



## Executive Board Meeting

### Agenda

February 11, 2016

9:00 AM

525 W. Center Avenue, Ste A, Visalia, CA 93291

- |  |  |
|--|--|
| <input type="checkbox"/> Scott Harvey, President                       | <input type="checkbox"/> Becky Huber, Secretary            |
| <input type="checkbox"/> Linda Craig, Vice President Internal Affairs  | <input type="checkbox"/> Suzy Ward, Member at Large        |
| <input type="checkbox"/> Jamie Sharma, Vice President External Affairs | <input type="checkbox"/> Corinna Franco, Member at Large   |
| <input type="checkbox"/> Anna Green, Treasurer                         | <input type="checkbox"/> Machael Smith, Executive Director |

- I. Call meeting to order
- II. Minutes
- III. Financial Report
- IV. Alliance Business: Action/Discussion Items
  - A. CDBG/HUD Funding Issue
  - B. ESG Solicitation of Interest
  - C. Annual Fundraiser
- V. Executive Director Report
- VI. Adjourn



**Executive Board Meeting Minutes**  
January 14, 2016  
9:00 AM  
525 W. Center Avenue, Ste A, Visalia, CA 93291

- |   |   |
|---|---|
| <input checked="" type="checkbox"/> Scott Harvey, President                       | <input type="checkbox"/> Becky Huber, Secretary                       |
| <input checked="" type="checkbox"/> Linda Craig, Vice President Internal Affairs  | <input checked="" type="checkbox"/> Suzy Ward, Member at Large        |
| <input checked="" type="checkbox"/> Jamie Sharma, Vice President External Affairs | <input type="checkbox"/> Corinna Franco, Member at Large              |
| <input checked="" type="checkbox"/> Anna Green, Treasurer                         | <input checked="" type="checkbox"/> Machael Smith, Executive Director |

- I. Meeting called to order 9:13 AM
- II. Minutes
  - A. Minutes reviewed, Craig motioned to accept, Ward seconded, motion carried
- III. Financial Report
  - A. Green reviewed, filed for audit
- IV. Alliance Business: Action/ Discussion Items
  - A. PHC Update/Discussion
    - a. Sharma, Harvey and Smith provided updates for all venues
  - B. Board Member Recognition
    - a. Smith discussed need to recognize outgoing board members. Board decided to issue thank you letters and a donation of \$50 in the name of each outgoing board member to a scholarship or mini-grant program. Program to be established at a future meeting.
  - C. Annual Fundraiser
    - a. Reviewed progression
- V. Executive Director Report
  - a. All AHAR data shells approved/accepted by HUD
  - b. PIT preparation underway
  - c. Annual report/snapshot will be developed for 2015 activities
- VI. Adjourn at 10:10 AM

**Kings/Tulare Continuum of Care on Homelessness  
 Balance Sheet  
 As of January 31, 2016**

	Jan 31, 16
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
10100 · Bank of the Sierra	33,526.49
10110 · Petty Cash Fund	100.00
<b>Total Checking/Savings</b>	33,626.49
<b>Accounts Receivable</b>	
11000 · Accounts Receivable	5,717.66
11400 · Grants Receivable	
11401 · Hanford CDBG Grant	866.52
11402 · Porterville CDBG Grant	959.74
11403 · Tulare CDBG Grant	2,043.91
11404 · Visalia CDBG Grant	5,405.00
<b>Total 11400 · Grants Receivable</b>	9,275.17
<b>Total Accounts Receivable</b>	14,992.83
<b>Total Current Assets</b>	48,619.32
<b>TOTAL ASSETS</b>	<b>48,619.32</b>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
<b>Accounts Payable</b>	
20000 · Accounts Payable	4,375.89
<b>Total Accounts Payable</b>	4,375.89
<b>Credit Cards</b>	
23000 · Visa Bank of the Sierra	4,463.94
<b>Total Credit Cards</b>	4,463.94
<b>Other Current Liabilities</b>	
2110 · Direct Deposit Liabilities	-2,869.00
24000 · Payroll Liabilities	5,149.98
<b>Total Other Current Liabilities</b>	2,280.98
<b>Total Current Liabilities</b>	11,120.81
<b>Total Liabilities</b>	11,120.81
<b>Equity</b>	
<b>30001 · Temporary Restricted Net Assets</b>	
30030 · Restricted - Visalia PHC	11,973.74
30040 · Restricted - Porterville PHC	4,928.43
30050 · Restricted - Hanford PHC	2,076.50
30060 · Restricted - Tulare PHC	4,478.16
<b>Total 30001 · Temporary Restricted Net Assets</b>	23,456.83
30005 · Net Assets	-9,953.04
32000 · Unrestricted Net Assets	63,179.58
39000 · Prior Period Adjustment	-17,914.24
Net Income	-21,270.62
<b>Total Equity</b>	37,498.51
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>48,619.32</b>

