringer, Felicia
Sent: Thursday, October 28, 2021 5:07 PM
To: Jack Toan - Wells Fargo; Karen Harley; grants@ifhomeless.org; dwolford@ifhomeless.org; Carol Slezak; dstalter@ifhomeless.org; Tully MacKay-Tisbert
Cc: Lundy, Zulima; Gaspar, Jocelyn
Subject: 2021 Project Ranking

Hello Illumination Foundation,

On behalf of the Orange County Continuum of Care (CoC), I want to say thank you for the work that your agency does in our community. We greatly appreciate your continued commitment to ending homelessness for the most vulnerable in Orange County.

This year's the CoC NOFO Ad Hoc Committee, selected by the CoC Board and consisting of non-conflicted Board members recommended that the following project/s be accepted and ranked on the CoC Priority Listing into Tier 1.

- Illumination Foundation Street2Home OC Expansion
- Illumination Foundation Stanton Multi-Service Center

In addition, the RFP Panel Review consisting of non-conflicted members was tasked with serving as the RFP Review and Scoring Panel. After reviewing and scoring each project the Panel recommended your proposal for this year's CoC Bonus and Reallocation Project into Tier 2.

- Illumination Foundation Housing4Health

This recommendation was approved by the CoC Board on October 27, 2021. Please reply to this email to confirm receipt.

Best Regards,



Felicia Boehringer, MSW
Continuum of Care Administrator
Office of Care Coordination
405 W. 5th St, Suite 680, Santa Ana, CA 92701
Office | 714-834-4454 Cell | 714-620-4396

Gaspar, Jocelyn

From: Boehringer, Felicia
Sent: Thursday, October 28, 2021 5:10 PM
To: thyda@intervalhouse.org; accounting@intervalhouse.org; 'admin@intervalhouse.org'; carol@intervalhouse.org
Cc: Gaspar, Jocelyn; Lundy, Zulima
Subject: RE: 2021 Project Ranking

Hello Interval House,

Please disregard previous email, as one of renewal projects was not listed.

On behalf of the Orange County Continuum of Care (CoC), I want to say thank you for the work that your agency does in our community. We greatly appreciate your continued commitment to ending homelessness for the most vulnerable in Orange County.

This year's the CoC NOFO Ad Hoc Committee, selected by the CoC Board and consisting of non-conflicted Board members recommended that the following project/s be accepted and ranked on the CoC Priority Listing into Tier 1.

- Interval House Domestic Violence Transitional Housing- Rapid Rehousing Program
- Interval House Rapid Rehousing Program

In addition, the RFP Panel Review consisting of non-conflicted members was tasked with serving as the RFP Review and Scoring Panel. After reviewing and scoring each project the Panel recommended your proposal for this year's DV Bonus Project into Tier 2.

- Interval House Domestic Violence TH - RRH Program Expansion

This recommendation was approved by the CoC Board on October 27, 2021. Please reply to this email to confirm receipt.

Best Regards,



Felicia Boehringer, MSW
Continuum of Care Administrator
Office of Care Coordination
405 W. 5th St, Suite 680, Santa Ana, CA 92701
Office | 714-834-4454 Cell | 714-620-4396

From: Boehringer, Felicia
Sent: Thursday, October 28, 2021 5:08 PM
To: thyda@intervalhouse.org; accounting@intervalhouse.org; 'admin@intervalhouse.org' <admin@intervalhouse.org>; carol@intervalhouse.org
Cc: Gaspar, Jocelyn <JGaspar@ochca.com>; Lundy, Zulima <zlundy@ochca.com>
Subject: 2021 Project Ranking

Hello Interval House,

Gaspar, Jocelyn

From: Boehringer, Felicia
Sent: Thursday, October 28, 2021 5:11 PM
To: allisond@mercyhouse.net; Larry Haynes
Cc: Lundy, Zulima; Gaspar, Jocelyn
Subject: 2021 Project Ranking

Hello Mercy House Living Centers,

On behalf of the Orange County Continuum of Care (CoC), I want to say thank you for the work that your agency does in our community. We greatly appreciate your continued commitment to ending homelessness for the most vulnerable in Orange County.

This year's the CoC NOFO Ad Hoc Committee, selected by the CoC Board and consisting of non-conflicted Board members recommended that the following project/s be accepted and ranked on the CoC Priority Listing into Tier 1.

- Mercy House Living Centers Mills End and PSH Leasing Consolidation
- Mercy House Living Centers OC PSH Collaboration Project
- Mercy House Living Centers Mercy House -CoC Leasing - Renewal
- Mercy House Living Centers OC PSH Collaboration Project II - Expansion
- Mercy House Living Centers Aqua PSH

This recommendation was approved by the CoC Board on October 27, 2021. Please reply to this email to confirm receipt.

Best Regards,



Felicia Boehringer, MSW
Continuum of Care Administrator
Office of Care Coordination
405 W. 5th St, Suite 680, Santa Ana, CA 92701
Office | 714-834-4454 Cell | 714-620-4396

Gaspar, Jocelyn

From: Boehringer, Felicia
Sent: Thursday, October 28, 2021 5:05 PM
To: De Leon, Kristine; Johnson, January; Avina, Emmanuel; Bidwell, Julia
Cc: Lundy, Zulima; Gaspar, Jocelyn
Subject: 2021 Project Ranking

Hello Orange County Housing Authority,

On behalf of the Orange County Continuum of Care (CoC), I want to say thank you for the work that your agency does in our community. We greatly appreciate your continued commitment to ending homelessness for the most vulnerable in Orange County.

This year's the CoC NOFO Ad Hoc Committee, selected by the CoC Board and consisting of non-conflicted Board members recommended that the following project/s be accepted and ranked on the CoC Priority Listing into Tier 1.

- Orange County Housing Authority #1 Consolidated Shelter Plus Care TRA 2019 Renewal Project
- Orange County Housing Authority #2 Consolidated Continuum of Care TRA 2019 Renewal Project
- Orange County Housing Authority #3 Consolidated Continuum of Care TRA 2019 Renewal Project
- Orange County Housing Authority #4 Consolidated Continuum of Care TRA 2019 Renewal Project
- Orange County Housing Authority Jackson Aisle Shelter Plus Care PRA 2019 Renewal Project

This recommendation was approved by the CoC Board on October 27, 2021. Please reply to this email to confirm receipt.

Best Regards,



Felicia Boehringer, MSW
Continuum of Care Administrator
Office of Care Coordination
405 W. 5th St, Suite 680, Santa Ana, CA 92701
Office | 714-834-4454 Cell | 714-620-4396

Gaspar, Jocelyn

From: Boehringer, Felicia
Sent: Thursday, October 28, 2021 5:13 PM
To: ppresnall@211oc.org; Erin DeRycke
Cc: Lundy, Zulima; Gaspar, Jocelyn
Subject: 2021 Project Ranking

Hello 211OC,

On behalf of the Orange County Continuum of Care (CoC), I want to say thank you for the work that your agency does in our community. We greatly appreciate your continued commitment to ending homelessness for the most vulnerable in Orange County.

This year's the CoC NOFO Ad Hoc Committee, selected by the CoC Board and consisting of non-conflicted Board members recommended that the following project/s be accepted and ranked on the CoC Priority Listing into Tier 1.

- People for Irvine Community Health dba 2-1-1 Orange County HMIS Consolidated Community Support NOFA 2019

This recommendation was approved by the CoC Board on October 27, 2021. Please reply to this email to confirm receipt.

Best Regards,



Felicia Boehringer, MSW
Continuum of Care Administrator
Office of Care Coordination
405 W. 5th St, Suite 680, Santa Ana, CA 92701
Office | 714-834-4454 Cell | 714-620-4396

Gaspar, Jocelyn

From: Boehringer, Felicia
Sent: Thursday, October 28, 2021 5:11 PM
To: accounting@spinoc.org
Cc: Lundy, Zulima; Gaspar, Jocelyn
Subject: 2021 Project Ranking

Hello Serving People In Need,

On behalf of the Orange County Continuum of Care (CoC), I want to say thank you for the work that your agency does in our community. We greatly appreciate your continued commitment to ending homelessness for the most vulnerable in Orange County.

This year's the CoC NOFO Ad Hoc Committee, selected by the CoC Board and consisting of non-conflicted Board members recommended that the following project/s be accepted and ranked on the CoC Priority Listing into Tier 1.

- Serving People in Need CoC Rapid Re-housing 2019

This recommendation was approved by the CoC Board on October 27, 2021. Please reply to this email to confirm receipt.

Best Regards,



Felicia Boehringer, MSW
Continuum of Care Administrator
Office of Care Coordination
405 W. 5th St, Suite 680, Santa Ana, CA 92701
Office | 714-834-4454 Cell | 714-620-4396

1E-5a. Public Posting – Projects Accepted

Approved New and Renewal Project Listings posted publicly and evidence that the CoC notified project applicants of availability on the Orange County CoC's website.

Gaspar, Jocelyn

From: Office of Care Coordination <carecoordination@ocgov.info>
Sent: Monday, November 1, 2021 11:35 AM
To: jocelyn.gaspar@occr.ocgov.com
Subject: Orange County CoC NOFO Update: Priority Listing

Attention: This email originated from outside the County of Orange. Use caution when opening attachments or links.



Orange County Continuum of Care NOFO Update: Program Priority Listing

The U.S. Department of Housing and Urban Development (HUD) released the FY 2021 Continuum of Care (CoC) Program Notice of Funding Opportunity (NOFO) on August 18, 2021. Applications from each CoC are due by November 16, 2021. The Office of Care Coordination plans to submit the Orange County CoC Consolidated Application on November 12, 2021.

As part of the October 27, 2021, CoC Board Meeting agenda, the Orange County CoC Board approved the CoC Project Ranking and Tiering order as recommended by the CoC NOFO Ad Hoc to be included in the FY 2021 CoC Program Priority Listing.

Both New and Renewal Projects selected and ranked according to the Orange County CoC's Project Ranking and Tiering for inclusion in this year's Consolidated Application to HUD can be viewed in the [FY 2021 Orange County CoC Program Priority Listing](#) located on the Orange County Health Care Agency Website, under the Office of Care Coordination.

For additional information on the Orange County CoC NOFO application process, please visit the [FY 2021 CoC Program NOFO webpage](#).

Update your subscriptions, modify your password or e-mail address, or stop subscriptions at any time on the [User Profile Page](#). If you have any questions or problems with the subscription service, e-mail subscriberhelp.govdelivery.com for assistance. Inquiries specific to the County of Orange, California should be directed to webmaster@ocgov.com.

This service is provided to you at no charge by the County of Orange, California. Visit us on the web at www.ocgov.com.

This email was sent to jocelyn.gaspar@occr.ocgov.com using GovDelivery Communications Cloud on behalf of: County of Orange, California · 333 West Santa Ana Blvd · Santa Ana, CA 92701 · 855-886-5400



1E-5a. Public Posting – Projects Accepted

On October 27, 2021, the CoC Board approved the recommendation to utilize the reallocation funding to expand the highest scoring Permanent Supportive Housing Renewal Project(s). All projects were notified through email and by posting the Project Listing on the Orange County CoC website. The Collaborative Applicant worked with the highest performing Permanent Supportive Housing project applicants to finalize funding amounts for their expanded projects. A formal notification with final funding amounts was sent to the two expanded projects on November 10, 2021.

Gaspar, Jocelyn

From: Lundy, Zulima
Sent: Wednesday, November 10, 2021 11:27 AM
To: Allison Davenport
Cc: Boehringer, Felicia; Court, Sara; Gaspar, Jocelyn
Subject: FY2021 CoC NOFO - Project Expansion

Follow Up Flag: Follow up
Flag Status: Completed

Good morning Mercy House,

On behalf of the Orange County Continuum of Care (CoC), I want to say thank you for the work that your agency does in our community. We greatly appreciate your continued commitment to end homelessness for individuals in Orange County.

This year, the CoC Notice of Funding Opportunity (NOFO) Ad Hoc recommended the use of reallocation funding to create an expansion project for the highest performing permanent supportive housing programs. This recommendation will support the Orange County CoC in developing additional capacity to serve individuals experiencing chronic homelessness with the highest vulnerabilities and service needs. The expansion projects will be ranked on the CoC Priority Listings into Tier 1.

Mercy House is recommended to submit an expansion project in the amount of \$344,013 for the OC PSH Collaboration Project.

Congratulations!

Best,



Zulima Lundy, MPA
Continuum of Care Manager
Office of Care Coordination
405 W. 5th St, Suite 658, Santa Ana, CA 92701
Phone | 714-834-6805 Cell | 714-308-6795

Gaspar, Jocelyn

From: Lundy, Zulima
Sent: Wednesday, November 10, 2021 11:27 AM
To: Gary Frazier
Cc: Boehringer, Felicia; Court, Sara; Gaspar, Jocelyn
Subject: FY2021 CoC NOFO - Project Expansion

Follow Up Flag: Follow up
Flag Status: Completed

Good morning Anaheim Supportive Housing,

On behalf of the Orange County Continuum of Care (CoC), I want to say thank you for the work that your agency does in our community. We greatly appreciate your continued commitment to end homelessness for individuals in Orange County.

This year, the CoC Notice of Funding Opportunity (NOFO) Ad Hoc recommended the use of reallocation funding to create an expansion project for the highest performing permanent supportive housing programs. This recommendation will support the Orange County CoC in developing additional capacity to serve individuals experiencing chronic homelessness with the highest vulnerabilities and service needs. The expansion projects will be ranked on the CoC Priority Listings into Tier 1.

Anaheim Supportive Housing, Inc. is recommended to submit an expansion project in the amount of \$70,052 for the Tyrol Plaza Senior Apartments.

Congratulations!

Best,



Zulima Lundy, MPA
Continuum of Care Manager
Office of Care Coordination
405 W. 5th St, Suite 658, Santa Ana, CA 92701
Phone | 714-834-6805 Cell | 714-308-6795

Mercy House Living Centers:
OC PSH Collaboration Project – Expansion
Housing Leveraging Commitments

MERCY HOUSE

November 11, 2021

SUBJECT: HOUSING LEVERAGE COMMITMENT – OC PSH COLLABORATION EXPANSION

To whom it may concern:

This letter is to confirm that 49 units or 96% of Mercy House's proposed new units under our OC PSH Collaboration Expansion grant leverages housing funding sources outside the HUD Continuum of Care program.

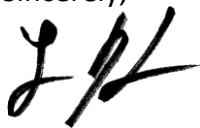
These leveraged housing resources include eleven (11) units of project-based vouchers from the Santa Ana Housing Authority, twenty-eight (28) units subsidized through the California Department of Housing and Community Development No Place Like Home and Special Needs Housing Programs, and ten (10) units subsidized through set aside cash flow funding. Clients will pay 30% of their adjusted income toward rent on these subsidized units.

One of the housing voucher AHAP agreements will serve as the 25% match requirement for the expansion grant equating to an in-kind value of \$133,248 annually. The effective date of the contract is December 1, 2020 and the term of the contract is for 20 years. Mercy House has a standing Memorandum of Understanding with the owner of the project, Legacy Square LP, and has been contracted as the service provider to the project.

HUD CoC funding supports leasing and operating costs for two (2) scattered site units, security deposit assistance for those entering project-based units attached to a subsidy as well as a portion of supportive services, administration and HMIS costs for all 51 new units.

The leveraging of these housing resources significantly reduces the need for a large amount of CoC funding and simultaneously enables 51 new units of PSH to become available in our community.

Sincerely,



Larry Haynes
Chief Executive Officer

Enclosure

**U.S. Department of Housing and Urban Development
Office of Public and Indian Housing**

SECTION 8 PROJECT-BASED VOUCHER PROGRAM

**AGREEMENT TO ENTER INTO A
HOUSING ASSISTANCE PAYMENTS CONTRACT**

NEW CONSTRUCTION OR REHABILITATION

PART I

Public reporting burden for this collection of information is estimated to average 0.5 hours. This includes the time for collecting, reviewing and reporting the data. The information is being collected as required by 24 CFR 983.152, which requires the PHA to enter into an Agreement with the owner prior to execution of a HAP contract for PBV assistance as provided in §983.153. This agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless that collection displays a valid OMB control number. Assurances of confidentiality are not provided under this collection.

Privacy Act Statement. HUD is committed to protecting the privacy of individuals' information stored electronically or in paper form, in accordance with federal privacy laws, guidance, and best practices. HUD expects its third-party business partners, including Public Housing Authorities, who collect, use maintain, or disseminate HUD information to protect the privacy of that information in Accordance with applicable law.

1.1 Parties

This Agreement to Enter into Housing Assistance Payments Contract (“Agreement”) is between:

_____ (“PHA”) and
_____ (“owner”).

1.2 Purpose

The owner agrees to develop the Housing Assistance Payments Contract (“HAP Contract”) units to in accordance with Exhibit B and to comply with Housing Quality Standards (“HQS”), and the PHA agrees that, upon timely completion of such development in accordance with the terms of the Agreement, the PHA will enter into a HAP Contract with the owner of the Contract units.

1.3 Contents of Agreement

This Agreement consists of Part I, Part II, and the following Exhibits:

EXHIBIT A: The approved owner's PBV proposal. (Selection of proposals must be in accordance with 24 CFR 983.51.)

EXHIBIT B: Description of work to be performed under this Agreement, including:

- if the Agreement is for rehabilitation of units, this exhibit must include the rehabilitation work write-up and, where the PHA has determined necessary, specifications and plans.
- if the Agreement is for new construction of units, the work description must include the working drawings and specifications.
- any additional requirements beyond HQS relating to quality, design and architecture that the PHA requires.
- work items resulting from compliance with the design and construction requirements of the Fair Housing Act and implementing regulations at 24 CFR 100.205, the accessibility requirements under section 504 of the Rehabilitation Act of 1973 and implementing regulations at 24 CFR 8.22 and 8.23, and accessibility requirements under Titles II and III of the Americans with Disabilities Act at 28 CFR parts 35 and 36, as applicable.

EXHIBIT C: Description of housing, including:

- project site.
- total number of units in project covered by this Agreement.
- locations of contract units on site.
- number of contract units by area (size) and number of bedrooms and bathrooms.
- services, maintenance, or equipment to be supplied by the owner without charges in addition to the rent to owner.
- utilities available to the contract units, including a specification of utility services to be paid by the owner (without charges in addition to rent) and utility services to be paid by the tenant.

- estimated initial rent to owner for the contract units.

EXHIBIT D: The HAP contract.

1.4 Significant Dates

- A. **Effective Date of the Agreement:** The Agreement must be executed promptly after PHA notice of proposal selection to the owner has been given. The PHA may not enter this Agreement with the owner until a subsidy layering review has been performed and an environmental review has been satisfactorily completed in accordance with HUD requirements.
- B. A project may either be a single-stage or multi-stage project. A single-stage project will have the same Agreement effective date for all contract units. A multi-stage project will separate effective dates for each stage.

_____ **Single-stage project**

- i. Effective Date for all contract units: _____
- ii. Date of Commencement of the Work: The date for commencement of work is not later than _____ calendar days after the effective date of this Agreement.
- iii. Time for Completion of Work: The date for completion of the work is not later than _____ calendar days after the effective date of this Agreement.

_____ **Multi-Stage Project**

Enter the information for each stage upon execution of the Agreement for the corresponding stage.

STAGE	NUMBER OF UNITS	EFFECTIVE DATE	DATE OF COMMENCEMENT OF WORK	TIME FOR COMPLETION OF WORK

1.5 Nature of the Work

_____ This Agreement is for **New Construction** of units to be assisted by the project-based Voucher program.

_____ This Agreement is for **Rehabilitation** of units to be assisted by the project-based Voucher program.

1.6 Schedule of Completion

- A. **Timely Performance of Work:** The owner agrees to begin work no later than the date for commencement of work as stated in Section 1.4. In the event the work is not commenced, diligently continued and completed as required under this Agreement, the PHA may terminate this Agreement or take other appropriate action. The owner agrees to report promptly to the PHA the date work is commenced and furnish the PHA with progress reports as required by the PHA.
- B. **Time for Completion:** All work must be completed no later than the end of the period stated in Section 1.4. Where completion in stages is provided for, work related to units included in each stage shall be completed by the stage completion date and all work on all stages must be completed no later than the end of the period stated in Section 1.4.
- C. **Delays:** If there is a delay in the completion due to unforeseen factors beyond the owner’s control as determined by the PHA, the PHA agrees to extend the time for completion for an appropriate period as determined by the PHA in accordance with HUD requirements.

1.7 Changes in Work

- A. The owner must obtain prior PHA approval for any change from the work specific in Exhibit B which would alter the design or quality of the rehabilitation or construction. The PHA is not required to approve any changes requested by the owner. PHA approval of any change may be conditioned on establishment of a lower initial rent to owner at the amounts determined by PHA.

- B. If the owner makes any changes in the work without prior PHA approval, the PHA may establish lower initial rents to owner at the amounts determined by PHA in accordance with HUD requirements.
- C. The PHA (or HUD in the case of insured or coinsured mortgages) may inspect the work during rehabilitation or construction to ensure that work is proceeding on schedule, is being accomplished in accordance with the terms of the Agreement, meets the level of material described in Exhibit B and meets typical levels of workmanship for the area.

1.8 Work completion

- A. Conformance with Exhibit B: The work must be completed in accordance with Exhibit B. The owner is solely responsible for completion of the work.
- B. Evidence of Completion: When the work is completed, the owner must provide the PHA with the following:
 - 1. A certification by the owner that the work has been completed in accordance with the HQS and all requirements of this Agreement.
 - 2. A certification by the owner that the owner has complied with labor standards and equal opportunity requirements in the development of the housing. (See 24 CFR 983.155(b)(1)(ii).)
 - 3. Additional Evidence of Completion: At the discretion of the PHA, or as required by HUD, this Agreement may specify additional documentation that must be submitted by owner as evidence of completion of the housing. Check the following that apply:
 - _____ A certificate of occupancy or other evidence that the contract units comply with local requirements.
 - _____ An architect’s or developer’s certification that the housing complies with:
 - _____ the HQS;
 - _____ State, local, or other building codes;
 - _____ Zoning;
 - _____ The rehabilitation work write-up for rehabilitated housing;

_____ The work description for newly constructed housing; or

_____ Any additional design or quality requirements pursuant to this Agreement.

1.9 Inspection and Acceptance by the PHA of Completed Contract Units

- A. Completion of Contract Units: Upon receipt of owner notice of completion of Contract units, the PHA shall take the following steps:
 - 1. Review all evidence of completion submitted by owner.
 - 2. Inspect the units to determine if the housing has been completed in accordance with this Agreement, including compliance with the HQS and any additional requirements imposed by the PHA under this Agreement.
- B. Non-Acceptance: If the PHA determines the work has not been completed in accordance with this Agreement, including non-compliance with the HQS, the PHA shall promptly notify the owner of this decision and the reasons for the non-acceptance. The parties must not enter into the HAP contract.
- C. Acceptance: If the PHA determines housing has been completed in accordance with this Agreement, and that the owner has submitted all required evidence of completion, the PHA must submit the HAP contract for execution by the owner and must then execute the HAP contract.

1.10 Acceptance where defects or deficiencies are reported:

- A. If other defects or deficiencies exist, the PHA shall determine whether and to what extent the defects or deficiencies are correctable, whether the units will be accepted after correction of defects or deficiencies, and the requirements and procedures for such correction and acceptance.
- B. Completion in Stages: Where completion in stages is provided for, the procedures of this paragraph shall apply to each stage.

1.11. Execution of HAP Contract

- A. Time and Execution: Upon acceptance of the units by the PHA, the owner and the PHA execute the HAP contract.

- B. Completion in Stages: Where completion in stages is provided for the number and types of units in each stage, and the initial rents to owner for such units, shall be separately shown in Exhibit C of the contract for each stage. Upon acceptance of the first stage, the owner shall execute the contract and the signature block provided in the contract for that stage. Upon acceptance of each subsequent stage, the owner shall execute the signature block provided in the contract for such stage.
- C. Form of Contract: The terms of the contract shall be provided in Exhibit D of this Agreement. There shall be no change in the terms of the contract unless such change is approved by HUD headquarters. Prior to execution by the owner, all blank spaces in the contract shall be completed by the PHA.
- D. Survival of owner Obligations: Even after execution of the contract, the owner shall continue to be bound by all owner obligations under the Agreement.

