



**Shasta County Advisory Board Meeting**  
**July 9, 2024, 3:00 PM-5:00 PM**  
**Redding City Hall - Caldwell Park Conference Room**  
**777 Cypress Avenue, Redding, CA 96001**

1. **Call to Order/Reminder of Brown Act.**
2. **Introductions/Establish Quorum.**
3. **Approval of Meeting Minutes.**
  - Board Members will review and approve minutes from the April 9, May 6, and June 11, 2024, meetings (Attachment 1-3)
4. **Public Comments (limited to 3 minutes per speaker).**
  - Members of the public will have the opportunity to address the Advisory Board on any issue within the jurisdiction of the Advisory Board. Speakers will be limited to three minutes.
5. **HHAP 4 Presentations**
  - A. Ready for Life
  - B. Nations Finest
  - C. No Boundaries
  - D. Pathways
  - E. Mobile Shower/Laundry
  - F. Faithworks
  - G. Good News Rescue Mission
6. **New Business**

**Action**

  - A. Membership Applications-Samantha Breton (Attachment 4)

**Discussion**

  - A. HHAP 4 presentation debrief
  - B. [Housing Action Plan](#) pg 29-37
  - C. [HHAP 5](#) application revisions (Attachment 5)
7. **Reports.**
  - A. Executive Board
  - B. County/City
  - C. HMIS/Coordinated Entry Administrator
  - D. PIT Committee
  - E. Member Announcement
8. **Partner Presentations for Next Meeting.**
9. **Discussion Items for Next Meeting.**
10. **Adjournment.**

**VOTING MEMBERS**

Abbott, Paul – Shasta Thrive  
Alvey, Rachel - One Safe Place  
Cage, Christine- No Boundaries  
Danielson, Tim - United Way  
Eddy, Brent - New Life Discovery Project  
Joyce, Maggie - SCOE  
Kennedy, Marci – NorCal LSS  
Kerr Emily-HHSA  
Longwell, Wendy – DAC  
Middleton, Amber – SCHC  
Preller, Megan – Ready for Life  
Schaefer, Lesha – Pathways/Housing  
Schreder, Kristen – Executive Board  
Chair  
Sears, Katie – Hill Country  
Sevilla, Art – Empire Recovery  
McDuffey, Laura – City of Redding  
Spencer, Crystal – FaithWorks  
Van Horne, Kirsha - Nation's Finest  
Zander, Hollie - CRDC

Next Meetings:

Advisory Board Meeting: August 13, 2024, 3-5 pm at TBD  
Executive Board Meeting: August 15, 2024, 1-3:00 pm City Hall Enterprise Room  
AT HOME Meeting TBD

# Attachment 1: Meeting Minutes from April 9, 2024

Attachment 1



**Shasta Advisory Board Meeting**  
**April 9, 2024, 3:00pm-5:00pm**  
**Redding City Hall – Community Room**  
**777 Cypress Avenue, Redding, CA 96001**

## **MEETING MINUTES**

### **Voting Members**

Abbott, Paul-Shasta Thrive  
Alvey, Rachel - One Safe Place  
Christine Cage – No Boundaries  
Danielson, Tim-United Way  
Eddy, Brett-New Life Discovery Project  
Preller, Austin-SCOE Alternate  
Kennedy, Marci-NorCal LSS  
Kerr, Emily-HHSA  
McDuffey, Laura-City of Redding  
Benson, Rema – SCHC Alternate  
Preller, Megan - Ready for Life  
Schaefer, Lesha - Pathways/Housing  
Schreder, Kristen - Executive Board Chair  
Sears, Katie - Hill Country  
Spencer, Crystal-Faithworks  
Azare, Cole - Nation's Finest Alternate  
Zander, Hollie - CRDC

### **1. Call to Order**

A meeting of the Shasta Advisory Board was called to order at 3:02 p.m. by Co-chair Kristen Schreder. A reminder of the Brown Act was completed.

### **2. Introductions/Establish Quorum**

Quorum was established, and the meeting was called to order.

