



NorCal Continuum of Care™

Executive Board Meeting

February 15, 2024

1:00pm – 3:00pm

777 Cypress Ave. Enterprise Park Conference Room
Redding, CA 96001

Topic: NorCal Executive Board Meeting 2/15/24

Time: Feb 15, 2024 01:00 PM Pacific Time (US and Canada)

Join Zoom Meeting

<https://us06web.zoom.us/j/88245020409?pwd=AJeq0bpY7WWzla8thytFChQ8DGthM1.1>

Meeting ID: 882 4502 0409

Passcode: 386264

One tap mobile

+16694449171,,88245020409#,,,,*386264#

Teleconference locations:

Sierra County Behavioral Health
706 Mill Street
Loyalton, CA 9611

Del Norte County Health and Human Services
455 K Street
Crescent City, CA 95531

Teach I.N.C
112 E 2nd Street
Alturas, CA 96101

Lassen County Health and Social Services
1445 Paul Bunyan, Suite B
Susanville, CA 96130

Siskiyou County Behavioral Health
2060 Campus Dr.
Yreka, CA 96097

Plumas County
PCIRC
591 Main Street
Quincy, CA 95971

Executive Board Members

Kristen Schreder,
County of Shasta, Chair

Sarah Collard,
County of Siskiyou, Co-
Chair

Barbara Longo
County of Lassen

Cathy Rahmeyer,
County of Plumas

Carol Madison,
County of Modoc

Sheryll Prinz-McMillan,
County of Sierra

Michael Coats,
County of Del Norte



To Address the Board: Members of the public may address the Board on any agenda item. Pursuant to the Brown Act (Govt. Code section 54950, et seq.) Board action or discussion cannot be taken on non-agenda matters but the board may briefly respond to statements or questions. You may submit your public comment via email to norcalcoc@cityofredding.org that will be read into the record.

1. Call to Order/Quorum Established/Introductions

2. Public Comments (limited to 3 mins. per comment)

Members of the public will have the opportunity to address the Board on any issue within the jurisdiction of the Board. Speakers will be limited to three minutes.

3. Presentation - HMIS

United Way of Northern California reviews status of HMIS Administration and discusses proposed revised budget for August 1, 2023 to December 31, 2025. (see draft budget Agenda Item 4.IV)

4. Action Items

- I. **Approve** NorCal Continuum of Care Administrative Entity Memorandum of Understanding provided by City of Redding to provide Administrative Entity services.
[Attachment A - Memorandum of Understanding](#)
- II. **Acknowledge and Confirm County HHAP 5 Allocation Distributions- Application (Due March 27, 2024)**
Review and discuss HHAP 5 Application Planning Options for Counties and confirm each County's choice whether to receive the County allocations directly from the State and act as their own Administrative Entity.
- III. **Review and Approve HHAP 5 distribution of CoC allocations using the 2023 HUD approved PIT count percentage.**
[Attachment B - Draft option for HHAP 5 Distribution](#)
- IV. **Review and Approve Updated - Budgets and Funding sources 2023-2025 V.5**
Review information provided and discuss options for funding Collaborative Applicant, HMIS, CE and Administrative Entity for period of August 1, 2023 to December 31, 2025.
[Attachment C - Updated - Budgets and Funding Sources V.5 – Supporting Documents](#)
- V. **Review and Approve distribution for HHAP4** (Note: On October 19, 2023, the EB approved the distribution of the HHAP 4 CoC allocation using the 2022 HUD approved PIT count percentage.)
The proposed distribution includes the January 11, 2024 EB Approval of HHAP 4 funds to pay \$46,680 to Housing Tools to prepare the HHAP 5 Application.
The other expenditures that were approved on January 18, 2024 to use \$53,402 of HHAP 4 funds is not needed since the City of Redding is in receipt of the HHAP 3 funds.
[Attachment D - Draft option for HHAP 4 Distribution](#)



VI. **Approve** Scheduling of additional Special Executive Board Meetings as needed.

5. Discussion Items

- I. Proposed Participation Agreements/MOU between NorCal CoC, City of Redding and United Way of Northern California to provide services and provide payment for services

6. Reports

- I. City of Redding - Administrative Entity Report
- II. NorCal CoC Members – County Updates

7. Discussion Items for Next Meeting

- I. Discuss next steps for review of Governance Charter

8. Adjournment

If requested, the agenda shall be made available in appropriate alternative formats to persons with a disability, as required by Section 202 of the Americans with Disabilities Act of 1990 (42 U.S.C. Sec. 12132), and the federal rules and regulations adopted in implementation thereof. You may contact the City of Redding Housing Division at (530)225-4048 for disability-related modifications or accommodations, including auxiliary aids or services, in order to participate in the public meeting.

Schedule of Remainder of Public Meetings

Thursday 2/22/24 12pm-2pm Redding City Hall Community Room

Presentation topic: Summary of Public input and final comments

Next Executive Board Meetings

March 14, 2024 1pm – 3pm

Redding City Hall, Enterprise Park Conference Room

NorCal Continuum of Care Memorandum of Understanding with the City of Redding

NORCAL CONTINUUM OF CARE ADMINISTRATIVE ENTITY MEMORANDUM OF UNDERSTANDING

1. Preamble

The NorCal Continuum of Care (the “NorCal CoC”) is a membership-based organization comprised of a variety of stakeholders from service providers, government entities, research institutions, etc., who are committed to preventing and ending homelessness through the design and implementation of plans, which are consistent with local, state, and federal policies.

