



March 23, 2022

Agenda

1. Welcome and Introductions

2. Adoption of Minutes from January 26, 2022

3. Additions to the Agenda

4. Stakeholders' Group Update

a. Stakeholders' Meeting update

b. Local Homelessness Action Plan (LHAP)/10-Year Plan Update

- i. LHAP required for HHAP-3 application; replaces what we were formerly referring to as a Gaps Analysis/Racial Disparity Assessment. Overlaps with the 10-Year Plan update, but 10-Year Plan Update will include an addendum to the 2018 10-Year Plan to End Homelessness.

Guest Jessica Candela from *Housing Tools* available for questions

Suggested Action: Approve updated proposal from Housing Tools and authorize use of HHAP-3 advanced funds to support the associated cost.

5. HMIS/CES

Andrea C. Curry

a. FY2021 System Performance Measures (SPM) Report

6. Capacity Building

Andrea C. Curry

a. Emergency Solutions Grant – Coronavirus (ESG-CV)

- i. ESG-CV Duplication of Benefits Policies and Procedures DRAFT developed based on HCD guidance.

Suggested Action: Approve draft ESG-CV Duplication of Benefits Policies and Procedures.

ii. ESG-CV Awards and Expenditure Tracking

7. Community COVID-19 Update

TCHSA

Tehama County Continuum of Care Executive Council Meeting



Meeting Minutes

January 26, 2021

Meeting held via Zoom

ATTENDANCE:	PRESENT	EXCUSED
Gail Locke , Chairperson	X	
Tara Loucks-Shepherd , Vice-Chair; Tehama County Department of Social Services	X	
Jayme Boffke , Tehama County Health Services Agency	X	
Candy Carlson , Tehama County Board of Supervisors		X
Andrea Curry , Empower Tehama	X	
Jeremiah Fears , Corning Police Department		X
Johnna Jones , Red Bluff City Council (Alternate: Kris Deiters)	X	
Travis Lyon , Tehama County Health Services	X	
David Madrigal , Tehama County Community Action Agency	X	
E.C. Ross , Poor and the Homeless Tehama County Coalition (PATH)	X	
Jim Southwick , Tehama County Department of Education		X

Guest: **Debbie Villasenor**, Housing Consultant

Notes by: **Heather Henderson**

1. Adoption of Minutes from December 8, 2021

The minutes and agenda from the Executive Council meeting held on December 8, 2021 were made available prior to this meeting for review. The minutes were approved as emailed.

2. Additions to the Agenda - There were no additions to the agenda at this meeting.

3. Stakeholders' Collaborative Update - Heather Henderson

The Stakeholders' Collaborative met on January 5, 2022. At that meeting, updates were provided on the PATH Plaza navigation center project and the Olive Grove Permanent Supportive Housing project.

4. Olive Grove Progress and CES Update – Debbie Villasenor

Olive Grove marketing materials are being developed and the city planner has reached out to discuss Coordinated Entry and the process of applying for the NPLH and affordable housing units. Debbie Villasenor, the Tehama County Housing Consultant will provide updates as things move along. Andrea will be presenting on Coordinated Entry at February's Stakeholders meeting. Heather will be sending out the stakeholder's meeting invitation this afternoon and Debbie will pass it along to the Corning city officials.

5. CoC Public Contacts – Andrea Curry

Cal ICH sent out a request to update our CoC contact information. A CoC Public Inquiry Contact is needed and is used to refer persons to our CoC who contact Cal ICH. Callers are asked what county they are from and are then given the Tehama CoC's contact phone number. Currently, Gail is the Primary Contact for CoC and Andrea is the Secondary Contact listed. 211 was suggested to use for the Public Contact phone number however, Gail continue in this roll.

6. Capacity Building – Andrea Curry

Homeless Housing and Prevention Round 3 (HHAP-3)

The CoC and the County will be applying jointly for Round 3 of HHAP funding. HHAP 1 & 2 funds have not been expended yet and are being reserved for PATH Plaza operation costs.

HHAP 3 requires a level of collaboration between the county and the CoC which we are already doing, and other requirements have been added to meet certain parameters in an updated 10-Year Plan to End Homeless, which Housing Tools will address in the Gaps Analysis that the CoC approved them to do for this round of HHAP funding. With the delay in Cal ICH releasing the HHAP-3 requirements, Housing Tools was also delayed in moving forward with our Gaps Analysis project. Andrea has been in touch with them about this delay and they are hoping to be at our March or April Stakeholder meeting once the additional guidance is posted.