### **3. Approval Meeting Minutes**

Lesha Schaefer made the motion to approve the meeting minutes of March 12, 2024. Tim Danielson seconded the motion. All in favor.

### **4. Public Comments**

Christine Cage announced No Boundaries was having a fundraiser @ Red Robin on March 19, 2024, 20% proceeds benefit No Boundaries.

Lesha Schafer announced that she had a conversation with a donor/participate of Pathways that would like to see more information on the CoC with information the agencies and the services they provide, a visual aid would be informative. Susan Weiss responded and said that what she was working on and will pick it back up.

Jaclyn gave an update on the ACTION project- wanted to clarify it is not faith based, it is a non-profit and is eligible for funding. Also, Step up & Learn started and was well attended by all parts of the community. April will be the 1<sup>st</sup> month for the monthly newsletter. Newsletter will inform everyone on how to give donations, rules on volunteers and donations, updates on projects considered for a property donation and partnerships with Providence. Will work on phases, 266 people of the street and project over 300 people when we expand to the Village.

Katy Sears announced Hill Country's calendar for Community Events was now available.

Dr. Mercedes announced Renewed Life Medical Group was new in town, they have telehealth services, currently at 100 members in recovery, and they are looking for programs to partner with. They are located on Hartnell across from the old VA.

## 5. **Presentation**

Tim Danielson with United Way presented information about the Micro Shelter and HMIS. The presentation will be sent out to the group. He expressed how important data is and the accuracy of that data in HMIS. He went through how agencies can pull their own reports out of HMIS to review their inputted data. The report is called 0252 Data Completeness Report Card. United Way will start sending out the report card monthly, but agencies are encouraged to pull report card on their own to find discrepancies and keep up on their grade.

He announced that a HMIS survey will be going out for the HMIS lead of each agency to complete with input from their team, only one report from each agency needs to be completed. They need all the users to be registered into the system and MOUs need to be signed as soon as possible, please check spam/junk folder. Training needs to be completed and takes about 2 ½ hours. He stated they cannot onboard any new agencies until the legacy users are all registered and completed their onboard.

He stated that they are working on updating all Access points and working on 211 becoming an access point, if any agency wants to become one, please contact him.

## 6. **New Business**

**Action:** No Action Items

### **Discussion:**

#### **A. Funding Update**

- a. HHAP 1 & 2 all agreements are done except 2 contracts due to insurance issues.
- b. HHAP 3 all agreements have been sent out to agencies for signature.

Question regarding when the money will be released after signature, response, agencies will need to submit a RFF, then it should take up to 30 days for the money to be sent out. Agencies can request up to 50% on initial request, then once 80% of that is expended, they can request the remaining 50%.

- c. HHAP 4 City is drafting a NOFA, they are using a new template and think it will be easier to follow and they will accept any feedback. The state only sent 50% of the funding, each agency will need to submit a budget for 100% of the funds requested, but they will only receive 50% upfront.
- d. HHAP 5 the application was submitted at the end of March. The NOFA will go out right away when the funds are received to be a quicker process.

Additionally, 10% of the youth set aside is for the total amount of funding for CoC and County portions. CoC and County's need to coordinate who will be spending funding on Youth projects. (18-24yrs)

#### **B. Seven County PIT Administrator**

The Executive Board approved a joint project, they need input from all advisory boards on what the

position should be. Roles & Responsibilities and estimated cost.

The Advisory Board input the following:

- Part-time person
- Responsible for the Counting Us App and training
- Coordinate with HUD TA
- Facilitator of the PIT/HIC/HMIS committee meetings
- Coordinate with all seven counties PIT administrators

United Way is working to get rid of the HIC forms and have it all go through HMIS.

**C. At Home**

Janice Powell, Shasta Lake City Mayor gave an update from the board, they are looking at progress, how money is being utilized successfully.

Advisory board would like more information from the At Home board on what information they want from the Shasta CoC advisory board.