In the spirit of collaboration, the NorCal CoC and The City of Redding (the “City”), acting as the designated NorCal CoC Administrative Entity (“Administrative Entity”), have agreed to enter into this Memorandum of Understanding (“MOU”) to document each party’s duties and responsibilities and to ensure that the same are successfully executed.

The NorCal CoC and the Administrative Entity (collectively, “the parties”) will work together to ensure that the NorCal CoC achieves its strategic goals and to provide the support mutually agreed by the parties as required for various committees, workgroups, and the like bodies defined in the NorCal CoC Governance Charter or requested by the NorCal CoC Executive Board.

The parties commit to timely responses, open communication, and collaborative work strategies, in the completion of tasks necessary to ensure efficient operations of the NorCal CoC and the Administrative Entity.

2. Purpose

This MOU sets forth the terms, conditions and expectations the NorCal CoC has for the City in the performance of its duties and responsibilities as the Administrative Entity.

3. Key Stakeholders and Terminology

- A. Department of Housing and Urban Development (HUD). HUD is the federal government agency that implements and regulates the Continuum of Care program under the terms of 24 CFR Part 578 (Interim Rule).
- B. NorCal Continuum of Care (NorCal CoC). The NorCal CoC is a membership-based organization comprised of a variety of stakeholders committed to preventing and ending homelessness through the design and implementation of plans, which are consistent with local, state, and federal policies.
- C. Administrative Entity. The Administrative Entity is an eligible applicant designated by the NorCal CoC to carry out the responsibilities listed in section 4 below.
- D. City of Redding. The City of Redding is a local municipality selected by the NorCal CoC to serve as the Administrative Entity.

- E. NorCal CoC Executive Board (Board). The Board is the governance body of the NorCal CoC under the terms of its Governance Charter. The Board may delegate specific responsibilities under this MOU to its Executive Committee or other committees and workgroups.

4. The Administrative Entity will assume responsibilities consistent with Exhibit A, attached and incorporated herein, and for the following activities:

- Enhance the knowledge of the services providers to address housing needs;
 - Maintain an updated web page to share Agendas, Minutes, Recorded Meetings, Policies and Procedures, resources, training curriculum, reports, and other related documents;
 - Act as Secretary to the Board and facilitate monthly meetings, Special Meetings (as needed), and all member meetings twice per year;
 - Conduct the Annual Gap Analysis;
 - Facilitate the administration of an annual Point-In-Time (PIT) and Housing Inventory Count (HIC) of homeless persons with Advisory Board assistance;
 - Set baseline for system performance based on funding;
 - Build community awareness inclusive of the needs of all homeless populations;
 - Ensure consistent participation in the Homeless Management Information System (HMIS) by recipients and subrecipients and establish a monitoring schedule;
 - Complete NorCal CoC-wide funding applications, prepare Resolutions and staff reports (as needed and as directed by the Board and the City of Redding), oversee the Rating and Ranking processes pertaining to funding, process consultant applications, invoices and requests for support materials, services and supplies, and monitor the performance of projects in accordance with the funding contract;
 - Perform all duties required by HUD and the City of Redding;
 - Develop and provide continuum-wide trainings, including HUD mandated training topics;
 - Design, operate and follow a collaborative process for development of applications for funding;
 - Report the results of the evaluation outcomes of projects funded under the Emergency Solutions Grant (ESG) Program;
 - Provide information required to complete the Consolidate Plan(s) within the NorCal CoC's geographic area;
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- Assist the NorCal CoC Advisory Boards with Policies and Procedures, implementation of housing and services systems within its geographic area that meets the needs of the homeless individuals and families; and
- Act as the Fiscal Agent for the NorCal CoC to include applying for grants, receiving grants, subrecipient agreements, tracking of funding, reporting of funding and monitoring subrecipients.

5. Performance Reporting and Oversight

The Administrative Entity will submit reports as follows:

- A. The Associate Project Coordinator will provide verbal reports to the Executive Board on progress on or barriers to achieving objectives identified in Exhibit A, as required, at each working group meeting.
- B. Written reports will be submitted no less frequently than semi-annually. Written reports will follow the agreed upon template and will be prepared by the Administrative Entity. These written reports will be made posted to the Coordinated Entry website for public transparency and will be sent directly to all funders.

6. Term

- A. The parties acknowledge that this MOU authorizes the Administrative Entity to enter into Grants with HUD and the City during the term of the MOU.
- B. This MOU shall commence on date of September 19, 2023, and shall continue for two (2) years until September 19, 2025, unless this MOU is terminated sooner as permitted under this MOU.
 - i. On or prior to one year prior to the MOU expiration date, the Board must provide written notice to the existing Administrative Entity if it elects to conduct a competitive process to determine the next Administrative Entity.
 - ii. If the Board through its oversight process determines that the Administrative Entity has not satisfactorily corrected material performance deficiencies under a written corrective action plan within the specified timelines, the Board may terminate this MOU with written notice to the Administrative Entity.
 - iii. Should this MOU be terminated before the expiration date by the Board, the Administrative Entity will be allowed to fulfill its obligations under its existing HUD Grant. The MOU termination date will coincide with the expiration date of the HUD Grant occurring immediately following the date of notice of termination.
 - iv. The Administrative Entity may terminate this MOU for any reason by giving the Board 90 days' prior written notice. In this case, the termination date will coincide with the expiration of the Planning Grant occurring immediately following the date of the notice plus one year.