**Kings/Tulare Continuum of Care on Homelessness**  
**Profit & Loss**  
 July 2015 through January 2016

	Jul '15 - Jan 16
<b>Ordinary Income/Expense</b>	
<b>Income</b>	
43300 · Direct Public Grants	
43330 · Foundation and Trust Grants	5,217.96
43400 · Direct Public Support	
43450 · Individ, Business Contributions	1,274.42
<b>Total 43400 · Direct Public Support</b>	<b>1,274.42</b>
<b>Total 43300 · Direct Public Grants</b>	<b>6,492.38</b>
44500 · Grant Income	
44530 · Local & Government Grants	
44531 · Hanford CDBG Grant	3,058.29
44532 · Porterville CDBG Grant	1,862.23
44533 · Tulare CDBG Grant	2,043.91
44534 · Visalia CDBG Grant	5,405.00
44535 · HUD Grant	10,592.58
<b>Total 44530 · Local &amp; Government Grants</b>	<b>22,962.01</b>
<b>Total 44500 · Grant Income</b>	<b>22,962.01</b>
47200 · Program Income	
47230 · Membership Dues	6,025.00
47240 · Program Service Fees	36,734.39
<b>Total 47200 · Program Income</b>	<b>42,759.39</b>
47600 · Interest and Dividends Earned	250.00
<b>Total Income</b>	<b>72,463.78</b>
<b>Gross Profit</b>	<b>72,463.78</b>
<b>Expense</b>	
60900 · Business Expenses	
60960 · Business Taxes (Unsecured)	35.00
<b>Total 60900 · Business Expenses</b>	<b>35.00</b>
62100 · Contract Services	
62110 · Accounting Fees	2,385.63
62150 · Outside Contract Services	12,970.00
62170 · Program Delivery	9,100.00
62100 · Contract Services - Other	1,100.00
<b>Total 62100 · Contract Services</b>	<b>25,555.63</b>
65000 · Operations	
65020 · Postage, Mailing Service	106.35
65030 · Printing and Copying	38.74
65040 · Supplies	782.19
65050 · Telephone, Telecommunications	562.44
65051 · Internet	350.55
65060 · Equipment	733.75
65070 · Hosting Fees	153.60
65080 · Bank Service Charges	61.00
65090 · Rent	8,100.01
65091 · Utilities	541.70
65093 · Repairs / Maintenance	389.50
<b>Total 65000 · Operations</b>	<b>11,819.83</b>
65100 · Other Types of Expenses	
65120 · Insurance - Liability, D and O	2,102.22
65130 · Interest Expense - General	83.98
65190 · Payroll Service	22.18
<b>Total 65100 · Other Types of Expenses</b>	<b>2,208.38</b>

**Kings/Tulare Continuum of Care on Homelessness**  
**Profit & Loss**  
July 2015 through January 2016

	<u>Jul '15 - Jan 16</u>
<b>65200 · Program Expenses</b>	
<b>65220 · Client Consumables</b>	
65220.1 · Food	102.51
65220.5 · Stipend	150.00
<b>Total 65220 · Client Consumables</b>	<u>252.51</u>
<b>Total 65200 · Program Expenses</b>	252.51
<b>66000 · Wages, Taxes, Payroll Expenses</b>	
66001 · Payroll Expense	41,859.09
66002 · Insurance - Workers Comp	484.13
<b>Total 66000 · Wages, Taxes, Payroll Expenses</b>	<u>42,343.22</u>
<b>68300 · Travel and Meetings</b>	
68310 · Conference, Convention, Meeting	532.63
68320 · Travel	512.90
<b>Total 68300 · Travel and Meetings</b>	<u>1,045.53</u>
<b>Total Expense</b>	<u>83,260.10</u>
<b>Net Ordinary Income</b>	<u>-10,796.32</u>
<b>Net Income</b>	<u><u>-10,796.32</u></u>