HHAP-3 application also requires that racial equity goals be established. Cal ICH provided an opportunity to participate in the California Racial Equity Action Lab (CA REAL) which is a community of practice – small groups of peer learning circles that share actions and solutions that have worked for them. We are putting together our core team to participate in this and are using the guidelines from CA REAL on who to invite for our group. They strongly encourage to include Black, Indigenous and People of Color that have lived experience of homelessness. Heather and Andrea are participating as well as Avery Vilche from Tehama County Health Services Agency as well as a representative from Greenville Rancheria. During this community of practice, we will be linked with other counties and examine if we are addressing the needs of these populations and to create a plan to address any disparities that we find.

Emergency Solutions Grant – Coronavirus (ESG-CV)

The Emergency Solutions Grant (ESG-CV) has notified us that they we will be undergoing a desk monitoring in February/March to review documents for compliance of eligible expenses. Andrea will give an update if any at our next meeting.

Andrea would like to change some funding around due to the short expenditure time of the ESG-CV funding and move projects using CESH funds to utilize the ESG-CV funding before it's spending deadline. When the CoC gives money to the subgrantees it includes what source the money comes from. For example, the fairgrounds was funded by CESH but switched over to ESG-CV funds when they became available to keep the CESH funds in reserve due to it having a longer expenditure deadline. Andrea would like to know how to provide notification of these changes and how approval will work for each instance if the executive council approves her making these changes as they arise. Johnna noted that these changes are being made in real time and the best use of monies would be to use what is ending sooner to reserve what we can for the CESH funds and that we want these changes to be transparent since these are public funds.

ACTION: Tara made a motion to authorize Empower Tehama to shift expenditures made by subgrantees to the most appropriate funding sources as needed with regular reports provided to this council as needed. Johnna Jones seconded the motion which carried unanimously.

7. Community COVID-19 Update – Jayme Bottke

Tehama County's vaccine rate is slowly climbing but we are still the 3rd lowest in the state. The fully vaccinated population is 47.3% for Tehama County. Our partially vaccinated rate is over the halfway mark at 53% and children 5-11 are 3.6% partially vaccinated. The total that tested positive yesterday was at 29% and it is climbing and comes in at 32% today. We are currently seeing a spike in cases. Of the nineteen that are hospitalized there are two in the ICU that are seeing milder symptoms for those that were vaccinated. Testing numbers are over one hundred each day and we are falling behind in contact tracing again. We are a few weeks behind the state numbers. We hope to see our numbers flatten out instead of continuing to rise. The number of days that we are offering vaccines has increased. The Public Health clinic schedule is 1:00 PM - 4:00 PM on Walnut Street, Public Health clinic in Corning on Solano Street is also 1:00 PM - 4:00 PM. The My Turn website is still the best way to schedule your appointment. At the Tehama County Community Center testing is offered Monday - Wednesday 7:00 AM - 3:00 PM and vaccinations are offered Wednesday - Friday 10:00 AM - 6:00 PM. Pfizer Vaccines are offered for adults and pediatrics on Wednesday and Fridays. Public Health has been working with health care partners and reached out to city managers and assisted living homes to distribute testing kits. The Department of Education received pallets of tests and have given them out to various school districts. The Primary Care Clinic may have some tests as well as home kits.

Tehama County Covid-19 updates can be found at [COVID Data - Tehama County Health Services \(tehamacohealthservices.net\)](https://tehamacohealthservices.net) on the Tehama County Health Services website. Scroll down and enter "Tehama" in the "County and statewide data" box to view the most current Covid-19 information.

The next meeting is scheduled for February 23, 2022, at 9:30 AM and will be held via Zoom.

Update: Due to multiple scheduling conflicts, February's meeting was cancelled. The next meeting of the Tehama CoC Executive Council is scheduled for March 23, 2022.

March 14, 2022

Andrea C. Curry
Coordinator, Tehama County Continuum of Care
Data & Outcomes Manager, Empower Tehama
1805 Walnut Street
Red Bluff, CA 96080

Dear Ms. Curry,

Purpose of the Proposal

Per your request during our meeting on March 9, 2022, Housing Tools (Consultant) is pleased to provide you with an updated proposal to assist the Tehama County Continuum of Care (Client) with two activities.

Activity 1: Prepare the “Local Homelessness Action Plan (LHAP)” that meets the guidelines of the California Interagency Council on Homelessness (Cal ICH) “Homeless Housing, Assistance and Prevention Program (HHAP) Round 3”, for adoption by the Tehama County Continuum of Care.