- v. Upon termination for any reason, the Administrative Entity will participate in an expedient and professional transition of knowledge, documents, grants and all other relevant information (even if not identified by name in this document) to the successor entity. This transition will also include a formal training period, term of which will be negotiated by the parties involved, to facilitate the successful transfer of information with the minimal disruption to the NorCal CoC.

7. Modifications and Other Provisions

- A. Modifications. Either party may request modifications to this MOU. Any changes, modifications, revisions, or amendments to this MOU which are mutually agreed upon by and between the parties to this MOU shall be incorporated by written instrument, and effective when executed and signed by all parties to this MOU.
- B. Compliance with Applicable Laws. The parties shall at all times comply with all applicable laws, federal, and state, county, municipal statutes, ordinances, and regulations relating to this MOU or which may affect the performance of this MOU.
- C. Indemnification. Each party shall be responsible for and indemnify, defend, and hold harmless the other party, from and against any third-party claims arising out of or in connection with (a) the negligent acts or omissions of its respective officers, agents, directors, and employees to the extent allowable by law; and (b) its breach or alleged breach of this MOU.
- D. Liability. No officer, member, official, or agent of the NorCal CoC or the Administrative Entity shall be personally liable in connection with this MOU.

In Witness Whereof, City and NorCal CoC have executed this Memorandum of Understanding on the days and year set forth below:

Dated: _____, 2023

CITY OF REDDING,
A MUNICIPAL CORPORATION

BARRY TIPPIN, CITY MANAGER

ATTEST:

APPROVED AS TO FORM:

SHARLENE TIPTON, CITY CLERK

BARRY E. DeWALT, CITY ATTORNEY

Dated: _____, 2023

KRISTEN SCHREDER, NORCAL COC
EXECUTIVE BOARD CHAIR

NORCAL CONTINUUM OF CARE
ADMINISTRATIVE ENTITY MOU
EXHIBIT A – SCOPE OF SERVICES

Term of contract: Two years – September 19, 2023 through September 19, 2025
Administrative Entity Contact Information: City of Redding – Housing Division
Mailing Address: 777 Cypress Avenue, Redding, CA 96001

Deliverables & Activities

(This section will be in force for the full term of the MOU)

The Administrative Entity is responsible for the activities and deliverables outlined in this section. The NorCal CoC Governance Charter may establish processes that the City of Redding must follow when carrying out these activities:

○ Facilitate monthly Board meetings with published agendas, Special Meetings as needed and including All-Member meetings twice a year (578.7(a)).
○ Provide access to participate remotely in Lead Agency hosted meetings.
○ Enhance the knowledge of the service providers to address housing needs.
○ Conduct annual gap analysis.
○ Facilitate the administration of an annual Point-In-Time Count (PIT) and Housing Inventory Count (HIC) of homeless persons with the Advisory Boards.
○ Set baseline for system performance based on funding.
○ Build community awareness inclusive of the needs of all homeless populations.
○ Inform the Executive Board of county program needs based on Gap Analysis.
○ Ensure consistent participation of recipients and sub-recipients in the HMIS; including meetings with HMIS contractors.
○ Complete CoC wide funding applications.
○ Develop and provide Continuum-wide trainings including HUD mandated training topic and other requested trainings.
○ Monitor performance of funding projects in accordance with the funding contract.
○ Design, operate, and follow a collaborative process for development of applications for funding.
○ Prepare resolutions and reports to the City of Redding as needed per needs of Executive Board and City requirements.
○ Oversee the Rating and Ranking processes.
○ Process Consultant applications, invoices and request for support materials, services and supplies.
○ Update, maintain and monitor the NorCal CoC website.
○ Report the results of the evaluation outcomes of projects funded under the Emergency Solutions Grants program (State Program) and the Continuum of Care program to HUD.
○ Ensure the HMIS is administered in compliance with requirements prescribed by HUD and monitor accordingly.