1.12 Initial determination of rents

- A. The estimated amount of initial rent to owner shall be established in Exhibit C of this Agreement.
- B. The initial amount of rent to owner is established at the beginning of the HAP contract term.
- C. The estimated and initial contract rent for each units may in no event exceed the amount authorized in accordance with HUD regulations and requirements. Where the estimated initial rent to owner exceeds the amount authorized in accordance with HUD regulations, the PHA shall establish a lower initial rent tow owner, in accordance with HUD regulations and requirements.

1.13 Uniform Relocation Act

- A. A displaced person must be provided relocation assistance at the levels described in and in accordance with the requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (URA) (42 U.S.C. 4201-4655) and implementing regulations at 49 CFR part 24.
- B. The cost of required relocation assistance may be paid with funds provided by the owner, or with local public funds, or with funds available from other sources. Payment of relocation assistance must be paid in accordance with HUD requirements.

- C. The acquisition of real property for a project to be assisted under the program is subject to the URA and 49 CFR part 24, subpart B.
- D. The PHA must require the owner to comply with the URA and 49 CFR part 24.
- E. In computing a replacement housing payment to a residential tenant displaced as a direct result of privately undertaken rehabilitation or demolition of the real property, the term “initiation of negotiations” means the execution of the Agreement between the owner and the PHA.

1.14 Protection of In-Place Families

- A. In order to minimize displacement of in-place families, if a unit to be placed under Contract is occupied by an eligible family on the proposal selection date, the in-place family must be placed on the PHA’s waiting list (if they are not already on the list) and, once their continued eligibility is determined, given an absolute selection preference and referred to the project owner for an appropriately sized unit in the project.
- B. This protection does not apply to families that are not eligible to participate in the program on the proposal selection date.
- C. The term “in-place family” means an eligible family residing in a proposed contract unit on the proposal selection date.
- D. Assistance to in-place families may only be provided in accordance with the program regulations and other HUD requirements.

1.15 Termination of Agreement and Contract

The Agreement or HAP contract may be terminated upon at least 30 days notice to the owner by the PHA or HUD if the PHA or HUD determines that the contract units were not eligible for selection in conformity with HUD requirements.

1.16 Rights of HUD if PHA Defaults Under Agreement

If HUD determines that the PHA has failed to comply with this Agreement, or has failed to take appropriate action to HUD’s satisfaction or as directed by HUD, for enforcement of the PHA’s rights under this Agreement, HUD may assume the PHA’s rights and obligations under the Agreement, and may perform the obligations and enforce the rights of the PHA under the Agreement. HUD will, if it determines that the owner is not in default, pay Annual Contributions for the purpose of providing housing assistance payments with respect to the dwelling unit(s) under this Agreement for the duration of the HAP contract.

1.17 Owner Default and PHA Remedies

A. Owner Default

Any of the following is a default by the owner under the Agreement:

1. The owner has failed to comply with any obligation under the Agreement.
2. The owner has violated any obligation under any other housing assistance payments contract under Section 8 of the United States Housing Act of 1937 (42 U.S.C. 1437f).
3. The owner has committed any fraud or made any false statement to the PHA or HUD in connection with the Agreement.
4. The owner has committed fraud, bribery, or any other corrupt or criminal act in connection with any Federal housing assistance program.
5. If the property where the contract units are located is subject to a lien or security interest securing a HUD loan or mortgage insured by HUD and:
 - a. The owner has failed to comply with the regulations for the applicable HUD loan or mortgage insurance program, with the mortgage or mortgage note, or with the regulatory agreement; or
 - b. The owner has committed fraud, bribery, or any other corrupt or criminal act in connection with the HUD loan or HUD-insured mortgage.
6. The owner has engaged in any drug-related criminal activity or any violent criminal activity.

B. PHA Remedies

1. If the PHA determines that a breach has occurred, the PHA may exercise any of its rights or remedies under the Agreement.
2. The PHA must notify the owner in writing of such determination. The notice by the PHA to the owner may require the owner to take corrective action (as verified by the PHA) by a time prescribed in the notice.

3. The PHA's rights and remedies under the Agreement include, but are not limited to: (i) terminating the Agreement; and (ii) declining to execute the HAP contract for some or all of the units.

C. PHA Remedy is not Waived

The PHA's exercise or non-exercise of any remedy for owner breach of the Agreement is not a waiver of the right to exercise that remedy or any other right or remedy at any time.

1.18 PHA and Owner Relation to Third Parties

A. Selection and Performance of Contractor

1. The PHA has not assumed any responsibility or liability to the owner, or any other party for performance of any contractor, subcontractor or supplier, whether or not listed by the PHA as a qualified contractor or supplier under the program. The selection of a contractor, subcontractor or supplier is the sole responsibility of the owner and the PHA is not involved in any relationship between the owner and any contractor, subcontractor or supplier.
2. The owner must select a competent contractor to undertake rehabilitation or construction. The owner agrees to require from each prospective contractor a certification that neither the contractor nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in contract by the Comptroller General or any federal Department or agency. The owner agrees not to award contracts to, otherwise engage in the service of, or fund any contractor that does not provide this certification.

B. Injury Resulting from Work under the Agreement: The PHA has not assumed any responsibility for or liability to any person, including a worker or a resident of the unit undergoing work pursuant to this Agreement, injured as a result of the work or as a result of any other action or failure to act by the owner, or any contractor, subcontractor or supplier.

C. Legal Relationship: The owner is not the agent of the PHA and this Agreement does not create or affect any relationship between the PHA and any lender to the owner or any suppliers, employees, contractor or subcontractors used by the owner in the implementation of the Agreement.

D. Exclusion of Third Party Claims: Nothing in this Agreement shall be construed as creating any right of any third party (other than HUD) to

enforce any provision of this Agreement or the Contract, or to assert any claim against HUD, the PHA or the owner under the Agreement or the Contract.

- E. Exclusion of owner Claims against HUD: Nothing in this Agreement shall be construed as creating any right of the owner to assert any claim against HUD.

1.19 PHA-Owned Units

Notwithstanding Section 1.18 of this Agreement, a PHA may own units assisted under the project-based voucher program, subject to the special requirements in 24 CFR 983.59 regarding PHA-owned units.

1.20 Conflict of Interest

- A. Interest of Members, Officers, or Employees of PHA, Members of Local Governing Body, or Other Public Officials
 1. No present or former member or officer of the PHA (except tenant-commissioners), no employee of the PHA who formulates policy or influences decisions with respect to the housing choice voucher program or project-based voucher program, and no public official or member of a governing body or State or local legislator who exercises functions or responsibilities with respect to these programs, shall have any direct or indirect interest, during his or her tenure or for one year thereafter, in the Agreement or HAP contract.
 2. HUD may waive this provision for good cause.
- B. Disclosure

The owner has disclosed to the PHA any interest that would be a violation of the Agreement or HAP contract. The owner must fully and promptly update such disclosures.

1.21 Interest of Member or Delegate to Congress

No member of or delegate to the Congress of the United States of America or resident-commissioner shall be admitted to any share or part of the Agreement or HAP contract or to any benefits arising from the Agreement or HAP contract.

1.22 Transfer of the Agreement, HAP Contract, or Property

A. PHA Consent to Transfer

The owner agrees that the owner has not made and will not make any transfer in any form, including any sale or assignment, of the Agreement, HAP contract, or the property without the prior written consent of the PHA. A change in ownership in the owner, such as a stock transfer or transfer of the interest of a limited partner, is not subject to the provisions of this section. Transfer of the interest of a general partner is subject to the provisions of this section.

B. Procedure for PHA Acceptance of Transferee

Where the owner requests the consent of the PHA for a transfer in any form, including any sale or assignment, of the Agreement, the HAP contract, or the property, the PHA must consent to a transfer of the Agreement or HAP contract if the transferee agrees in writing (in a form acceptable to the PHA) to comply with all the terms of the Agreement and HAP contract, and if the transferee is acceptable to the PHA. The PHA's criteria for acceptance of the transferee must be in accordance with HUD requirements.

C. When Transfer is Prohibited

The PHA will not consent to the transfer if any transferee, or any principal or interested party, is debarred, suspended, subject to a limited denial of participation, or otherwise excluded under 2 CFR part 2424, or is listed on the U.S. General Services Administration list of parties excluded from Federal procurement or nonprocurement programs.

1.23 Exclusion from Federal Programs

A. Federal Requirements

The owner must comply with and is subject to requirements of 2 CFR part 2424.

B. Disclosure

The owner certifies that:

1. The owner has disclosed to the PHA the identity of the owner and any principal or interested party.

2. Neither the owner nor any principal or interested party is listed on the U.S. General Services Administration list of parties excluded from Federal procurement and nonprocurement programs; and none of such parties are debarred, suspended, subject to a limited denial of participation, or otherwise excluded under 2 CFR part 2424.

1.24 Lobbying Certifications

- A. The owner certifies, to the best of the owner's knowledge and belief, that:
 1. No Federally appropriated funds have been paid or will be paid, by or on behalf of the owner, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of the Agreement or HAP contract, or the extension, continuation, renewal, amendment, or modification of the HAP contract.
 2. If any funds other than Federally appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the Agreement or HAP contract, the owner must complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.
- B. This certification by the owner is a prerequisite for making or entering into this transaction imposed by 31 U.S.C. 1352.

1.25 Subsidy Layering

- A. Owner Disclosure

The owner must disclose to the PHA, in accordance with HUD requirements, information regarding any related assistance from the Federal government, a State, or a unit of general local government, or any agency or instrumentality thereof, that is made available or is expected to be made available with respect to the contract units. Such related assistance includes, but is not limited to, any loan, grant, guarantee, insurance, payment, rebate, subsidy, credit, tax benefit, or any other form of direct or indirect assistance.

B. Limit of Payments

Housing assistance payments under the HAP contract must not be more than is necessary, as determined in accordance with HUD requirements, to provide affordable housing after taking account of such related assistance. The PHA will adjust in accordance with HUD requirements the amount of the housing assistance payments to the owner to compensate in whole or in part for such related assistance.

1.26 Prohibition of Discrimination

- A. The owner may not refuse to lease contract units to, or otherwise discriminate against, any person or family in leasing of a contract unit, because of race, color, religion, sex, national origin, disability, age, or familial status.
- B. The owner must comply with the following requirements:
1. The Fair Housing Act (42 U.S.C. 3601–19) and implementing regulations at 24 CFR part 100 *et seq.*;
 2. Executive Order 11063, as amended by Executive Order 12259 (3 CFR 1959–1963 Comp., p. 652, and 3 CFR, 1980 Comp., p. 307) (Equal Opportunity in Housing Programs) and implementing regulations at 24 CFR part 107;
 3. Title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d–2000d–4) (Nondiscrimination in Federally Assisted Programs) and implementing regulations at 24 CFR part 1;
 4. The Age Discrimination Act of 1975 (42 U.S.C. 6101–6107) and implementing regulations at 24 CFR part 146;
 5. Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794) and implementing regulations at part 8 of this title;
 6. Title II of the Americans with Disabilities Act, 42 U.S.C. 12101 *et seq.*;
 7. 24 CFR part 8;
 8. Section 3 of the Housing and Urban Development Act of 1968 (12 U.S.C. 1701u) and implementing regulations at 24 CFR part 135;

9. Executive Order 11246, as amended by Executive Orders 11375, 11478, 12086, and 12107 (3 CFR, 1964–1965 Comp., p. 339; 3 CFR, 1966–1970 Comp., p. 684; 3 CFR, 1966–1970 Comp., p. 803; 3 CFR, 1978 Comp., p. 230; and 3 CFR, 1978 Comp., p. 264, respectively) (Equal Employment Opportunity Programs) and implementing regulations at 41 CFR chapter 60;
10. Executive Order 11625, as amended by Executive Order 12007 (3 CFR, 1971–1975 Comp., p. 616 and 3 CFR, 1977 Comp., p. 139) (Minority Business Enterprise Development); and
11. Executive Order 12138, as amended by Executive Order 12608 (3 CFR, 1977 Comp., p. 393, and 3 CFR, 1987 Comp., p. 245) (Women’s Business Enterprise).
12. HUD’s Equal Access Rule at 24 CFR 5.105. [OGC- Nonconcurrency: This section failed to reference protections with respect to actual or perceived sexual orientation, gender identity, or marital status in accordance with HUD’s Equal Access Rule at 24 CFR 5.105(a). Revising as indicated above is sufficient to resolve this concern.

C. The PHA and the owner must cooperate with HUD in the conducting of compliance reviews and complaint investigations pursuant to all applicable civil rights statutes, Executive Orders, and all related rules and regulations.

1.27 Owner Duty to Provide Information and Access to HUD and PHA

- A. The owner must furnish any information pertinent to this Agreement as may be reasonably required from time to time by the PHA or HUD. The owner shall furnish such information in the form and manner required by the PHA or HUD.
- B. The owner must permit the PHA or HUD or any of their authorized representatives to have access to the premises during normal business hours and, for the purpose of audit and examination, to have access to any books, documents, papers, and records of the owner to the extent necessary to determine compliance with this Agreement.

1.28 Notices and Owner Certifications

- A. Where the owner is required to give any notice to the PHA pursuant to this Agreement, such notice shall be in writing and shall be given in the manner designated by the PHA.

- B. Any certification or warranty by the owner pursuant to the Agreement shall be deemed a material representation of fact upon which reliance was placed when this transaction was entered into.

1.29 HUD Requirements

- A. The Agreement and the HAP contract shall be interpreted and implemented in accordance with all statutory requirements, and will all HUD requirements, including amendments or changes in HUD requirements. The owner agrees to comply with all such laws and HUD requirements.
- B. HUD requirements are requirements that apply to the project-based voucher program. HUD requirements are issued by HUD Headquarters as regulations, *Federal Register* notices, or other binding program directives.

1.30 Applicability of Part II Provisions — Check All that Apply


- Training, Employment, and Contracting Opportunities
Section 2.1 applies if the total of the contract rents for all units under the proposed HAP contract, over the maximum term of the contract, is more than \$200,000.
- Equal Employment Opportunity
Section 2.2 applies only to construction contracts of more than \$10,000.
- Labor Standards Requirements
Sections 2.4, 2.8, and 2.10 apply only when this Agreement covers nine or more units.
- Flood Insurance
Section 2.11 applies if units are located in areas having special flood hazards and in which flood insurance is available under the National Flood Insurance Program.

EXECUTION OF THE AGREEMENT

PUBLIC HOUSING AGENCY (PHA)

Name of PHA (Print)

Housing Authority of the City of Santa Ana (CA093)

By: 

Signature of authorized representative

Steven A. Mendoza, Executive Director

Name and official title (Print)

12/8/2020

Date

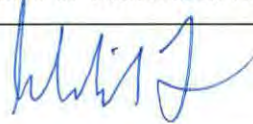
OWNER

Name of Owner (Print)

Legacy Square L.P.

By:

Signature of authorized representative



Name and official title (Print)

Michael Finn, Chief Financial Officer

Date 12/04/2020

REQUEST FOR COUNCIL/ HOUSING AUTHORITY ACTION



CITY COUNCIL MEETING DATE:

JANUARY 15, 2019

TITLE:

APPROVE A PRE-LOAN COMMITMENT OF \$3,170,547 OF AFFORDABLE HOUSING FUNDS AND EIGHT PROJECT-BASED VOUCHERS TO NATIONAL COMMUNITY RENAISSANCE OF CALIFORNIA AND MERCY HOUSE LIVING CENTERS FOR THE DEVELOPMENT OF THE SANTA ANA UNITED METHODIST CHURCH PROJECT {STRATEGIC PLAN NO. 5, 3C}

CLERK OF COUNCIL USE ONLY:

APPROVED

- As Recommended
- As Amended
- Ordinance on 1st Reading
- Ordinance on 2nd Reading
- Implementing Resolution
- Set Public Hearing For _____

CONTINUED TO _____

FILE NUMBER _____


CITY MANAGER


EXECUTIVE DIRECTOR

RECOMMENDED ACTION

CITY COUNCIL

Authorize the City Manager and the Clerk of the Council to execute a pre-loan commitment letter with National Community Renaissance of California ("National CORE") with Mercy House Living Centers ("Mercy House") as the service provider for \$3,170,547 in Inclusionary Housing Funds for the development of the Santa Ana United Methodist Church affordable housing project located at 609 N Spurgeon Street, Santa Ana, CA 92701, subject to non-substantive changes approved by the City Manager and City Attorney.

HOUSING AUTHORITY

Approve an award of eight (8) project-based vouchers and authorize the Executive Director of the Housing Authority and the Recording Secretary to execute an Agreement to Enter into a Project-Based Vouchers Housing Assistance Payments Contract with National CORE for the development of the Santa Ana United Methodist Church affordable housing project, subject to non-substantive changes approved by the Executive Director of the Housing Authority and Authority General Counsel.

COMMUNITY REDEVELOPMENT AND HOUSING COMMISSION RECOMMENDATION

At its special meeting on December 19, 2018, the Community Redevelopment and Housing Commission (CRHC) by a vote of 5:0 (Ramos and Urzua abstained):

- 1) Recommended that the City Council authorize the City Manager to execute a pre-loan commitment letter with National CORE with Mercy House as the service provider for \$3,170,547.00 in Inclusionary Housing Funds for the development of the Santa Ana United

Methodist Church affordable housing project located at 609 N Spurgeon Street, Santa Ana, CA 92701.

- 2) Recommended that the Housing Authority approve an award of eight (8) project-based vouchers and authorize the Executive Director of the Housing Authority to execute an Agreement to Enter into a Project-Based Vouchers Housing Assistance Payments Contract with National CORE for the development of the Santa Ana United Methodist Church affordable housing project.

DISCUSSION

On June 19, 2018, the City Council authorized the Community Development Agency (CDA) to release a Fiscal Year 2018 – 2019 Request for Proposals (RFP) to develop affordable rental and ownership project(s) in the City of Santa Ana with available funds from the HOME Investment Partnerships Program (HOME), Community Development Block Grant Program (CDBG), Project Based Voucher Program (PBV), Inclusionary Housing Fund, and Housing Successor Agency Fund. The RFP also included land assets currently owned by the Housing Authority of the City of Santa Ana. The RFP was drafted in compliance with the City's Affordable Housing Funds Policies and Procedures adopted by City Council on March 20, 2018.

On July 2, 2018, CDA issued RFP # 18-056 for Affordable Housing Development. The RFP was published on both the City and Housing Authority's websites; a public notice was published in the OC Register on July 2, 2018; an e-mail was sent out by Orange County's largest affordable housing membership associations including the Kennedy Commission, 2-1-1 Orange County, and Southern California Association of Nonprofit Housing; and an electronic letter was e-mailed to interested developers and nonprofit organizations who had previously requested to be informed of development opportunities on CDA's RFP Process Database.

The first annual deadline for the City's RFP # 18-056 for Affordable Housing Development closed on Wednesday, August 15, 2018 at 5:00 p.m. The City received thirteen (13) proposals prior to the deadline. The affordable housing developers that submitted a proposal are:

Affordable Housing Developer
Cesar Chavez Foundation
Chelsea Investment Corporation
Community Development Partners – 2 Proposals
Community HousingWorks
Habitat for Humanity of Orange County
HomeAid Orange County
Jamboree Housing – 2 Proposals
National Community Renaissance & Mercy House Living Centers
Orange Housing Development Corporation & C&C Development, LLC
Related California
LINC Housing Corporation

After the deadline, staff conducted a minimum threshold review of each proposal to ensure the proposal complied with all of the minimum requirements in the RFP. Following the minimum threshold review, staff formed a Review Panel that consisted of the Executive Director of the

City's Public Works Agency with his designee, the Executive Director of the Planning and Building Agency with his designee, the Executive Director of the Community Development Agency, and the Housing Division Manager. The Veterans Affairs Medical Center of Long Beach, the County of Orange, Keyser Marston Associates, and MDG Associates served as advisors to the Review Panel.

In compliance with the City's Affordable Housing Funds Policies and Procedures, the Review Panel used the proposal Scoring and Selection Criteria from the RFP to conduct their review and analysis of each proposal. In addition to the Scoring and Selection Criteria from the RFP, the Review Panel also reviewed the proposed project design for appropriateness for the proposed target group, compatibility with surrounding uses, cost effectiveness of construction, and appropriateness of the design and construction for low maintenance and long term durability.

On October 30, 2018, the Review Panel met and interviewed all of the developers who submitted a proposal. LINC Housing requested to be removed from consideration prior to their scheduled interview and therefore their proposal was removed from consideration. On November 14, 2018, the Review Panel met a second time to discuss and deliberate upon the scoring and selection of the proposals. Following this deliberative selection process, the Review Panel agreed upon the final scores below based on an average of the Individual Reviewer Scores:

Commitment of Affordable Housing Funds and PBVs to National CORE and Mercy House

January 15, 2019

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Housing Authority Land Asset Requested / HUD-VASH Vouchers / Non-Housing Authority Land Asset	Developer Name	Project Name	FINAL SCORE (Average of Individual Reviewer Scores)
1126 & 1146 E. Washington Avenue	Orange Housing Development Corporation and C&C Development, LLC	1126-1146 E. Washington Site	92
	Related California	The Crossroads at Washington	91
	Jamboree Housing	REVO Apartments	87
	Cesar Chavez Foundation	Santa Ana Place	84
	Community Housing Works	Transformar	80
	Community Development Partners	Washington Plaza, GRFLD, Lacy Walk	77
	Chelsea Investment Corporation	Clebo	78
826 N. Lacy/830 N. Lacy	Habitat for Humanity of Orange County	Lacy Street Project	82
	Community Development Partners	Washington Plaza, GRFLD, Lacy Walk	77
801, 809 & 809 1/2 E. Santa Ana Blvd.	HomeAid Orange County	Frances Xavier Residence	90
	Community Development Partners	Washington Plaza, GRFLD, Lacy Walk	77
HUD-VASH Vouchers (As the Primary Source of Financing)	Jamboree Housing	Budget Inn Site	86
	Community Development Partners	WestView House	81
Non-Housing Authority Land Asset	National Community Renaissance and Mercy House Living Centers	Santa Ana United Methodist Church Site	93

Based on the scores above and the relative scoring of proposals competing for the same land asset(s) or source of affordable housing funds (e.g. HUD-VASH PBVs), the Review Panel recommends the following award for this project:

Developer: National Community Renaissance and Mercy House

Project Name: Santa Ana United Methodist Church Site

Developer Request:

- \$3,301,243
- 22 HUD-VASH PBVs

Award Recommendation:

- Inclusionary Housing Fund: \$3,170,547
- Project-Based Voucher Program (PBV): Eight (8) HUD-VASH PBVs

Total Award: \$3,170,547; Eight (8) HUD-VASH PBVs

On December 4, 2018, staff notified National CORE and Mercy House in writing of the award recommendation by the Review Panel, contingent on final approval by the Community Redevelopment and Housing Commission (CRHC) and City Council / Housing Authority (Exhibit 1). The pre-loan commitment letter with National CORE with Mercy House as the service provider for \$3,170,547 in Inclusionary Housing Funds for the development of the Santa Ana United Methodist Church affordable housing project located at 609 N Spurgeon Street, Santa Ana, CA 92701 provides the official award from the City (Exhibit 2). In compliance the City's Affordable Housing Funds Policies and Procedures, the City's real estate advisor, Keyser Marston Associates (KMA), has confirmed the underwriting for the Project, the financial gap, and other programmatic requirements related to the funding sources. KMA has reviewed the developer's estimates and projections of rents, expenses, reserves and development costs in accordance with industry-standard underwriting guidelines and recommends the full amount of the award based on their underwriting and subsidy layering analysis (Exhibit 3).

Project Description

After a competitive multi-stage Request for Proposal (RFP) process that included Statement of Qualifications, proposals, presentations and an interview with the church congregation, National CORE in partnership with Mercy House was selected by the Santa Ana United Methodist Church (UMC) to co-develop an affordable housing community on the 1.74-acre site owned by UMC.

Drawing from more than 55 years of combined experience in the successful development and ongoing management of affordable housing communities, National CORE and Mercy House are both 501(c)(3) private sector non-profit community builders that are ideally suited to collaborate with the Santa Ana United Methodist Church to develop an enriched, transit-oriented eco-system that will support the unique housing needs of the City of Santa Ana. The collaboration between National CORE and Mercy House provides many complimentary resources ranging from in-house general contracting, construction services and property management; great success in competing and receiving state, federal, and private financing; and experience from the development of a large portfolio of award-winning affordable housing developments. All these benefits will ensure the greatest results for the residents and surrounding community.

