



Memorandum

TO: HONORABLE MAYOR
AND CITY COUNCIL

FROM: Leslye Krutko

SUBJECT: SEE BELOW

DATE: August 21, 2009

Approved

Date

9-1-09

COUNCIL DISTRICT: City-wide
SNI AREA: NA

SUBJECT: APPROVAL OF ACTIONS RELATED TO THE ADMINISTRATION OF THE HOMELESS PREVENTION AND RAPID RE-HOUSING PROGRAM (HPRP) OF THE AMERICAN RECOVERY AND REINVESTMENT ACT (ARRA) OF 2009

RECOMMENDATION

It is recommended that the City Council adopt a resolution:

- a) Approving the following grants for the implementation of the City's Homeless Prevention and Rapid Re-Housing Program (HPRP) from October 1, 2009 through June 30, 2012 –
 - a. \$307,500 to the Community Technology Alliance (CTA);
 - b. \$1,088,281 to Sacred Heart Community Services;
 - c. \$2,626,994 to Emergency Housing Consortium (EHC); and
- b) Authorizing the Director of Housing to negotiate and execute all necessary documents.

OUTCOME

Approval of the recommended HPRP contract awards will enable the City to meet the federal guidelines for receiving the stimulus funds, thereby ensuring that residents have access to this valuable program.

BACKGROUND

The federal government's American Recovery and Reinvestment Act of 2009 provided \$1.5 billion under the Homelessness Prevention Fund for homeless prevention and rapid re-housing activities nationwide. Of the total funding, the City of San José was allocated a one-time

August 21, 2009

Subject: Approval of Actions Related to the Administration of the Homeless Prevention and Rapid Re-housing Program

Page 2 of 5

appropriation of \$4,128,763 to administer activities under the newly established Homeless Prevention and Rapid Re-housing Program (HPRP). HUD's objectives for this program are twofold: 1) prevent individuals and families from becoming homeless; and 2) help those who are experiencing homelessness to be quickly re-housed and stabilized.

On May 12, 2009, the City Council authorized the Director of Housing to accept federal stimulus funding for HPRP in the amount of \$4,128,763. In July 2009, HUD approved the City's Substantial Amendment to the Consolidated Plan, which served as its formal application for the HPRP funds. However, in order to receive the funds, the City must enter into agreement with its subgrantees for the administration of the program by September 30, 2009.

On July 6, 2009, the City issued a joint Request for Proposals (RFP) with Santa Clara County for the administration of both jurisdictions' HPRP funds. The two jurisdictions issued a joint RFP in order to create a coordinated network of homelessness prevention and rapid re-housing services and, in doing so, to maximize cross-jurisdictional collaboration, minimize or eliminate any duplication of services, make the application and contracting processes more efficient, and align the program activities and protocols to be consistent as possible across Santa Clara County.

While the RFP and evaluation of applications were managed in concert, the funding allocations, agreements for service, and reporting to HUD will be administered separately. Applicants were instructed to apply separately to either or both of the following HPRP funding allocations:

| | |
|-----------------------|-------------------|
| City of San José | \$4,128,763 |
| County of Santa Clara | <u>\$ 717,484</u> |
| Total funds available | \$4,846,247 |

In the joint RFP, each jurisdiction budgeted the majority of funds for nonprofit organizations interested in providing services that would meet the two main HPRP objectives as described above. Funds were also allocated for data collection and evaluation, specifically for the ongoing administration of the Homeless Management Information System (HMIS), as specified by HUD. A maximum of five percent was made available for administrative costs incurred by the jurisdictions and their subgrantees.

On July 10, 2009, the City and County held a Bidders' Conference to provide potential applicants with additional guidance on the RFP and expectations for successful applications, answer questions, and relay any additional information from HUD. A total of nine proposals were submitted in response to the RFP by the August 7 deadline – five to the City and four to the County. An HPRP Review Panel consisting of staff from both the City and the County met on August 11th to evaluate the proposals and make preliminary recommendations. On August 12th, two finalists were interviewed for clarifications and further information. An HPRP Appeals Committee was set to hear appeals on August 18; however, no appeals were filed.

August 21, 2009

Subject: Approval of Actions Related to the Administration of the Homeless Prevention and Rapid Re-housing Program

Page 3 of 5

ANALYSIS

The members of the HPRP Review Panel scored and ranked each proposal separately, taking into account the applicants' expenditures, staffing, and program plans as well as their experience and ability to offer the full range of HPRP services. The panel then considered the total amount of funding available and recommended the most cost effective and efficient way to allocate and administer the funds. The panel ultimately recommended that the City make three funding awards and the County make two awards. Based on the Review Panel's findings, the following awards are recommended for funding by the City's HPRP allocation:

| | |
|--|-------------------|
| EHC LifeBuilders (Lead Agency) | \$2,626,994 |
| Sacred Heart Community Service (Lead Agency) | \$1,088,281 |
| Community Technology Alliance | \$ 307,500 |
| City Administration | <u>\$ 105,988</u> |
| Total | \$4,128,763 |

A complete table of both the City and County HPRP funding recommendations is contained in Attachment A.

EHC is acting as the lead of a three-agency partnership with Pro Bono Project Silicon Valley and Next Door Solutions to Domestic Violence, to implement the full range of HPRP services. The partnership brings together the agencies' vast experience in providing homeless prevention and homeless services, eviction defense legal services, and specialized case management services for victims of domestic violence to provide eligible HPRP clients with a two-tiered program geared towards attaining self-sufficiency. The majority of services will be provided at the One Stop Homelessness Prevention Center at the Boccardo Reception Center, with alternate sites for assistance as appropriate.