**D. Project Homeless Connect**

They need more barbers, and they also announced the date and time.

**E. Discussion to create a list of eligible use categories at a later date**

Shawanna will work on a centralized document and share.

**7. Reports**

**A. Executive Board**

Announced the next Executive Board meeting will be on April 18, 2024, it is also the same date and location for the Full Member CoC meeting. The EB meeting will take about 20 to 30 minutes for action items. The Full Member CoC meeting will have 2 topics, Teddy Pierce will report on and expand options for collaborative application. Also, a presentation from HUD TA that will be working with us on the Governance Charter.

**B. City and County**

No updates

**C. HMIS**

Tim wanted to say a Thank you to all the agencies that have been participating in CES. Any agencies that would like to join, please reach out to United Way.

**D. PIT Committee**

No updates

**E. Member Announcements**

Susan Weiss wanted to thank Kristen for all her hard work

Hollie Zander announced that CRDC is still looking for a non-profit to lease their old office on Parkview

Shawanna CoC facilitator announced that the Partners II due date for responses to RFP have been extended to May 1, 2024

**8. Partner Presentations for next meeting**

Austin announced that Maggie will do a presentation for SCOE

Rema stated that Amber wanted to have presentations to be a learning experience for everyone

**9. Discussion Items for next meeting**

Survey Monkey

Any progress reports for the Navigation Center

Needs for Micro Shelter

**10. Adjournment**

Meeting adjourned at 4:45pm

# Attachment 2: Meeting Minutes from May 6, 2024

Attachment 2



**Shasta County Advisory Board Special Meeting  
May 6, 2024, 1:00pm-2:00pm  
Shasta County Office of Education – Aspen Room  
1644 Magnolia Avenue, Redding, CA 96001**

## **MEETING MINUTES**

### **Voting Members**

Abbott, Paul-Shasta Thrive  
Alvey, Rachel - One Safe Place  
Danielson, Tim-United Way  
Joyce, Maggie-SCOE  
Kennedy, Marci-NorCal LSS  
Kerr, Emily-HHSA  
Longwell, Wendy – DAC  
McDuffey, Laura-City of Redding  
Middleton, Amber – SCHC  
Preller, Megan - Ready for Life  
Schaefer, Lesha - Pathways/Housing  
Schreder, Kristen - Executive Board Chair  
Sevilla, Art-Empire Recovery  
Spencer, Crystal-Faithworks  
Azare, Cole - Nation's Finest Alternate  
Zander, Hollie - CRDC

### **1. Call to Order**

A special meeting of the Shasta Advisory Board was called to order at 1:05 p.m. by Chair Maggie Joyce. A reminder of the Brown Act was completed.

### **2. Introductions/Establish Quorum**

Quorum was established, and the meeting was called to order.

### **3. Public Comments**

Kevin Crye asked why the Advisory board was convening a special meeting, is it because he asked for an update from HHSA director Laura Burch. He wanted to know if it was to address any of the statements he made. He stated that he wants a county staff member to be on the Executive Board and he would be continuing to bring this to future meetings.

### **4. New Business**

#### ***Discussion***

A. Draft letter on behalf of the Shasta Advisory for the Board of Supervisors Meeting on Tuesday, May 7, 2024

Chair Maggie wanted to set the structure for the meeting discussion prior to the start. This letter is to give



an update from the CoC to add to the presentation and show goals and collaboration.

**Public Comment for Item #4**

Kevin Crye stated that he agrees that collaboration is important. He will continue to speak out front about the County not having a staff member on the Executive Board. He asked as we draft the letter are we wanting to be collaborative or are we just wanting to be political. He can get political, but his priority is helping people on the street.

The seat for Executive Board member started the discussion.

Amber stated that any discussion about the Governance Charter should be held to discuss at the next meeting. Kristen referred to Attachment 6 of the agenda for the February 2024 meeting for Advisory board on what the Governance Charter states for the selection of the EB member. The board brought it back for discussion at that time and Shasta County representative stated they supported Kristen staying on as EB member and no further discussion was needed. Kristen was voted in February 2023, the advisory board agreed. The advisory board stated that Kristen has done a great job at representing the advisory board.