National CORE has been a thought leader and pioneer in developing sustainable models of affordable housing that leverage community resources in a unique combination of quality developments paired with life-enhancing supportive services. Headquartered in Rancho Cucamonga, California National CORE was established in 1992 as a 501(c)(3) non-profit public benefit corporation. Starting with just 248 affordable homes, the company's portfolio has grown to include over 9,000 apartment homes in four states, of which 7,000 units are located in Southern California. National CORE currently serves roughly 27,000 residents and is the developer, owner, operator, and services provider for all our properties, thus ensuring long-term affordability as well as the maintenance of high-quality affordable communities. National CORE's portfolio includes development and management of mixed-income, mixed-use, deeply affordable, new construction and rehabilitation of both family, special needs, Veteran, and senior developments. To date National Core has secured approximately \$950M in tax credit equity financing, \$875M of tax-exempt bonds allocation and over \$300M of public agency subsidy. National CORE recently received \$20 million as part of the Transformative Climate Communities (TCC) program in partnership with the City of Ontario and a \$20 million Affordable Housing Sustainable Communities (AHSC) program in partnership with the Housing Authority of the County of San Bernardino.

National CORE has partnered with Mercy House for this project to provide the services and expertise for serving the permanent supportive housing units. Mercy House's innovative and measurable approach to ending homelessness has placed it in the forefront of leadership in homeless services and permanent affordable housing in the region. Mercy House is a Santa Ana based non-profit homeless service provider dedicated to serving populations with the most critical needs such as veterans and individuals who are homeless or disabled. Mercy House has been serving such populations for over 25 year and is intimately familiar with the City of Santa Ana and its housing needs as they are currently operating Emmanuel Residence, a 21-unit affordable housing with supportive services for individuals with HIV/AIDS, San Miguel Residence, a 9-unit affordable housing project with supportive services for individuals and families, and The Orchard, a 71-unit rehabilitated Santa Ana motel serving chronically homeless individuals and small families.

The National CORE-Mercy House team is proposing to develop a new transit-oriented affordable housing community on 1.74 acres located at 609 N. Spurgeon Street. The Project site is currently home to Santa Ana United Methodist Church, a well-established anchor in the community. The Project site is one contiguous, rectangular shaped parcel with two existing church buildings fronting Santa Ana Boulevard and a large surface parking lot located on the northern half of the site fronting French Street. The church currently operates out of the newer building located in the southeast corner of the site. The original church located on the southwest corner is no longer operational and has become a nuisance to the community as homeless individuals are utilizing the building for illegal activities. The entire site is designated Urban Neighborhood in the City of Santa Ana 1998 General Plan and zoned Urban Neighborhood 2 (UN-2) in the Transit Zoning Code. The current land use allows for a base density of up to 30 dwelling units per acre. The proposed Project would require City and a State Density Bonus Agreements allowing up to 54.7 units per acre that will be recommended to City Council in January or February 2019.

The proposed Project includes the development of a single residential building with 93 units surrounding an interior, landscaped courtyard. Developed at an overall density of 53.4 units per acre, there will be 30 one-bedroom units, 41 two-bedroom units, and 22 three-bedroom units. Seven of the 2-bedroom units and seven of the 3-bedroom units will be two story townhomes accessible from the street. The remaining 79 units will be flats/typical apartment units located on the 2nd, 3rd and 4th floors over ground level parking. The building has been designed with the two-story townhome units on the exterior fronting Spurgeon and French Streets and transitioning to a four-story courtyard building in the center of the site. This provides a gradual transition from any surrounding lower density uses and visually breaks up the mass of the building. A 2,576 square foot community center to operate best practice supportive services, 1,065 square foot leasing/property management office and approximately 6,300 square feet of flexible non-residential space will be located on the ground floor facing Santa Ana Boulevard activating the street frontage and interfacing with the proposed OC Streetcar platform to be located at the corner of Santa Ana Boulevard and French Street. One vehicular entry point to the site is provided off French Street. The entry point is a 24-foot driveway providing secured access to the parking garage. Careful consideration for the character and scale of surrounding neighborhood was taken to ensure that the project architecture and massing blends in with the existing surrounding uses.

The Project proposes modern architectural style fronting Santa Ana Boulevard and the Mission Revival architectural style fronting the other three streets to be complementary with the surrounding neighborhoods. The modern design is intended to complement the OC Streetcar and activate Santa Ana Boulevard. The Project includes both wall and roof plane articulation, with a public art plaza and grand staircase entry from Santa Ana Boulevard and carries the design elements to each elevation, including the inner portions of the site. The maximum building height of the Proposed Project is 52 feet for the buildings at the interior of the site. Trash enclosures are provided at the northwest corner of the parking garage with pick-up conveniently accessible from Spurgeon Street. The layout of the building creates several unique outdoor areas including both passive and active spaces – a central landscaped courtyard, tot lot playground, BBQ picnic areas, raised planters, drought-tolerant and native ground covers, breezeways and walkways for residents to access community spaces and the surrounding neighborhood.

Parking - Within the Transit Zoning Code, the UN-2 zone requires 2 parking spaces per residential unit and 1 parking space per permanent supportive housing unit plus an additional .25 spaces for guests. Per the Transit Code, a total of 176 spaces is required. An additional 43 spaces are required for the non-residential uses at a rate of 1 space per 300 square feet. Additionally, Sec. 41-2003, Affordable Housing Development Incentives, in the Transit Zoning Code allows for tandem parking not to exceed 30 percent of the required parking per residential unit. In contrast to the City's requirements, Assembly Bill 744, allows a developer that is proposing a project within ½ mile of a major transit stop that includes 100% affordable rental units to request that the jurisdiction reduce the minimum parking requirements for the development to .5 spaces per bedroom. As the Project will be adjacent to a future OC Streetcar stop the project qualifies for a reduction in parking. Per AB 744, the Project would be required to provide 92 parking spaces.

To accommodate residents, visitors, and staff a total of one hundred and two (102) parking stalls are proposed for a total ratio of 1.1 spaces per unit. Of the 102 proposed parking spaces, there are five (5) accessible spaces - four (4) regular spaces and two (2) reserved for larger vans. There are also six (6) electric vehicle spaces - five (5) regular spaces and one (1) reserved for a larger van.

National CORE is requesting a reduction in parking from the Transit Zoning Code based on the demographic of residents living onsite, the location of the Project along the OC Streetcar route, access to existing bus routes, the provision of alternative strategies to reduce vehicle trips including bike program, car sharing and van pooling and parking utilization studies with similar developments. They believe the proposed 102 parking spaces is an appropriate compromise between the City's requirements and the minimum allowed under AB 744.

Resident Services - Affordable housing residents will have access to comprehensive services onsite offered by National CORE's Hope through Housing Foundation and Mercy House for the permanent supportive housing residents. All services will be customized to the needs of the residents. National CORE's Hope through Housing Foundation knows that to affect long-term and significant community change, housing is only the first step. Once safe, quality housing is achieved, true revitalization occurs when there is access to resources that promote prosperity, quality of life and physical well-being. HOPE enhances National CORE communities with a wide range of services including youth, economic mobility, health and wellness and social programs. Mercy House will be Hope's primary service provider for the formerly homeless residents. Mercy

House will apply Housing First principles coupled with ongoing education and supportive services in the areas of economic, health, and emotional well-being in order to enhance self-esteem and a sense of personal pride.

Affordability Mix - The Proposed Project will be 100% affordable to households earning less than 60 percent of the Area Median Income (AMI) of which 33 units will be set-aside for Permanent Supportive Housing, with one exempt managers unit. The proposed unit mix and rent restrictions are as follows:

	PSH - 30% AMI	ELI - 30% AMI	VLI - 50% AMI	LI - 60% AMI	Total
1-bedroom	30				30
2-bedroom	3	6	20	12	41
3-bedroom		5	11	5	21
3-bedroom Manager					1
Total	33	11	31	17	93

The total project cost to acquire, rehabilitate and provide the proposed level of affordability in the project is currently estimated to be \$46,728,884. The tables below summarize the anticipated costs and proposed funding sources of the project:

Project Costs	Amount	Per Unit
Acquisition Costs/Closing *	\$ -	\$ -
Architecture/Fees & Permits	\$ 4,777,500	\$ 51,371
Construction Cost	\$ 32,282,954	\$ 347,129
Indirect Construction/Legal	\$ 611,015	\$ 6,570
Developer's Fee	\$ 5,214,601	\$ 56,071
Rent-Up Costs/Reserves	\$ 1,025,138	\$ 11,023
Financing Costs	\$ 2,817,677	\$ 30,298
Total	\$ 46,728,884	\$ 502,461

**Land will be ground leased from the Santa Ana United Methodist Church.*

Permanent Funding Sources	Amount
Permanent Loan	\$ 1,141,473
Tax Credit Equity	\$ 16,121,773
AHSC	\$ 20,000,000
General Partner Equity	\$ 2,714,601
Deferred Fee	\$ 300,000
Affordable Housing Program	\$ 920,000
OC HCD/HP Funds	\$ 2,360,490
City of Santa Ana Funds	\$ 3,170,547
SNHP Funds	\$ -
Total	\$ 46,728,884

For the development of this project by National CORE with Mercy House as the service provider, the Review Panel is recommending an award of \$3,170,547 in Inclusionary Housing Funds and eight (8) HUD-VASH PBVs following a competitive selection process through RFP # 18-056 in compliance with the City's Affordable Housing Funds Policies and Procedures. After National CORE receives an allocation of low-income housing tax credits for the development of the

project, staff will return to City Council with the loan agreement for an amount not to exceed the funds committed in the pre-loan commitment letter.

On January 8, 2019, the County of Orange Board of Supervisors authorized County staff to submit a joint project application to the State of California Housing and Community Development Department (HCD) for the first round of competitive No Place Like Home (NPLH) funding. The NPLH program will provide funding to support the development of supportive housing for adults with serious mental illness in the City of Santa Ana. The deadline for their NPLH application is January 30, 2019. NPLH funding in the amount of \$6,013,136 is being requested from HCD to support the development of up to 16 of the 93 units in the project. The City's pre-commitment letter will enhance and support the Developer's application for this additional source of financing to make the project feasible.

STRATEGIC PLAN ALIGNMENT

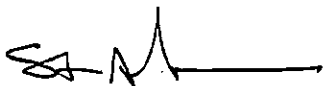
Approval of this item supports the City's efforts to meet Goal # 5 - Community Health, Livability, Engagement & Sustainability, Objective #3 (Facilitate diverse housing opportunities and support efforts to preserve and improve the livability of Santa Ana neighborhoods), and Strategy C (Provide that Santa Ana residents, employees, artists and veterans receive priority for affordable housing created under the City's Housing Opportunity Ordinance or with City funding to the extent allowed under state law).

FISCAL IMPACT

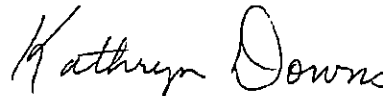
Upon approval of the loan agreement, funds in the amount of \$3,170,547 within the Inclusionary Housing Fund will be made available for distribution (Loans and Grants account no. 41718820-69152).

Each project based voucher is estimated to be valued at \$10,550 annually, based on HUD's initial award of the vouchers from April 2018. The actual annual expenditure for the eight vouchers may be different based on when the development of the project is completed and the units are leased. Funds will be budgeted in future fiscal years in the Housing Choice Voucher Program, Housing Assistance Payment account (no. 13618760-69158).

APPROVED AS TO FUNDS AND ACCOUNTS:



Steven A. Mendoza
Executive Director
Community Development Agency



Kathryn Downs, CPA
Executive Director
Finance and Management Services Agency

- Exhibits:
1. Award Announcement to National CORE and Mercy House
 2. Pre-Loan Commitment letter for National CORE and Mercy House
 3. Underwriting and Subsidy Layering Analysis by Keyser Marston Associates

EXHIBIT 1

MAYOR
Miguel A. Pulido
MAYOR PRO TEM
Michele Martinez
COUNCILMEMBERS
P. David Benavides
Vicente Samiento
Jose Solorio
Sal Tinajero
Juan Villegas



CITY MANAGER
Raul Godinez II
CITY ATTORNEY
Sonia R. Carvalho
CLERK OF THE COUNCIL
Maria D. Huizar

CITY OF SANTA ANA

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December 4, 2018

Michael Ruane, Executive Vice President
Larry Haynes, Executive Director of Mercy House
National Community Renaissance / Mercy House Living Centers
9421 Haven Avenue
Rancho Cucamonga, CA 91730

Sent via E-mail

Subject: Award Recommendations by Review Panel for RFP # 18-056

Dear Mr. Ruane and Mr. Haynes,

Thank you very much for your proposal submitted in response to our RFP for Affordable Housing Development (RFP # 18-056). The City of Santa Ana received a total of thirteen (13) proposals requesting over \$52 million and 304 Project-Based Vouchers. We thank you for your proposal and your commitment to develop affordable housing for the residents of the City of Santa Ana.

In compliance with the City's Affordable Housing Funds Policies and Procedures adopted by City Council on March 20, 2018, staff formed a Review Panel that consisted of the Executive Director of the City's Public Works Agency with his designee, the Executive Director of the Planning and Building Agency with his designee, the Executive Director of the Community Development Agency, and the Housing Division Manager. The VAMC of Long Beach, the County of Orange, Keyser Marston Associates, and MDG Associates served as advisors to the Review Panel. The Review Panel used the proposal Scoring and Selection Criteria from the RFP to conduct their review. In addition to the Scoring and Selection Criteria from the RFP, the Review Panel also reviewed the proposed project design for appropriateness for the proposed target group, compatibility with surrounding uses, cost effectiveness of construction, and appropriateness of the design and construction for low maintenance and long term durability.

On October 30, 2018, the Review Panel met and interviewed all of the developers who submitted a proposal. LINC Housing requested to be removed from consideration prior to their scheduled interview and therefore their proposal was removed from consideration. On November 14, 2018, the Review Panel met a second time to discuss and deliberate

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upon the final scoring and selection of the proposals. Following this process, the Review Panel agreed upon the final scores below based on an average of the scores from each member of the Panel:

Housing Authority Land Asset Requested / HUD-VASH Vouchers / Non-Housing Authority Land Asset	Developer Name	Project Name	FINAL SCORE (Average of Individual Reviewer Scores)
1126 & 1146 E. Washington Avenue	Orange Housing Development Corporation and C&C Development, LLC	1126-1146 E. Washington Site	92
	Related California	The Crossroads at Washington	91
	Jamboree Housing	REVO Apartments	87
	Cesar Chavez Foundation	Santa Ana Place	84
	Community HousingWorks	Transformar	80
	Community Development Partners	Washington Plaza, GRFLD, Lacy Walk	77
	Chelsea Investment Corporation	Cielo	76
826 N. Lacy/830 N. Lacy	Habitat for Humanity of Orange County	Lacy Street Project	82
	Community Development Partners	Washington Plaza, GRFLD, Lacy Walk	77
801, 809 & 809 1/2 E. Santa Ana Blvd.	HomeAid Orange County	Frances Xavier Residence	90
	Community Development Partners	Washington Plaza, GRFLD, Lacy Walk	77
HUD-VASH Vouchers (As the Primary Source of Financing)	Jamboree Housing	Budget Inn Site	86
	Community Development Partners	WestMew House	81
Non-Housing Authority Land Asset	National Community Renaissance and Mercy House Living Centers	Santa Ana United Methodist Church Site	93

**Supporting documentation for the scores above may be provided upon request.*

Based on the scores above and the relative scoring of proposals competing for the same land asset or source of affordable housing funds, the Review Panel is recommending the following award for your organization to our Community Redevelopment and Housing Commission and to the City Council / Housing Authority for final approval:

Developer: National Community Renaissance and Mercy House

Project Name: Santa Ana United Methodist Church Site

Developer Request:

- \$3,301,243.00
- 22 HUD-VASH PBVs

Award Recommendation:

- Inclusionary Housing Fund: \$3,170,547.00
- Project-Based Voucher Program (PBV): Eight (8) HUD-VASH PBVs

This recommendation is contingent upon final approval by the Community Redevelopment and Housing Commission (CRHC) and City Council / Housing Authority. This letter should not be confused with a final pre-loan commitment letter from the City or Housing Authority. This is only a recommendation by our Review Panel.

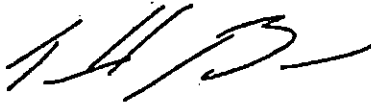
For the next steps:

- 1) Please acknowledge your willingness to accept this award recommendation and develop your project (by responding to this e-mail) including the additional requirements listed below that will be incorporated into your final commitment from the City / Housing Authority among various other terms:
 - a. Efforts must be made to incorporate ground-level retail in the project design to incorporate the site into the forthcoming OC Streetcar.
 - b. No less than 35% of the units in the entire project, under any combination of financing sources used to develop the project, must be permanent supportive housing for individuals and families referred from the Coordinated Entry System who are residing in the City of Santa Ana based upon:
 - i. Proof of strong ties to the community, to include current residency of an immediate family member – mother, father, sibling, or grandparent in the City of Santa Ana;
 - ii. Proof that the individual attended a K-12 school in Santa Ana;
 - iii. Proof that the individual resided on property zoned for residential use in Santa Ana and the individual was on the lease and/or paid utilities necessary for legal use of the property for residential purposes; or
 - iv. Knowledge – either first-hand or recorded – by the Santa Ana Police Department that the individual has been a member of the Santa Ana homeless community.
- 2) Please acknowledge (by responding to this e-mail) your willingness to reimburse the City for the cost of an underwriting and subsidy layering review to be conducted by Keyser Marston Associates (KMA).

- 3) Staff will complete a National Environmental Policy Act review in compliance with your award of federal funds.
- 4) Please draft a presentation that you will provide with staff to the Community Redevelopment and Housing Commission (CRHC) on December 19th at 4:30PM in the City Council Chambers. This presentation must be provided to staff before COB on Tuesday, December 11th. Staff will also coordinate with you on the Staff Report that will be presented to the Commission and then to City Council / Housing Authority.
- 5) Staff will be recommending your award to the CRHC on December 19, 2018 and to City Council and the Housing Authority in January or February 2019. You must be present and ready to present your project at both meetings as well as respond to any questions or concerns.

From all of us here at the City, thank you again for your proposal and congratulations on your award recommendation. We look forward to working with you to develop affordable housing for the residents of the City of Santa Ana.

Sincerely,



Judson Brown
Housing Division Manager

Community Development Agency
Housing and Neighborhood Development Division
20 Civic Center Plaza (M-26)
Santa Ana, CA 92701

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F: (714) 647-6549

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EXHIBIT 2

CITY MANAGER
Raul Godinez II
CITY ATTORNEY
Sonia R. Carvalho
CLERK OF THE COUNCIL
Maria D. Huizar



MAYOR
Miguel A. Pulido
MAYOR PRO TEM
Juan Villegas
COUNCILMEMBERS
Cecilia Iglesias
David Penaloza
Roman Reyna
Vicente Sarmiento
Jose Solorio

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January 15, 2019

Michael Ruane
Executive Vice President
National Community Renaissance
9421 Haven Avenue
Rancho Cucamonga, CA 91730

Larry Haynes
Executive Director
Mercy House Living Centers

Re: Santa Ana United Methodist Church Site
609 N. Spurgeon Street, Santa Ana, CA 92701
Pre-Commitment Letter for: Inclusionary Housing Funds Loan, Project Based Vouchers

Dear Messrs. Ruane and Haynes:

National Community Renaissance of California ("National CORE") and Mercy Housing Living Centers (collectively referred to as "Developer") requested financial assistance in connection with the proposed development of a ninety-three (93) unit affordable housing complex to be located at 609 N. Spurgeon Street, Santa Ana, CA 92701 ("Project").

The City of Santa Ana ("City") and the Housing Authority of the City of Santa Ana ("Housing Authority") have reviewed the Developer's request for assistance, and at the City Council/Housing Authority meeting on January 15, 2019, the City Council and Housing Authority Board authorized and approved issuance of this pre-commitment letter evidencing the preliminary award of (collectively, the "City Assistance"):

- A loan in the maximum amount of \$3,170,547 in inclusionary housing in-lieu fee payments made pursuant to the City's Housing Opportunity Ordinance (Article XVIII.I of Chapter 41 of the Santa Ana Municipal Code) (the "Inclusionary Housing Fund") held by the City of Santa Ana for the Project ("City Loan"); and,

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ciglesias@santa-ana.org

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- Eight (8) U.S. Department of Housing and Urban Development-Veterans Affairs Supportive Housing ("HUD-VASH") Project-Based Vouchers ("PBV") for Permanent Supportive Housing for the Project.

This letter shall evidence the Agency's pre-commitment of the City Assistance to the Developer for the Project subject to the conditions described below.

City Loan:

The amount of the proposed City Loan has been determined based upon the City's review of the Developer's request for the receipt of the City Assistance and the development proforma and projected cash flows for the Project submitted by the Developer to the City ("Proforma"). The City Manager and Housing Authority Executive Director has authority to approve revised development proformas and projected cash flows for the Project; provided, however, that the City Assistance is not increased or extended.

The City Loan shall include the following terms:

- \$3,170,547 maximum principal amount, or as much thereof as is disbursed for hard and soft costs in constructing the Project, provided from the City of Santa Ana Inclusionary Housing Fund.
- 3% simple interest per annum.
- Repayment from 50% of Residual Receipts (pro-rata with payments due in connection with other financing provided by other public agencies) (after payment of operating expenses, debt service, any deferred developer fee, and partnership fees to be described in the Agreement) with the remaining 50% to be disbursed to the Developer.
- Remaining principal and accrued interest due upon the 55th anniversary of the issuance of Certificate of Occupancy and/or final building permits or earlier upon sale, refinancing or default. On that date, the City agrees to review the performance of the property and consider in good faith any reasonable request by Developer to modify the terms or extend the term of the City Promissory Notes. Additionally, the City will receive a pro rata share of 50% of the net proceeds received from any sale or refinancing of the Project, after payment of outstanding debt and payment in full of any deferred developer fee and establishment of any reserves and transaction costs.
- Cost savings from the Project, if any, will be applied first to pay down the City Loan, subject to compliance with the Tax Credit Allocation Committee ("TCAC") Regulations.

HUD-VASH PBV's:

The Project consists of thirty-three (33) permanent supportive housing units for homeless individuals and families, including eight (8) units to be made available at affordable rents to HUD-VASH eligible homeless veterans for a term of fifty-five (55) years. All individuals and families shall be referred from the Orange County Coordinated Entry System, and are residing or working in the City of Santa Ana as defined under the City's criteria. Efforts shall be made to incorporate ground-level retail as an interface for the forthcoming Orange County Streetcar.

The HUD-VASH PBV's shall include the following terms:

- **Voucher Source:** The eight (8) HUD-VASH PBVs will be funded exclusively out of the tenant-based voucher program annual budget authority received by the Housing Authority from the Department of Housing and Urban Development (HUD).
- **Rents:** The PBV Housing Assistance Payments ("HAP") Contract rents below are preliminary and contingent upon a reasonable rent determination to be conducted at the time of execution of the HAP Contract:
 - 1 Bedroom - \$1,388

In accordance with HUD regulations and the Housing Authority's Housing Choice Voucher Program Administrative Plan, these rents are subject to review prior to the execution of a HAP Contract.

Rents and income requirements for the remaining affordable units shall be based on the requirements of the federal Low Income Housing Tax Credit Program as administered by TCAC.

- **Annual Amount:** The Project will receive PBVs for eight (8) units:

Unit Size	Income Target	No. Units	Proposed Rent	Total Annual Revenue
1-Br	30% AMI	8	\$1,388	\$16,656

The estimated maximum annual amount received under this award is \$133,248. These estimates assume 100% occupancy of the assisted units over the twelve-month period.

- **Term:** The HAP Contract will have a term of twenty (20) years. Any time before the expiration of the HAP Contract, the Developer may request an additional twenty (20) years, subject to a determination by the Housing Authority that it is appropriate to continue providing affordable housing for low-income families or to

expand housing opportunities and HUD funding. Subsequent extensions are subject to the same requirements.

- Units Receiving PBV Assistance: The maximum number of units receiving PBV assistance will be eight (8).