<ul style="list-style-type: none"> ○ Provide information required to complete the Consolidated Plan(s) within the Continuum's geographic area.
<ul style="list-style-type: none"> ○ In consultation with recipients of ESG program funds within the geographic area, establish and consistently follow written standards for providing Continuum of Care assistance. At a minimum, these written standards must include: <ul style="list-style-type: none"> ➤ Policies and procedures for evaluating individuals' and families' eligibility for assistance under this part; ➤ Policies and procedures for determining and prioritizing which individuals and families will receive transitional housing assistance (these policies must include the emergency transfer priority required under Sect. 578.99(j)(8)); ➤ Policies and procedures for determining and prioritizing which eligible individuals and families will receive rapid rehousing assistance (these policies must include the emergency transfer priority required under Sect. 578.99(j)(8)); ➤ Standards for determining what percentage or amount of rent each program participant must pay while receiving rapid rehousing assistance; ➤ Policies and procedures for determining and prioritizing which eligible individuals and families will receive permanent supportive housing assistance (these policies must include the emergency transfer priority required under Sect. 578.99(j)(8)); ➤ Where the Continuum is designated a high-performing community, policies and procedures set forth in 24 CFR 576.400(e)(3)(vi), (e)(3)(vii), (e)(3)(viii), and (e)(3)(ix).
<ul style="list-style-type: none"> ○ Assist the Advisory Boards with county-wide policies and procedures.
<ul style="list-style-type: none"> ○ Act as the Secretary for the Executive Board Meetings.
<ul style="list-style-type: none"> ○ Determine equitable distribution of funds using framework identified under "Funding" when funds are required to have an equitable distribution.
<ul style="list-style-type: none"> ○ Act as the Fiscal Agent for the Continuum; this includes applying for grants, staff reports for city council, receiving grants, subrecipient agreements, tracking funding, reporting funding, monitoring subrecipients.
<ul style="list-style-type: none"> ○ Coordinate, with Advisory Boards, the implementation of a housing and service system within its geographic area that meets the needs of the homeless individuals (including unaccompanied youth) and families. At a minimum, such system encompasses the following: <ul style="list-style-type: none"> ➤ Outreach, engagement, and assessment; ➤ Shelter, housing, and supportive services; and ➤ Prevention strategies.
<ul style="list-style-type: none"> ○ Environmental reviews for all contracts either NEPA or CEQA.
<ul style="list-style-type: none"> ○ Assist with public invitation for new members to join the NorCal CoC; ensure Board adheres to the Governance Charter; act as a resource; assist with the appointment of subcommittees; assist with the update of the Governance Charter; (578.7(a))maintain a website.
<ul style="list-style-type: none"> ○ Establish and monitor performance targets, collaborate with HMIS and Coordinated Entry Lead, Coordinate and implement a housing and service system; provide information to Consolidated Plan administrators.

HHAP 5 allocations 2-15-24			DRAFT						
HHAP 5			Total CoC \$	7 % Admin		Total Co \$	7 % Admin		Total HHAP 5
Distrib of CoC per 2023 PIT %			\$3,625,173.51	\$253,762.15		\$3,478,032.66	\$243,462.29		\$7,103,206.17
			51.04%			48.96%			
	2023	pct of PIT	Based on 2023 PIT percentage	7 % Admin	Bal of CoC Funding	County Allocations	7 % Admin	Bal Co Funds	Total CoC & County \$
Del Norte	694	27.53%	\$997,965.26	\$69,857.57	\$928,107.69	\$957,459.00	\$67,022.13	\$890,436.87	\$1,818,544.56
Lassen	134	5.32%	\$192,690.70	\$13,488.35	\$179,202.35	\$184,869.66	\$12,940.88	\$171,928.78	\$351,131.13
Modoc	27	1.07%	\$38,825.74	\$2,717.80	\$36,107.94	\$37,249.86	\$2,607.49	\$34,642.37	\$70,750.31
Plumas	134	5.32%	\$192,690.70	\$13,488.35	\$179,202.35	\$184,869.66	\$12,940.88	\$171,928.78	\$351,131.13
Shasta	1013	40.18%	\$1,456,684.16	\$101,967.89	\$1,354,716.27	\$1,397,559.41	\$97,829.16	\$1,299,730.25	\$2,654,446.52
Sierra	12	0.48%	\$17,255.88	\$1,207.91	\$16,047.97	\$16,555.55	\$1,158.89	\$15,396.66	\$31,444.63
Siskiyou	507	20.11%	\$729,061.07	\$51,034.28	\$678,026.80	\$699,469.52	\$48,962.87	\$650,506.65	\$1,328,533.45
	2521	100.00%	\$3,625,173.51	\$253,762.15	\$3,371,411.36	\$3,478,032.66	\$243,462.29	\$3,234,570.37	\$6,605,981.74
CoC Youth Set Aside			\$362,517.35	County Youth Set Aside		\$347,803.27			
Total Youth Set Aside			\$710,320.62						
Total 7% Admin CoC			\$253,762.15						
Total 7% Admin County			\$243,462.29						
Total 7% Admin CoC & County			\$497,224.43						