## Kings/Tulare Continuum of Care on Homelessness

## Profit &amp; Loss Budget vs. Actual

02/09/16

July 2015 through January 2016

Accrual Basis

	Jul '15 - Jan 16	Budget	\$ Over Budget
<b>Ordinary Income/Expense</b>			
<b>Income</b>			
43300 - Direct Public Grants			
43330 - Foundation and Trust Grants	5,217.96	6,500.00	-1,282.04
43400 - Direct Public Support			
43450 - Individ, Business Contributions	1,274.42	4,500.00	-3,225.58
<b>Total 43400 - Direct Public Support</b>	<b>1,274.42</b>	<b>4,500.00</b>	<b>-3,225.58</b>
<b>Total 43300 - Direct Public Grants</b>	<b>6,492.38</b>	<b>11,000.00</b>	<b>-4,507.62</b>
44500 - Grant Income			
44530 - Local & Government Grants			
44531 - Hanford CDBG Grant	3,058.29	8,500.00	-5,441.71
44532 - Porterville CDBG Grant	1,862.23	3,500.00	-1,637.77
44533 - Tulare CDBG Grant	2,043.91	8,500.00	-6,456.09
44534 - Visalia CDBG Grant	5,405.00	13,500.00	-8,095.00
44535 - HUD Grant	10,592.58	20,933.00	-10,340.42
44530 - Local & Government Grants - Other	0.00	0.00	0.00
<b>Total 44530 - Local &amp; Government Grants</b>	<b>22,962.01</b>	<b>54,933.00</b>	<b>-31,970.99</b>
<b>Total 44500 - Grant Income</b>	<b>22,962.01</b>	<b>54,933.00</b>	<b>-31,970.99</b>
47200 - Program Income			
47230 - Membership Dues	6,025.00	6,000.00	25.00
47240 - Program Service Fees	36,734.39		
47200 - Program Income - Other	0.00	60,950.00	-60,950.00
<b>Total 47200 - Program Income</b>	<b>42,759.39</b>	<b>66,950.00</b>	<b>-24,190.61</b>
47600 - Interest and Dividends Earned	250.00		
<b>Total Income</b>	<b>72,463.78</b>	<b>132,883.00</b>	<b>-60,419.22</b>
<b>Gross Profit</b>	<b>72,463.78</b>	<b>132,883.00</b>	<b>-60,419.22</b>
<b>Expense</b>			
60900 - Business Expenses			
60920 - Business Registration Fees	0.00	99.99	-99.99
60960 - Business Taxes (Unsecured)	35.00		
<b>Total 60900 - Business Expenses</b>	<b>35.00</b>	<b>99.99</b>	<b>-64.99</b>
62100 - Contract Services			
62110 - Accounting Fees	2,385.63	5,000.01	-2,614.38
62150 - Outside Contract Services	12,970.00	8,539.99	4,430.01
62170 - Program Delivery	9,100.00		
62100 - Contract Services - Other	1,100.00		
<b>Total 62100 - Contract Services</b>	<b>25,555.63</b>	<b>13,540.00</b>	<b>12,015.63</b>
65000 - Operations			
65020 - Postage, Mailing Service	106.35	249.99	-143.64
65030 - Printing and Copying	38.74	150.00	-111.26
65040 - Supplies	782.19	1,299.99	-517.80
65050 - Telephone, Telecommunications	562.44	719.99	-157.55
65051 - Internet	350.55	750.00	-399.45
65060 - Equipment	733.75	749.99	-16.24
65070 - Hosting Fees	153.60	200.00	-46.40
65080 - Bank Service Charges	61.00		
65090 - Rent	8,100.01	8,099.99	0.02
65091 - Utilities	541.70	1,849.99	-1,308.29
65092 - Furnishings	0.00	249.99	-249.99
65093 - Repairs / Maintenance	389.50	549.99	-160.49
<b>Total 65000 - Operations</b>	<b>11,819.83</b>	<b>14,869.92</b>	<b>-3,050.09</b>
65100 - Other Types of Expenses			
65110 - Advertising Expenses	0.00	249.99	-249.99
65120 - Insurance - Liability, D and O	2,102.22	1,500.01	602.21
65130 - Interest Expense - General	83.98		
65150 - Memberships and Dues	0.00	99.99	-99.99
65170 - Member Development/Training	0.00	1,750.00	-1,750.00
65190 - Payroll Service	22.18		
<b>Total 65100 - Other Types of Expenses</b>	<b>2,208.38</b>	<b>3,599.99</b>	<b>-1,391.61</b>

5:14 PM

02/09/16

Accrual Basis

**Kings/Tulare Continuum of Care on Homelessness**  
**Profit & Loss Budget vs. Actual**  
July 2015 through January 2016