Activity 2: Prepare an addendum to the “2018 Tehama County 10-Year Plan to Address Homelessness (The Plan)” with updated community-based research and goal-setting items in collaboration with CoC members and community stakeholders.

Scope of Services and Schedule

Activity 1: Cal ICH released a Notice of Funding Availability on December 17, 2021, and a Local Homelessness Action Plan & Application Template and Data Tables Template on February 15, 2022. These documents inform the tasks, completion date, and budget in the table below.

Required data for the HHAP Round 3-compliant LHAP will be obtained from the following sources:

- The 2019 Point In Time (PIT) Count completed by the Tehama County Continuum of Care (the “CoC”). If the 2022 PIT data is readily available, it will be used instead.
- The CoC HMIS system.
- The 2021 CoC Housing Inventory Count (HIC).
- Longitudinal Systems Analysis Data available through the CoC and/or HUD Exchange.
- Other data, programming, and funding information will be gathered from CoC members and partners, CoC Committees, the Client, and County and City Government staffs within Tehama County.

Activity 1: Table

Task	Description	Date for Completion	Budget
Task 1.1: Review Data Sources, Conduct Interviews, Develop Questionnaires	Review data sources listed above and clarify questions with CoC staff. As needed, conduct interviews and/or distribute questionnaires to obtain additional information needed for demographic analysis, and programming and funding inventory.	March 2022	\$1,200
Task 1.2: Landscape Analysis of Needs, Demographics, and Funding	Use Cal ICH template to complete: (i) A local landscape analysis that assesses the current number of people experiencing homelessness and existing programs and funding which address homelessness. (ii) Identification of the number of individuals and families served, including demographic information and intervention types provided, and demographic subpopulations that are underserved relative to their proportion of individuals experiencing homelessness. (iii) Identification of funds, currently being used, and budgeted to be used, to provide housing and homelessness-related services to persons experiencing homelessness or at imminent risk of homelessness, how this funding serves subpopulations, and types of interventions funded.	March 2022	\$6,160
Task 1.3: Gaps Analysis	Identify gaps in service based upon geography, race/ethnicity, and other subpopulations	March/April 2022	\$1,800
Task 1.4: Outcome Goals and Strategies for Achieving Those Goals	In collaboration with the CoC Coordinator and the CoC's Housing and Homeless Stakeholders' Collaborative identify goals and strategies. Use Cal ICH template to complete outcome goals and strategies for achieving those goals across Cal ICH-identified performance measures.	April 2022	\$3,000
Task 1.5: Application Narrative Responses	In collaboration with the CoC Coordinator and the CoC's Housing and Homeless Stakeholders' Collaborative, use Cal ICH template to complete	April 2022	\$3,000

	application narrative responses. These narrative responses are to provide additional information on regional coordination, capacity building, and equity related efforts in alignment with local action plan goals and strategies.		
Task 1.6: Draft LHAP	Complete draft of the LHAP and review with CoC staff	April 2022	\$3,000
Task 1.7: Consultation on LHAP with Cal ICH and CoC staff	Participate in required consultation meeting with Cal ICH on the proposed LHAP	April 28, 2022	\$400
Task 1.8: Revisions to LHAP (as needed)	Based upon feedback obtained from the Cal ICH consultation, prepare any needed revisions to the LHAP and submit to CoC staff. Participate in presentation of final version of LHAP to CoC.	May/June 2022	\$4,000
Total			\$22,560

Activity 2: In our meeting on March 9, 2022 the Client asked the Consultant to include items from the proposal dated June 17, 2021. Some of these items are incorporated into Activity 1, per Client request. The items that do not fit within Activity 1 due to its focus on the LHAP for HHAP-3 by June 30, 2022 are included in Activity 2 which has a more expansive time frame for community-based work. Activity 2 is to prepare an addendum to the “2018 Tehama County 10-Year Plan to Address Homelessness (The Plan)” with updated community-based research and goal-setting items in collaboration with CoC members and community stakeholders.

We understand that the addendum is be centered on the following key areas of focus:

- Expanding on the 2018 Tehama County 10 Year Plan to End Homelessness by analyzing CoC service gaps and barriers, with a focus on populations such as communities of color, families and youth, farmworkers, people who are LGBTQ+, people with disabilities, people living in rural areas, seniors, and survivors of domestic violence.
- Expanding on Activity 1 in this proposal as well as 2019 Preliminary Racial Disparity Assessment by analyzing racial disparities in accessing CoC services and formulating racial equity goals, in particular for Hispanic/Latino and Native American community members as they make up the largest proportion of people of color in Tehama County.
- Incorporating the racial equity goals developed by the CoC through the California Racial Equity Action Lab Community of Practice Bridgework Assignment #2.
- Assessing the impacts of domestic violence, sexual assault, and human trafficking on housing stability and homelessness. In particular, addressing domestic violence in tribal communities and labor trafficking among persons who are undocumented.