Sacred Heart Community Services is acting as the lead agency of a coalition of agencies experienced in providing homeless prevention, homeless, legal, and mental health services, and assistance to refugees. Using the HPRP funds, the Coalition will match financial assistance to prevent or end homelessness with case management and other support to help eligible participants attain and maintain self-sufficiency. Coalition members include –

- Sacred Heart Community Services (Lead Agency)
- InnVision
- Family Supportive Housing
- Catholic Charities
- The Law Foundation

Community Technology Alliance (CTA) has been the sole provider of HIMS in Santa Clara County since 2004. CTA provides a secure web-based system of data collection designed to increase the effectiveness and efficiency of all homeless shelters and service providers in the

HONORABLE MAYOR AND CITY COUNCIL

August 21, 2009

Subject: Approval of Actions Related to the Administration of the Homeless Prevention and Rapid Re-housing Program

Page 4 of 5

County. Using its allocated funding, CTA proposes to meet and exceed all HPRP requirements by assisting the other subgrantees throughout their program implementation and administration, from assessment to reporting.

EVALUATION AND FOLLOW-UP

The Housing Department will update the City Council on the HSP program activities and accomplishments along with its annual homeless update to the Community and Economic Development Committee.

POLICY ALTERNATIVES

In reaching the recommendation spelled out above, the following alternative was also considered:

Alternative #1: The City could choose not to fund the recommended programs.

Pros: The City would not be burdened with administering the HPRP grant funds.

Cons: Because of the tight timeframe by which HUD requires jurisdictions to contract with its subgrantees, the City would be unable to obtain any of its allocated funding resulting in the inability of homeless and at-risk residents to receive critical services.

Reason for not recommending: The timely approval of the recommended programs will ensure both the City's receipt of its allocated HPRP funds and the provision of critical services to homeless and at-risk residents.

PUBLIC OUTREACH

- ✓ **Criterion 1:** Requires Council action on the use of public funds equal to \$1 million or greater. (Required: Website Posting)
- Criterion 2:** Adoption of a new or revised policy that may have implications for public health, safety, quality of life, or financial/economic vitality of the City. (Required: E-mail and Website Posting)
- Criterion 3:** Consideration of proposed changes to service delivery, programs, staffing that may have impacts to community services and have been identified by staff, Council or a Community group that requires special outreach. (Required: E-mail, Website Posting, Community Meetings, Notice in appropriate newspapers)

This memo will be posted to the City Council Agenda via the City's website.

HONORABLE MAYOR AND CITY COUNCIL

August 21, 2009

Subject: Approval of Actions Related to the Administration of the Homeless Prevention and Rapid Re-housing Program

Page 5 of 5

COORDINATION

This report has been prepared in coordination with the Office of the City Attorney.

FISCAL/POLICY ALIGNMENT

Funding for this proposal is consistent with the 10-Year Homeless Strategy to End Chronic Homelessness, approved by the City Council on September 9, 2003 and the Final Report of the Blue Ribbon Commission on Homelessness, heard by the City Council on March 11, 2008.

COST SUMMARY/IMPLICATIONS

There are no fiscal impacts to the General Fund arising from this proposal. Funding is from the Recovery Act - Homeless Prevention and Rapid Re-Housing Program (Fund 448).

BUDGET REFERENCE

| Fund # | Appn # | Appn. Name | Total Proposed Appn | Amt. for Contract | Proposed Budget Page | Proposed Budget Action (Date, Ord. No.) |
|--------|--------|--|---------------------|-------------------|----------------------|---|
| 448 | 3808 | Recovery Act – Homeless Prevention and Rapid Rehousing | \$4,128,763 | \$4,128,763 | N/A | June 23, 2009 Ord. #28593 |

CEQA

N/A (Not a project)


LESEYE KRUTKO
Director of Housing

For questions please contact Leslye Krutko, Director of Housing, 535-3851.

Attachment

Review Panel Recommendations for City and County HPRP Funds

| | Requested Amount | Recommended Funding |
|---|------------------|---------------------|
| Bay Area Legal Aid | | |
| City | \$305,809 | \$0 |
| County | \$ 0 | NA |
| Totals | \$305,809 | \$0 |
| Community Child Care Council of Santa Clara County (4Cs) | | |
| City | \$2,011,413 | \$0 |
| County | \$ 349,555 | \$0 |
| Totals | \$2,360,963 | \$0 |
| Community Technology Alliance | | |
| City | \$307,500 | \$307,500 |
| County | \$ 36,500 | \$ 36,500 |
| Totals | \$344,000 | \$344,000 |
| EHC LifeBuilders (Lead Agency) | | |
| City | \$3,730,636 | \$2,626,994 |
| County | \$ 664,610 | \$ 0 |
| Totals | \$4,395,246 | \$2,626,994 |
| Sacred Heart Community Services (Lead Agency) | | |
| City | \$2,701,796 | \$1,088,281 |
| County | \$ 662,150 | \$ 662,150 |
| Totals | \$3,636,946 | \$1,750,431 |
| City Administration | \$105,988 | \$105,988 |
| County Administration | \$ 18,834 | \$ 18,834 |
| Total HPRP Funding | | \$4,846,247 |