Attachment C

NorCal CoC EB Meeting - Draft Summary V.5 (rev 2/12/24)									
2023-2025 NorCal CoC EB Budgets and Estimated Funding Sources for Collaborative Applicant, HMIS, Lead Agency/Admin Entity									
		Approved Budgets	8/1/23 to 12/31/24	HUD Applic '23 Match	Total	1/1/25 to 12/31/25	HUD Applic '24 Match	Total	Total Yrs 1 & 2
Approved Budgets	/mo		Yr 1	Yr 1	Yr 1	Yr 2	Yr 2	Yr 2	
CoR Collab Applic Budget (yr 2 est)		\$26,055	\$26,055			\$26,055			\$52,110
HMIS transt 8/1 to 12/31/23 apprv pymt		\$25,677	\$25,677			\$0			\$25,677
HMIS budget 2024 (Revised)		\$402,196	\$402,196			\$0			\$402,196
HMIS budget 2025 (Revised)		\$389,546				\$389,546			\$389,546
CoR Adm Entity Annual \$274,692, Yr 1 15.5 mo 9/19/23-12/31/24 (+ \$80,118 to Yr 1)	\$22,891	\$274,692	\$354,811			\$194,574			\$549,384
FY '23 & '24 HUD Applications									
2023 & 2024 HMIS Applic Match		\$7,500		\$7,500			\$7,500		\$15,000
2023 & 2024 CE Applic Match		\$15,453		\$15,453			\$15,453		\$30,906
2023 & 2024 Planning Applic Match		\$16,497		\$16,497			\$16,497		\$32,994
2023 & 2024 HP II Match		\$74,181		\$74,181			\$74,181		\$148,362
2024 CountingUs Mobile App		\$8,750	\$8,750						\$8,750
Est. 2025 CountingUs Mobile App						\$8,750			\$8,750
HHAP 5 Housing Tools contract		\$46,680	\$46,680						\$46,680
		\$1,287,227	\$864,169	\$113,631	\$977,800	\$618,925	\$113,631	\$732,556	\$1,710,355
		Total Funding	8/1/23 to 12/31/24	HUD Applic Match	Total	1/1/25 to 12/31/25	HUD Applic Match	Total	Total Yrs 1 & 2
			Amount Avail						
Funding sources	/mo		Yr 1	Yr 1	Yr 1	Yr 2	Yr 2	Yr 2	
HHAP3 Addit funds/NOFA		\$115,694.33	\$115,694.33		\$115,694.33	\$0		\$0	\$115,694
* HUD '22 HMIS \$37,500, 8/1/23-7/31/24, 7 mo Yr 1	\$3,125	\$21,875	\$10,938		\$10,938	\$0		\$0	\$10,938
HUD '23 HMIS \$37,500, 8/1/24-7/31/25, 5 mo Yr 1, 7 mo Yr 2	\$3,125	\$37,500	\$15,625		\$15,625	\$21,875		\$21,875	\$37,500
Est. HUD '24 HMIS \$37,500, 8/1/25-12/31/25, 5 mo Yr 2	\$3,125	\$15,625	\$0		\$0	\$15,625		\$15,625	\$15,625
HUD '22 CE \$77,262 12/1/23-11/30/24, \$6,377/mo 11 mo Yr 1	\$6,439	\$77,262	\$55,979		\$55,979	\$0		\$0	\$55,979
HUD '23 CE \$77,262, bal 12/1/24-11/30/25, \$6,377/1 mo Yr 1, 11 moYr 2	\$6,439	\$77,262	\$6,439		\$6,439	\$70,824		\$70,824	\$77,262
Est. HUD '24 CE \$76,521, bal 12/1/25-12/31/25, \$6,377/1 mo Yr 2	\$6,377	\$6,377	\$0		\$0	\$6,377		\$6,377	\$6,377
HUD '22 Plng \$40,440, bal 10/1/23-9/30/24, CoR beg 8/15/23		\$40,440	\$40,440		\$40,440	\$0		\$0	\$40,440
HUD '23 Plng \$82,485, bal 10/1/24-9/30/25, CoR beg 8/15/23 \$6,874/mo	\$6,874	\$82,485	\$20,621		\$20,621	\$61,864		\$61,864	\$82,485
Est HUD '24 Plng \$82,485, bal 10/1/25-12/31/25, \$6,874/mo 3 mo Yr 2	\$6,874	\$20,622	\$0		\$0	\$20,622		\$20,622	\$20,622
HHAP3 Jt Proj reallocation 7/31/23		\$320,000	\$320,000		\$320,000				\$320,000
HHAP3 Jt Proj reallocation 11/16/23		\$109,500	\$109,500		\$109,500				\$109,500
HHIP Shasta \$ UWNC for HMIS		\$250,000	\$146,173		\$146,173	\$103,827		\$103,827	\$250,000
HHAP 4 Housing Tools alloc \$46,680		\$46,680	\$46,680		\$46,680				\$46,680
Total Funding Sources			\$888,089		\$888,089	\$301,013		\$301,013	\$1,189,102
Approved Budgets Yr 1					\$977,800				
Approved Budgets Yr 2								\$732,556	
		Bal available for 2024 expenditures			-\$89,711			-\$431,542	
HHAP3 2023 Match source							Yr 1 Shortfall	-\$89,711	
2023 HUD Match \$39,450				\$39,450			Yr 2 Shortfall	-\$521,253	
2023 HP II Match \$74,181				\$74,181					
Need to identify 2024 match									
2024 HUD Match \$39,450 (est)							\$39,450		
2024 HP II Match \$74,181 (est)							\$74,181		
					2024 HUD Match		\$113,631		
Additional Available Proj Funding									
HUD '23 HP II 10/1/24-9/30/25						\$306,194			
* Portions of HUD FY 2022 to be expended by Shasta HHSA									