The advisory board asked Laura Burch was her presentation was going to cover, her response:

- Status of Transition
- Funding for Region
- County allocation for different HHAP rounds
- Residual cost left over

The board brought up the cost related to City of Redding being the administrative entity. It was decided. If that needed to be discussed further, we would bring it back to another meeting.

The Advisory board discussed bullet points for the letter.

- Start with strategic plan
- Ways they collaborate – PIT, Project Homeless Connect, Youth, several organizations cross collaborate
- All HHAP round collaborations
- Update on how HHAP round 1 & 2 were spent
- Rating and Ranking process
- At Home is a standing agenda item for the advisory board to discuss
- Coordinating entry process and collaboration
- Structure changes at Lead agency that the advisory board has gone through
- The role of the EB member is to be at advisory board meetings to relate information and take the recommendations of the board to the EB
- Voting member vs participant, community members, 1 vote per agency
- Speak about different agencies that the board is comprised of
- Directions on where to find information about CoC online

It was brought to the attention of the board that we could only read the letter during public comment at BOS and asked if they could pass the letter, the answer was yes.

**Action**

A. Approve the letter to read at the Board of Supervisors Meeting on Tuesday, May 7, 2024

Maggie wanted to summarize the bullet points and consolidate for purpose of letter:

- Collaboration statements from earlier can be summarized all together
- Funding process from lead agency to advisory board and how the decisions are made

- List where funding is allocated
- Lead Agency support and transitions
- Coordinating entry
- Executive Board Member Role
- Voting Member vs participant
- Where to find CoC information online

The item on the board is R3 and will be before regular public comment, need volunteers to help read letter. Cole Azare and Crystal Spencer volunteered to read with Maggie Joyce. Maggie will make copies for Supervisors and send them out to CoC.

The board asked that the next time the Supervisors want an update on the CoC that they are happy to respond.

Wendy Longwell made the motion to approve the letter with the bullet points above. Megan Preller seconded the motion. All approved except Emily Kerr abstained.

## **5. Adjournment**

Meeting adjourned at 1:49pm

## Attachment 3: Meeting Minutes from June 11, 2024



**Shasta County Advisory Board Meeting  
June 11, 2024, 3:00pm-5:00pm  
Redding City Hall – Caldwell Room  
777 Cypress Avenue, Redding, CA 96001**

### **MEETING MINUTES**

#### **Voting Members**

Gallegher, DeAnna-Shasta Thrive Alternate  
Alvey, Rachel - One Safe Place  
Danielson, Tim-United Way  
Joyce, Maggie-SCOE  
Kerr, Emily-HHSA  
Longwell, Wendy – DAC  
McDuffey, Laura-City of Redding  
Middleton, Amber – SCHC  
Preller, Megan - Ready for Life  
Gwerder-Lucero, Jessica - Pathways/Housing Alternate  
Schreder, Kristen - Executive Board Chair  
Spencer, Crystal-Faithworks  
Azare, Cole - Nation's Finest Alternate  
Zander, Hollie - CRDC

#### **1. Call to Order**

A meeting of the Shasta Advisory Board was called to order at 3:02 p.m. by Chair Maggie Joyce. A reminder of the Brown Act was completed.

#### **2. Introductions/Establish Quorum**

Quorum was established, and the meeting was called to order.

#### **3. Approval Meeting Minutes**

Tim Danielson made the motion to approve the meeting minutes of June 4, 2024. Wendy Longwell seconded the motion. All in favor.

#### **4. Public Comments**

None

#### **5. Presentation:**

- A. Emergency Logistics Services – Mobile shower and laundry facility  
Baron Browning and Kevin Lutney presented a project overview of program details, success stories, and observations.
- B. Shasta County Office of Education – Maggie Joyce presented Youth Support Services program, details, stats, and programs they offer.