	<u>Jul '15 - Jan 16</u>	<u>Budget</u>	<u>\$ Over Budget</u>
<b>65200 - Program Expenses</b>			
<b>65220 - Client Consumables</b>			
65220.1 - Food	102.51		
65220.5 - Stipend	150.00	960.00	-810.00
<b>Total 65220 - Client Consumables</b>	<u>252.51</u>	<u>960.00</u>	<u>-707.49</u>
<b>Total 65200 - Program Expenses</b>	252.51	960.00	-707.49
<b>66000 - Wages, Taxes, Payroll Expenses</b>			
66001 - Payroll Expense	41,859.09		
66002 - Insurance - Workers Comp	484.13		
66000 - Wages, Taxes, Payroll Expenses - Other	0.00	97,299.99	-97,299.99
<b>Total 66000 - Wages, Taxes, Payroll Expenses</b>	<u>42,343.22</u>	<u>97,299.99</u>	<u>-54,956.77</u>
<b>68300 - Travel and Meetings</b>			
68310 - Conference, Convention, Meeting	532.63	499.99	32.64
68320 - Travel	512.90		
<b>Total 68300 - Travel and Meetings</b>	<u>1,045.53</u>	<u>499.99</u>	<u>545.54</u>
<b>Total Expense</b>	<u>83,260.10</u>	<u>130,869.88</u>	<u>-47,609.78</u>
<b>Net Ordinary Income</b>	<u>-10,796.32</u>	<u>2,013.12</u>	<u>-12,809.44</u>
<b>Net Income</b>	<u><b>-10,796.32</b></u>	<u><b>2,013.12</b></u>	<u><b>-12,809.44</b></u>



# STATE OF CALIFORNIA EMERGENCY SOLUTIONS GRANT (ESG) PROGRAM

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## SOLICITATION OF INTEREST BALANCE OF STATE ALLOCATION For Continuum of Care Participation

Department of Housing and Community Development  
**NOFA SECTION – ESG PROGRAM**  
2020 W. El Camino Avenue, Suite 500  
Sacramento, CA 95833

**The Solicitation of Interest Response Form must be received by the  
Department by February 29, 2016.**



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## Part I. Solicitation of Interest

### Background

The State of California Department of Housing and Community Development (HCD or Department) administers the Emergency Solutions Grants (ESG) program with funding received from the U.S. Department of Housing and Urban Development (HUD). The federal ESG program provides funding to (1) engage homeless individuals and families living on the street; (2) improve the number and quality of emergency shelters for homeless individuals and families; (3) help operate these shelters; (4) provide essential services to shelter residents, (5) rapidly re-house homeless individuals and families, and (6) prevent families/individuals from becoming homeless.

Over the past two years, the Department has worked with our HUD technical assistance consultant, Abt Associates, and ESG stakeholders to redesign the State's ESG program. The redesign is intended to accomplish the following:

- Align State ESG with federal ESG and the HEARTH Act;
- Increase coordination of State ESG investments with local homelessness systems and investments;
- Invest in the most impactful activities based on key performance goals and outcomes;
- Shift from an intensive provider competition to locally reliable funding and more streamlined administration; and
- Improve geographic distribution of funding.

Beginning in 2016, HCD will distribute funding for Continuum of Care Service Areas ("or Service Areas") through two allocations:

- Continuum of Care Allocation for Service Areas that contain a city or county that receives ESG directly from HUD; and the
- Balance of State Allocation for Service Areas that do not contain a city or county that receives ESG directly from HUD.

This Balance of State Solicitation of Interest is intended to identify those Continuum of Care Service Areas that intend to participate in the Balance of State Allocation through 1) the regional competitive funding for ESG activities; and/or; 2) the non-competitive funding for Rapid Re-housing activities.

Note: If your Continuum of Care intends to enter into an agreement with a geographically contiguous ESG Administrative Entity (AE) to administer funding attributable to the CoC Service Area for Rapid Re-housing activities, (in accordance with Section 8403(a)(1) of the State Regulations), your CoC must respond via the Continuum of Care Solicitation of Interest for the AE.

See Attachment A for a listing of allocations by Service Areas and preliminary estimates of the formula amounts for 2015 and 2016. Please note the Department intends to distribute two years of ESG funding through this year's process.

For additional information, please consult the federal and State program regulations. The federal program is governed by 24 Code of Federal Regulations (CFR), Parts 91 and 576. The State program is governed by 25 California Code of Regulations, Section 8400 et. seq. ("State Regulations"). Pending regulations can be found on HCD's website at <http://www.hcd.ca.gov/financial-assistance/emergency-solutions-grant-program/index.html>. (Office of Administrative Law Approval anticipated end of February.)

### **Continuum of Care Qualifications and Role**

Under the redesigned ESG, Continuum of Care organizations will have an integral role in recommending a provider application/s in response to both the noncompetitive Rapid Re-Housing allocation and the regional competition in response the Department's Notice of Funding Availability (NOFA). The Department will administer provider contracts.