General Provisions:

The City's obligation to provide the City Assistance to the Project is subject to each of the following conditions:

- Developer must provide proof that it has secured all of its remaining financing for the development of the Project before staff will return to the City Council for consideration of the Loan Agreement.
- All provided funding and project requirements shall conform to the City's adopted Affordable Housing Funds Policies and Procedures, unless alternative requirements are expressly provided in the executed Loan Agreement or any other documents related to the development of the Project.
- Approval of all required entitlements and discretionary actions, to allow the construction of a 93-unit affordable housing complex to be located at 609 N. Spurgeon Street, Santa Ana, CA 92701.
- The City's obligation to provide the Loan is and shall remain subject to all covenants, conditions, and restrictions set forth in the Loan Agreement, and in particular City's analysis of the available funding sources and development and operating costs of the Project and the overall economic feasibility of the Project.
- Review and approval of the documents evidencing the City Loan by the City Council, as applicable.
- Execution of HAP Contracts and all necessary documents for the PBV's.

Developer, at its sole cost and expense, will be responsible for securing any and all permits and discretionary approvals that may be required for the Project by the City, Housing Authority, or any other federal, state, or local governmental entity having or claiming jurisdiction over the Property or Project. Notably, this pre-commitment letter shall not obligate the City or any department thereof to approve any application or request for or take any other action in connection with any planning approval, permit or other action necessary for the construction, rehabilitation, installation or operation of the Project.

This pre-commitment letter for the Project will expire on January 15, 2021.

If you have any questions or require any additional information regarding this award letter, please contact Judson Brown, Housing Division Manager, by telephone at (714) 667-2241 or by e-mail at jbrown@santa-ana.org.

Sincerely,

Raul Godinez II
City Manager

Attest:

Maria D. Huizar
Clerk of Council

**U.S. Department of Housing and Urban Development
Office of Public and Indian Housing**

**SECTION 8 PROJECT-BASED VOUCHER PROGRAM
HOUSING ASSISTANCE PAYMENTS CONTRACT**

NEW CONSTRUCTION OR REHABILITATION

PART 1 OF HAP CONTRACT

Public reporting burden for this collection of information is estimated to average 2 hours. This includes the time for collecting, reviewing and reporting the data. The information is being collected as required by 24 CFR 983.202, which requires the PHA to enter into a HAP contract with the owner to provide housing assistance payments for eligible families. This agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless that collection displays a valid OMB control number. Assurances of confidentiality are not provided under this collection.

Privacy Act Statement. HUD is committed to protecting the privacy of individuals' information stored electronically or in paper form, in accordance with federal privacy laws, guidance, and best practices. HUD expects its third-party business partners, including Public Housing Authorities, who collect, use maintain, or disseminate HUD information to protect the privacy of that information in Accordance with applicable law.

1. CONTRACT INFORMATION

a. Parties

This housing assistance payments (HAP) contract is entered into between:

_____ (PHA) and
_____ (owner).

b. Contents of contract

The HAP contract consists of Part 1, Part 2, and the contract exhibits listed in paragraph c.

c. Contract exhibits

The HAP contract includes the following exhibits:

EXHIBIT A: TOTAL NUMBER OF UNITS IN PROJECT COVERED BY

THIS HAP CONTRACT; INITIAL RENT TO OWNER; AND DESCRIPTION OF THE CONTRACT UNITS. (See 24 CFR 983.203 for required items.) If this is a multi-stage project, this exhibit must include a description of the units in each completed phase.

EXHIBIT B: SERVICES, MAINTENANCE AND EQUIPMENT TO BE PROVIDED BY THE OWNER WITHOUT CHARGES IN ADDITION TO RENT TO OWNER

EXHIBIT C: UTILITIES AVAILABLE IN THE CONTRACT UNITS, INCLUDING A LISTING OF UTILITY SERVICES TO BE PAID BY THE OWNER (WITHOUT CHARGES IN ADDITION TO RENT TO OWNER) AND UTILITIES TO BE PAID BY THE TENANTS

EXHIBIT D: FEATURES PROVIDED TO COMPLY WITH PROGRAM ACCESSIBILITY FEATURES OF SECTION 504 OF THE REHABILITATION ACT OF 1973

ADDITIONAL EXHIBITS

d. Single-Stage and Multi-Stage Contracts (place a check mark in front of the applicable project description).

Single-Stage Project

This is a single-stage project. For all contract units, the effective date of the HAP contract is: _____ .

Multi-Stage Project

This is a multi-stage project. The units in each completed stage are designated in Exhibit A.

The PHA enters the effective date for each stage after completion and PHA acceptance of all units in that stage. The PHA enters the effective date for each stage in the "Execution of HAP contract for contract units completed and accepted in stages" (starting on page 10).

The annual anniversary date of the HAP contract for all contract units in this multi-stage project is the anniversary of the effective date of the HAP

contract for the contract units included in the first stage. The expiration date of the HAP contract for all of the contract units completed in stages must be concurrent with the end of the HAP contract term for the units included in the first stage (see 24 CFR 983.206(c)).

e. Term of the HAP contract

1. Beginning of term

The PHA may not enter into a HAP contract for any contract unit until the PHA (or an independent entity, as applicable) has determined that the unit meets PBV inspection requirements. The term of the HAP contract for any unit begins on the effective date of the HAP contract.

2. Length of initial term

- a. Subject to paragraph 2.b, the initial term of the HAP contract for any contract units is: _____.
- b. The initial term of the HAP contract for any unit may not be less than one year, nor more than twenty years.

3. Extension of term

The PHA and owner may agree to enter into an extension of the HAP contract at the time of initial HAP contract execution, or any time prior to expiration of the contract. Any extension, including the term of such extension, must be in accordance with HUD requirements. A PHA must determine that any extension is appropriate to achieve long-term affordability of the housing or expand housing opportunities.

4. Requirement for sufficient appropriated funding

- a. The length of the initial term and any extension term shall be subject to availability, as determined by HUD, or by the PHA in accordance with HUD requirements, of sufficient appropriated funding (budget authority), as provided in appropriations acts and in the PHA's annual contributions contract (ACC) with HUD, to make full payment of housing assistance payments due to the owner for any contract year in accordance with the HAP contract.

b. The availability of sufficient funding must be determined by HUD or by the PHA in accordance with HUD requirements. If it is determined that there may not be sufficient funding to continue housing assistance payments for all contract units and for the full term of the HAP contract, the PHA has the right to terminate the HAP contract by notice to the owner for all or any of the contract units. Such action by the PHA shall be implemented in accordance with HUD requirements.

f. Occupancy and payment

1. Payment for occupied unit

During the term of the HAP contract, the PHA shall make housing assistance payments to the owner for the months during which a contract unit is leased to and occupied by an eligible family. If an assisted family moves out of a contract unit, the owner may keep the housing assistance payment for the calendar month when the family moves out (“move-out month”). However, the owner may not keep the payment if the PHA determines that the vacancy is the owner’s fault.

2. Vacancy payment

THE PHA HAS DISCRETION WHETHER TO INCLUDE THE VACANCY PAYMENT PROVISION (PARAGRAPH e.2), OR TO STRIKE THIS PROVISION FROM THE HAP CONTRACT FORM.

█ [REDACTED]

█ [REDACTED]

- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]

3. PHA is not responsible for family damage or debt to owner

Except as provided in this paragraph e (Occupancy and Payment), the PHA will not make any other payment to the owner under the HAP contract. The PHA will not make any payment to the owner for any damages to the unit, or for any other amounts owed by a family under the family's lease.

g. Income-mixing requirement

1. Except as provided in paragraphs f.2 through f.5 below, the PHA will not

make housing assistance payments under the HAP contract for more than the greater of 25 units or 25 percent of the total number of dwelling units (assisted or unassisted) in any project. The term “project” means a single building, multiple contiguous buildings, or multiple buildings on contiguous parcels of land assisted under this HAP contract.

2. The limitation in paragraph f.1 does not apply to single-family buildings.
3. In referring eligible families to the owner for admission to the number of contract units in any project exceeding the 25 unit or 25 percent limitation under paragraph f.1, the PHA shall give preference to elderly families or to families eligible for supportive services, for the number of contract units designated for occupancy by such families. The owner shall rent the designated number of contract units to such families referred by the PHA from the PHA waiting list.
4. Up to the greater of 25 units or 40 percent of units (instead of the greater of 25 units or 25 percent of units) in a project may be project-based if the project is located in a census tract with a poverty rate of 20 percent or less.
5. Units that were previously subject to certain federal rent restrictions or receiving another type of long-term housing subsidy provided by HUD do not count toward the income-mixing requirement if, in the five years prior to issuance of the Request for Proposal or notice of owner selection (for projects selected based on a prior competition or without competition), the unit received one of the forms of HUD assistance or was under a federal rent restriction as described in f.6 and f.7, below.
6. The following specifies the number of contract units (if any) that received one of the following forms of HUD assistance (enter the number of contract units in front of the applicable form of assistance):
 - ___ Public Housing or Operating Funds;
 - ___ Project-Based Rental Assistance (including Mod Rehab and Mod Rehab Single-Room Occupancy);
 - ___ Housing for the Elderly (Section 202 or the Housing Act of 1959);
 - ___ Housing for Persons with Disabilities (Section 811 of the Cranston-Gonzalez Affordable Housing Act);

- Rent Supplement Program;
- Rental Assistance Program;
- Flexible Subsidy Program.

The following total number of contract units received a form of HUD assistance listed above: _____. If all of the units in the project received such assistance, you may skip sections g.7 and g.8, below.

7. The following specifies the number of contract units (if any) that were under any of the following federal rent restrictions (enter the number of contract units in front of the applicable type of federal rent restriction):

- Section 236;
- Section 221(d)(3) or (d)(4) BMIR (below-market interest rate);
- Housing for the Elderly (Section 202 or the Housing Act of 1959);
- Housing for Persons with Disabilities (Section 811 of the Cranston-Gonzalez Affordable Housing Act);
- Flexible Subsidy Program.

The following total number of contract units were subject to a federal rent restriction listed above: _____. If all of the units in the project were subject to a federal rent restriction, you may skip section g.8, below.

8. The following specifies the number of contract units (if any) designated for occupancy by elderly families or by families eligible for supportive services:

a Place a check mark here if any contract units are designated for occupancy by elderly families; The following number of contract units shall be rented to elderly families:

_____.

b Place a check mark here if any contract units are designated for occupancy by families eligible for supportive services. The

following number of contract units shall be rented to families
eligible for supportive services:

_____.

9. The PHA and owner must comply with all HUD requirements regarding income mixing.

EXECUTION OF HAP CONTRACT FOR SINGLE-STAGE PROJECT

PUBLIC HOUSING AGENCY (PHA) Name of PHA (Print)
By: Signature of authorized representative
Name and official title (Print)
Date
OWNER Name of Owner (Print)
By: Signature of authorized representative
Name and official title (Print)
Date

**EXECUTION OF HAP CONTRACT FOR CONTRACT UNITS COMPLETED
AND ACCEPTED IN STAGES**

(For multi-stage projects, at acceptance of each stage, the PHA and the owner sign the HAP contract execution for the completed stage.)

STAGE NO. 1: The Contract is hereby executed for the contract units in this stage. STAGE EFFECTIVE DATE: The effective date of the Contract for this stage is:
Date
PUBLIC HOUSING AGENCY (PHA) Name of PHA (Print)
By: Signature of authorized representative
Name and official title (Print)
Date
OWNER Name of Owner (Print)
By: Signature of authorized representative
Name and official title (Print)
Date

STAGE NO. 2: The Contract is hereby executed for the contract units in this stage.

STAGE EFFECTIVE DATE: The effective date of the Contract for this stage is:

Date

PUBLIC HOUSING AGENCY (PHA)

Name of PHA (Print)

By:

Signature of authorized representative

Name and official title (Print)

Date

OWNER

Name of Owner (Print)

By:

Signature of authorized representative

Name and official title (Print)

Date

STAGE NO. 3: The Contract is hereby executed for the contract units in this stage.

STAGE EFFECTIVE DATE: The effective date of the Contract for this stage is:

Date

PUBLIC HOUSING AGENCY (PHA)

Name of PHA (Print)

By:

Signature of authorized representative

Name and official title (Print)

Date

OWNER

Name of Owner (Print)

By:

Signature of authorized representative

Name and official title (Print)

Date

STAGE NO. __: The Contract is hereby executed for the contract units in this stage.

STAGE EFFECTIVE DATE: The effective date of the Contract for this stage is:

Date

PUBLIC HOUSING AGENCY (PHA)

Name of PHA (Print)

By:

Signature of authorized representative

Name and official title (Print)

Date

OWNER

Name of Owner (Print)

By:

Signature of authorized representative

Name and official title (Print)

Date

**U.S. Department of Housing and Urban Development
Office of Public and Indian Housing**

SECTION 8 PROJECT-BASED VOUCHER PROGRAM

**HOUSING ASSISTANCE PAYMENTS CONTRACT
NEW CONSTRUCTION OR REHABILITATION**

PART 2 OF HAP CONTRACT

Public reporting burden for this collection of information is estimated to average 2 hours. This includes the time for collecting, reviewing and reporting the data. The information is being collected as required by 24 CFR 983.202, which requires the PHA to enter into a HAP contract with the owner to provide housing assistance payments for eligible families. This agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless that collection displays a valid OMB control number. Assurances of confidentiality are not provided under this collection.

Privacy Act Statement. HUD is committed to protecting the privacy of individuals' information stored electronically or in paper form, in accordance with federal privacy laws, guidance, and best practices. HUD expects its third-party business partners, including Public Housing Authorities, who collect, use maintain, or disseminate HUD information to protect the privacy of that information in Accordance with applicable law.

2. DEFINITIONS

Agreement. Agreement to enter into HAP Contract between the owner and the PHA. The HAP contract was entered into following new construction or rehabilitation of the contract units by the owner pursuant to an Agreement.

Contract units. The housing units covered by this HAP contract. The contract units are described in Exhibit A.

Controlling interest. In the context of PHA-owned units (see definition below), controlling interest means:

- (a) Holding more than 50 percent of the stock of any corporation; or
- (b) Having the power to appoint more than 50 percent of the members of the board of directors of a non-stock corporation (such as a non-profit corporation); or
- (c) Where more than 50 percent of the members of the board of directors of any corporation also serve as directors, officers, or employees of the PHA; or
- (d) Holding more than 50 percent of all managing member interests in an LLC; or

(e) Holding more than 50 percent of all general partner interests in a partnership;
or

(f) Having equivalent levels of control in other ownership structures.

Family. The persons approved by the PHA to reside in a contract unit with assistance under the program.

HAP contract. This housing assistance payments contract between the PHA and the owner. The contract consists of Part 1, Part 2, and the contract exhibits (listed in section 1.c of the HAP contract).

Household. The family and any PHA-approved live-in aide.

Housing assistance payment. The monthly assistance payment by the PHA for a contract unit, which includes: (1) a payment to the owner for rent to the owner under the family's lease minus the tenant rent; and (2) an additional payment to or on behalf of the family if the utility allowance exceeds total tenant payment.

Housing quality standards (HQS). The HUD minimum quality standards for dwelling units occupied by families receiving project-based voucher program assistance.

HUD. U.S. Department of Housing and Urban Development.

HUD requirements. HUD requirements which apply to the project-based voucher program. HUD requirements are issued by HUD headquarters, as regulations, Federal Register notices or other binding program directives.

Newly constructed housing. Housing units that do not exist on the proposal selection date and are developed after the date of selection pursuant to an Agreement between the PHA and owner for use under the project-based voucher program.

Owner. Any person or entity who has the legal right to lease or sublease a unit to a participant.

PHA. Public Housing Agency. The agency that has entered into the HAP contract with the owner. The agency is a public housing agency as defined in the United States Housing Act of 1937 (42 U.S.C. 1437a(b)(6)).

PHA-owned units. A unit is "owned by a PHA" if the unit is in a project that is:

(a) Owned by the PHA (which includes a PHA having a "controlling interest" in the entity that owns the unit; see definition above);

(b) Owned by an entity wholly controlled by the PHA; or

(c) Owned by a limited liability company (LLC) or limited partnership in which the PHA (or an entity wholly controlled by the PHA) holds a controlling interest in the managing member or general partner.

Premises. The building or complex in which a contract unit is located, including common areas or grounds.

Principal or interested party. This term includes a management agent and other persons or entities participating in project management, and the officers and principal members, shareholders, investors, and other parties having a substantial interest in the HAP contract, or in any proceeds or benefits arising from the HAP contract.

Program. The project-based voucher program (see authorization for project-based assistance at 42 U.S.C. 1437f(o)(13)).

Proposal selection date. The date the PHA gives written notice of proposal selection to the owner whose proposal is selected in accordance with the criteria established in the PHA's administrative plan.

Rehabilitated housing. Housing units that exist on the proposal selection date but do not substantially comply with the HQS on that date and are developed pursuant to an Agreement between the PHA and owner for use under the project-based voucher program.

Rent to owner. The total monthly rent payable to the owner under the lease for a contract unit. Rent to owner includes payment for any housing services, maintenance and utilities to be provided by the owner in accordance with the lease.

Tenant. The person or persons (other than a live-in aide) who executes the lease as a lessee of the dwelling unit.

Tenant rent. The portion of the rent to owner payable by the family, as determined by the PHA in accordance with HUD requirements. The PHA is not responsible for paying any part of the tenant rent.

3. **PURPOSE**

- a. This is a HAP contract between the PHA and the owner.
 - b. The purpose of the HAP contract is to provide housing assistance payments for eligible families who lease contract units that comply with
-

the HUD HQS from the owner.

- c. The PHA must make housing assistance payments to the owner in accordance with the HAP contract for contract units leased and occupied by eligible families during the HAP contract term. HUD provides funds to the PHA to make housing assistance payments to owners for eligible families.

4. RENT TO OWNER; HOUSING ASSISTANCE PAYMENTS

a. Amount of initial rent to owner

The initial rent to owner for each contract unit is stated in Exhibit A, which is attached to and made a part of the HAP contract. At the beginning of the HAP contract term, and until rent to owner is adjusted in accordance with section 5 of the HAP contract, the rent to owner for each bedroom size (number of bedrooms) shall be the initial rent to owner amount listed in Exhibit A.

Place a check mark here ___ if the PHA has elected not to reduce rents below the initial rent to owner.

b. HUD rent requirements

Notwithstanding any other provision of the HAP contract, the rent to owner may in no event exceed the amount authorized in accordance with HUD requirements. The PHA has the right to reduce the rent to owner, at any time, to correct any errors in establishing or adjusting the rent to owner in accordance with HUD requirements. The PHA may recover any overpayment from the owner.

c. PHA payment to owner

1. Each month the PHA must make a housing assistance payment to the owner for a unit under lease to and occupied by an eligible family in accordance with the HAP contract.
 2. The monthly housing assistance payment to the owner for a contract unit is equal to the amount by which the rent to owner exceeds the tenant rent.
 3. Payment of the tenant rent is the responsibility of the family. The PHA is not responsible for paying any part of the tenant rent, or for paying any other claim by the owner against a family. The PHA is responsible only for making housing assistance payments to the
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owner on behalf of a family in accordance with the HAP contract.

4. The owner will be paid the housing assistance payment under the HAP contract on or about the first day of the month for which payment is due, unless the owner and the PHA agree on a later date.
5. To receive housing assistance payments in accordance with the HAP contract, the owner must comply with all the provisions of the HAP contract. Unless the owner complies with all the provisions of the HAP contract, the owner does not have a right to receive housing assistance payments.
6. If the PHA determines that the owner is not entitled to the payment or any part of it, the PHA, in addition to other remedies, may deduct the amount of the overpayment from any amounts due the owner, including amounts due under any other housing assistance payments contract.
7. The owner will notify the PHA promptly of any change of circumstances that would affect the amount of the monthly housing assistance payment, and will return any payment that does not conform to the changed circumstances.

d. Termination of assistance for family

The PHA may terminate housing assistance for a family under the HAP contract in accordance with HUD requirements. The PHA must notify the owner in writing of its decision to terminate housing assistance for the family in such case.

5. ADJUSTMENT OF RENT TO OWNER

a. PHA determination of adjusted rent

1. At each annual anniversary during the term of the HAP contract, the PHA shall adjust the amount of rent to owner, upon request to the PHA by the owner, in accordance with law and HUD requirements. In addition, the PHA shall adjust the rent to owner when there is a ten percent decrease in the published, applicable Fair Market Rent in accordance with 24 CFR 983.302. However, if the PHA has elected within the HAP contract not to reduce rents below the initial rent to owner, the rent to owner shall not be reduced below the initial rent to owner except in those cases

described in 24 CFR 983.302(c)(2).

2. The adjustment of rent to owner shall always be determined in accordance with all HUD requirements. The amount of the rent to owner may be adjusted up or down, in the amount defined by the PHA in accordance with HUD requirements.

b. Reasonable rent

The rent to owner for each contract unit, as adjusted by the PHA in accordance with 24 CFR 983.303, may at no time exceed the reasonable rent charged for comparable units in the private unassisted market, except in cases where the PHA has elected within the HAP contract not to reduce rents below the initial rent to owner. The reasonable rent shall be determined by the PHA in accordance with HUD requirements.

c. No special adjustments

The PHA will not make any special adjustments of the rent to owner.

d. Owner compliance with HAP contract

The PHA shall not approve, and the owner shall not receive, any increase of rent to owner unless all contract units are in accordance with the HQS, and the owner has complied with the terms of the assisted leases and the HAP contract.

e. Notice of rent adjustment

Rent to owner shall be adjusted by written notice by the PHA to the owner in accordance with this section. Such notice constitutes an amendment of the rents specified in Exhibit A.

6. OWNER RESPONSIBILITY

The owner is responsible for:

- a. Performing all management and rental functions for the contract units.
- b. Maintaining the units in accordance with HQS.
- c. Complying with equal opportunity requirements.
- d. Enforcing tenant obligations under the lease.

- e. Paying for utilities and housing services (unless paid by the family under the lease).
- f. Collecting from the tenant:
 - 1. Any security deposit;
 - 2. The tenant rent; and
 - 3. Any charge for unit damage by the family.

7. OWNER CERTIFICATION

The owner certifies that at all times during the term of the HAP contract:

- a. All contract units are in good and tenantable condition. The owner is maintaining the premises and all contract units in accordance with the HQS.
- b. The owner is providing all the services, maintenance and utilities as agreed to under the HAP contract and the leases with assisted families.
- c. Each contract unit for which the owner is receiving housing assistance payments is leased to an eligible family referred by the PHA, and the lease is in accordance with the HAP contract and HUD requirements.
- d. To the best of the owner's knowledge, the members of the family reside in each contract unit for which the owner is receiving housing assistance payments, and the unit is the family's only residence.
- e. The owner (including a principal or other interested party) is not the parent, child, grandparent, grandchild, sister, or brother of any member of a family residing in a contract unit unless the PHA has determined that approving leasing of the unit would provide a reasonable accommodation for a family member who is a person with disabilities.
- f. The amount of the housing assistance payment is the correct amount due under the HAP contract.
- g. The rent to owner for each contract unit does not exceed rents charged by the owner for other comparable unassisted units.
- h. Except for the housing assistance payment and the tenant rent as provided under the HAP contract, the owner has not received and will not receive any payments or other consideration (from the family, the PHA, HUD, or

any other public or private source) for rental of the contract unit.

- i. The family does not own, or have any interest in the contract unit. If the owner is a cooperative, the family may be a member of the cooperative.

8. CONDITION OF UNITS

a. Owner maintenance and operation

The owner must maintain and operate the contract units and premises to provide decent, safe and sanitary housing in accordance with the HQS, including performance of ordinary and extraordinary maintenance. The owner must provide all the services, maintenance and utilities set forth in Exhibits B and C, and in the lease with each assisted family.

b. PHA inspections

1. The PHA must inspect each contract unit before execution of the HAP contract. The PHA may not enter into a HAP contract covering a unit until the unit fully complies with the HQS.
2. Before providing assistance to a new family in a contract unit, the PHA must inspect the unit. The PHA may not provide assistance on behalf of the family until the unit fully complies with the HQS.
3. At least biennially during the term of the HAP contract, the PHA must inspect a random sample, consisting of at least 20 percent of the contract units in each building, to determine if the contract units and the premises are maintained in accordance with the HQS. Turnover inspections pursuant to paragraph 2 of this section are not counted toward meeting this biennial inspection requirement.
4. If more than 20 percent of the sample of inspected contract units in a building fail the initial inspection, the PHA must reinspect 100 percent of the contract units in the building.
5. The PHA must inspect contract units whenever needed to determine that the contract units comply with the HQS and that the owner is providing maintenance, utilities, and other services in accordance with the HAP contract. The PHA must take into account complaints and any other information that comes to its attention in scheduling inspections.

c. Violation of the housing quality standards

1. If the PHA determines a contract unit is not in accordance with the HQS, the PHA may exercise any of its remedies under the HAP contract for all or any contract units. Such remedies include termination, suspension or reduction of housing assistance payments, and termination of the HAP contract.
2. The PHA may exercise any such contractual remedy respecting a contract unit even if the family continues to occupy the unit.
3. The PHA shall not make any housing assistance for a dwelling unit that fails to meet the HQS, unless the owner corrects the defect within the period specified by the PHA and the PHA verifies the correction. If a defect is life threatening, the owner must correct the defect within no more than 24 hours. For other defects, the owner must correct the defect within no more than 30 calendar days (or any PHA-approved extension).

d. Maintenance and replacement—owner’s standard practice

Maintenance and replacement (including redecoration) must be in accordance with the standard practice for the building concerned as established by the owner.