Activity 2: Table

Task	Description	Date for Completion	Budget
Part I: Develop Community-Driven Framework			
Task 2.1: Review CoC Community Planning Materials	Review LHAP submitted in June 2022 for HHAP-3, 2018 Tehama County 10-Year Plan to Address Homelessness, and other relevant CoC community planning materials to guide the approach to the addendum.	August 2022	\$400
Task 2.2: Meeting #1 with CoC's Housing and Homeless Stakeholders' Collaborative	Facilitate a 90-minute in-person meeting with CoC members to collaboratively identify 1) The addendum approach and framework; 2) Qualitative data sources, possible interviewees, and locations for the focus group; and 3) Community members who may be interested in helping inform the project and who are farmworkers, experiencing homelessness, or survivors of domestic violence, sexual assault, or human trafficking, and/or identify as Hispanic/Latino, Native American, women, or LGBTQ+. CoC to assist with obtaining meeting location and inviting stakeholders.	September 7, 2022 (monthly meeting date)	\$2,500
Task 2.3: Develop Outline	Based on Tasks 2.1 and 2.2 develop an outline of the addendum and submit to the CoC Coordinator for review and approval.	September 2022	\$1,000
Part II: Conduct and Summarize Research for CoC Review			
Task 2.4: Focus Group with People with Lived Experience	Conduct a 60-minute in-person focus group with people with lived experience of homelessness or who are low-income to obtain qualitative data on community strengths, needs, gaps, barriers, and perspectives, especially around the areas of focus. Summarize and analyze qualitative data. CoC to assist with obtaining a meeting location and outreach efforts. Suggest CoC members participate in staffing focus group.	October/ November 2022	\$2,000 Recommend providing \$15 Visa gift cards to participants (not included in proposal cost)

Task 2.5: Identify Key Findings from HHAP-3	Identify key quantitative findings from LHAP in HHAP-3 application to include in the addendum. Prepare visual display of data for addendum.	November 2022	\$1,000
Task 2.6: Stakeholder Interviews	Create an interview tool and conduct interviews in-person or over the phone with community stakeholders and people with lived experience identified by the CoC to obtain qualitative data on community strengths, needs, gaps, barriers, and perspectives, especially around the areas of focus. Summarize and analyze qualitative data. CoC to assist with providing contact information and introductions to interviewees where possible.	October-December 2022	\$1,800 (6 stakeholder interviews) For people with lived experience, recommend providing \$15 Visa gift cards (not included in proposal cost)
Task 2.7: Geographic Research	Conduct research on specific geographic areas in the County identified by the CoC with the goal of understanding unique community needs. Sources may include: CPD Maps, National Low Income Housing Coalition, Shasta County Housing Authority, State Department of Finance, State Department of Housing & Community Development, U.S. Census, U.S. Department of Housing & Urban Development. An in-person site visit may be used to collect qualitative data.	November/December 2022	\$1,000
Task 2.8: Meeting #2 with CoC's Housing and Homeless Stakeholders' Collaborative	Facilitate a 90-minute in-person meeting with CoC members to provide an update on work progress, discuss summarized research findings, identify any gaps in data or knowledge, and collaboratively determine if any adjustments are needed to the addendum outline. CoC to assist with obtaining meeting location and inviting stakeholders.	January/February 2023 (depending on holiday monthly meeting schedule)	\$2,500
Part III: Write Addendum and Develop Community Outreach Materials			
Task 2.9: 1 st Draft	Draft addendum using outline developed collaboratively with CoC members in Tasks 2.3 and 2.8. The	April 2023	\$8,000