In recommending a provider applicant/s for ESG funding, the CoC must:

- Follow a process that is fair and open and avoids conflicts of interest;
- Consider State applicant eligibility requirements and rating criteria, including consideration of past performance;
- For non-profit emergency shelter applicants, ensure that the local government approves the undertaking of the ESG activity;
- Document matching funds; and
- Propose an eligible activity that will be operated consistent with Core Practices and consider other practices promoted or required by HUD. Core practices include:
  - Comprehensive and coordinated access to the activity throughout the Service Area;
  - Prioritized access to services for people with the most severe needs;
  - Low barrier access to services and consistency with housing first practices; and
  - Using a progressive engagement approach to services and financial assistance.

More detailed information on Core Practices can be found in Section 8409 of the State Regulations. Additional information for Rapid Re-Housing and regional competition

Solicitation of Interest Response Form  
(Balance of State Allocation only)

recommendations can be found in Section 8404(a)(2) and 8404(a)(4), respectively, of the State Regulations.

In addition to recommending provider applicant/s, the Continuum of Care will be responsible for ensuring the following:

- System-wide written standards applicable to the activity have been adopted;
- HMIS will be utilized for the funded activity;
- Use of Coordinated Entry for funded activity in a manner that promotes consistency with Core Practices;

**Next Steps and Preliminary Dates**

The following preliminary timeframes should be used for planning purposes in implementing activities under the Continuum of Care Allocation:

<b>February 29, 2016</b>	CoC Response Forms due
<b>End of March</b>	Notification of acceptance of CoC Response by Department
<b>April</b>	Department’s Action Plan public comment period. Action Plan includes details on: Rapid Rehousing set-aside percentages, eligible activities, number of applications, contracts and subcontracts, maximum percentages for general administration, and HMIS performance standards.
<b>May</b>	Department’s Action Plan submitted to HUD
<b>Mid- May</b>	Balance of State Notice of Funding Availability (NOFA) and application released
<b>July</b>	BoS provider applications with CoC Recommendations Due
<b>September</b>	Department announces provider awards
<b>October</b>	Department Standard Agreements with Providers

## Attachment A: Definitions

**Action Plan** means the annual plan required by HUD pursuant to 24 CFR part 91 governing the distribution and use of ESG funds allocated by HUD to states and local governments.

**Administrative Entity** means a Unit of general purpose local government approved by the Department pursuant to 8403 of the State Regulations to administer State ESG funds.

**Balance of State Allocation** are the funds designated for CoCs Service Areas that do not receive HUD ESG Entitlement funds in their jurisdiction. HCD will administer the ESG contracts for this pool.

**Continuum of Care (CoC)** means the group composed of representatives of relevant organizations, which generally includes private nonprofit homeless providers, victim service providers, faith-based organizations, governments, businesses, advocates, public housing agencies, school districts, social service providers, mental health agencies, hospitals, universities, affordable housing developers, law enforcement, organizations that serve homeless and formerly homeless veterans, and homeless and formerly homeless persons that are organized to plan for and provide, as necessary, a system of outreach, engagement, and assessment; emergency shelter; rapid re-housing; transitional housing; permanent housing; and prevention strategies to address the various needs of homeless persons and persons at risk of homelessness for a specific geographic area.

**Continuum of Care Allocation** are the funds designated to CoC Service Areas whose jurisdictions currently receive HUD ESG Entitlement funds and meet capacity and funding thresholds. The Administrative Entity will administer contracts for the State ESG funds.

**Continuum of Care Service Area means** the entire geographic area within the boundaries of an Eligible Continuum of Care.

**Coordinated Entry means** the system of program access, needs assessment and prioritization developed by a Continuum of Care pursuant to 24 CFR 576.400 (d), and associated HUD requirements and guidance. This term is also known as “Coordinated Entry System”, “Coordinated Assessment” or “Centralized Assessment”.

**Core Practices means** the practices and protocols of delivering ESG Eligible activities as specified in Section 8409 of the State Regulations.

**HCD or Department** means State of California Department of Housing and Community Development.

**HUD** means the U.S. Department of Housing and Urban Development.

**Nonentitlement area** is defined at 42 U.S.C.5302 and means an area that does not receive ESG funding from HUD as an Entitlement Area or a participant in an Urban County Agreement.

**Service Area** means the same as Continuum of Care Service Area.

**Unit of General Purpose Local Government** means any city, county, town, township, parish, village, or other general purpose political subdivision of a State.