**6. New Business**

**Action:** None

**Discussion:**

A. Funding

a. HHAP 3-5 Approved Funding Summary (Attachment 2)

b. HHAP 3 & HHIP (Attachment 3)

B. Identification/prioritization of community needs Questionnaire (Attachment 4)

C. Identify potential projects for HHAP 4 – discussed projects and collaborations, board decided that agencies will do presentations at the next meeting to determine which ones should move forward to application.

D. Identify potential projects for HHAP 5

E. Funding Subcommittee – will meet to discuss other funding opportunities.

F. AT HOME-Shasta Advisory Collaboration- meeting 6/26/2024

**7. Reports**

A. Executive Board

B. County/City

C. HMIS/Coordinated Entry Administrator

D. PIT Committee

E. Member Announcement

**8. Partners Presentations for Next Meeting-** None

**9. Discussion for next meeting-** Presentations for HHAP 4 Funding

**10. Adjournment**

Meeting was adjourned at 4:10 p.m.

## Attachment 4: Membership Applications



**NorCal**  
Continuum of Care

Name SAMANTHA BRETTON

County SHASTA

Phone (530) 315-8639

Title \_\_\_\_\_

Email \_\_\_\_\_

Personal Email

SAMANTHAJANE.BRETTON1984@gmail.com

Agency Name (If Applicable) \_\_\_\_\_

Membership request:



Voting Member



Voting Member Alternate



Participant

Voting member please identify an alternate (If Applicable) \_\_\_\_\_

Please Select the Category that best defines you or your agency type. What service area, jurisdiction or special population do you represent? (Check all that apply):

- |  |  |
|--|--|
| <input type="checkbox"/> Local Government Staff/Officials      | <input type="checkbox"/> Youth Advocates                                       |
| <input type="checkbox"/> CDBGHOME/ESG Entitlement Jurisdiction | <input type="checkbox"/> School Administrators/Homeless Liaisons               |
| <input type="checkbox"/> Law Enforcement                       | <input type="checkbox"/> CoC Funded Victim Service Providers                   |
| <input type="checkbox"/> Local Jail(s)                         | <input type="checkbox"/> Non-CoC Funded Victim Service Providers               |
| <input type="checkbox"/> Hospital(s)                           | <input type="checkbox"/> Domestic Violence Advocates                           |
| <input type="checkbox"/> EMT/Crisis Response Team(s)           | <input type="checkbox"/> Street Outreach Team(s)                               |
| <input type="checkbox"/> Mental Health Service Organizations   | <input checked="" type="checkbox"/> Lesbian, Gay, Bisexual, Transgender (LGBT) |
| <input type="checkbox"/> Substance Abuse Service Organizations | <input type="checkbox"/> Advocates   |
| <input type="checkbox"/> Affordable Housing Developer(s)       | <input type="checkbox"/> LGBT Service Organizations                            |
| <input type="checkbox"/> Disability Advocates                  | <input type="checkbox"/> Agencies that serve survivors of human trafficking    |
| <input type="checkbox"/> Public Housing Authorities            | <input type="checkbox"/> Other homeless subpopulation advocates                |
| <input type="checkbox"/> CoC Funded Youth Homeless Org.        | <input checked="" type="checkbox"/> Homeless or Formerly Homeless Persons      |
| <input type="checkbox"/> Non-CoC Funded Youth Homeless Org.    | <input type="checkbox"/> Emergency shelter                                     |
| <input type="checkbox"/> Other:                                | <input type="checkbox"/> Veteran service providers and advocates               |
|  | <input type="checkbox"/> Locality taskforce representatives                    |

Please provide the mission statement of the agency/organization, for individuals, explain your interest in joining the CoC

I WAS CRONICALLY HOMELESS FOR 13 YEARS ON AND OFF. I HAVE BEEN IN MY CURRENT RESIDENCE FOR 7 YEARS THIS MONTH. I FEEL I CAN SHARE WHAT HAS HELPED ME STAY SHELTERED AS LONG AS I HAVE.