	addendum will have a methodology section so the CoC can produce analyses on gaps and racial equity in the future. Provide draft to CoC Coordinator and any other designees to review. CoC to review draft within a two-week time frame		
Task 2.10: 2 nd Draft	Incorporate edits from CoC Coordinator and any other designees into the addendum.	April/May 2023	\$500
Task 2.11: Meeting #3 with CoC's Housing and Homeless Stakeholders' Collaborative	Facilitate a 90-minute in-person meeting with CoC members to present and discuss the addendum and obtain verbal feedback. Send draft addendum to members ahead of meeting to obtain written feedback. CoC to assist with obtaining meeting location and inviting stakeholders.	May 3, 2023 (monthly meeting date)	\$2,500
Task 2.12: Final Draft	Incorporate verbal feedback from Meeting #3 as well as written feedback into draft. Provide to CoC Coordinator to distribute. CoC to distribute final draft of the addendum to the community.	June 2023	\$500
Task 2.13: Develop Community Outreach Materials	Develop community outreach materials to assist with promotion of the completed addendum. Includes fact sheets or infographics (1), flyer (1), graphics and messaging for social media (2), and press release (1).	July 2023	\$2,000 for English-only versions (\$3,500 total option for Spanish versions of community outreach materials, too)
Task 2.14: Monthly Check-in Meetings	Meet monthly with the CoC Coordinator to communicate about upcoming tasks and timelines and provide a project status update that the Coordinator can share with the CoC.	August 2022 to July 2023	\$3,600 (12 meetings)
Total			\$29,300

Based on our understanding of the scope of work, we have provided our recommended deliverables and tasks in the table above. To provide you with the flexibility you requested, you may choose to exclude or request modifications to certain tasks based upon your budget and the scale of project you would like us to undertake. We can adjust the scope of Activity 2 to meet your budget needs.

Insurance

Consultant maintains liability insurance that covers the firm's employees in executing its normal business activities. The amount of coverage is \$1 million per occurrence and \$2 million in aggregate. Consultant also maintains auto insurance at \$1 million per occurrence and workers compensation insurance at \$1 million per occurrence. Consultant may provide Client with an insurance certificate naming the Client as Additional Insured at Client's request.

Project Staffing

Jessica Candela, Community Development Project Manager, will be the Project Manager and principal Client contact for Services. James Coles, Principal, will be the Contract Manager. Sherry Morgado, Community Development Manager, will assist with community engagement activities including the focus group and Housing and Homeless Stakeholders' Collaborative meetings. Sareena Rai, Community Development Planner, will assist with geographic research. Cassie Miracle, Community Development Project Manager, will assist with graphic design and document formatting.

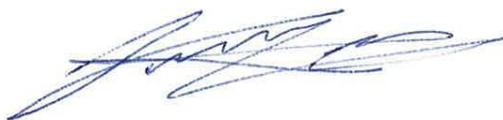
Budget

Tehama County Continuum of Care Contract Amount	
Activity 1: Prepare the Local Homelessness Action Plan for HHAP-3	\$22,560
Activity 2: Prepare an addendum to the 2018 Tehama County 10-year Plan to Address Homelessness	\$29,300
Total	\$51,860

The Budget amounts include travel and all other costs associated with the work, with the exception of reimbursables for items requested separately by the Client, such as printing, shipping, and/or equipment. We can modify the scope of work if necessary based on your budget constraints. We wanted to provide you with the full range of options for your review.

We appreciate this opportunity to work with the Tehama County CoC on your community's housing needs. Please contact me with any questions at jcoles@housing-tools.com, or at 530-513-3116.

Sincerely,



James Coles, Principal

FY2021 - Performance Measurement Module (Sys PM)

Summary Report for CA-527 - Tehama County CoC

Measure 1: Length of Time Persons Remain Homeless

This measures the number of clients active in the report date range across ES, SH (Metric 1.1) and then ES, SH and TH (Metric 1.2) along with their average and median length of time homeless. This includes time homeless during the report date range as well as prior to the report start date, going back no further than October, 1, 2012.

Metric 1.1: Change in the average and median length of time persons are homeless in ES and SH projects.
Metric 1.2: Change in the average and median length of time persons are homeless in ES, SH, and TH projects.

a. This measure is of the client's entry, exit, and bed night dates strictly as entered in the HMIS system.

	Universe (Persons)		Average LOT Homeless (bed nights)			Median LOT Homeless (bed nights)		
	Submitted FY 2020	FY 2021	Submitted FY 2020	FY 2021	Difference	Submitted FY 2020	FY 2021	Difference
1.1 Persons in ES and SH	259	34	25	15	-10	8	9	1
1.2 Persons in ES, SH, and TH	399	81	43	95	52	13	28	15

b. Due to changes in DS Element 3.17, metrics for measure (b) will not be reported in 2016.

This measure includes data from each client's "Length of Time on Street, in an Emergency Shelter, or Safe Haven" (Data Standards element 3.17) response and prepends this answer to the client's entry date effectively extending the client's entry date backward in time. This "adjusted entry date" is then used in the calculations just as if it were the client's actual entry date.