9. LEASING CONTRACT UNITS

a. Selection of tenants

1. During the term of the HAP contract, the owner must lease all contract units to eligible families selected and referred by the PHA from the PHA waiting list. (See 24 CFR 983.251.)
2. The owner is responsible for adopting written tenant selection procedures that are consistent with the purpose of improving housing opportunities for very low-income families and reasonably related to program eligibility and an applicant’s ability to perform the lease obligations.
3. Consistent with HUD requirements, and Federal civil rights and fair housing requirements, the owner may apply its own nondiscriminatory admission procedures in determining whether to admit a family referred by the PHA for occupancy of a contract unit. The owner may refer families to the PHA, and recommend

selection of such families from the PHA waiting list for occupancy of vacant units.

4. The owner must promptly notify in writing any rejected applicant of the grounds for rejection.
5. The PHA must determine family eligibility in accordance with HUD requirements.
6. The contract unit leased to each family must be appropriate for the size of the family under the PHA's subsidy standards.
7. If a contract unit was occupied by an eligible family at the time the unit was selected by the PHA, or is so occupied on the effective date of the HAP contract, the owner must offer the family the opportunity to lease the same or another appropriately-sized contract unit with assistance under the HAP contract.
8. The owner is responsible for screening and selecting tenants from the families referred by the PHA from its waiting list.

b. Vacancies

1. The owner must promptly notify the PHA of any vacancy in a contract unit. After receiving the owner notice, the PHA shall make every reasonable effort to refer a sufficient number of families for owner to fill the vacancy.
2. The owner must rent vacant contract units to eligible families on the PHA waiting list referred by the PHA.
3. The PHA and the owner must make reasonable, good faith efforts to minimize the likelihood and length of any vacancy.
4. If any contract units have been vacant for a period of 120 or more days since owner notice of vacancy (and notwithstanding the reasonable good faith efforts of the PHA to fill such vacancies), the PHA may give notice to the owner amending the HAP contract to reduce the number of contract units by subtracting the number of contract units (by number of bedrooms) that have been vacant for such period.

10. TENANCY

a. Lease

The lease between the owner and each assisted family must be in accordance with HUD requirements. In all cases, the lease must include the HUD-required tenancy addendum. The tenancy addendum must include, word-for-word, all provisions required by HUD.

b. Termination of tenancy

1. The owner may terminate a tenancy only in accordance with the lease and HUD requirements.
2. The owner must give the PHA a copy of any owner eviction notice to the tenant at the same time that the owner gives notice to the tenant. Owner eviction notice means a notice to vacate, or a complaint or other initial pleading used to commence an eviction action under State or local law.

c. Family payment

1. The portion of the monthly rent to owner payable by the family (“tenant rent”) will be determined by the PHA in accordance with HUD requirements. The amount of the tenant rent is subject to change during the term of the HAP contract. Any changes in the amount of the tenant rent will be effective on the date stated in a notice by the PHA to the family and the owner.
2. The amount of the tenant rent as determined by the PHA is the maximum amount the owner may charge the family for rent of a contract unit, including all housing services, maintenance and utilities to be provided by the owner in accordance with the HAP contract and the lease.
3. The owner may not demand or accept any rent payment from the tenant in excess of the tenant rent as determined by the PHA. The owner must immediately return any excess rent payment to the tenant.
4. The family is not responsible for payment of the portion of the contract rent covered by the housing assistance payment under the HAP contract. The owner may not terminate the tenancy of an assisted family for nonpayment of the PHA housing assistance

payment.

5. The PHA is responsible only for making the housing assistance payments to the owner on behalf of the family in accordance with the HAP contract. The PHA is not responsible for paying the tenant rent, or any other claim by the owner.

d. Other owner charges

1. Except as provided in paragraph 2, the owner may not require the tenant or family members to pay charges for meals or supportive services. Nonpayment of such charges is not grounds for termination of tenancy.
2. In assisted living developments receiving project-based voucher assistance, owners may charge tenants, family members, or both for meals or supportive services. These charges may not be included in the rent to owner, nor may the value of meals and supportive services be included in the calculation of reasonable rent. Non-payment of such charges is grounds for termination of the lease by the owner in an assisted living development.
3. The owner may not charge the tenant or family members extra amounts for items customarily included in rent in the locality or provided at no additional cost to the unsubsidized tenant in the premises.

e. Security deposit

1. The owner may collect a security deposit from the family.
2. The owner must comply with HUD and PHA requirements, which may change from time to time, regarding security deposits from a tenant.
3. The PHA may prohibit security deposits in excess of private market practice, or in excess of amounts charged by the owner to unassisted families.
4. When the family moves out of the contract unit, the owner, subject to State and local law, may use the security deposit, including any interest on the deposit, in accordance with the lease, as reimbursement for any unpaid tenant rent, damages to the unit or other amounts which the family owes under the lease. The owner

must give the family a written list of all items charged against the security deposit and the amount of each item. After deducting the amount used as reimbursement to the owner, the owner must promptly refund the full amount of the balance to the family.

5. If the security deposit is not sufficient to cover amounts the family owes under the lease, the owner may seek to collect the balance from the family. However, the PHA has no liability or responsibility for payment of any amount owed by the family to the owner.

11. FAMILY RIGHT TO MOVE

- a. The family may terminate its lease at any time after the first year of occupancy. The family must give the owner advance written notice of intent to vacate (with a copy to the PHA) in accordance with the lease. If the family has elected to terminate the lease in this manner, the PHA must offer the family the opportunity for tenant-based rental assistance in accordance with HUD requirements.
- b. Before providing notice to terminate the lease under paragraph a, the family must first contact the PHA to request tenant-based rental assistance if the family wishes to move with continued assistance. If tenant-based rental assistance is not immediately available upon lease termination, the PHA shall give the family priority to receive the next available opportunity for tenant-based rental assistance.

12. OVERCROWDED, UNDER-OCCUPIED, AND ACCESSIBLE UNITS

The PHA subsidy standards determine the appropriate unit size for the family size and composition. The PHA and owner must comply with the requirements in 24 CFR 983.260. If the PHA determines that a family is occupying a wrong-size unit, or a unit with accessibility features that the family does not require, and the unit is needed by a family that requires the accessibility features, the PHA must promptly notify the family and the owner of this determination, and of the PHA's offer of continued assistance in another unit. 24 CFR 983.260(a).

13. PROHIBITION OF DISCRIMINATION

- a. The owner may not refuse to lease contract units to, or otherwise discriminate against any person or family in leasing of a contract unit, because of race, color, religion, sex, national origin, disability, age or familial status.

- b. The owner must comply with the following requirements: The Fair Housing Act (42 U.S.C. 3601-19) and implementing regulations at 24 CFR part 100 *et seq.*; Executive Order 11063, as amended by Executive Order 12259 (3 CFR, 1959-1963 Comp., p. 652 and 3 CFR, 1980 Comp., p. 307) (Equal Opportunity in Housing Programs) and implementing regulations at 24 CFR part 107; title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d-2000d-4) (Nondiscrimination in Federally Assisted Programs) and implementing regulations at 24 CFR part 1; the Age Discrimination Act of 1975 (42 U.S.C. 6101-6107) and implementing regulations at 24 CFR part 146; section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794) and implementing regulations at part 8 of this title; title II of the Americans with Disabilities Act, 42 U.S.C. 12101 *et seq.*; 24 CFR part 8; section 3 of the Housing and Urban Development Act of 1968 (12 U.S.C. 1701u) and implementing regulations at 24 CFR part 135; Executive Order 11246, as amended by Executive Orders 11375, 11478, 12086, and 12107 (3 CFR, 1964-1965 Comp., p. 339; 3 CFR, 1966-1970 Comp., p. 684; 3 CFR, 1966-1970 Comp., p. 803; 3 CFR, 1978 Comp., p. 230; and 3 CFR, 1978 Comp., p. 264, respectively) (Equal Employment Opportunity Programs) and implementing regulations at 41 CFR chapter 60; Executive Order 11625, as amended by Executive Order 12007 (3 CFR, 1971-1975 Comp., p. 616 and 3 CFR, 1977 Comp., p. 139) (Minority Business Enterprises); Executive Order 12432 (3 CFR, 1983 Comp., p. 198) (Minority Business Enterprise Development); and Executive Order 12138, as amended by Executive Order 12608 (3 CFR, 1977 Comp., p. 393 and 3 CFR, 1987 Comp., p. 245) (Women's Business Enterprise).
- c. The owner must comply with HUD's Equal Access to HUD-assisted or -insured housing rule (24 CFR 5.105(a)(2)).
- d. The owner must comply with the Violence Against Women Act, as amended, and HUD's implementing regulation at 24 CFR part 5, Subpart L, and program regulations.
- e. The PHA and the owner must cooperate with HUD in the conducting of compliance reviews and complaint investigations pursuant to all applicable civil rights statutes, Executive Orders, and all related rules and regulations.

14. PHA DEFAULT AND HUD REMEDIES

If HUD determines that the PHA has failed to comply with the HAP contract, or has failed to take appropriate action to HUD's satisfaction or as directed by HUD, for enforcement of the PHA's rights under the HAP contract, HUD may assume

the PHA's rights and obligations under the HAP contract, and may perform the obligations and enforce the rights of the PHA under the HAP contract.

15. OWNER DEFAULT AND PHA REMEDIES

a. Owner default

Any of the following is a default by the owner under the HAP contract:

1. The owner has failed to comply with any obligation under the HAP contract, including the owner's obligations to maintain all contract units in accordance with the housing quality standards.
2. The owner has violated any obligation under any other housing assistance payments contract under Section 8 of the United States Housing Act of 1937 (42 U.S.C. 1437f).
3. The owner has committed any fraud or made any false statement to the PHA or HUD in connection with the HAP contract.
4. The owner has committed fraud, bribery or any other corrupt or criminal act in connection with any Federal housing assistance program.
5. If the property where the contract units are located is subject to a lien or security interest securing a HUD loan or a mortgage insured by HUD and:
 - i. The owner has failed to comply with the regulations for the applicable mortgage insurance or loan program, with the mortgage or mortgage note, or with the regulatory agreement; or
 - ii. The owner has committed fraud, bribery or any other corrupt or criminal act in connection with the HUD loan or HUD-insured mortgage.
6. The owner has engaged in any drug-related criminal activity or any violent criminal activity.

b. PHA remedies

1. If the PHA determines that a breach has occurred, the PHA may exercise any of its rights or remedies under the HAP contract.

2. The PHA must notify the owner in writing of such determination. The notice by the PHA to the owner may require the owner to take corrective action (as verified by the PHA) by a time prescribed in the notice.
3. The PHA's rights and remedies under the HAP contract include recovery of overpayments, termination or reduction of housing assistance payments, and termination of the HAP contract.

c. PHA remedy is not waived

The PHA's exercise or non-exercise of any remedy for owner breach of the HAP contract is not a waiver of the right to exercise that remedy or any other right or remedy at any time.

16. OWNER DUTY TO PROVIDE INFORMATION AND ACCESS REQUIRED BY HUD OR PHA

a. Required information

The owner must prepare and furnish any information pertinent to the HAP contract as may reasonably be required from time to time by the PHA or HUD. The owner shall furnish such information in the form and manner required by the PHA or HUD.

b. PHA and HUD access to premises

The owner must permit the PHA or HUD or any of their authorized representatives to have access to the premises during normal business hours and, for the purpose of audit and examination, to have access to any books, documents, papers and records of the owner to the extent necessary to determine compliance with the HAP contract, including the verification of information pertinent to the housing assistance payments or the HAP contract.

17. PHA AND OWNER RELATION TO THIRD PARTIES

a. Injury because of owner action or failure to act

The PHA has no responsibility for or liability to any person injured as a result of the owner's action or failure to act in connection with the implementation of the HAP contract, or as a result of any other action or failure to act by the owner.

b. Legal relationship

The owner is not the agent of the PHA. The HAP contract does not create or affect any relationship between the PHA and any lender to the owner or any suppliers, employees, contractors or subcontractors used by the owner in connection with the implementation of the HAP contract.

c. Exclusion of third-party claims

Nothing in the HAP contract shall be construed as creating any right of a family or other third party (other than HUD) to enforce any provision of the HAP contract, or to assert any claim against HUD, the PHA or the owner under the HAP contract.

d. Exclusion of owner claims against HUD

Nothing in the HAP contract shall be construed as creating any right of the owner to assert any claim against HUD.

18. PHA-OWNED UNITS

Notwithstanding Section 17 of this HAP contract, a PHA may own units assisted under the project-based voucher program, subject to the special requirements in 24 CFR 983.59 regarding PHA-owned units.

19. CONFLICT OF INTEREST

a. Interest of members, officers, or employees of PHA, members of local governing body, or other public officials

1. No present or former member or officer of the PHA (except tenant-commissioners), no employee of the PHA who formulates policy or influences decisions with respect to the housing choice voucher program or project-based voucher program, and no public official or member of a governing body or State or local legislator who exercises functions or responsibilities with respect to these programs, shall have any direct or indirect interest, during his or her tenure or for one year thereafter, in the HAP contract.
2. HUD may waive this provision for good cause.

b. Disclosure

The owner has disclosed to the PHA any interest that would be a violation of the HAP contract. The owner must fully and promptly update such

disclosures.

c. Interest of member of or delegate to Congress

No member of or delegate to the Congress of the United States of America or resident-commissioner shall be admitted to any share or part of this HAP Contract or to any benefits arising from the contract.

20. EXCLUSION FROM FEDERAL PROGRAMS

a. Federal requirements

The owner must comply with and is subject to requirements of 2 CFR part 2424.

b. Disclosure

The owner certifies that:

1. The owner has disclosed to the PHA the identity of the owner and any principal or interested party.
2. Neither the owner nor any principal or interested party is listed on the U.S. General Services Administration list of parties excluded from Federal procurement and nonprocurement programs; and none of such parties are debarred, suspended, subject to a limited denial of participation or otherwise excluded under 2 CFR part 2424.

21. TRANSFER OF THE CONTRACT OR PROPERTY

a. When consent is required

1. The owner agrees that neither the HAP contract nor the property may be transferred without the advance written consent of the PHA in accordance with HUD requirements.
2. "Transfer" includes:
 - a. Any sale or assignment or other transfer of ownership, in any form, of the HAP contract or the property;
 - b. The transfer of any right to receive housing assistance payments that may be payable pursuant to the HAP contract;

- c. The creation of a security interest in the HAP contract or the property;
 - d. Foreclosure or other execution on a security interest; or
 - e. A creditor's lien, or transfer in bankruptcy.
3. If the owner is a corporation, partnership, trust or joint venture, the owner is not required to obtain advance consent of the PHA pursuant to paragraph a for transfer of a passive and non-controlling interest in the ownership entity (such as a stock transfer or transfer of the interest of a limited partner), if any interests so transferred cumulatively represent less than half the beneficial interest in the HAP contract or the property. The owner must obtain advance consent pursuant to paragraph a for transfer of any interest of a general partner.

b. Transferee assumption of HAP contract

No transferee (including the holder of a security interest, the security holder's transferee or successor in interest, or the transferee upon exercise of a security interest) shall have any right to receive any payment of housing assistance payments pursuant to the HAP contract, or to exercise any rights or remedies under the HAP contract, unless the PHA has consented in advance, in writing to such transfer, and the transferee has agreed in writing, in a form acceptable to the PHA in accordance with HUD requirements, to assume the obligations of the owner under the HAP contract, and to comply with all the terms of the HAP contract.

c. Effect of consent to transfer

1. The creation or transfer of any security interest in the HAP contract is limited to amounts payable under the HAP contract in accordance with the terms of the HAP contract.
2. The PHA's consent to transfer of the HAP contract or the property does not to change the terms of the HAP contract in any way, and does not change the rights or obligations of the PHA or the owner under the HAP contract.
3. The PHA's consent to transfer of the HAP contract or the property to any transferee does not constitute consent to any further transfers of the HAP contract or the property, including further transfers to any successors or assigns of an approved transferee.

d. When transfer is prohibited

The PHA will not consent to the transfer if any transferee, or any principal or interested party is debarred, suspended subject to a limited denial of participation, or otherwise excluded under 2 CFR part 2424, or is listed on the U.S. General Services Administration list of parties excluded from Federal procurement or nonprocurement programs.

22. SUBSIDY LAYERING

a. Owner disclosure

The owner must disclose to the PHA, in accordance with HUD requirements, information regarding any related assistance from the Federal Government, a State, or a unit of general local government, or any agency or instrumentality thereof, that is made available or is expected to be made available with respect to the contract units. Such related assistance includes, but is not limited to, any loan, grant, guarantee, insurance, payment, rebate, subsidy, credit, tax benefit, or any other form of direct or indirect assistance.

b. Limit of payments

Housing assistance payments under the HAP contract must be no more than is necessary, as determined in accordance with HUD requirements, to provide affordable housing after taking account of such related assistance. The PHA will adjust in accordance with HUD requirements the amount of the housing assistance payments to the owner to compensate in whole or in part for such related assistance.

23. OWNER LOBBYING CERTIFICATIONS

a. The owner certifies, to the best of owner's knowledge and belief, that:

1. No Federally appropriated funds have been paid or will be paid, by or on behalf of the owner, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of the HAP contract, or the extension, continuation, renewal, amendment, or modification of the HAP contract.
2. If any funds other than Federally appropriated funds have been paid or will be paid to any person for influencing or attempting to

influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the HAP contract, the owner must complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

- b. This certification by the owner is a prerequisite for making or entering into this transaction imposed by 31 U.S.C. 1352.

24. TERMINATION OF HAP CONTRACT FOR WRONGFUL SELECTION OF CONTRACT UNITS

The HAP contract may be terminated upon at least 30 days notice to the owner by the PHA or HUD if the PHA or HUD determines that the contract units were not eligible for selection in conformity with HUD requirements.

25. NOTICES AND OWNER CERTIFICATIONS

- a. Where the owner is required to give any notice to the PHA pursuant to the HAP contract or any other provision of law, such notice must be in writing and must be given in the form and manner required by the PHA.
- b. Any certification or warranty by the owner pursuant to the HAP contract shall be deemed a material representation of fact upon which reliance was placed when this transaction was made or entered into.

26. NOTICE OF TERMINATION OR EXPIRATION WITHOUT EXTENSION

- a. An owner must provide notice to the PHA, and to the affected tenants, not less than 1 year prior to the termination or expiration without extension of a HAP contract.
- b. An owner who fails to provide such notice must permit tenants to remain in their units for the required notice period with no increase in the tenant portion of the rent. During this time period, an owner may not evict a tenant as a result of the owner's inability to collect an increased tenant portion of rent. With PHA agreement, an owner may extend the terminating contract for a period of time sufficient to give tenants 1 years' advance notice.

27. FAMILY'S RIGHT TO REMAIN

Upon termination or expiration of the contract without extension, each family assisted under the contract may elect to use its assistance to remain in the project

if the family's unit complies with the inspection requirements under section 8(o)(8) (42 U.S.C. 1437f(o)(8) of the U.S. Housing Act of 1937 ("the 1937 Act")), the rent for the unit is reasonable as required by section 8(o)(10)(A) of the 1937 Act, and the family pays its required share of the rent and the amount, if any, by which the unit rent (including the amount allowed for tenant-paid utilities) exceeds the applicable payment standard.

28. ENTIRE AGREEMENT; INTERPRETATION

- a. The HAP contract, including the exhibits, is the entire agreement between the PHA and the owner.
- b. The HAP contract must be interpreted and implemented in accordance with all statutory requirements, and with all HUD requirements, including amendments or changes in HUD requirements during the term of the HAP contract. The owner agrees to comply with all such laws and HUD requirements. Any regulatory citation specifically included in this HAP contract is subject to any subsequent revision of such citation.



U.S. Department of Housing and Urban Development
Office of Public Housing
Los Angeles Field Office, Region IX
611 W. 6th Street, Suite 1040
Los Angeles, CA 90017

MEMORANDUM FOR: Housing Authority of the City of Santa Ana

FROM: Marcie P. Chavez, Director, Office of Public Housing, Los Angeles Field Office 9DPH

Marcie Chavez

SUBJECT: Project Based Subsidy Layering Review
Francis Xavier Residence
801 E. Santa Ana Blvd.
Santa Ana, CA 92701

The Housing Voucher Financial Management Division, Office of Housing Voucher Programs has completed a subsidy layering review for the project referenced above. Their review was based upon financial documentation submitted by the project owner and the Public Housing Authority (PHA), the Project-based Voucher regulations at 24 CFR part 983, and the Administrative Guidelines, Final Rule published in the Federal Register on September 26, 2014.

As a result of the review, US. Department of Housing and Urban Development (HUD) is authorizing the rents set by the housing authority, which are within the statutory limit. Should the total tenant payment for assisted families in the project result in housing assistance payments (HAP) that exceed the authorized per unit funding level, the PHA shall ensure that the appropriate adjustments are made in its voucher program so as not to exceed its available budget authority and program reserves (HUD-held and net restricted position) balance for the calendar year. The renewal funding will be pursuant to the H.R. 4378 Continuing Appropriations Act, 2020 and Health Extender Act 2019. Approval of subsidy layering for this property is contingent upon the PHA's meeting the Project-based Voucher regulatory requirements at 24 CFR 983, including the approval of any required waivers.

If you have any questions, please contact Maria Granata, Portfolio Manager Specialist, at (213) 534-2491 or Maria.J.Granata@hud.gov.

PHA:	Housing Authority of the City of Santa Ana	
PHA Code:	CA093	
Owner:	HomeAid Orange County, Inc	

Project Details	
Project Name:	Francis Xavier Residence
Project Address (city/state):	Santa Ana, CA

Number of Project-Based Section 8 Units:	3	Total Number of Affordable Housing Units:	17
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Number of PBV RAD Vouchers:		Number of PBV VASH Vouchers:	3
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Construction Type	
<input type="checkbox"/> Rehabilitation	<input checked="" type="checkbox"/> New Construction

Population Served			
<input type="checkbox"/> Homeless	<input type="checkbox"/> Low Income Family	<input checked="" type="checkbox"/> Veteran	
<input type="checkbox"/> Senior	<input type="checkbox"/> Non-Elderly Disabled	<input type="checkbox"/> Supportive Services	
<input checked="" type="checkbox"/> Disabled			

Initial Year Gross Rents				
BR Size	No of Units	Contract Rent	Utility Allow	Gross Rent
0				\$0
1	3	\$1,601	\$31	\$1,632
2				\$0
3				\$0
4				\$0
5				\$0
6				\$0

Total Project-based Units:

ORANGE COUNTY BOARD OF SUPERVISORS

MINUTE ORDER

May 07, 2019

Submitting Agency/Department: HEALTH CARE AGENCY

Approve Special Needs Housing Program funding for additional five Mental Health Services Act units with Santa Ana Arts Collective, Santa Ana and Westminster Crossing, Westminster; approve Altrudy Lane Apartments, Yorba Linda, Francis Xavier Residence, Santa Ana and Legacy Square, Santa Ana for Mental Health Services Act units; and authorize Director or designee to execute related documents - Districts 1 and 3

The following is action taken by the Board of Supervisors:

APPROVED AS RECOMMENDED OTHER

Unanimous (1) DO: Y (2) STEEL: Y (3) WAGNER: Y (4) CHAFFEE: Y (5) BARTLETT: Y

Vote Key: Y=Yes; N=No; A=Abstain; X=Excused; B.O.=Board Order

Documents accompanying this matter:

- Resolution(s)
- Ordinances(s)
- Contract(s)

Item No. 19

Special Notes:

Copies sent to:

HCA – Annette Mugrditchian

5/9/19



I certify that the foregoing is a true and correct copy of the Minute Order adopted by the Board of Supervisors, Orange County, State of California.
Robin Stieler, Clerk of the Board

By: _____
Deputy



AGENDA STAFF REPORT

Agenda Item

ASR Control 19-000313

MEETING DATE: 05/07/19
LEGAL ENTITY TAKING ACTION: Board of Supervisors
BOARD OF SUPERVISORS DISTRICT(S): 1, 3
SUBMITTING AGENCY/DEPARTMENT: Health Care Agency (Approved)
DEPARTMENT CONTACT PERSON(S): Annette Mugrditchian (714) 834-5026
 Jeff Nagel (714) 834-7024

SUBJECT: Special Needs Housing Projects

CEO CONCUR Concur	COUNTY COUNSEL REVIEW No Legal Objection	CLERK OF THE BOARD Discussion 3 Votes Board Majority
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Budgeted: N/A **Current Year Cost:** N/A **Annual Cost:** N/A

Staffing Impact: No **# of Positions:** **Sole Source:** N/A

Current Fiscal Year Revenue: N/A

Funding Source: N/A **County Audit in last 3 years:** No

Prior Board Action: 01/08/2019 #26, 10/30/2018 #S23E, 06/26/2018 #56, 06/12/2018 #1

RECOMMENDED ACTION(S):

1. Approve Special Needs Housing Program funding for an additional five Mental Health Services Act units for the Santa Ana Arts Collective located at 1666 North Main Street, Santa Ana, as more specifically described in Attachment A.
2. Approve Special Needs Housing Program funding for an additional five Mental Health Service Act units for the Westminster Crossing located at 7122-7140 Westminster Boulevard, Westminster, as more specifically described in Attachment B.
3. Approve the Altrudy Lane Apartments located at 4672 Lakeview Avenue, Yorba Linda, for Special Needs Housing Program funding for 10 Mental Health Services Act units, as more specifically described in Attachment C.
4. Approve the Francis Xavier Residence located at located at 801, 809, 809 ½ E. Santa Ana Boulevard, Santa Ana, for Special Needs Housing Program funding for 14 Mental Health Services Act units, as more specifically described in Attachment D.
5. Approve Legacy Square located at 609 N. Spurgeon, Santa Ana, for Special Needs Housing Program funding for 10 Mental Health Services Act units, as more specifically described in Attachment E.