Describe the agencies/organization's or personal experience working to end homelessness:

I DON'T HAVE ANY EXPERIENCE WORKING TO END HOMELESSNESS, BUT I HAVE BEEN A MEMBER OF THE HOPE VAN CAB AND ALMOST A YEAR AS THE CHAIRPERSON.

What does the agency/organization or individual hope to contribute and gain by being a members of the (CoC)?

LAST YEAR I HELPED WITH HMIS. I CAN CONTRIBUTE TO MY LIFE EXPERIENCES AND BEING TRANSGENDER I SHARE MY POINT OF VIEW AS TO WHAT STRUGGLES I HAVE ENDURED. I HOPE TO GIVE A VOICE TO THE VOICELESS.

**Statement of Commitment:** By my signature below, if nominated and elected to the Continuum of Care Advisory Board, I understand that I will attend, with frequency, the Advisory Board Meetings, when scheduled. I will collaboratively participate at each meeting and will share knowledge and information freely. I may revoke my membership at any time, and acknowledge my membership may be revoked for cause, if I am not adhering to the NorCal CoC Governance Charter.

Signature: Samantha Bretton

Date: 5-13-24

For additional information please see the Governance Charter and Membership Policy at [https://www.co.shasta.ca.us/index/housing\\_index/continuum-of-care-advisory-board-meetings](https://www.co.shasta.ca.us/index/housing_index/continuum-of-care-advisory-board-meetings)

# Attachment 5: HHAP 5 Application Revisions

## HHAP 5 NorCal CoC Application revision discussion

See link to HHAP 5 Application tab 1 NorCal CoC – FP (Funding Plan)

See below the questions for the Seven CoC Advisories regarding the NorCal CoC HHAP 5 Funding Plan

**From:** Flanigan, Shawwna

**Sent:** Thursday, June 27, 2024 3:40 PM

**To:** 'Cal ICH Grants' <[calichgrants@bcsh.ca.gov](mailto:calichgrants@bcsh.ca.gov)>; Michael Coats <[michael.coats@co.del-norte.ca.us](mailto:michael.coats@co.del-norte.ca.us)>; [dxgreen@co.shasta.ca.us](mailto:dxgreen@co.shasta.ca.us); [scollard@co.siskiyou.ca.us](mailto:scollard@co.siskiyou.ca.us); [gpoor@co.lassen.ca.us](mailto:gpoor@co.lassen.ca.us)

**Cc:** HPDHomelessnessGrants@HCD <[HPDHomelessnessGrants@hcd.ca.gov](mailto:HPDHomelessnessGrants@hcd.ca.gov)>; McKendry, Jeannie@BCSH <[Jeannie.McKendry@bcsh.ca.gov](mailto:Jeannie.McKendry@bcsh.ca.gov)>; 'Sherry Morgado' <[smorgado@housing-tools.com](mailto:smorgado@housing-tools.com)>

**Subject:** RE: HHAP Round 5 Application - Redding/Shasta, Siskiyou, Lassen, Plumas, Del Norte, Modoc, Sierra Counties CoC - UID 67

Good Afternoon,

I have a couple follow up questions from our call today with regards to updating our HHAP 5 Application.

1. Does 50% of the funds each County (Shasta, Del Norte, Lassen, and Siskiyou) and of NorCal CoC need to be in the eligible use category of **Delivery of Permanent Housing and Innovative Solutions**? I do not recall seeing this in the NOFA. Or is it just that the activities they will be using the funds for need to be link back and show how it supports the goal of Permanent Housing, even though they may fall under a different eligible use? For example Del Norte is using HomeKey funding for the development of Permanent housing and would like to use the funds for a property manager. Their funds were put under Operating Subsidies-Permanent Housing, even though it is to support their permanent housing project.
2. It was pointed out that Siskiyou County had only allocated 10% of their funds for permanent housing. Is it your recommendation that they need to change their eligible use choices or just to more clearly identify how the activities under these eligible use categories will support permanent housing?
3. I would like to set a quick meeting the week of July 15 with HCD if this is possible to make sure I am on the right track. Could you please provide me your availability?