Solicitation of Interest Response Form  
(Balance of State Allocation only)

**Attachment B: Preliminary Estimated Allocations \***

<b>ESG CONTINUUM OF CARE PRELIMINARY ESTIMATED ALLOCATION</b>					
	<b>CoC #</b>	<b>CoC Service Area Name</b>	<b>2015</b>	<b>2016</b>	<b>Total</b>
1	CA-604	Bakersfield/Kern County CoC	\$ 257,546	\$ 257,546	\$ 515,092
2	CA-512	Daly/San Mateo County CoC	\$ 186,249	\$ 186,249	\$ 372,498
3	CA-514	Fresno/Madera County CoC	\$ 273,489	\$ 273,489	\$ 546,978
4	CA-600	Los Angeles City & County CoC	\$ 1,107,941	\$ 1,107,941	\$ 2,215,882
5	CA-502	Oakland/Alameda County CoC	\$ 303,073	\$ 303,073	\$ 606,146
6	CA-611	Oxnard/San Buenaventura/Ventura County CoC	\$ 158,896	\$ 158,896	\$ 317,792
7	CA-505	Richmond/Contra Costa County CoC	\$ 279,320	\$ 279,320	\$ 558,640
8	CA-608	Riverside City & County CoC	\$ 304,982	\$ 304,982	\$ 609,964
9	CA-503	Sacramento City & County CoC	\$ 192,970	\$ 192,970	\$ 385,940
10	CA-506	Salinas/Monterey, San Benito Counties CoC	\$ 294,161	\$ 294,161	\$ 588,322
11	CA-609	San Bernardino City & County CoC	\$ 294,937	\$ 294,937	\$ 589,874
12	CA-601	San Diego City and County CoC	\$ 452,668	\$ 452,668	\$ 905,336
13	CA-500	San Jose/Santa Clara City & County CoC	\$ 566,058	\$ 566,058	\$ 1,132,116
14	CA-614	San Luis Obispo County CoC	\$ 112,046	\$ 112,046	\$ 224,092
15	CA-602	Santa Ana/Anaheim/Orange County CoC	\$ 575,465	\$ 575,465	\$ 1,150,930
16	CA-603	Santa Maria/Santa Barbara County CoC	\$ 330,481	\$ 330,481	\$ 660,962
17	CA-504	Santa Rosa/Petaluma/Sonoma County CoC	\$ 239,325	\$ 239,325	\$ 478,650
18	CA-511	Stockton/San Joaquin County CoC	\$ 199,173	\$ 199,173	\$ 398,346
19	CA-510	Turlock/Modesto/Stanislaus County CoC	\$ 284,988	\$ 284,988	\$ 569,976
			<b>\$ 6,413,768</b>	<b>\$ 6,413,768</b>	<b>\$ 12,827,536</b>

Solicitation of Interest Response Form  
(Balance of State Allocation only)

BALANCE OF STATE PRELIMINARY ESTIMATED ALLOCATION					
	CoC #	CoC Service Area Name	2015	2016	Total
<b>Bay Area Region</b>					
1	CA-507	Marin County CoC	\$ 206,892	\$ 206,892	\$ 413,784
2	CA-517	Napa City & County CoC	\$ 126,475	\$ 126,475	\$ 252,950
3	CA-518	Vallejo/Solano County CoC	\$ 241,978	\$ 241,978	\$ 483,956
4	CA-508	Watsonville/Santa Cruz City & County CoC	\$ 306,273	\$ 306,273	\$ 612,546
<b>Total</b>			<b>\$ 881,618</b>	<b>\$ 881,618</b>	<b>\$ 1,763,236</b>
<b>Central and Imperial Valley Region</b>					
1	CA-521	Davis/Woodland/Yolo County CoC	\$ 248,454	\$ 248,454	\$ 496,908
2	CA-525	El Dorado County CoC	\$ 124,981	\$ 124,981	\$ 249,962
3	CA-613	Imperial County CoC	\$ 261,946	\$ 261,946	\$ 523,892
4	CA-615	Inyo, Mono, Alpine Counties CoC	\$ 97,208	\$ 97,208	\$ 194,416
5	CA-520	Merced City & County CoC	\$ 323,859	\$ 323,859	\$ 647,718
6	CA-515	Roseville/Rocklin/Placer, Nevada Counties CoC	\$ 184,000	\$ 184,000	\$ 368,000
7	CA-513	Visalia, Kings, Tulare Counties CoC	\$ 365,699	\$ 365,699	\$ 731,398
<b>Total</b>			<b>\$ 1,606,147</b>	<b>\$ 1,606,147</b>	<b>\$ 3,212,294</b>



Solicitation of Interest Response Form  
(Balance of State Allocation only)