6. Authorize the Health Care Agency Director, or designee, to sign the related Special Needs Housing Program Financing Application Local Government Certification and Regulated Unit Occupancy Restrictions forms for Altrudy Lane Apartments, Francis Xavier Residence, Santa Ana Arts Collective, Westminster Crossing and Legacy Square, as set forth in Attachments A, B, C, D and E.

SUMMARY:

Approval of Special Needs Housing Program funding will help the County develop permanent supportive housing for people with serious mental illness who are also experiencing homelessness, and expedite efforts to develop 2,700 units of permanent supportive housing in Orange County.

BACKGROUND INFORMATION:

On September 13, 2016, your Honorable Board of Supervisors (Board) approved the Participation Agreement with the California Housing Finance Agency (CalHFA) for the Special Needs Housing Program (SNHP) for purposes of creating permanent supportive housing for County adult and older adult residents with a severe mental illness who are homeless or at-risk of homelessness.

On March 27, 2018, the Board directed \$70.5 million from the County’s Mental Health Services Act (MHSA)/Community Services and Support (CSS) fund toward the acquisition and/or renovation of properties for supportive housing for the mentally ill. On June 12, 2018, your Board approved the MHSA \$70.5 million Permanent Supportive Housing Spending Plan and authorized the Health Care Agency (HCA) to submit project applications to the state for SNHP.

As a result of various Board actions on June 26, 2018 and October 30, 2018, your Board approved the allocation of \$40 million to SNHP. The Orange County Housing Funding Strategy and the No Place Like Home (NPLH) Addendum to the Housing Funding Strategy, both approved by your Board, outline key strategies to maximize housing funding for Orange County in order to spur the development of 2,700 units of supportive housing. One of the key strategies is to commit locally controlled supportive housing funding in order to ensure that projects are financially feasible and that units are developed. In order to achieve this, the NPLH Addendum recommended committing SNHP funds to projects that are also seeking NPLH funds from the State Department of Housing and Community Development (State HCD). Four projects submitted competitive applications to State HCD for NPLH funds on January 30, 2019, and those four projects are also seeking Orange County SNHP funds in order to be financially feasible.

In order to expedite the development of projects and increase MHSA units HCA is recommending SNHP funding for the following projects as described below.

Location	Board approval date	Current approved MHSA units	Proposed additional MHSA units	Total if approved
Santa Ana Arts Collective Development in Santa Ana	SNHP funds October 30, 2018	15	5	20

Westminster Crossing development in Westminster	SNHP funds October 30, 2018 NPLH funds December 18, 2018	10	5	15
The Altrudy Lane Apartments Development in Yorba Linda	NPLH funds January 8, 2019	0	10	10
The Francis Xavier Residence development in Santa Ana	NPLH funds on January 8, 2019	0	14	14
The Legacy Square development in Santa Ana	NPLH funds January 8, 2018	0	10	10
Total number of units		25	44	69

With the approval of this ASR, the Board will have approved project funding for an additional 153 MHSA units in the last year. As of December 2018, 194 MHSA units have already been completed. This contributes to the overall System of Care by bringing additional housing resources online along with the necessary supportive services component for individuals to be successful and retain their housing.

HCA requests the Board to approve Altrudy Lane Apartments, Francis Xavier Residence, Legacy Square, the additional five units for the Santa Ana Arts Collective and the additional five units for Westminster Crossing project for SNHP funding as referenced in the Recommended Actions above.

FINANCIAL IMPACT:

On June 26, 2018, and October 30, 2018, your Board approved the allocation of \$40 million to SNHP. \$10,912,850 of the \$40 million SNHP funds is requested to fund the additional 44 MHSA units. Approximately \$27,087,150 SNHP funds will remain following your Board approval.

STAFFING IMPACT:

N/A

ATTACHMENT(S):

Attachment A - Santa Ana Arts Collective SNHP Financing Application Local Government Certification and Regulated Unit Occupancy Restrictions forms

Attachment B - Westminster Crossing SNHP Financing Application Local Government Certification and Regulated Unit Occupancy Restrictions forms

Attachment C - Altrudy Lane Apartments SNHP Financing Application Local Government Certification and Regulated Unit Occupancy Restrictions forms

Attachment D - Francis Xavier Residence SNHP Financing Application Local Government Certification and Regulated Unit Occupancy Restrictions forms

Attachment E - Legacy Square SNHP Financing Application Local Government Certification and Regulated Unit Occupancy Restrictions forms

**LOCAL GOVERNMENT SPECIAL NEEDS HOUSING PROGRAM ("SNHP")
SNHP FINANCING APPLICATION**

**ATTACHMENT A
LOCAL GOVERNMENT CERTIFICATION**

MENTAL HEALTH AGENCY NAME ("MHA"): _____

DEVELOPMENT NAME ("PROJECT"): _____

SITE ADDRESS: _____

- Rental Housing Project (5+ units); or
 Shared Housing (1-4 units where bedrooms are individually leased)

Number of SNHP Regulated Units (or bedrooms if Shared Housing): _____

Total rental units in this development proposal (including SNHP Regulated Units): _____

SECTION A: MHA RECOMMENDED FINANCING

SNHP Financing Offered by MHA	Maximum Dollar Amount	\$ Amt. per SNHP Regulated Unit	Approx. Term (years)
Capital Loan (20 - 55 yr. term)	\$	\$	
Capitalized Operating Subsidy Reserve (COSR)* (17+ years)	\$	\$	

**CalHFA requires each COSR to be sized to last a minimum of 17 years and the Developer is expected to fund any shortfall (unless waived by the MHA and described below in Section G). Show only a "COSR Approx. Term" if the Developer is required to fund the entire COSR. Leave the COSR line blank if no COSR is provided or required to subsidize the rents of the SNHP Regulated Units.*

SECTION B: OPERATING SUBSIDIES AVAILABLE TO SNHP REGULATED UNITS

Summary of SNHP Regulated Unit Subsidies - by Unit Size	Enter the Number of Units by Size			
	Studio or Single Bedroom	One Bedroom	Two Bedroom	Three Bedroom
COSR Assisted Regulated Units:				
Other - Describe:				

SECTION C: MHA REQUIRED FEES AND RESERVES (IF APPLICABLE):

1% Local Government Application Fee (due at loan closing): Required Not Required

Developer shall fund a 3 year MHA Client Rent & Utility Reserve*: Required Not Required

**Not necessary if SNHP units are subsidized by other than COSR funds or if the MHA has other funds available to cover minimum rent and utility payments while MHA residents wait to get qualified for SSI/SSP.*

SECTION D: DEVELOPMENT PROPOSAL ANALYSIS:

The MHA has reviewed the Project development proposal and prior to recommending financing, has analyzed, evaluated, or addressed each of the following:

- We have reviewed the entire Development team and Property Management firm's experience developing, operating, or managing permanent supportive housing;
- We have reviewed the proposed Project design to ensure it meets the needs of the proposed population (i.e. Project amenities, furnishings, onsite supportive service offices or areas, and community space with handicap bathrooms – if applicable);
- We have confirmed the SNHP unit rents won't exceed 30% of Area Median Income (unless special circumstances warrant a waiver as described below in Section G);
- We have advised the Developer and they understand that SNHP units subsidized by COSR require minimum rent payments that are the higher of a) 30% of SSI/SSP - less utilities unless included in rent; or b) 30% of household income; - less a utility allowance unless included in the rent;
- We have confirmed the SNHP Regulated Units include living, sleeping, and kitchen areas, and full bathroom(s) consisting of a toilet, sink and shower and/or bathtub. The kitchen area, at a minimum, has a sink, refrigerator, cupboard space, counter area, microwave and/or oven (depending on unit size), and a two-burner stove or built-in cook top. We have also advised the Developer whether they need to furnish the SNHP regulated units;
- We have advised the Developer that any SNHP regulated units operated as shared housing, require lockable bedrooms as bedrooms are rented individually to MHSA eligible clients;
- We will regularly verify the MHA's fund account balance with CalHFA and maintain our own fund balance reports and track Project specific allocations of funds. Prior to submittal of this SNHP Application to CalHFA, we verified that CalHFA has sufficient funds in our SNHP account to cover the proposed financing for this Project and all previously submitted and active SNHP financing requests.

SECTION E: COMMITMENT TO PROVIDE MENTAL HEALTH SERVICES:

For the duration of the SNHP Loan the MHA commits to provide, or contract and pay for, the mental health supportive services described in our approved Supportive Service Plan for the MHSA eligible clients occupying SNHP regulated units in this Project (a draft of which is attached hereto as Attachment A-1 to the SNHP Financing Application).

The Project's final approved Supportive Service Plan shall include:

1. A detailed Project description with unit amenities and a description of any special design requirements necessary to meet the needs of the targeted MHSA residents;
2. A description of the eligible MHSA client population (TAY, Family or Seniors);
3. A description of any permissible occupancy **preferences** that may be given to a particular sub-class of MHSA eligible clients (i.e. (i.e. veterans, the chronically homeless, etc.)
4. A description of any permissible occupancy **restrictions** that may overlap the SNHP Regulated Units and impose more stringent occupancy requirements to a specific sub-class of MHSA clients (i.e. veterans, the chronically homeless, etc.);
5. A tenant selection plan and tenant eligibility certification requirements;
6. A waiting list referral process and parameters for establishing new or updated waiting lists; and
7. A summary of the mental health supportive services funded by MHA for the Project's MHSA residents.

SECTION F: FAIR HOUSING CERTIFICATION:

The MHA has selected and approved financing for this Project and acknowledges and understands the following:

- That CalHFA **is not** reviewing the Project or proposal for compliance with state or federal fair housing or non-discrimination laws, including without limitation the Fair Housing Act, Section 504 of the Rehabilitation Act of 1973, and the Americans with Disabilities Act, which may apply to the Project.
- That state and federal fair housing and non-discrimination laws may impact occupancy restrictions imposed by the SNHP, or other funding regulatory provisions that the MHA has agreed to allow the Developer to overlay the SNHP regulated units (per Attachment B-1 to the SNHP Application).
- Changes in interpretations or enforcement of state or federal fair housing or non-discrimination laws or regulations may result in CalHFA making changes to the SNHP loan documents to ensure compliance.
- Unless required by the MHA, such changes to the SNHP loan documents will not trigger a request by CalHFA for an early loan payoff of either principal or accrued interest.

SECTION G: PROJECT COMMENTS / WAIVERS / OR CONDITIONS OF FUNDING:

--

SECTION H: MHA FINAL CERTIFICATION:

I hereby certify under penalty of perjury that I am the official responsible for the administration of local Behavioral or Mental Health Services (“Local Government”), that this proposal does not result in the supplantation of funds as set forth in Welfare and Institutions Code Section 5891, and that to the best of my knowledge and belief, all statements on this form are true and correct.

Local Government Authorized Representative:

By: _____ Date Signed: _____

Name: _____

Title: _____

Agency Name: _____

Attachment: A-1 - Draft Supportive Service Plan (final required prior to SNHP Loan closing)

LOCAL GOVERNMENT SPECIAL NEEDS HOUSING PROGRAM ("SNHP")
SNHP FINANCING APPLICATION
ATTACHMENT B-1
SNHP REGULATED UNIT OCCUPANCY RESTRICTIONS

Local Government and Borrower are required to submit this form at the time of initial Application and any time any of the below information changes prior to the SNHP Loan closing. Local Government approved occupancy preferences for sub-classes of the below described "Occupancy Class Restrictions" (e.g. veterans; chronically homeless, or local residents) shall be described in detail in the Project's Supportive Service Plan.

Item 1: PERMISSIBLE SNHP OCCUPANCY RESTRICTIONS

Summary of SNHP Regulated Unit "Occupancy Class Restrictions"	Enter the Number of Units by Bedroom Count			
	Studio or Single Bedroom	One Bedroom	Two Bedroom	Three Bedroom
A. Transition Age Youth restricted unit mix:				
Local Government: Are TAY permitted to remain in the unit once they turn 25?				
B. Individuals / Families (any age) restricted unit mix:		14		
C. Senior restricted unit mix: Minimum Age:				
TOTAL REGULATED SNHP UNITS:		14	0	
Local Government: wants the option to rent this number of 2 or 3 bedroom units to multiple individual MHSA eligible clients, each renting a bedroom ("Shared Housing") when MHSA eligible families are not available to rent the units. Note: This is not an option for units subsidized by Project Based Section 8 vouchers or when prohibited by other lenders regulating the same units.				

ITEM 2: MORE RESTRICTIVE OCCUPANCY TYPES IMPOSED BY OTHERS:

The Local Government approves the below more stringent Occupancy Class Restrictions imposed by other lenders or rental subsidies that are permitted to overlay the SNHP regulated units (ie., ground lease local residency preference requirements). **NOTE:** *the permissible use of VASH Vouchers or overlay of HCD VHHP regulatory provisions on SNHP regulated units means those SNHP units will be rented to Veterans.*

Source of Regulatory Provisions That will Overlay the SNHP Regulated Units	# of SNHP Units Affected	More Restrictive Occupancy Class Description
<input type="checkbox"/> HCD – VHHP Funding	_____ units	Veterans who are in-eligible for VA Benefits
<input type="checkbox"/> _____	_____ units	_____
<input type="checkbox"/> _____	_____ units	_____

DEVELOPER / BORROWER CERTIFICATION:

I hereby certify under penalty of perjury, that I have the delegated authority to represent the Developer / Borrower and certify that to the best of my knowledge and belief, all statements on this form are true and correct as of the below date.

BY:  Date: 3.13.19

Name/Title: Mark Kiner, President of the Board

Email / Phone: mkiner@bassenianlagoni.com / (949) 553-9100 x327

Company/Borrower Name: HomeAid Orange County, Inc.

LOCAL GOVERNMENT CONSENT / APPROVAL:

The Local Government approves the above Item 1 SNHP occupancy class restrictions by unit size, and any sub-class occupancy restrictions imposed by other lenders or subsidy providers described in Item 2 above.

The Item 1 assumptions and any other sub-class occupancy preferences we agree to, will be described in detail in the final Supportive Service Plan that we will provide prior to the SNHP loan closing.

BY: _____ Date: _____

Name/Title: Jeffrey A. Nagel, Ph.D., Behavioral Health Director

Email / Phone: JNagel@ochca.com

Agency Name: Orange County Health Care Agency



RICHARD SANCHEZ
DIRECTOR
(714) 834-2830
Richard.Sanchez@ochca.com
405 W. 5th STREET, 7th FLOOR
SANTA ANA, CA 92701
FAX: (714) 834-5506

OFFICE OF THE DIRECTOR

NPLH County Project Authorizing Resolution for Projects Utilizing Competitive Allocation Funds

IN THE MATTER OF:
AUTHORIZATION TO PARTICIPATE IN
THE NO PLACE LIKE HOME PROGRAM

RESOLUTION NO. 19-003

WHEREAS, the State of California, Department of Housing and Community Development ("Department") issued a Notice of Funding Availability, dated October 15, 2018 as amended on October 30, 2018 ("NOFA"), under the No Place Like Home Program ("NPLH" or "Program") authorized by Government Code section 15463, Part 3.9 of Division 5 (commencing with Section 5849.1) of the Welfare and Institutions Code, and Welfare and Institutions Code section 5890;

WHEREAS, the NOFA relates to the availability of approximately \$400 million in Competitive Allocation funds under the NPLH Program; and

WHEREAS, Orange is a County and an Applicant, as those terms are defined in the NPLH Program Guidelines, dated July 17, 2017 ("Guidelines").

NOW, THEREFORE, BE IT RESOLVED, that the Board of Supervisors for County does hereby determine and declare as follows:

SECTION 1. That County is hereby authorized and directed to apply for and if awarded, accept the NPLH Program funds, as detailed in the NOFA, up to the amount authorized by the Guidelines and applicable state law.

SECTION 2. That Health Care Agency Director, or his or her designee, is hereby authorized and directed to act on behalf of County in connection with an award of NPLH Program funds, and to enter into, execute, and deliver any and all documents required or deemed necessary or appropriate to evidence the loan of NPLH Program funds, the County's obligations related thereto, and the Department's security therefore. These documents may include, but are not limited to, a State of California Standard Agreement ("Standard Agreement"), a regulatory agreement, a promissory note, a deed of trust and security agreement, and any and all other documents required or deemed necessary or appropriate by the Department as security for, evidence of, or pertaining to the NPLH Program funds, and all amendments thereto (collectively, the "NPLH Program Documents").

SECTION 3. That County shall be subject to the terms and conditions that are specified in the Standard Agreement; that the application in full is incorporated as part of the Standard Agreement; that any and all activities funded, information provided, and timelines represented in the application are enforceable through the Standard Agreement; and that County will use the NPLH Program funds in accordance with the Guidelines, other applicable rules and laws, the NPLH Program Documents, and any and all NPLH Program requirements.

SECTION 4. That County will make mental health supportive services available to each project's NPLH tenants for at least 20 years, and will coordinate the provision of or referral to other services (including, but not limited to, substance use services) in accordance with the County's relevant supportive services plan, and as specified in Section 202(n)(1) of the Guidelines.

PASSED AND ADOPTED this 8th day of January, 2019, by the following vote:

AYES: _____ NOES: _____ ABSTENTIONS: _____ ABSENT: _____

Signature of Attesting Officer
Robin Stieler, Clerk of the Board

The foregoing was passed and adopted by the following vote of the Orange County Board of Supervisors, on January 08, 2019, to wit:

AYES: Supervisors: LISA A. BARTLETT, MICHELLE STEEL, DOUG CHAFFEE
ANDREW DO
NOES: Supervisor(s):
EXCUSED: Supervisor(s):
ABSTAINED: Supervisor(s):



CHAIRMAN

STATE OF CALIFORNIA)
)
COUNTY OF ORANGE)

I, ROBIN STIELER, Clerk of the Board of Orange County, California, hereby certify that a copy of this document has been delivered to the Chairman of the Board and that the above and foregoing Resolution was duly and regularly adopted by the Orange County Board of Supervisors

IN WITNESS WHEREOF, I have hereto set my hand and seal.





ROBIN STIELER
Clerk of the Board
County of Orange, State of California

Resolution No: 19-003
Agenda Date: 01/08/2019
Item No: 26



I certify that the foregoing is a true and correct copy of the Resolution adopted by the Board of Supervisors , Orange County, State of California

Robin Stieler, Clerk of the Board of Supervisors
By: _____
Deputy

**DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT
DIVISION OF FINANCIAL ASSISTANCE**

2020 W. El Camino Avenue, Suite 500, 95833
P. O. Box 952054
Sacramento, CA 94252-2054
(916) 263-2771 / FAX (916) 263-2763
www.hcd.ca.gov



June 14, 2019

Lisa Row
Behavioral Health
Orange County Health Care Agency
405 West 5th Street, Suite 211
Santa Ana, CA 92701

Scott Larson, Executive Director
Home Aid Orange County, Inc.
24 Executive Park, Suite 100
Irvine, CA 92614

Dear Lisa Row and Scott Larson:

**RE: Award Announcement – No Place Like Home Program
Competitive and Noncompetitive Allocations – FY 2018/2019, Round 1
Francis Xavier**

The California Department of Housing and Community Development is pleased to announce that Orange County Health Care Agency and Home Aid Orange County, Inc. (Awardees) have been awarded a No Place Like Home (NPLH) Program award in the amount of \$3,382,388. This letter constitutes notice of the designation of NPLH Program funds for the following project:

Francis Xavier			
NPLH Competitive Funds		NPLH Noncompetitive Funds	
Amount Awarded	\$3,382,388	Amount Awarded	\$0

Awardees will be able to draw down funds when the Standard Agreement is fully executed, and any general and special conditions have been cleared in writing. In addition, expenditures may not be incurred prior to the execution of the Standard Agreement.

Congratulations on your successful application. For further information, please contact Laura Bateman, Section Chief, (916) 263-1302 or Laura.Bateman@hcd.ca.gov.

Sincerely,

Mark Stivers
Deputy Director

Families Forward:
Rapid Rehousing for Veteran Families Project
Housing Leveraging Commitments

FAMILIES FORWARD

DIGNITY • EMPOWERMENT • HOPE

November 10, 2021

Health Care Agency
Attention: Felicia Boehringer
405 W 5th Street, Suite 685
Santa Ana, CA 92701

RE: HEALTHCARE AND HOUSING FORMAL AGREEMENTS

To Whom it May Concern:

Families Forward is a founding and active member of the Strong Families Strong Children (SFSC) collaborative serving veteran and military connected (VMC) families in Orange County. SFSC and its member agencies, including Families Forward, will provide housing stabilization, healthcare and mental health counseling, career coaching and other services for VMC families under this CoC grant application, #186963 Families Forward Bonus Rapid Re-Housing for Veteran Families.

The attached documentation outlines the healthcare services and housing resources that will be leveraged to support the 20 VMC families experiencing homelessness and support the provision of critical services promote housing stability:

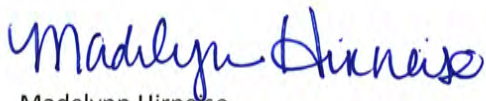
1. Child Guidance Center Letter of Support
 - a. \$585,750 available to be leveraged from Mental Health Services Act (MHSA)/Prevention and Early Intervention (PEI_ Health, Mental Health Resources contract for case management services; and
 - b. \$75,000 in leveraged Medi-Cal contributions for Early and Periodic Screening, Diagnostic and Treatment Services from HCA.
2. Memorandum of Understanding for SFSC collaborative with Child Guidance Center and Families Forward to be reimbursed for case management services and supplies for an amount up to \$21,600.

Families Forward's leveraging of affordable housing partners for this program, resulting in concessions and reduced rent amounts well below FMRs, will support the identification of at least 25 percent of the units being subsidized and include:

3. The Irvine Company for up to 16 very low-income (30%-50% of AMI) housing units ranging from \$1,550 to \$1,900 per unit depending on size, and
4. Western National up to 1 very low-income (30%-50% of AMI) housing unit with a \$300 concession for rent along with waived barriers to housing.

Thank you for your consideration of our application.

Sincerely,



Madelynn Hirnerse
Chief Executive Officer

Business Process	Families Forward
Department Owner	Affordable Housing
Version	1.0
Approval Date	YYYY.MM.DD

Families Forward Program

Statement

Irvine Company Apartment Communities maintains an established partnership with Families Forward to support families who are homeless or at risk of homelessness through their Rapid ReHousing Program. On-Site Associates must follow the guidelines to ensure consistency.