Thank you again for your time today, and I look forward to hearing back from you.

Shawwna Flanigan

Associate Project Coordinator  
530.225.4299

**From:** Cal ICH Grants <[calichgrants@bcsh.ca.gov](mailto:calichgrants@bcsh.ca.gov)>

**Sent:** Tuesday, June 25, 2024 3:52 PM

**To:** Flanigan, Shawwna <[sflanigan@cityofredding.org](mailto:sflanigan@cityofredding.org)>; Michael Coats <[michael.coats@co.del-norte.ca.us](mailto:michael.coats@co.del-norte.ca.us)>; [dxgreen@co.shasta.ca.us](mailto:dxgreen@co.shasta.ca.us); [scollard@co.siskiyou.ca.us](mailto:scollard@co.siskiyou.ca.us); [gpoor@co.lassen.ca.us](mailto:gpoor@co.lassen.ca.us)

**Cc:** Cal ICH Grants <[calichgrants@bcsh.ca.gov](mailto:calichgrants@bcsh.ca.gov)>; HPDHomelessnessGrants@HCD <[HPDHomelessnessGrants@hcd.ca.gov](mailto:HPDHomelessnessGrants@hcd.ca.gov)>

**Subject:** RE: HHAP Round 5 Application - Redding/Shasta, Siskiyou, Lassen, Plumas, Del Norte, Modoc, Sierra Counties CoC - UID 67

CAUTION: This email originated from outside the City of Redding; please be careful with links or attachments.

Good Afternoon,

Cal ICH and the California Department of Housing & Community Development (HCD) have completed a thorough review of your HHAP-5 application's Funding Plan and System Performance Measures (SPM) and Improvement Plan sections and have identified additional amendments needed prior to your application being approved by Cal ICH and HCD.

Below are the criteria Cal ICH and HCD evaluated these sections against:

1. Did the description of the funded activities provide enough information to determine what activities HHAP-5 would fund **and** if those activities are aligned with the eligible use category under which they were budgeted?
2. Is there sufficient explanation of **how** each funded activity is aligned with the State's priorities either by directly funding permanent housing solutions, sustaining existing interim housing, or making a clear link to how the activity will fund permanent housing or promote long-term housing stability?
3. Is each funding activity associated with at least one HHAP-5-funded SPM that is easily found in the System Performance Measures and Improvement Plan section of the regional application?
  - a. Is there a clear and specific explanation of how the funding activity will impact the System Performance Measure it is connected to?
  - b. Is the success measurement method conducive to tracking and reporting to clearly demonstrate impact?
4. Does the Funding Plan demonstrate alignment with the State's priority to directly invest in and prioritize housing solutions by committing at least 50% of HHAP-5 funds to permanent housing solutions or sustaining existing interim housing?

**Cal ICH and HCD request a 15-minute virtual meeting on Thursday June 27, 2024, at 1:30 PM to review the findings from your regional application because one or more of your funding plans did not commit at least 50% of HHAP-5 funds to permanent housing solutions or sustaining existing interim housing. Please make a representative of each budget plan in your regional application available to attend this meeting. Meeting invitation with Microsoft Teams link to follow.**

**Before resubmitting your revised application, please review the comments in the attached workbook which outlines specific criteria that were deemed to be unmet in your Funding Plan(s) and System Performance Measures and Improvement Plan sections and ensure that you address each flagged criteria in all applicable funding plans.**

Please revise and resubmit your application using this Cognito link by COB July 25, 2024: [HHAP Round 5 Application \(cognitofrms.com\)](https://cognitofrms.com)

Please note that on July 1, 2024, Cal ICH grants and grants staff will transition to HCD. The main email to contact us will be: [HPDHomelessnessGrants@HCD.ca.gov](mailto:HPDHomelessnessGrants@HCD.ca.gov).

Don't hesitate to reach out if you have any questions.

In partnership,  
HCD and Cal ICH