



A Tradition of Stewardship  
A Commitment to Service

Agenda Date: 9/24/2013

Agenda Placement: 7D

## NAPA COUNTY BOARD OF SUPERVISORS Board Agenda Letter

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**TO:** Board of Supervisors

**FROM:** Shelli Brobst for Randolph F. Snowden - Director  
Health & Human Services Administration

**REPORT BY:** Shelli Brobst, Contracts Analyst - 253-4720

**SUBJECT:** Actions regarding Housing and Urban Development (HUD) funding for the Transitional Residential Alliance and Integrated Network (TRAIN) Project and the Homeless Management Information Services (HMIS) Project

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### **RECOMMENDATION**

Director of Health and Human Services requests approval of the following actions relating to funding from the U.S. Department of Housing and Urban Development (HUD) for services for homeless persons:

1. Authorization for the Chairman to sign the renewal of Revenue Agreement No. 6443 for the term January 1, 2013 through December 31, 2013, accepting Calendar Year 2013 Transitional Residential Alliance and Integrated Network (TRAIN) Project funding in the amount of \$144,355;
2. Authorization for the Chairman to sign the renewal of Revenue Agreement No. 6488 for the term July 1, 2013 through June 30, 2014 in the amount of \$20,252 for Homeless Management Information System (HMIS) project; and
3. Authorization for the Chairman to sign the renewal of Revenue Agreement No. 7711 for the term April 1, 2014 through March 31, 2015 in the amount of \$13,717 in expansion funding for the HMIS project; and
4. Adoption of a resolution supporting the activities and goals of the Napa County Continuum of Care Strategy for serving the homeless and authorizing the submission of Napa County's 2014 funding cycle project applications to HUD for the County's Supportive Housing Programs.

### **EXECUTIVE SUMMARY**

Approval of the requested actions will authorize the following actions regarding homeless services:

1. Acceptance of Calendar Year 2013 Transitional Residential Alliance and Integrated Network (TRAIN) federal funding for outreach, case management and housing-related activities for homeless persons;
2. Acceptance of the Fiscal Year 2013-2014 Homeless Management Information System (HMIS) project

funding;

3. Acceptance of HMIS expansion funding from April 1, 2014 through March 31, 2015; and
4. Adoption of a resolution to approve the submission of Napa County's 2014 funding cycle project applications to the U.S. Department of Housing and Urban Development for Supportive Housing Programs.

### **FISCAL IMPACT**

Is there a Fiscal Impact?	Yes
Is it currently budgeted?	Yes
Where is it budgeted?	Health & Human Services Operations
Is it Mandatory or Discretionary?	Discretionary
Discretionary Justification:	<p>Approval of the requested action is discretionary in that there is no mandate to accept the Transitional Residential Residential Alliance and Integrated Network (TRAIN) funding or the Homeless Management Information System (HMIS) funding. Approval will, however, provide the County with federal grant funding to provide homeless outreach services and enable the collection of data on the County's homeless population.</p> <p>Approval of the recommended resolution, a requirement of the U.S. Department of Housing and Urban Development (HUD), will authorize the submission of Napa County's 2014 funding cycle project applications to HUD for grant funding for the continuation of the County's Supportive Housing Programs.</p>
Is the general fund affected?	No
Future fiscal impact:	<p>The 2013 TRAIN grant expires December 31, 2013. HUD requires that a resolution be adopted annually to enable a local governmental agency to apply for future year funding. If the County is awarded Calendar Year 2014 funding, HHSA will return to the Board to obtain approval of that funding.</p> <p>The term of the HMIS Expansion grant is April 1, 2014 through March 31, 2015. The funding will be included in the Operations budget for Fiscal Year 2014-2015.</p>
Consequences if not approved:	If the renewal of the revenue agreement is not approved, the County will have to either fund the full cost of the services being provided to Napa's homeless population, or discontinue the services for both the current and future calendar years. If the resolution is not adopted, the County will not be able to apply for 2014 funding that is needed for the continuation of services and the collection of data on the County's homeless population.
Additional Information:	The HMIS grant is budgeted for Fiscal Year 2013-2014 and requires a cash match of \$9,647, which is funded by allocated County General Fund (fixed General Fund support to HHSA). The HMIS Expansion grant begins in April of 2014; however we will most likely not access the grant funds until the beginning of Fiscal Year 2014-2015 to support the annual contract with our HMIS provider. The HMIS Expansion Grant requires a cash match of \$6,827, which is funded by allocated County General Fund (fixed General Fund

support to HHSA). Without the funding for HMIS, all of the programs of the Continuum of Care (CoC) would likely be de-funded, as HMIS is a prerequisite for applying for housing programs.

### **ENVIRONMENTAL IMPACT**

ENVIRONMENTAL DETERMINATION: The proposed action is not a project as defined by 14 California Code of Regulations 15378 (State CEQA Guidelines) and therefore CEQA is not applicable.

### **BACKGROUND AND DISCUSSION**

Approval of the recommended action will enable the County to accept the following grants from the Department of Housing and Urban Development:

#### **Transitional Residential Alliance and Integrated Network (TRAIN)**

The Transitional Residential Alliance and Integrated Network (TRAIN) Program provides transitional housing rental assistance and crucial supportive services to individuals and families who are homeless and chronically homeless in Napa County. The program is designed to assist people experiencing substance abuse, mental health, co-occurring disabilities, HIV, physical disabilities, and domestic violence. The project focuses on moving people from homelessness into transitional housing and assists them in obtaining employment, health and recovery services, and permanent housing. While the rental assistance is time-limited, people generally move into mainstream housing within one year or less. The housing placement is potentially permanent, dependent on an increase in household income after receiving employment, education, and financial assistance.

The County's Health and Human Services Agency subcontracts with Community Action Napa Valley, Napa Emergency Women's Services, the City of Napa Police Department, and the City of Napa Housing Authority to provide for the operation of the TRAIN Program.

Approval of the requested action will allow the County to accept TRAIN grant funding in the amount of \$144,355 and will approve the adoption of the resolution asserting the Board's continued support for the activities and goals of the Napa County Continuum of Care Strategy for serving persons who are homeless, or disabled and at risk of homelessness, and will authorize the submission of Napa County's 2014 funding cycle project applications to HUD for Supportive Housing Programs.

#### **Homeless Management Information System (HMIS)**

The Homeless Management Information System (HMIS) is designed to collect data on the homeless population of Napa County. The data collected will help staff better understand the needs of homeless people and assist in the development of more efficient delivery of program services for this population.

Approval of the requested action will allow the County to accept HMIS grant funding in the amount of \$20,252 for data collection activities during Fiscal Year 2013-2014 and to accept HMIS Expansion grant funding in the amount of \$13,717 for data collection activities during Fiscal Year 2014-2015.

### **SUPPORTING DOCUMENTS**

A . Resolution

CEO Recommendation: Approve

Reviewed By: Karen Collins