Policy

- The Families Forward Housing Program is only available at the following communities: Aliso Town Center, Cedar/Cross Creek, Deerfield, Las Flores, Park West, Rancho Alisal, Vista Real.
 - Maximum of two (2) eligible participants per community.
 - Maximum of fourteen (14) participants in total.
 - Additional participants outside of these established guidelines must be approved by the Vice President and Executive Sponsor.
- Manual applications must be collected for all lease holding Residents and uploaded to Resident’s OneSite file.
- Apartments at the established communities will be available at the predetermined rates below:
 - One Bedroom - \$1,550 (if needed)
 - Two Bedroom - \$1,550
 - Three Bedroom - \$1,900
- Security deposit will be set at \$500 and paid in three (3) monthly payments.
- Families Forward participants are not eligible to transfer On-Site or to another community without prior approval from Families Forward and Community Management.
- Affordable Housing Specialist will be send a copy of all Resident letters and notices to Families Forward.

Procedure Steps

1. **Families Forward Representative will notify the Affordable Housing Specialist of family in need of apartment.**
 - a. Families Forward Representative will contact with Affordable Housing Specialist with the following:
 - Family name and contact information
 - Housing need
 - Time Frame
 - Location at one of the established communities
2. **Affordable Housing Specialist provides Families Forward Case Manager and family contact information to the Community.**
 - a. Affordable Housing Specialist must enter contact information into OneSite.
 - Marketing Source - Families Forward

Business Process	Families Forward
Department Owner	Affordable Housing
Version	1.0
Approval Date	YYYY.MM.DD

Families Forward Program

- 3. Collect hold deposit and manual Applications for all Lease holding Residents.**
 - a. Applicants must be screen using “Families Forward” Screening model.
 - The Families Forward screening model will not impact his or her credit.
 - Application fees should not be charged.
 - b. Upload all completed Applications to the Resident’s OneSite file.
- 4. Notify Families Forward Case Manager of approved Application and complete and upload the Payment Schedule, Communication Disclosure, and Key Exchange document.**
 - a. The Payment Schedule, Communication Disclosure and Key Exchange document will be provided by Families Forward upon Applicant approval.
 - b. The Payment Schedule outlines the respective portions of ICAC, the Resident(s), and Families Forward.
 - c. Upload all documents to the Resident’s OneSite file.
- 5. Submit a CRC-Systems Support ticket prior to move in to add the appropriate Concession to the Resident scheduled billing.**
 - a. Ensure all tickets are placed prior to move in and include the Payment Schedule and Director Approval.
 - The concessions will be applied to scheduled billing as outlined in the initial Payment Schedule Document utilizing the code “O-CONC-XXXX”.
- 6. Activate Special Families Forward Custom Field to ensure appropriate tracking.**
- 7. Send signed Lease Agreement to Families Forward after the Resident has received keys.**
 - a. Families Forward submits a check payment to the address listed on the W-9 on the third (3rd) week of the month for the next month’s rent payment.
- 8. Send all Resident letters and notices to Affordable Housing Specialist.**

Renewal

- Resident will be kept at the same rate for one year after initial lease expiration and rent subsidy has ended.
- After year 2, Family will be increased to market gradually.
 - Increase to be reviewed and identified by Revenue and Community Management

Move Out

- At time of FAS, all standard turnover charges will be waived.
- A Payment Plan will be established by Financial Services for any additional turnover charges.

References

- SOP Documents



Business Process	Families Forward
Department Owner	Affordable Housing
Version	1.0
Approval Date	YYYY.MM.DD

Families Forward Program

- [Application and Screening Policy](#)
- [Former Resident- Final Account Statement](#)

MEMO OF UNDERSTANDING
Families Forward and Western National Securities, 2014

This Memorandum of Understanding stands as evidence that **Western National Securities dba Western National Property Management (“WNPM”)** and **Families Forward** intend to work together toward the mutual goal of creating a program to *re-house families who have the ability and potential to transition into permanent housing as identified by Families Forward by renting units managed by WNPM.*

DESCRIPTION OF SERVICES:

***Families Forward* agrees to:**

- Identify qualified families for the “Rapid Re-Housing” program.
- Provide initial evaluation and ongoing tailored case management of the family; to guide them to the appropriate resources and services necessary to enable them to regain and maintain self-sufficiency as defined by being able to pay the total market rent of the apartment without any subsidy.
- Perform a walk-through of the apartment on a scheduled basis during the time the family is in the program.
- Work with *WNPM* to ensure a smooth transition into the apartment unit.
- Promptly notify the property manager when a family graduates or is removed from the program.


***WNPM* agrees to:**

- Enter into a 12 month lease with the qualified family that Families Forward has identified.
- Waive the background screening process
- Make available a maximum of one unit at the following communities, subject to change per *WNPM*’s discretion:
 - ❖ Westridge- Lake Forest
 - ❖ Villa La Paz- Rancho Santa Margarita
 - ❖ Tamarack Woods- Brea
 - ❖ Barcelona, Palm Lane, Seville- Anaheim
 - ❖ Del Amo- Anaheim
 - ❖ Huntington Highlander- Huntington Beach

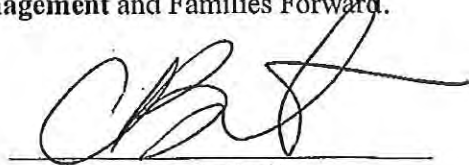
MEMO OF UNDERSTANDING
Families Forward and Western National Securities, 2014

- Provide a \$300 recurring concession of up to six (6) months.
- Decrease and/or defer the rental deposit; allow it to be paid over time as agreed upon by property manager and Families Forward.
- Provide the normal and customary services of property management.
- Accept rental subsidies from Families Forward per pre-agreement subject to the family's participation in good standing with the program.
- Promptly notify Families Forward of any concerns pertaining to the family's success in the program.

The agreement will be reviewed annually and subject to mutual approval of both **Western National Securities dba Western National Property Management** and Families Forward.



Margie Wakeham
Executive Director, Families Forward



Cyndy Breit
Western National Securities

**Illumination Foundation:
Housing4Health Project**

Housing Leveraging Commitment



November 11, 2021

Office of Community Planning and Development
U.S. Department of Housing & Urban Development
300 N. Los Angeles St., Suite #4054
Los Angeles, CA 90012

Subject: Housing Resources

To the Office of Planning and Development:

Illumination Foundation is in the process of acquiring the Mesa Motel in the City of Costa Mesa, which is currently in escrow. We will convert this 46-unit building from its current condition to Permanent Supportive Housing. Our primary funding source for acquisition and rehab costs will be through an active Project Homekey application. We intend to allocate 35 of these units to the proposed Housing4Health program. To design, complete, and implement this project, we are working collaboratively with our development partners, HomeAid and CW Driver.

We are actively engaged in the process of applying MHSA funding to support acquisition and rehab costs which will be stacked with funding from Project Homekey. We are also coordinating support from the City of Costa Mesa and surrounding jurisdictions to bolster the project funding. The City of Costa Mesa has tentatively allocated HOME funds towards this project which is pending city council approval in mid-November, 2021. Additionally, we are utilizing our relationships with private foundations to secure supplemental funding. We also anticipate leveraging additional subsidized housing units and currently are in the process of negotiating and applying for resources.

Timeline:

Funding Source	Requested/Anticipated Funding	Anticipated Time-Frame
Project HomeKey	\$9.2 M Capital \$3.2M Operating	March 2022
City of Costa Mesa/HOME Funds	\$1.5 M	Mid-November, 2021
MHSA	\$2 M	TBD

John Ing
Chief Financial Officer

Mercy House Living Centers:
OC PSH Collaboration Project – Expansion
Healthcare Formal Agreements

MERCY HOUSE

November 11, 2021

SUBJECT: HEALTHCARE LEVERAGE COMMITMENT – OC PSH COLLABORATION EXPANSION

To whom it may concern:

This letter is to confirm that Mercy House's OC PSH Collaboration Expansion project leverages the provision of health care services from the Orange County Health Care Agency ("OCHA"). Health care services are provided to the 28 PSH units through No Place Like Home Funding (NPLH) from the California Department of Housing and Community Development Department. OCHA has signed agreements to ensure that they provide PSH residents with peer support activities, mental health care and therapy, substance abuse services, linkage to primary health care and benefits counseling and advocacy for a minimum of 20 years.

OCHA's obligations pursuant to this requirement shall begin when the new housing projects receive their certificate of occupancy and within the grant term of August 1, 2022 – January 31, 2024. All services will be available to HUD CoC program participants throughout the contract period and are estimated at a value of \$163,703, annually.

Eligibility for the program will comply with all HUD program and fair housing requirements including serving those who meet the HUD definition of chronic homelessness and not restricted by the health care provider. The project will be targeted to chronically homeless individuals with severe and persistent mental illness to support the NPLH eligibility requirement. The layering of HUD and No Place Like Home funding sources will help to ensure the greatest level of services for high need chronically homeless individuals in the Riverside County Coordinated Entry System.

Sincerely,



Larry Haynes
Chief Executive Officer

Enclosure

**DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT
DIVISION OF FINANCIAL ASSISTANCE**

2020 W. El Camino Avenue, Suite 500, 95833
P. O. Box 952054
Sacramento, CA 94252-2054
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June 14, 2019

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Orange County Health Care Agency
405 West 5th Street, Suite 211
Santa Ana, CA 92701

Scott Larson, Executive Director
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24 Executive Park, Suite 100
Irvine, CA 92614

Dear Lisa Row and Scott Larson:

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Competitive and Noncompetitive Allocations – FY 2018/2019, Round 1
Francis Xavier**

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Francis Xavier			
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Awardees will be able to draw down funds when the Standard Agreement is fully executed, and any general and special conditions have been cleared in writing. In addition, expenditures may not be incurred prior to the execution of the Standard Agreement.

Congratulations on your successful application. For further information, please contact Laura Bateman, Section Chief, (916) 263-1302 or Laura.Bateman@hcd.ca.gov.

Sincerely,

Mark Stivers
Deputy Director

ORANGE COUNTY BOARD OF SUPERVISORS

MINUTE ORDER

May 07, 2019

Submitting Agency/Department: HEALTH CARE AGENCY

Approve Special Needs Housing Program funding for additional five Mental Health Services Act units with Santa Ana Arts Collective, Santa Ana and Westminster Crossing, Westminster; approve Altrudy Lane Apartments, Yorba Linda, Francis Xavier Residence, Santa Ana and Legacy Square, Santa Ana for Mental Health Services Act units; and authorize Director or designee to execute related documents - Districts 1 and 3

The following is action taken by the Board of Supervisors:

APPROVED AS RECOMMENDED OTHER

Unanimous (1) DO: Y (2) STEEL: Y (3) WAGNER: Y (4) CHAFFEE: Y (5) BARTLETT: Y

Vote Key: Y=Yes; N=No; A=Abstain; X=Excused; B.O.=Board Order

Documents accompanying this matter:

- Resolution(s)
- Ordinances(s)
- Contract(s)

Item No. 19

Special Notes:

Copies sent to:

HCA – Annette Mugrditchian

5/9/19



I certify that the foregoing is a true and correct copy of the Minute Order adopted by the Board of Supervisors, Orange County, State of California.
Robin Stieler, Clerk of the Board

By: _____
Deputy



AGENDA STAFF REPORT

Agenda Item

ASR Control 19-000313

MEETING DATE: 05/07/19
LEGAL ENTITY TAKING ACTION: Board of Supervisors
BOARD OF SUPERVISORS DISTRICT(S): 1, 3
SUBMITTING AGENCY/DEPARTMENT: Health Care Agency (Approved)
DEPARTMENT CONTACT PERSON(S): Annette Mugrditchian (714) 834-5026
 Jeff Nagel (714) 834-7024

SUBJECT: Special Needs Housing Projects

CEO CONCUR Concur	COUNTY COUNSEL REVIEW No Legal Objection	CLERK OF THE BOARD Discussion 3 Votes Board Majority
-----------------------------	--	---

Budgeted: N/A **Current Year Cost:** N/A **Annual Cost:** N/A

Staffing Impact: No **# of Positions:** **Sole Source:** N/A

Current Fiscal Year Revenue: N/A

Funding Source: N/A **County Audit in last 3 years:** No

Prior Board Action: 01/08/2019 #26, 10/30/2018 #S23E, 06/26/2018 #56, 06/12/2018 #1

RECOMMENDED ACTION(S):

1. Approve Special Needs Housing Program funding for an additional five Mental Health Services Act units for the Santa Ana Arts Collective located at 1666 North Main Street, Santa Ana, as more specifically described in Attachment A.
2. Approve Special Needs Housing Program funding for an additional five Mental Health Service Act units for the Westminster Crossing located at 7122-7140 Westminster Boulevard, Westminster, as more specifically described in Attachment B.
3. Approve the Altrudy Lane Apartments located at 4672 Lakeview Avenue, Yorba Linda, for Special Needs Housing Program funding for 10 Mental Health Services Act units, as more specifically described in Attachment C.
4. Approve the Francis Xavier Residence located at located at 801, 809, 809 ½ E. Santa Ana Boulevard, Santa Ana, for Special Needs Housing Program funding for 14 Mental Health Services Act units, as more specifically described in Attachment D.
5. Approve Legacy Square located at 609 N. Spurgeon, Santa Ana, for Special Needs Housing Program funding for 10 Mental Health Services Act units, as more specifically described in Attachment E.

6. Authorize the Health Care Agency Director, or designee, to sign the related Special Needs Housing Program Financing Application Local Government Certification and Regulated Unit Occupancy Restrictions forms for Altrudy Lane Apartments, Francis Xavier Residence, Santa Ana Arts Collective, Westminster Crossing and Legacy Square, as set forth in Attachments A, B, C, D and E.

SUMMARY:

Approval of Special Needs Housing Program funding will help the County develop permanent supportive housing for people with serious mental illness who are also experiencing homelessness, and expedite efforts to develop 2,700 units of permanent supportive housing in Orange County.

BACKGROUND INFORMATION:

On September 13, 2016, your Honorable Board of Supervisors (Board) approved the Participation Agreement with the California Housing Finance Agency (CalHFA) for the Special Needs Housing Program (SNHP) for purposes of creating permanent supportive housing for County adult and older adult residents with a severe mental illness who are homeless or at-risk of homelessness.

On March 27, 2018, the Board directed \$70.5 million from the County’s Mental Health Services Act (MHSA)/Community Services and Support (CSS) fund toward the acquisition and/or renovation of properties for supportive housing for the mentally ill. On June 12, 2018, your Board approved the MHSA \$70.5 million Permanent Supportive Housing Spending Plan and authorized the Health Care Agency (HCA) to submit project applications to the state for SNHP.

As a result of various Board actions on June 26, 2018 and October 30, 2018, your Board approved the allocation of \$40 million to SNHP. The Orange County Housing Funding Strategy and the No Place Like Home (NPLH) Addendum to the Housing Funding Strategy, both approved by your Board, outline key strategies to maximize housing funding for Orange County in order to spur the development of 2,700 units of supportive housing. One of the key strategies is to commit locally controlled supportive housing funding in order to ensure that projects are financially feasible and that units are developed. In order to achieve this, the NPLH Addendum recommended committing SNHP funds to projects that are also seeking NPLH funds from the State Department of Housing and Community Development (State HCD). Four projects submitted competitive applications to State HCD for NPLH funds on January 30, 2019, and those four projects are also seeking Orange County SNHP funds in order to be financially feasible.

In order to expedite the development of projects and increase MHSA units HCA is recommending SNHP funding for the following projects as described below.

Location	Board approval date	Current approved MHSA units	Proposed additional MHSA units	Total if approved
Santa Ana Arts Collective Development in Santa Ana	SNHP funds October 30, 2018	15	5	20

Westminster Crossing development in Westminster	SNHP funds October 30, 2018 NPLH funds December 18, 2018	10	5	15
The Altrudy Lane Apartments Development in Yorba Linda	NPLH funds January 8, 2019	0	10	10
The Francis Xavier Residence development in Santa Ana	NPLH funds on January 8, 2019	0	14	14
The Legacy Square development in Santa Ana	NPLH funds January 8, 2018	0	10	10
Total number of units		25	44	69

With the approval of this ASR, the Board will have approved project funding for an additional 153 MHSA units in the last year. As of December 2018, 194 MHSA units have already been completed. This contributes to the overall System of Care by bringing additional housing resources online along with the necessary supportive services component for individuals to be successful and retain their housing.

HCA requests the Board to approve Altrudy Lane Apartments, Francis Xavier Residence, Legacy Square, the additional five units for the Santa Ana Arts Collective and the additional five units for Westminster Crossing project for SNHP funding as referenced in the Recommended Actions above.

FINANCIAL IMPACT:

On June 26, 2018, and October 30, 2018, your Board approved the allocation of \$40 million to SNHP. \$10,912,850 of the \$40 million SNHP funds is requested to fund the additional 44 MHSA units. Approximately \$27,087,150 SNHP funds will remain following your Board approval.

STAFFING IMPACT:

N/A

ATTACHMENT(S):

- Attachment A - Santa Ana Arts Collective SNHP Financing Application Local Government Certification and Regulated Unit Occupancy Restrictions forms
- Attachment B - Westminster Crossing SNHP Financing Application Local Government Certification and Regulated Unit Occupancy Restrictions forms
- Attachment C - Altrudy Lane Apartments SNHP Financing Application Local Government Certification and Regulated Unit Occupancy Restrictions forms
- Attachment D - Francis Xavier Residence SNHP Financing Application Local Government Certification and Regulated Unit Occupancy Restrictions forms
- Attachment E - Legacy Square SNHP Financing Application Local Government Certification and Regulated Unit Occupancy Restrictions forms

**LOCAL GOVERNMENT SPECIAL NEEDS HOUSING PROGRAM ("SNHP")
SNHP FINANCING APPLICATION**

**ATTACHMENT A
LOCAL GOVERNMENT CERTIFICATION**

MENTAL HEALTH AGENCY NAME ("MHA"): _____

DEVELOPMENT NAME ("PROJECT"): _____

SITE ADDRESS: _____

- Rental Housing Project (5+ units); or
 Shared Housing (1-4 units where bedrooms are individually leased)

Number of SNHP Regulated Units (or bedrooms if Shared Housing): _____

Total rental units in this development proposal (including SNHP Regulated Units): _____

SECTION A: MHA RECOMMENDED FINANCING

SNHP Financing Offered by MHA	Maximum Dollar Amount	\$ Amt. per SNHP Regulated Unit	Approx. Term (years)
Capital Loan (20 - 55 yr. term)	\$	\$	
Capitalized Operating Subsidy Reserve (COSR)* (17+ years)	\$	\$	

**CalHFA requires each COSR to be sized to last a minimum of 17 years and the Developer is expected to fund any shortfall (unless waived by the MHA and described below in Section G). Show only a "COSR Approx. Term" if the Developer is required to fund the entire COSR. Leave the COSR line blank if no COSR is provided or required to subsidize the rents of the SNHP Regulated Units.*

SECTION B: OPERATING SUBSIDIES AVAILABLE TO SNHP REGULATED UNITS

Summary of SNHP Regulated Unit Subsidies - by Unit Size	Enter the Number of Units by Size			
	Studio or Single Bedroom	One Bedroom	Two Bedroom	Three Bedroom
COSR Assisted Regulated Units:				
Other - Describe:				

SECTION C: MHA REQUIRED FEES AND RESERVES (IF APPLICABLE):

1% Local Government Application Fee (due at loan closing): Required Not Required

Developer shall fund a 3 year MHA Client Rent & Utility Reserve*: Required Not Required

**Not necessary if SNHP units are subsidized by other than COSR funds or if the MHA has other funds available to cover minimum rent and utility payments while MHA residents wait to get qualified for SSI/SSP.*

SECTION D: DEVELOPMENT PROPOSAL ANALYSIS:

The MHA has reviewed the Project development proposal and prior to recommending financing, has analyzed, evaluated, or addressed each of the following:

- We have reviewed the entire Development team and Property Management firm's experience developing, operating, or managing permanent supportive housing;
- We have reviewed the proposed Project design to ensure it meets the needs of the proposed population (i.e. Project amenities, furnishings, onsite supportive service offices or areas, and community space with handicap bathrooms – if applicable);
- We have confirmed the SNHP unit rents won't exceed 30% of Area Median Income (unless special circumstances warrant a waiver as described below in Section G);
- We have advised the Developer and they understand that SNHP units subsidized by COSR require minimum rent payments that are the higher of a) 30% of SSI/SSP - less utilities unless included in rent; or b) 30% of household income; - less a utility allowance unless included in the rent;
- We have confirmed the SNHP Regulated Units include living, sleeping, and kitchen areas, and full bathroom(s) consisting of a toilet, sink and shower and/or bathtub. The kitchen area, at a minimum, has a sink, refrigerator, cupboard space, counter area, microwave and/or oven (depending on unit size), and a two-burner stove or built-in cook top. We have also advised the Developer whether they need to furnish the SNHP regulated units;
- We have advised the Developer that any SNHP regulated units operated as shared housing, require lockable bedrooms as bedrooms are rented individually to MHSA eligible clients;
- We will regularly verify the MHA's fund account balance with CalHFA and maintain our own fund balance reports and track Project specific allocations of funds. Prior to submittal of this SNHP Application to CalHFA, we verified that CalHFA has sufficient funds in our SNHP account to cover the proposed financing for this Project and all previously submitted and active SNHP financing requests.

SECTION E: COMMITMENT TO PROVIDE MENTAL HEALTH SERVICES:

For the duration of the SNHP Loan the MHA commits to provide, or contract and pay for, the mental health supportive services described in our approved Supportive Service Plan for the MHSA eligible clients occupying SNHP regulated units in this Project (a draft of which is attached hereto as Attachment A-1 to the SNHP Financing Application).

The Project's final approved Supportive Service Plan shall include:

1. A detailed Project description with unit amenities and a description of any special design requirements necessary to meet the needs of the targeted MHSA residents;
2. A description of the eligible MHSA client population (TAY, Family or Seniors);
3. A description of any permissible occupancy **preferences** that may be given to a particular sub-class of MHSA eligible clients (i.e. (i.e. veterans, the chronically homeless, etc.)
4. A description of any permissible occupancy **restrictions** that may overlap the SNHP Regulated Units and impose more stringent occupancy requirements to a specific sub-class of MHSA clients (i.e. veterans, the chronically homeless, etc.);
5. A tenant selection plan and tenant eligibility certification requirements;
6. A waiting list referral process and parameters for establishing new or updated waiting lists; and
7. A summary of the mental health supportive services funded by MHA for the Project's MHSA residents.

SECTION F: FAIR HOUSING CERTIFICATION:

The MHA has selected and approved financing for this Project and acknowledges and understands the following:

- That CalHFA **is not** reviewing the Project or proposal for compliance with state or federal fair housing or non-discrimination laws, including without limitation the Fair Housing Act, Section 504 of the Rehabilitation Act of 1973, and the Americans with Disabilities Act, which may apply to the Project.
- That state and federal fair housing and non-discrimination laws may impact occupancy restrictions imposed by the SNHP, or other funding regulatory provisions that the MHA has agreed to allow the Developer to overlay the SNHP regulated units (per Attachment B-1 to the SNHP Application).
- Changes in interpretations or enforcement of state or federal fair housing or non-discrimination laws or regulations may result in CalHFA making changes to the SNHP loan documents to ensure compliance.
- Unless required by the MHA, such changes to the SNHP loan documents will not trigger a request by CalHFA for an early loan payoff of either principal or accrued interest.

SECTION G: PROJECT COMMENTS / WAIVERS / OR CONDITIONS OF FUNDING:

--

SECTION H: MHA FINAL CERTIFICATION:

I hereby certify under penalty of perjury that I am the official responsible for the administration of local Behavioral or Mental Health Services ("Local Government"), that this proposal does not result in the supplantation of funds as set forth in Welfare and Institutions Code Section 5891, and that to the best of my knowledge and belief, all statements on this form are true and correct.