NOTE: Due to the data collection period for this year's submission, the calculations for this metric are based on the data element 3.17 that was active in HMIS from 10/1/2015 to 9/30/2016. This measure and the calculation in the SPM specifications will be updated to reflect data element 3.917 in time for next year's submission.

FY2021 - Performance Measurement Module (Sys PM)

	Universe (Persons)		Average LOT Homeless (bed nights)			Median LOT Homeless (bed nights)		
	Submitted FY 2020	FY 2021	Submitted FY 2020	FY 2021	Difference	Submitted FY 2020	FY 2021	Difference
1.1 Persons in ES, SH, and PH (prior to "housing move in")	-	51	-	303	-	-	101	-
1.2 Persons in ES, SH, TH, and PH (prior to "housing move in")	-	98	-	392	-	-	199	-

FY2021 - Performance Measurement Module (Sys PM)

Measure 2: The Extent to which Persons who Exit Homelessness to Permanent Housing Destinations Return to Homelessness

This measures clients who exited SO, ES, TH, SH or PH to a permanent housing destination in the date range two years prior to the report date range. Of those clients, the measure reports on how many of them returned to homelessness as indicated in the HMIS for up to two years after their initial exit.

	Total # of Persons who Exited to a Permanent Housing Destination (2 Years Prior)	Returns to Homelessness in Less than 6 Months		Returns to Homelessness from 6 to 12 Months		Returns to Homelessness from 13 to 24 Months		Number of Returns in 2 Years	
		FY 2021	% of Returns	FY 2021	% of Returns	FY 2021	% of Returns	FY 2021	% of Returns
Exit was from SO	7	0	0%	0	0%	0	0%	0	0%
Exit was from ES	27	1	4%	7	26%	3	11%	11	41%
Exit was from TH	15	0	0%	1	7%	0	0%	1	7%
Exit was from SH	0	0		0		0		0	
Exit was from PH	73	1	1%	0	0%	1	1%	2	3%
TOTAL Returns to Homelessness	122	2	2%	8	7%	4	3%	14	11%

Measure 3: Number of Homeless Persons

Metric 3.1 – Change in PIT Counts

FY2021 - Performance Measurement Module (Sys PM)

This measures the change in PIT counts of sheltered and unsheltered homeless person as reported on the PIT (not from HMIS).

	January 2020 PIT Count	January 2021 PIT Count	Difference
Universe: Total PIT Count of sheltered and unsheltered persons	300	267	-33
Emergency Shelter Total	50	16	-34
Safe Haven Total	0	0	0
Transitional Housing Total	35	33	-2
Total Sheltered Count	85	49	-36
Unsheltered Count	215	218	3

Metric 3.2 – Change in Annual Counts

This measures the change in annual counts of sheltered homeless persons in HMIS.

	Submitted FY 2020	FY 2021	Difference
Universe: Unduplicated Total sheltered homeless persons	404	104	-300
Emergency Shelter Total	359	35	-324
Safe Haven Total	0	0	0
Transitional Housing Total	63	69	6

FY2021 - Performance Measurement Module (Sys PM)

Measure 4: Employment and Income Growth for Homeless Persons in CoC Program-funded Projects

Metric 4.1 – Change in earned income for adult system stayers during the reporting period

	Submitted FY 2020	FY 2021	Difference
Universe: Number of adults (system stayers)	0	0	0
Number of adults with increased earned income	0	0	0
Percentage of adults who increased earned income			

Metric 4.2 – Change in non-employment cash income for adult system stayers during the reporting period

	Submitted FY 2020	FY 2021	Difference
Universe: Number of adults (system stayers)	0	0	0
Number of adults with increased non-employment cash income	0	0	0
Percentage of adults who increased non-employment cash income			

Metric 4.3 – Change in total income for adult system stayers during the reporting period

	Submitted FY 2020	FY 2021	Difference
Universe: Number of adults (system stayers)	0	0	0
Number of adults with increased total income	0	0	0
Percentage of adults who increased total income			

FY2021 - Performance Measurement Module (Sys PM)

Metric 4.4 – Change in earned income for adult system leavers

	Submitted FY 2020	FY 2021	Difference
Universe: Number of adults who exited (system leavers)	0	0	0
Number of adults who exited with increased earned income	0	0	0
Percentage of adults who increased earned income			