NorCal CoC HMIS/CE Administration										
Performance Period August 2023 - December 31, 2025										
2/15/2024										
Staff	2023 Budgeted FTE	Approved Amount (5 months)	2023 Invoice Actual	Annual Approved FTE	Annual Approved Amount	February 2024 budget update request	Proposed Amount	FTE Percentage Increase	Amount Increase	Funding Source
HMIS Senior Specialist	1	\$24,167	\$0	1	\$58,000	0.25	\$14,500			Joint Projects per Exec CoC
			\$0			0.75	\$43,500	0.00	\$0	HHIP Shasta
Coordinated Entry Specialist	1	\$22,083	\$0	1	\$53,000	1	\$53,000	0.00	\$0	Joint Projects per Exec CoC
Program Manager	0.4	\$11,250	\$8,633	0.4	\$27,000	0.5	\$33,500	0.10	\$6,500	Joint Projects per Exec CoC
Senior Director of Programs	0.15	\$4,875	\$5,155	0.15	\$11,700	0.2	\$15,600	0.05	\$3,900	Joint Projects per Exec CoC
Program Analyst	0.1	\$2,600	\$2,700	0.1	\$6,240	0.75	\$49,920	0.65	\$43,680	Joint Projects per Exec CoC
	Staff Subtotal	\$64,975	\$16,488		\$155,940	Staff Subtotal	\$210,020		\$54,080	
	Benefits & Insurance 27%	\$17,543	\$4,452	Benefits & Insurance 27%	\$42,104	Benefits & Insurance 27%	\$56,705			
	Staff Total	\$82,518	\$20,940		\$198,044	Staff Total	\$266,725			
Operations	Budgeted Activities		System Cost	System Cost		Budgeted Activities	System Cost	New amount req	Amount Increase	Funding Source
	HMIS Licenses Fees			HMIS Licenses Fees						
			0	Fees	\$51,210	HMIS Licenses Fees	\$52,065	\$52,065	\$855	HHIP Shasta
	Systems Admin Training Professional Services Managed Service Operations	\$4,290	0	Systems Admin Training Professional Services Managed Service Operations	\$15,125	Systems Admin Training Professional Services Managed Service Operations	\$4,290 \$15,125	\$4,290 \$15,125	\$4,290 \$0	
	One time operational assesment	\$8,250	0	One time operational assesment		one time assesment	\$8,250	\$0	\$0	HHIP Shasta
HHIP Shasta						Training and Promotion materials	\$4,400	\$0	\$4,400	HHIP Shasta
Operation Subtotal		\$27,665	\$2,403	Operation Subtotal	\$66,335	Operation Subtotal Staff Total	\$84,130 \$266,725			
	Total 2023 Budget		Total 2023 Reimbursed	Total annual Budget				2024 Requested	2025 Requested 2 Year Total	Funding Source
	Staff Total	\$82,518	\$20,940	Staff Total	\$198,044					
	Operation Subtotal	\$70,625	\$2,403	Operation Subtotal	\$66,335	Staff & Operations	\$350,855	\$338,205	\$689,060	HHIP Shasta & Other
	Admin 10%	\$15,314	\$2,334	Admin 10%	\$26,438	Non-HHIP Admin 10%	\$28,614	\$28,614	\$57,228	Other
						HHIP Admin 10%	\$22,727	\$22,727	\$45,454	HHIP Shasta
	Total	\$168,457	\$25,677	Total	\$290,817	Total	\$402,196	\$389,546	\$791,742	

NorCal CoC Funding Opportunities \$18,810,677							2/12/24		Attachment C	
HHAP 3	6/30/26 exp deadline	\$3,903,471								
HHAP 4	6/30/27 exp deadline	\$4,732,917								
HHAP 5	6/30/28 exp deadline	\$7,103,206								
2023 ESG	est 6/24 to 6/25	\$157,151								
Shasta HHIP	12/31/25 exp deadline	\$2,300,000								
HUD FY 22										
	Period of Performance	HUD grant								
HMIS	8/1/23 to 7/31/24	\$10,938								
CE	12/1/23 to 11/30/24	\$55,979								
Planning	10/1/23 to 9/30/24	\$40,440								
(bal of HMIS & CE, Planning at 100%)		\$107,357								
HUD FY 23			Match							
	Period of Performance	HUD grant	HHAP 3	Total Funding						
HMIS	8/1/24 to 7/31/25	\$30,000	\$7,500	\$37,500						
CE	12/1/24 to 11/30/25	\$61,809	\$15,453	\$77,262						
Planning	10/1/24 to 9/30/25	\$65,988	\$16,497	\$82,485						
		\$157,797	\$39,450	\$197,247	Sub total					
Hsng Prtn II	10/1/24 to 9/30/25	\$306,194	\$74,181	\$380,375						
		\$463,991	\$113,631	\$577,622	Total					
HUD FY 24										
	Period of Performance	HUD grant								
HMIS	8/1/24 to 7/31/25	\$15,625								
CE	12/1/24 to 11/30/25	\$6,337								
Planning	10/1/24 to 9/30/25	\$20,622								
(portion of HMIS & CE & Planning)		\$42,584								
	Total Funding	\$18,810,677								
Available HHAP 3, 4, & 5 funding allocated to each CoC and County										
	HHAP 3			HHAP 4			HHAP 5			Total 3, 4, & 5
	CoC	County	Total	CoC	County	Total	*CoC	County	Total	
Del Norte	\$215,900	\$201,507	\$417,407	\$565,083	\$530,170	\$1,095,253	\$928,108	\$957,459	\$1,885,567	\$3,398,226
Lassen	\$53,975	\$50,377	\$104,352	\$124,759	\$117,050	\$241,809	\$179,202	\$184,870	\$364,072	\$710,233
Modoc	\$5,867	\$5,476	\$11,343	\$14,677	\$13,771	\$28,448	\$36,108	\$37,250	\$73,358	\$113,149
Plumas	\$53,975	\$50,377	\$104,352	\$160,229	\$150,330	\$310,559	\$179,202	\$184,870	\$364,072	\$778,982
Shasta	\$970,377	\$905,686	\$1,876,063	\$976,052	\$915,748	\$1,891,800	\$1,354,716	\$1,397,559	\$2,752,276	\$6,520,139
Sierra	\$14,080	\$13,142	\$27,222	\$13,454	\$12,623	\$26,077	\$16,048	\$16,556	\$32,604	\$85,903
Siskiyou	\$268,702	\$250,788	\$519,490	\$392,622	\$368,365	\$760,987	\$678,027	\$699,470	\$1,377,496	\$2,657,974
	\$1,582,877	\$1,477,352	\$3,060,228	\$2,246,877	\$2,108,056	\$4,354,933	\$3,371,411	\$3,478,033	\$6,849,444	\$14,264,606
(Bal excludes \$570,000 Jt Proj excludes Adm)				(Bal less \$46,680 Housing Tools excludes Adm)			(Excludes 7% adm coc portion, County alloc incl Adm)			
							(*CoC allocation scheduled approval 2/15/24)			