Local Government Authorized Representative:

By: _____ Date Signed: _____

Name: _____

Title: _____

Agency Name: _____

Attachment: A-1 - Draft Supportive Service Plan (final required prior to SNHP Loan closing)

**LOCAL GOVERNMENT SPECIAL NEEDS HOUSING PROGRAM ("SNHP")
SNHP FINANCING APPLICATION
ATTACHMENT B-1
SNHP REGULATED UNIT OCCUPANCY RESTRICTIONS**

Local Government and Borrower are required to submit this form at the time of initial Application and any time any of the below information changes prior to the SNHP Loan closing. Local Government approved occupancy preferences for sub-classes of the below described "Occupancy Class Restrictions" (e.g. veterans; chronically homeless, or local residents) shall be described in detail in the Project's Supportive Service Plan.

Item 1: PERMISSIBLE SNHP OCCUPANCY RESTRICTIONS

Summary of SNHP Regulated Unit "Occupancy Class Restrictions"	Enter the Number of Units by Bedroom Count			
	Studio or Single Bedroom	One Bedroom	Two Bedroom	Three Bedroom
A. Transition Age Youth restricted unit mix:				
Local Government: Are TAY permitted to remain in the unit once they turn 25?				
B. Individuals / Families (any age) restricted unit mix:		14		
C. Senior restricted unit mix: Minimum Age:				
TOTAL REGULATED SNHP UNITS:		14	0	
Local Government: wants the option to rent this number of 2 or 3 bedroom units to multiple individual MHSA eligible clients, each renting a bedroom ("Shared Housing") when MHSA eligible families are not available to rent the units. Note: This is not an option for units subsidized by Project Based Section 8 vouchers or when prohibited by other lenders regulating the same units.				

ITEM 2: MORE RESTRICTIVE OCCUPANCY TYPES IMPOSED BY OTHERS:

The Local Government approves the below more stringent Occupancy Class Restrictions imposed by other lenders or rental subsidies that are permitted to overlay the SNHP regulated units (ie., ground lease local residency preference requirements). **NOTE:** *the permissible use of VASH Vouchers or overlay of HCD VHHP regulatory provisions on SNHP regulated units means those SNHP units will be rented to Veterans.*

Source of Regulatory Provisions That will Overlay the SNHP Regulated Units	# of SNHP Units Affected	More Restrictive Occupancy Class Description
<input type="checkbox"/> HCD – VHHP Funding	_____ units	Veterans who are in-eligible for VA Benefits
<input type="checkbox"/> _____	_____ units	_____
<input type="checkbox"/> _____	_____ units	_____



DEVELOPER / BORROWER CERTIFICATION:

I hereby certify under penalty of perjury, that I have the delegated authority to represent the Developer / Borrower and certify that to the best of my knowledge and belief, all statements on this form are true and correct as of the below date.

BY:  Date: 3.13.19

Name/Title: Mark Kiner, President of the Board

Email / Phone: mkiner@bassenianlagoni.com / (949) 553-9100 x327

Company/Borrower Name: HomeAid Orange County, Inc.

LOCAL GOVERNMENT CONSENT / APPROVAL:

The Local Government approves the above Item 1 SNHP occupancy class restrictions by unit size, and any sub-class occupancy restrictions imposed by other lenders or subsidy providers described in Item 2 above.

The Item 1 assumptions and any other sub-class occupancy preferences we agree to, will be described in detail in the final Supportive Service Plan that we will provide prior to the SNHP loan closing.

BY: _____ Date: _____

Name/Title: Jeffrey A. Nagel, Ph.D., Behavioral Health Director

Email / Phone: JNagel@ochca.com

Agency Name: Orange County Health Care Agency



RICHARD SANCHEZ
DIRECTOR
(714) 834-2830
Richard.Sanchez@ochca.com
405 W. 5th STREET, 7th FLOOR
SANTA ANA, CA 92701
FAX: (714) 834-5506

OFFICE OF THE DIRECTOR

NPLH County Project Authorizing Resolution for Projects Utilizing Competitive Allocation Funds

IN THE MATTER OF:
AUTHORIZATION TO PARTICIPATE IN
THE NO PLACE LIKE HOME PROGRAM

RESOLUTION NO. 19-003

WHEREAS, the State of California, Department of Housing and Community Development ("Department") issued a Notice of Funding Availability, dated October 15, 2018 as amended on October 30, 2018 ("NOFA"), under the No Place Like Home Program ("NPLH" or "Program") authorized by Government Code section 15463, Part 3.9 of Division 5 (commencing with Section 5849.1) of the Welfare and Institutions Code, and Welfare and Institutions Code section 5890;

WHEREAS, the NOFA relates to the availability of approximately \$400 million in Competitive Allocation funds under the NPLH Program; and

WHEREAS, Orange is a County and an Applicant, as those terms are defined in the NPLH Program Guidelines, dated July 17, 2017 ("Guidelines").

NOW, THEREFORE, BE IT RESOLVED, that the Board of Supervisors for County does hereby determine and declare as follows:

SECTION 1. That County is hereby authorized and directed to apply for and if awarded, accept the NPLH Program funds, as detailed in the NOFA, up to the amount authorized by the Guidelines and applicable state law.

SECTION 2. That Health Care Agency Director, or his or her designee, is hereby authorized and directed to act on behalf of County in connection with an award of NPLH Program funds, and to enter into, execute, and deliver any and all documents required or deemed necessary or appropriate to evidence the loan of NPLH Program funds, the County's obligations related thereto, and the Department's security therefore. These documents may include, but are not limited to, a State of California Standard Agreement ("Standard Agreement"), a regulatory agreement, a promissory note, a deed of trust and security agreement, and any and all other documents required or deemed necessary or appropriate by the Department as security for, evidence of, or pertaining to the NPLH Program funds, and all amendments thereto (collectively, the "NPLH Program Documents").

SECTION 3. That County shall be subject to the terms and conditions that are specified in the Standard Agreement; that the application in full is incorporated as part of the Standard Agreement; that any and all activities funded, information provided, and timelines represented in the application are enforceable through the Standard Agreement; and that County will use the NPLH Program funds in accordance with the Guidelines, other applicable rules and laws, the NPLH Program Documents, and any and all NPLH Program requirements.

SECTION 4. That County will make mental health supportive services available to each project's NPLH tenants for at least 20 years, and will coordinate the provision of or referral to other services (including, but not limited to, substance use services) in accordance with the County's relevant supportive services plan, and as specified in Section 202(n)(1) of the Guidelines.

PASSED AND ADOPTED this 8th day of January, 2019, by the following vote:

AYES: _____ NOES: _____ ABSTENTIONS: _____ ABSENT: _____

Signature of Attesting Officer
Robin Stieler, Clerk of the Board

The foregoing was passed and adopted by the following vote of the Orange County Board of Supervisors, on January 08, 2019, to wit:

AYES: Supervisors: LISA A. BARTLETT, MICHELLE STEEL, DOUG CHAFFEE
ANDREW DO
NOES: Supervisor(s):
EXCUSED: Supervisor(s):
ABSTAINED: Supervisor(s):



CHAIRMAN

STATE OF CALIFORNIA)
)
COUNTY OF ORANGE)

I, ROBIN STIELER, Clerk of the Board of Orange County, California, hereby certify that a copy of this document has been delivered to the Chairman of the Board and that the above and foregoing Resolution was duly and regularly adopted by the Orange County Board of Supervisors

IN WITNESS WHEREOF, I have hereto set my hand and seal.





ROBIN STIELER
Clerk of the Board
County of Orange, State of California

Resolution No: 19-003
Agenda Date: 01/08/2019
Item No: 26



I certify that the foregoing is a true and correct copy of the Resolution adopted by the Board of Supervisors , Orange County, State of California

Robin Stieler, Clerk of the Board of Supervisors
By: _____
Deputy

Families Forward:
Rapid Rehousing for Veteran Families Project
Healthcare Formal Agreements

FAMILIES FORWARD

DIGNITY • EMPOWERMENT • HOPE

November 10, 2021

Health Care Agency
Attention: Felicia Boehringer
405 W 5th Street, Suite 685
Santa Ana, CA 92701

RE: HEALTHCARE AND HOUSING FORMAL AGREEMENTS

To Whom it May Concern:

Families Forward is a founding and active member of the Strong Families Strong Children (SFSC) collaborative serving veteran and military connected (VMC) families in Orange County. SFSC and its member agencies, including Families Forward, will provide housing stabilization, healthcare and mental health counseling, career coaching and other services for VMC families under this CoC grant application, #186963 Families Forward Bonus Rapid Re-Housing for Veteran Families.

The attached documentation outlines the healthcare services and housing resources that will be leveraged to support the 20 VMC families experiencing homelessness and support the provision of critical services promote housing stability:

1. Child Guidance Center Letter of Support
 - a. \$585,750 available to be leveraged from Mental Health Services Act (MHSA)/Prevention and Early Intervention (PEI_ Health, Mental Health Resources contract for case management services; and
 - b. \$75,000 in leveraged Medi-Cal contributions for Early and Periodic Screening, Diagnostic and Treatment Services from HCA.
2. Memorandum of Understanding for SFSC collaborative with Child Guidance Center and Families Forward to be reimbursed for case management services and supplies for an amount up to \$21,600.

Families Forward's leveraging of affordable housing partners for this program, resulting in concessions and reduced rent amounts well below FMRs, will support the identification of at least 25 percent of the units being subsidized and include:

3. The Irvine Company for up to 16 very low-income (30%-50% of AMI) housing units ranging from \$1,550 to \$1,900 per unit depending on size, and
4. Western National up to 1 very low-income (30%-50% of AMI) housing unit with a \$300 concession for rent along with waived barriers to housing.

Thank you for your consideration of our application.

Sincerely,



Madelynn Hirnerse
Chief Executive Officer



ADMINISTRATIVE OFFICE
525 Cabrillo Park Drive, Suite 300
Santa Ana, CA 92701
T: 714.953.4455 F: 714.547.8855
info@cgcinc.org

Mental Health Clinics

BUENA PARK
6301 Beach Boulevard, Suite 245
Buena Park, CA 90621
T: 714.736.0231 F: 714.736.0895

FULLERTON
680 Langsdorf Drive, Suite 200
Fullerton, CA 92831
T: 714.871.9264 F: 714.871.5032

SAN CLEMENTE
3551 Camino Mira Costa, Suite T
San Clemente, CA 92672
T: 949.272.4444 F: 949.272.4445

SANTA ANA
525 Cabrillo Park Drive, Suite 300
Santa Ana, CA 92701
T: 714.953.4455 F: 714.542.2793

Additional Programs

FAMILY RESOURCE CENTERS
T: 714.953.4455 F: 714.542.2793
frc@cgcinc.org
www.FaCToc.org

STRONG FAMILIES, STRONG CHILDREN
T: 714.953.4455 F: 714.542.2793
strongfamilies@cgcinc.org



www.childguidancecenteroc.org

November 4, 2021

Health Care Agency
Attention: Felicia Boehringer
405 W 5th Street, Suite 685
Santa Ana, CA 92701

Re: Families Forward Bonus Veterans RRH HUD Grant COC Proposal

Dear Ms. Boehringer,

The Strong Families, Strong Children (SFSC) Collaborative Services Program was developed in 2013 as a response to the growing and unmet need for comprehensive, community-based, and coordinated care for veteran and military-connected families who reside in Orange County. With *Child Guidance Center* serving as the lead nonprofit service agency, SFSC brings together five (5) non-profit partner organizations, *Families Forward, Children and Family Futures, Human Options* and *Veteran's Legal Institute* to provide mental health, housing, evaluation, domestic violence prevention and intervention, basic needs, legal, and other supportive services for veterans, active duty, Reserve, Guard and the fallen and their family members (including children). SFSC leverages the expertise, skills, and resources of these leading nonprofit service agencies in a coordinated manner to improve the health and well-being of veteran and military-connected families. Initial funding was secured in 2015 through Mental Health Services Act (MHSA) dollars and other foundations.

For the proposed *Families Forward Bonus Veterans RRH HUD Grant* project, mental health care support and resources will be provided through Child Guidance Center (CGC) to help individuals and families experiencing homelessness. CGC has a 55-year history of providing comprehensive mental health prevention and intervention services to Orange County children, teens, and their families. CGC as the mental health provider for the SFSC collaborative provides mental health services to veteran and military-connected families. Their masters' level staff 'with lived military experience' provide crisis intervention, individual, family, and group therapy treatment services. Further resource support is provided through CGC's SFSC Peer Navigation team. The health care resources (mental health, peer services) funded through MHSA PEI funding to support this project is \$ 585,750 (total grant funding \$1,000,000/year).

Additionally, CGC has a \$8.6 million contract with the HCA, Children & Youth Behavioral Health Outpatient services as a certified provider of Early and Periodic Screening, Diagnostic and Treatment (EPSDT) services to Medi-Cal beneficiaries that meet medical necessity and fall within moderate to severe range of impairment. We estimate 25% of our veteran child population qualify for these services which would approximate \$75,000 of leveraged Medi-Cal contributions to further support Families Forward proposed Veteran RRH HUD grant proposal.

Please feel free to contact me with any questions.

Thank you,

Lori M. Pack, CEO

Lori M. Pack, CEO
Child Guidance Center, Inc.
(714) 953.4455 ext 617
lpack@cgcinc.org



STRONG FAMILIES, STRONG CHILDREN
CASE MANAGEMENT CONSULTANT AGREEMENT
FUNDED BY ORANGE COUNTY COMMUNITY FOUNDATION
BETWEEN
CHILD GUIDANCE CENTER, INC.
AND
FAMILIES FORWARD
JANUARY 1, 2020 THROUGH DECEMBER 31, 2020

THIS AGREEMENT, is entered into by and between CHILD GUIDANCE CENTER, INC, hereinafter referred to as "PROVIDER," and FAMILIES FORWARD, hereinafter referred to as "SUBCONTRACTOR", collectively the "PARTIES"

NOW, THEREFORE, IT IS MUTUALLY AGREED AS FOLLOWS:

I. SERVICES TO BE PROVIDED

A. SUBCONTRACTOR shall provide the following services:

Case Management

Case Manager will provide critical housing and client services to 20 homeless veteran families. Veteran families will receive housing services and will also be provided with referrals and linkages to other services within FF's network of service providers. All of these services are meant to stabilize homeless and near-homeless Veteran families and ensure each family's on-going stability.

II. TERM

A. The term of this Agreement shall commence on January 1, 2021 and shall terminate no later than December 31, 2021. This agreement may be terminated by either party upon thirty (30) days' notice to the other.

III. ALTERATION OF TERMS

A. This Agreement fully expresses the complete understanding of PROVIDER and SUBCONTRACTOR with respect to the subject matter of this Agreement.

B. Unless otherwise expressly stated in this Agreement, no addition to, or alteration of the terms of this Agreement, whether written or verbal, shall be valid unless made in the form of a written amendment to this Agreement, which has been formally approved and executed by PROVIDER and SUBCONTRACTOR

IV. COMPENSATION

- A. PROVIDER shall compensate SUBCONTRACTOR, monthly, in arrears, actual costs for services provided as identified herein, up to a Maximum Obligation of \$21,600.
- B. Services are compensated as
 - 1. Case Manager 0.35 FTE \$20,400
 - 2. Services and Supplies not to exceed \$1,200
- C. PROVIDER shall submit invoices monthly in arrears by the 10Th of each month to Child Guidance Center, Inc. Attn: Accounting Department; 525 Cabrillo Park Dr. # 300, Santa Ana, CA 92701.

V. PAYMENTS

- A. PROVIDER shall pay SUBCONTRACTOR in accordance with the Compensation Paragraph of this Agreement; provided, however, the total of such payments does not exceed SUBCONTRACTOR's Maximum Obligation as referenced herein; and provided further, SUBCONTRACTOR's costs are reimbursable pursuant to county, state, and federal regulations.
- B. PROVIDER may withhold or delay any payment if SUBCONTRACTOR fails to comply with any provision of this Agreement.
- C. SUBCONTRACTOR shall not claim reimbursement for services provided beyond the expiration and/or termination of this Agreement, except as may otherwise be provided for under this Agreement, or specifically agreed upon in a subsequent Agreement.

VI. CONFIDENTIALITY

- A. SUBCONTRACTOR shall maintain the confidentiality of all records, including billings and any audio and/or video recordings, in accordance with all applicable federal, state and county codes and regulations, as they now exist or may hereafter be amended or changed.
- B. SUBCONTRACTOR agrees to implement administrative, physical, and technical safeguards that reasonably and appropriately protect the confidentiality, integrity, and availability of all confidential information that it creates, receives, maintains or transmits.
- C. SUBCONTRACTOR shall notify PROVIDER within twenty-four (24) hours during a work week, of any suspected or actual breach of its computer system or any issues regarding confidentiality.

VII. DELEGATION AND ASSIGNMENT

- A. SUBCONTRACTOR may not delegate the obligations or assign the rights hereunder, either in whole or in part without prior written consent of PROVIDER.

VIII. INSPECTIONS AND AUDITS

- A. PROVIDER, or any other of their authorized representatives, shall have access to any books, documents, and records, including but not limited to, financial statements, general ledgers, relevant

accounting systems, and Client records, of SUBCONTRACTOR that are directly pertinent to this Agreement, for the purpose of responding to a beneficiary complaint or conducting an audit, review, evaluation, or examination, or making transcripts during the periods of retention set forth in this Agreement. Such persons may at all reasonable times inspect or otherwise evaluate the services provided pursuant to this Agreement, and the premises in which they are provided.

B. AUDIT RESPONSE

1. Following an audit report, in the event of non-compliance with applicable laws and regulations governing funds provided through this Agreement, PROVIDER may terminate this Agreement as provided for in the Termination Paragraph of this Agreement or direct SUBCONTRACTOR to immediately implement appropriate corrective action. A plan of corrective action shall be submitted to PROVIDER in writing within thirty (30) calendar days after receiving notice from PROVIDER.

2. If the audit reveals that money is payable from one party to the other, that is, reimbursement by SUBCONTRACTOR to PROVIDER, or payment of sums due from PROVIDER to SUBCONTRACTOR, said funds shall be due and payable from one party to the other within sixty (60) calendar days of receipt of the audit results. If reimbursement is due from SUBCONTRACTOR to PROVIDER, and such reimbursement is not received within said sixty (60) calendar days, PROVIDER may, in addition to any other remedies provided by law, reduce any amount owed SUBCONTRACTOR by an amount not to exceed the reimbursement due PROVIDER.

IX. RECORD MANAGEMENT AND MAINTENANCE

A. SUBCONTRACTOR shall, throughout the term of this Agreement, prepare, maintain and manage records appropriate to the services provided and in accordance with this Agreement and all applicable requirements.

B. SUBCONTRACTOR shall ensure all appropriate state and federal standards of documentation, preparation, and confidentiality of records related to client records are met at all times.

X. REPORTS

Upon PROVIDER's request, SUBCONTRACTOR shall make any reports available, as required by PROVIDER concerning SUBCONTRACTOR's activities as they affect the services hereunder. PROVIDER shall be specific as to the information requested and allow thirty (30) calendar days for SUBCONTRACTOR to respond.

XI. SEVERABILITY

If a court of competent jurisdiction declares any provision of this Agreement or application thereof to any person or circumstances to be invalid or if any provision of this Agreement contravenes any federal, state or county statute, ordinance, or regulation, the remaining provisions of this Agreement or the

application thereof shall remain valid, and the remaining provisions of this Agreement shall remain in full force and effect, and to that extent the provisions of this Agreement are severable.

IN WITNESS WHEREOF, the parties have executed this Agreement, in the County of Orange, State of California.

DocuSigned by:
 Madelynn Hirneise
 E15EAF175E57440...

SUBCONTRACTOR SIGNATURE: _____ DATED: 2/3/2021
 SUBCONTRACTOR TITLE: CEO
 SUBCONTRACTOR NAME: Families Forward
 SUBCONTRACTOR ADDRESS: 8 Thomas
Irvine, CA 92618

Rose Pach
 PROVIDER SIGNATURE: _____ DATED: 2/5/2021
 PROVIDER TITLE: Chief Executive Officer
 PROVIDER NAME: Child Guidance Center, Inc.
 PROVIDER ADDRESS: 525 Cabrillo Park Drive, Suite 300
Santa Ana, CA 92701

If a contracting party is a corporation, two (2) signatures are required: one (1) signature by the Chairman of the Board, the President or any Vice President; and one (1) signature by the Secretary, any Assistant Secretary, the Chief Financial Officer or any Assistant Treasurer. If the contract is signed by one (1) authorized individual only, a copy of the corporate resolution or by-laws whereby the board of directors has empowered said authorized individual to act on its behalf by his or her signature alone is required.//

November 10, 2021

Health Care Agency
Attention: Felicia Boehringer
405 W 5th Street, Suite 685
Santa Ana, CA 92701



Dear Orange County Continuum of Care Grant Committee,

As the Chief Executive Officer of Share Our Selves (SOS), I am pleased to support Families Forward in their application for bonus HUD funding through the Orange County Continuum of Care, to provide housing navigation and support services for veteran and military connected families. SOS is a nationally recognized health center providing high quality, comprehensive safety net services to the Orange County community. We are one of 300 health centers nationally to be designated as a Healthcare for the Homeless provider. SOS is a patient-centered medical home and values the concept of the right person, the right treatment, at the right time.

Families Forward is a critical safety net organization working towards ending family homelessness in Orange County and knows the specific needs of veterans and military connected families. Families Forward has been active in supporting veteran families in Orange County for nearly four decades and has dedicated staff members who have lived experience as a veteran or military connected, enhancing their ability to understand the unique barriers faced by a veteran or military connected family when accessing housing and support services. Families Forward has served as the housing arm for the Strong Families, Strong Children Collaborative since its inception, providing housing support for all military connected families using a Housing First Model.

National studies indicate that 30%+ of veterans returning from recent deployments are affected by trauma and substance abuse, which are shown to affect the entire family. Through the Strong Families Strong Children collaborative, family members of veterans are enrolled in OC's Veterans Behavioral Health programs that address family issues they face including Post-Traumatic Stress Disorder (PTSD), Traumatic Brain Injury (TBI), domestic violence, substance use and other mental health concerns. Enhancing the veteran's support system by strengthening the family unit supports the veteran's overall wellness, and navigating the way to a safe, sustainable home is the first step.

Families Forward partners with community health centers like SOS to provide a medical, dental, behavioral health and social service resources to veteran and military connected families.

Sincerely,

A handwritten signature in blue ink, appearing to read "Christy Ward", is written over a faint, larger version of the signature.

Christy Ward
Chief Executive Officer
Share Our Selves (SOS)

**Illumination Foundation:
Housing4Health Project**

Healthcare Formal Agreement



ILLUMINATION FOUNDATION
DISRUPTING THE CYCLE OF HOMELESSNESS

**LETTER OF AGREEMENT BETWEEN
Illumination Foundation and Clarke Lew Medical Corp
dba Illumination Foundation Medical Group**

This Letter of Agreement is made as of November 11, 2021 between Illumination Foundation, a nonprofit organization devoted to disrupting the cycle of homelessness in Southern California, and Clarke Lew Medical Corp dba Illumination Foundation Medical Group (IFMG), a California professional corporation.

MISSION

The project on which the Parties are agreeing to collaborate has the following intended mission in mind: to provide quality and compassionate primary care and behavioral health counseling for individuals experiencing homelessness who are participating in the proposed CoC Housing4Health project in the Mesa Motel, 2205 Harbor Blvd, Costa Mesa, CA 92627.

OBJECTIVES

1. Illumination Foundation Medical Group serves the special healthcare needs of underserved populations who often lack access to consistent high-quality medical care by providing them with comprehensive primary care and behavioral health services.
2. IFMG will see program participants for regular healthcare appointments as necessary. Connections to insurance and other healthcare services will be made by both Illumination Foundation and IFMG.
3. The approximate value of IFMG's annual commitment to the Housing4Health project is \$55,670.
4. The term covered for this funding commitment is from October 1, 2022–September 30, 2023, and will be reevaluated annually for renewal.

RESPONSIBILITIES AND OBLIGATIONS OF THE PARTIES

Any Party may decide not to proceed with the project agreed upon herein for any reason or no reason. A binding commitment with respect to the project described herein will result only from execution of definitive agreements, subject to the conditions contained therein.

The participation of the Illumination Foundation Medical Group in the proposed program does not involve any disbursement of funds. Our goals are in alignment with the goals of this project, including the provision of vital health services to the population of individuals experiencing homelessness.

Illumination Foundation

By: Pooja Bhalla
Pooja Bhalla
Executive Director of Healthcare Services

**Clarke Lew Medical Corp
dba Illumination Foundation Medical Group**

By: Clarke R. Lew
Clarke R. Lew, M.D.
President

Date: November 11, 2021

Date: November 11, 2021