<b>BALANCE OF STATE PRELIMINARY ESTIMATED ALLOCATION (CONT'D)</b>					
	<b>CoC #</b>	<b>CoC Service Area Name</b>	<b>2015</b>	<b>2016</b>	<b>Total</b>
<b>Northern Region</b>					
1	CA-526	Amador, Calaveras, Tuolumne and Mariposa Counties CoC	\$ 159,824	\$ 159,824	\$ 319,648
2	CA-519	Chico/Paradise/Butte County CoC	\$ 265,006	\$ 265,006	\$ 530,012
3	CA-523	Colusa, Glenn, Trinity Counties CoC	\$ 173,474	\$ 173,474	\$ 346,948
4	CA-522	Humboldt County CoC	\$ 284,830	\$ 284,830	\$ 569,660
5	CA-529	Lake County CoC	\$ 248,633	\$ 248,633	\$ 497,266
6	CA-509	Mendocino County CoC	\$ 253,374	\$ 253,374	\$ 506,748
7	CA-516	Redding/Shasta, Siskiyou, Lassen, Plumas, Del Norte, Modoc, Sierra Counties CoC	\$ 250,788	\$ 250,788	\$ 501,576
8	CA-527	Tehama County CoC	\$ 181,265	\$ 181,265	\$ 362,530
9	CA-524	Yuba City & County/Sutter County CoC	\$ 233,556	\$ 233,556	\$ 467,112
<b>Total</b>			<b>\$ 2,050,750</b>	<b>\$ 2,050,750</b>	<b>\$ 4,101,500</b>

\*Allocations will be finalized by May 2016 or when the Department receives its final allocation from HUD.

## Part II. Continuums of Care Response Form (Response Form)

### Instructions

- A. Continuums of Care (CoCs) interested in participating in the State ESG Balance of State Allocation are requested to return this Response Form, including Section I through III and Attachments A and B to the Department by the deadline.
- B. Note the following submittal details:
- **Response Forms will only be accepted via electronic mail.**
  - Submit 1 PDF copy of the Response Form to [ESG@hcd.ca.gov](mailto:ESG@hcd.ca.gov) by February 29, 2016.
  - Responses should keep the original pagination. If an answer does not fit within the space provided, use an additional page and place directly behind the original page. If additional pages are needed, use extended page numbers (i.e. page 4-1, 4-2, etc.).
- C. HCD staff will evaluate and notify the CoC of any questions and may request modifications or additional information.
- D. If you have any questions, contact Melisa Adams, HCD NOFA Representative, through email at [ESG@hcd.ca.gov](mailto:ESG@hcd.ca.gov) or by calling (916) 263-1656.

**Section I – CoC Information**

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**Continuum of Care (CoC) Name:**

<b>CoC Number:</b>	<b>County(ies) Served:</b>
<b>CoC Primary Contact:</b> First, Middle and Last Names:	<input type="checkbox"/> Mr. <input type="checkbox"/> Mrs. <input type="checkbox"/> Ms. <input type="checkbox"/> Other
Title:	Department:
Area Code and Phone No.:	E-Mail Address:
Address:	City, State and Zip:
<b>CoC Secondary Contact:</b> First, Middle and Last Names:	<input type="checkbox"/> Mr. <input type="checkbox"/> Mrs. <input type="checkbox"/> Ms. <input type="checkbox"/> Other
Title:	Department:
Address:	City, State and Zip:

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**Section II – CoC Qualifications**

1. HUD funding: (Check all that apply)

- Applied for the FY 2015 CoC Program NOFA
- Awarded Funds in the FY 2014 CoC Program NOFA
- Awarded Funds in the FY 2013 CoC Program NOFA

If the CoC was not awarded CoC funds in FY 2013 **or** 2014, provide the website link to its FY 2015 CoC Program NOFA application.

2. Does your CoC intend to enter into an agreement with a geographically contiguous ESG Administrative Entity to administer funding attributable to the CoC Service Area for Rapid Re-housing activities (in accordance with Section 8403(a)(1) of the State Regulations)?

Yes       No

**If you answered “Yes”, then your CoC is not eligible to participate in the Balance of State Allocation. The CoC is requested to provide information as part of the Administrative Entity Solicitation of Interest Form; this CoC Response Form is not applicable.**

3. Indicate whether the following is currently in place or will be in place by the time provider applications in response to the State ESG NOFA are due to the Department. Note: the Appendix B CoC Certification confirms that these will be in place by the time the activity is implemented.