Share of Cost for CoC and County for System Support, August 1, 2023 to December 31, 2025										Attachment C			
<u>\$429,500 Balance of HHAP 3 Joint Project allocated for System Support beginning August 1, 2023</u>													
			Total CoC \$			Total Co allocations		Total HHAP 3					
			\$2,019,036.87	\$429,500	51.72%	\$1,884,434.42	48.28%	\$3,903,471.29					
			Based on 2019 PIT percentage	Joint Project Amount Bal	Pct CoC share Joint Proj Bal		Pct Co share Joint Proj Bal						
	2019	pct of PIT	Total CoC Funding at % 2019 PIT	Total CoC & Co share Joint Proj	CoC Cost Share of Joint Project	County Allocations	County Cost share Joint Proj					Prior Year County Participation Agreement payments	
Del Norte	184	13.64%	\$275,391.24	\$58,582.65	\$30,301.37	\$257,031.82	\$28,281.28					Siskiyou	\$7,500
Lassen	46	3.41%	\$68,847.81	\$14,645.66	\$7,575.34	\$64,257.96	\$7,070.32					Del Norte	\$5,000
Modoc	5	0.37%	\$7,483.46	\$1,591.92	\$823.41	\$6,984.56	\$768.51					Plumas	\$5,000
Plumas	46	3.41%	\$68,847.81	\$14,645.66	\$7,575.34	\$64,257.96	\$7,070.32					Modoc	\$1,500
Shasta	827	61.30%	\$1,237,763.89	\$263,303.56	\$136,191.50	\$1,155,246.30	\$127,112.06					Lassen	\$7,500
Sierra	12	0.89%	\$17,960.30	\$3,820.61	\$1,976.18	\$16,762.95	\$1,844.43					Sierra	\$1,500
Siskiyou	229	16.98%	\$342,742.36	\$72,909.93	\$37,712.03	\$319,892.87	\$35,197.90					Shasta (CoR)	\$20,000
	1349	100.00%	\$2,019,036.87	\$429,500.00	\$222,155.17	\$1,884,434.42	\$207,344.83						\$48,000
<u>Share of Cost for System Support per 2/15/24 Proposed Revised Budget, August 1, 2023 to December 31, 2025</u>													
			\$521,253	50.00%	50.00%								
	2023	pct of PIT	NorCal CoC budget shortfall	CoC share shortfall	County share shortfall			Share of Bal Jt Proj	Share of Shortfall	Total Share of Cost by County			
Del Norte	694	27.53%	\$143,494.48	\$71,747.24	\$71,747.24		Del Norte	\$58,582.65	\$143,494.48	\$202,077.13			
Lassen	134	5.32%	\$27,706.43	\$13,853.21	\$13,853.21		Lassen	\$14,645.66	\$27,706.43	\$42,352.09			
Modoc	27	1.07%	\$5,582.64	\$2,791.32	\$2,791.32		Modoc	\$1,591.92	\$5,582.64	\$7,174.56			
Plumas	134	5.32%	\$27,706.43	\$13,853.21	\$13,853.21		Plumas	\$14,645.66	\$27,706.43	\$42,352.09			
Shasta	1013	40.18%	\$209,452.32	\$104,726.16	\$104,726.16		Shasta	\$263,303.56	\$209,452.32	\$472,755.87			
Sierra	12	0.48%	\$2,481.17	\$1,240.59	\$1,240.59		Sierra	\$3,820.61	\$2,481.17	\$6,301.78			
Siskiyou	507	20.11%	\$104,829.54	\$52,414.77	\$52,414.77		Siskiyou	\$72,909.93	\$104,829.54	\$177,739.47			
	2521	100.00%	\$521,253.00	\$260,626.50	\$260,626.50			\$429,500.00	\$521,253.00	\$950,753.00			
<u>Share of Cost for HMIS Administration per 2/15/24 Proposed Revised Budget, 8/1/23 to 12/31/25</u>							<u>Share of Cost for City of Redding as Admin Entity 9/19/23 to 9/19/25</u>						
			\$817,419	50.00%	50.00%						\$549,384	50.00%	50.00%
	2023	pct of PIT	NorCal CoC HMIS Budget	CoC share HMIS Budget	County share HMIS Budget				2023	pct of PIT	NorCal CoC CoR Adm Ent	CoC share CoR Adm Ent	Co share CoR Adm Ent
Del Norte	694	27.53%	\$225,025.30	\$112,512.65	\$112,512.65			Del Norte	694	27.53%	\$151,238.59	\$75,619.30	\$75,619.30
Lassen	134	5.32%	\$43,448.69	\$21,724.34	\$21,724.34			Lassen	134	5.32%	\$29,201.69	\$14,600.84	\$14,600.84
Modoc	27	1.07%	\$8,754.59	\$4,377.29	\$4,377.29			Modoc	27	1.07%	\$5,883.92	\$2,941.96	\$2,941.96
Plumas	134	5.32%	\$43,448.69	\$21,724.34	\$21,724.34			Plumas	134	5.32%	\$29,201.69	\$14,600.84	\$14,600.84
Shasta	1013	40.18%	\$328,459.12	\$164,229.56	\$164,229.56			Shasta	1013	40.18%	\$220,756.05	\$110,378.02	\$110,378.02
Sierra	12	0.48%	\$3,890.93	\$1,945.46	\$1,945.46			Sierra	12	0.48%	\$2,615.08	\$1,307.54	\$1,307.54
Siskiyou	507	20.11%	\$164,391.68	\$82,195.84	\$82,195.84			Siskiyou	507	20.11%	\$110,486.98	\$55,243.49	\$55,243.49
	2521	100.00%	\$817,419.00	\$408,709.50	\$408,709.50				2521	100.00%	\$549,384.00	\$274,692.00	\$274,692.00