Metric 4.5 – Change in non-employment cash income for adult system leavers

	Submitted FY 2020	FY 2021	Difference
Universe: Number of adults who exited (system leavers)	0	0	0
Number of adults who exited with increased non-employment cash income	0	0	0
Percentage of adults who increased non-employment cash income			

Metric 4.6 – Change in total income for adult system leavers

	Submitted FY 2020	FY 2021	Difference
Universe: Number of adults who exited (system leavers)	0	0	0
Number of adults who exited with increased total income	0	0	0
Percentage of adults who increased total income			

FY2021 - Performance Measurement Module (Sys PM)

Measure 5: Number of persons who become homeless for the 1st time

Metric 5.1 – Change in the number of persons entering ES, SH, and TH projects with no prior enrollments in HMIS

	Submitted FY 2020	FY 2021	Difference
Universe: Person with entries into ES, SH or TH during the reporting period.	390	88	-302
Of persons above, count those who were in ES, SH, TH or any PH within 24 months prior to their entry during the reporting year.	124	10	-114
Of persons above, count those who did not have entries in ES, SH, TH or PH in the previous 24 months. (i.e. Number of persons experiencing homelessness for the first time)	266	78	-188

Metric 5.2 – Change in the number of persons entering ES, SH, TH, and PH projects with no prior enrollments in HMIS

	Submitted FY 2020	FY 2021	Difference
Universe: Person with entries into ES, SH, TH or PH during the reporting period.	423	163	-260
Of persons above, count those who were in ES, SH, TH or any PH within 24 months prior to their entry during the reporting year.	127	5	-122
Of persons above, count those who did not have entries in ES, SH, TH or PH in the previous 24 months. (i.e. Number of persons experiencing homelessness for the first time.)	296	158	-138

FY2021 - Performance Measurement Module (Sys PM)

Measure 6: Homeless Prevention and Housing Placement of Persons defined by category 3 of HUD's Homeless Definition in CoC Program-funded Projects

This Measure is not applicable to CoCs in FY2021 (Oct 1, 2020 - Sept 30, 2021) reporting period.

Measure 7: Successful Placement from Street Outreach and Successful Placement in or Retention of Permanent Housing

Metric 7a.1 – Change in exits to permanent housing destinations

	Submitted FY 2020	FY 2021	Difference
Universe: Persons who exit Street Outreach	8	0	-8
Of persons above, those who exited to temporary & some institutional destinations	0	0	0
Of the persons above, those who exited to permanent housing destinations	7	0	-7
% Successful exits	88%		

Metric 7b.1 – Change in exits to permanent housing destinations

FY2021 - Performance Measurement Module (Sys PM)

	Submitted FY 2020	FY 2021	Difference
Universe: Persons in ES, SH, TH and PH-RRH who exited, plus persons in other PH projects who exited without moving into housing	421	100	-321
Of the persons above, those who exited to permanent housing destinations	108	47	-61
% Successful exits	26%	47%	21%

Metric 7b.2 – Change in exit to or retention of permanent housing

	Submitted FY 2020	FY 2021	Difference
Universe: Persons in all PH projects except PH-RRH	0	0	0
Of persons above, those who remained in applicable PH projects and those who exited to permanent housing destinations	0	0	0
% Successful exits/retention			

FY2021 - SysPM Data Quality

CA-527 - Tehama County CoC

	All ES, SH				All TH				All PSH, OPH				All RRH				All Street Outreach			
	2017-2018	2018-2019	2019-2020	2020-2021	2017-2018	2018-2019	2019-2020	2020-2021	2017-2018	2018-2019	2019-2020	2020-2021	2017-2018	2018-2019	2019-2020	2020-2021	2017-2018	2018-2019	2019-2020	2020-2021
1. Number of non-DV Beds on HIC	0	0	0	0	17	16	18	22						33	61	72				
2. Number of HMIS Beds	0	0	0	0	16	16	18	22						33	61	72				
3. HMIS Participation Rate from HIC (%)					94.12	100.00	100.00	100.00						100.00	100.00	100.00				
4. Unduplicated Persons Served (HMIS)		233	258	359		35	43	63		0	0	0		160	134	113		0	399	582
5. Total Leavers (HMIS)		231	258	359		24	26	49		0	0	0		74	78	60		0	4	9
6. Destination of Don't Know, Refused, or Missing (HMIS)		3	0	0		1	1	0		0	0	0		2	0	0		0	0	0
7. Destination Error Rate (%)		1.30	0.00	0.00		4.17	3.85	0.00						2.70	0.00	0.00			0.00	0.00

Tehama County Continuum of Care Emergency Solutions Grant – CARES Act (ESG-CV) Duplication of Benefits Policies and Procedures

Version 1.0 | [APPROVAL DATE]

Version History

Version	Approval Date	Change Notes
1.0	[APPROVAL DATE]	Original Version

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Introduction and Overview

Tehama County Continuum of Care (Tehama CoC) receives ESG-CV funds allocated under the 2020 CARES Act and governed by CPD Notice 21-08 and 24 CFR § 576.