	<i>In Place</i>	<i>Will be in Place</i>
CoC Conflict of Interest Policy	<input type="checkbox"/>	<input type="checkbox"/>
Written Standards for ESG-funded Activities	<input type="checkbox"/>	<input type="checkbox"/>
Operational HMIS	<input type="checkbox"/>	<input type="checkbox"/>
Coordinated Entry	<input type="checkbox"/>	<input type="checkbox"/>

### Section III – CoC Participation in Balance of State Funding

1. Does your CoC intend to participate in the Balance of State regional competition (including making a recommendation for provider applicant/s and providing relevant data in response to the State ESG NOFA)?

Yes       No

2. Does your CoC intend to recommend a provider for Rapid Re-housing activities in the non-competitive process described in Section 8404(a)(2) of State Regulations?

Yes       No

3. The State's Action Plan will determine the percentage of the formula allocation attributable to a Service Area that will be available noncompetitively. To assist the Department in determining this percentage, please indicated the percentage the CoC intends to access noncompetitively for Rapid Re-housing?\* (See Attachment B for estimates for your Service Area).

41 - 50%

26 - 40%

Less than 25%

Undecided

*\*The remainder of the formula allocation, Section 8404 (a) (3) of the State Regulations, will be made available through the regional competition.*

## Appendix A: CoC Statement of Certifications

*In accordance with the federal and State regulations governing the ESG Program, CoCs participating in the Balance of State Allocation will comply with the following:*

### Provider Selection

**Rapid Re-Housing Noncompetitive Funding.** If recommending a provider/s for a noncompetitive allocation for Rapid Re-housing activities pursuant to section 8404 (a) (2) of the State Regulations, the CoC shall:

1. Use a process fair and open and avoids conflicts of interest in project selection, implementation, and the administration of funds;
2. Consider selection criteria reasonably consistent with the criteria used by the Department in evaluating this activity pursuant Section 8407 of the State Regulations;
3. Ensure the activity is eligible pursuant to Section 8408 of the State Regulations and will be operated consistent with Core Practices pursuant to Section 8409;
4. Incorporate reasonable performance standards as set forth in the Action Plan based on HUD requirements and guidance. If the applicant has not implemented the proposed activity or similar activity within the past three years, the Continuum of Care shall work with the funded applicant to ensure it meets reasonable performance standards specified in the Action Plan in the contract year. Applications that may be received from the applicant in subsequent years must meet reasonable performance standards as determined by the Department;
5. Comply with federal ESG requirements; and
6. Consider any other practices promoted or required by HUD.

**Regional Competition Funding.** If recommending a provider or providers for ESG activities under the regional competition pursuant to Section 8404 (a) (4) of the State Regulations, the CoC shall:

1. Use a process that is fair and open, and avoids conflicts of interest in project selection, implementation, and the administration of funds;
2. Consider State application eligibility and rating criteria consistent with the criteria that the Department will use as specified in Sections 8406 and 8407 of the State Regulations; and
3. Ensure the activity is eligible pursuant to Sections 8408 of the State Regulations and will be operated consistent with Core Practices pursuant to Section 8409.

Statement of Certifications, Page 2

**Matching Funds.** The CoC will propose applications where matching funds are available. As required by 24 CFR 576.201, the applicant will obtain required matching amounts.

**ESG Compliance.** The Department may request information from the CoC which demonstrates compliance with any of the program requirements. The CoC shall provide such information when requested.

**Required Systems in Place.** Consistent with the answers provided in Section III of the Response Form, the CoC has developed or will develop the following items by the time the CoC submits its provider recommendations.

- a. **Conflict of Interest Policy.** The CoC has conflict of Interest policies in place that meet HUD requirements
- b. **Written Standards for Funded Activity.** The CoC has adopted Written Standards for all Eligible activities proposed to be carried out with ESG funds;

**HMIS.** The CoC has an HMIS system that is fully compliant with the HUD data and technical standards.

**Coordinated Entry.** The CoC has or will have a Coordinated Entry system in place that meets the requirements of 24 CFR 576.400 (d), and associated HUD requirements and guidance.

STATEMENT OF CERTIFICATIONS	
PRINTED NAME OF AUTHORIZED REPRESENTATIVE	TITLE
AUTHORIZED REPRESENTATIVE SIGNATURE	
_____	
DATE	

**Appendix B: Certification of Response Form Information**

I, (Insert Name of Authorized Representative), am authorized to apply on behalf of (Insert Applicant Name) and attest that all information contained in this Response Form is accurate and complete to the best of my knowledge.

All information contained in this Response form is acknowledged to be public information and I authorize the Department of Housing and Community Development to contact any or all of the parties listed in this proposal.

CERTIFICATION OF RESPONSE FORM INFORMATION	
PRINTED NAME OF AUTHORIZED REPRESENTATIVE	TITLE
AUTHORIZED REPRESENTATIVE SIGNATURE	
_____	
DATE	