Attachment __ , 2-15-24 NorCal CoC EB Mtg - Draft Proposed HHAP 4 Distribution											DRAFT	Total HHAP 4
			A	B	C	D	E	F	G	H	I	J
HHAP 4			Total CoC \$	7 % Admin	Housing Tools			Total Co \$	7 % Admin			
Distrib of CoC per 2022 PIT %			\$2,441,893.41	\$170,932.54	\$46,680			\$2,291,023.98	\$160,371.68			
						51.59%				48.41%		
						Pct CoC share Joint Proj				Pct Co share Joint Proj		
	2022	pct of PIT	Based on 2022 PIT percentage	7 % Admin	Total CoC & Co share Joint Proj	CoC Cost Share Jt Proj	Bal of CoC Funding	County Allocations	7 % Admin	Co Cost share Joint Proj	Bal Co Funds	Total CoC & County \$
Del Norte	462	25.15%	\$614,128.88	\$42,989.02	\$11,739.88	\$6,057.05	\$565,082.81	\$576,185.67	\$40,333.00	\$5,682.83	\$530,169.85	\$1,095,252.65
Lassen	102	5.55%	\$135,586.90	\$9,491.08	\$2,591.92	\$1,337.27	\$124,758.54	\$127,209.82	\$8,904.69	\$1,254.65	\$117,050.48	\$241,809.02
Modoc	12	0.65%	\$15,951.40	\$1,116.60	\$304.93	\$157.33	\$14,677.48	\$14,965.87	\$1,047.61	\$147.61	\$13,770.65	\$28,448.13
Plumas	131	7.13%	\$174,136.11	\$12,189.53	\$3,329	\$1,717.48	\$160,229.11	\$163,377.32	\$11,436.41	\$1,611.36	\$150,329.54	\$310,558.65
Shasta	798	43.44%	\$1,060,768.07	\$74,253.76	\$20,277.97	\$10,462.18	\$976,052.12	\$995,229.79	\$69,666.09	\$9,815.79	\$915,747.91	\$1,891,800.03
Sierra	11	0.60%	\$14,622.12	\$1,023.55	\$279.52	\$144.22	\$13,454.35	\$13,718.72	\$960.31	\$135.31	\$12,623.10	\$26,077.46
Siskiyou	321	17.47%	\$426,699.94	\$29,869.00	\$8,156.93	\$4,208.47	\$392,622.47	\$400,336.79	\$28,023.58	\$3,948.46	\$368,364.76	\$760,987.23
	1837	100.00%	\$2,441,893.41	\$170,932.54	\$46,680.00	\$24,084.00	\$2,246,876.87	\$2,291,023.98	\$160,371.68	\$22,596.00	\$2,108,056.30	\$4,354,933.17
CoC Youth Set Aside			\$244,189.34	County Youth Set Aside		\$229,102.40						
Total Youth Set Aside			\$473,291.74									
Total 7% Admin CoC & County			\$331,304.22									
EB approved 1/11/24 \$46,680 Housing Tools contract												