All California ESG-CV subrecipients are required to complete a Duplication of Benefits (DOB) analysis for assisted activities to demonstrate that no duplication of benefits occurred as defined by the State of California's ESG-CV Duplication of Benefits Policy.

To comply with this requirement, Tehama CoC, and its service providers will demonstrate that the amount of funds allocated to each activity do not exceed the total need for that activity and no service provider or program participant received duplicative assistance. To document this, the CoC shall maintain records of compliance with mandatory duplication of benefits requirements described in CPD Notice 21-08.

All service providers and other entities receiving ESG-CV assistance are responsible for complying with the requirements set forth in these policies and procedures, the State of California's ESG-CV Duplication of Benefits Policy and CPD Notice 21-08.

Responsibilities

1. CoC

As the subrecipient of ESG-CV funds, the CoC is responsible for evaluating each subaward made to service providers or local units of government to ensure that a duplication of benefits does not exist for the entity receiving that award.

If the CoC is carrying out activities directly, it is responsible for evaluating these activities to ensure that a duplication of benefits does not exist for the overall activity being carried out.

The CoC is also responsible for monitoring to ensure that activities carried out by service providers do not result in a duplication of benefits for the program participant in instances when the program participant is receiving financial assistance for housing relocation and stabilization services (24 CFR 576.105(a) as amended by CPD Notice 21-08 and any other activities that the CoC determines may result in a potential duplication at the program participant level.

The CoC is responsible for ensuring that any person or entity receiving ESG-CV assistance agrees to repay assistance that is determined to be duplicative.

As requested by the State, the CoC will provide a summary of the DOB analysis at the activity and program participant level.

2. Provider

The service provider, or entity carrying out ESG-CV activities (service provider) is responsible for evaluating that housing relocation and stabilization services financial assistance (24 CFR 576.105(a) as amended by CPD Notice 21-08) and any other

activities that the CoC determines may result in a potential program participant duplication of benefits do not result in such a duplication.

The service provider, as part of the evaluation and corresponding re-evaluations of program participant eligibility, shall require a certification (Appendix I) to be completed by each program participant as a condition for receiving ESG-CV assistance.

The service provider is responsible for assessing each application to determine if any ESG-CV assistance will or is likely to duplicate financial assistance that has already been received or is likely to be received by the program participant.

If it is determined that a program participant has received a duplication of benefits, the service provider is responsible for recapturing the duplication of benefit from the program participant.

Duplication of Benefits Analysis

1. Duplication of Benefits Analysis Steps – Activity Level

1. Assess Need for the Activity:
 - Determine the total amount of need for the activity (e.g., Emergency Shelter, Temporary Emergency Shelter, Street Outreach, Rapid Re-housing, Homelessness Prevention, HMIS, Administration).
 - Need can be assessed for the entire jurisdiction or for each project
2. Determine Assistance:
 - Determine the amount of funding that has or will be provided from all non-ESG-CV funding sources to pay for the activity cost(s).
3. Calculate Maximum Level of Award:
 - Compare the amount of assistance (Step 2) to the total need (Step 1) to determine the maximum possible ESG-CV award.
4. Document DOB analysis:
 - Document steps 1-3 and ESG-CV award amount to verify that the amount of ESG-CV award is equal to or lower than the maximum level of the award.

2. Duplication of Benefits Analysis Steps – Program Participant Level

1. Assess Need:
 - Determine the total amount of financial assistance needed by the program participant (for the cost types that will be paid in full or in part with ESG-CV funds).
2. Determine Assistance:
 - Determine the amount of funding that has or will be provided from all non-ESG-CV funding sources to pay for the cost(s).

3. Calculate Maximum Level of Award:
 - Compare the amount of assistance (Step 2) to the total need (Step 1) to determine the maximum possible ESG-CV award.
4. Document DOB analysis:
 - Document steps 1-3 and ESG-CV award amount to verify that the amount of ESG-CV award is equal to or lower than the maximum level of award.

Recordkeeping

The CoC is responsible for ensuring that any person or entity receiving ESG-CV assistance agrees to repay assistance that is determined to be duplicative.