



LASSEN COUNTY

Health and Social Services Department

☒ **HSS Administration**
1345 Paul Bunyan Road, Ste B
Susanville, CA 96130
(530) 251 - 8128

☐ **Public Guardian/Administrator**
1345 Paul Bunyan Road, Ste B
Susanville, CA 96130
(530) 251 - 8337

☐ **Housing & Grants**
1445 Paul Bunyan Road, Ste B
Susanville, CA 96130
(530) 251 - 8309

☐ **Behavioral Health**
555 Hospital Lane
Susanville, CA 96130
(530) 251 - 8108

☐ **Public Health**
1445 Paul Bunyan Road, Ste B
Susanville, CA 96130
(530) 251 - 8183

☐ **Community Social Services**
1400 Chestnut Street, Ste A
Susanville, CA 96130

LassenWORKS
1616 Chestnut Street
Susanville, CA 96130
(530) 251 - 8152

Child & Family Services
1600 Chestnut Street
Susanville, CA 96130
(530) 251 - 8277

Adult Services
1400 Chestnut Street, Ste B
Susanville, CA 96130
(530) 251 - 8158

Family Solutions/Wraparound
1400 Chestnut Street, Ste C
Susanville, California 96130
(530) 251 - 8340

Date: November 14, 2023

To: Gary Bridges, Chairman
Lassen County Board of Supervisors

From: Barbara Longo, Director
Health and Social Services

Subject: Transitional Housing Program Round 5 and Housing
Navigation and Maintenance Program Round 2 Joint
Allocation Acceptance Resolution

Background:

When left without support or resources, young adults can face huge barriers to finding safe, affordable homes. As a result, many of these youth are at extreme risk of falling into homelessness.

The Transitional Housing Program provides funding to counties to help young adults, 18 to 24 years, of age secure and maintain housing, with priority given to young adults formerly in the foster care or probation systems. Pending a signed resolution, Lassen County has been allocated \$23,310.00

The Housing Navigators Program provides funding to counties funding to counties for the support of housing navigators to help young adults, 18 to 24 years of age, secure and maintain housing, with priority given to young adults currently or formerly in the foster care system. Pending a signed resolution, Lassen County has been allocated \$7,371.00

Fiscal Impact:

This is a grant funded program that will require a future funding appropriation in the fiscal year 2023/2024 and 2024/2025 budget.

Action Requested:

1) Adopt Resolution; and 2) Authorize the County Administrative Officer or his or her designee, to execute the agreements.

Mailing Address:
PO Box 1180
Susanville, California 96130

***Transitional Housing Program (THP)
Round 5 Allocation Acceptance Form***

***Housing Navigation and Maintenance Program (HNMP)
Round 2 Allocation Acceptance Form***

***THP Plus Housing Supplement Program (THP SUP)
Round 3 Allocation Acceptance Form***



**Gavin Newsom, Governor
State of California**

**Lourdes M. Castro Ramírez, Secretary
Business, Consumer Services and
Housing Agency**

**Gustavo Velasquez, Director
Department of Housing and
Community Development**

**2020 West El Camino Avenue, Suite 500
Sacramento, CA 95833
Telephone: (916) 263-2771
Website: www.hcd.ca.gov
Email: TAY@hcd.ca.gov**

October 2023

Housing Navigation and Maintenance Program (HNMP) Allocation Acceptance Round 2										Rev. 10/19/23																																																																																																													
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<p>Pursuant to item 2240-103-0001 of Section 2.00 of the Budget Act of 2023 (Chapter 12 of the Statutes of 2023) and Chapter 11.8 (commencing with Section 50811) of Part 2 of Division 31 of the Health and Safety Code (HSC), the Department of Housing and Community Development (HCD) shall allocate funding to counties for the support of housing navigators to help young adults 18 years and up to 24 years of age, inclusive, secure and maintain housing, with priority given to young adults currently or formerly in the foster care system.</p>																																																																																																																							
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<p>Pursuant to Section 50811 of the HSC, HCD consulted with the Department of Social Services, the Department of Finance, and the County Welfare Directors Association to establish the formula allocation for the purpose of distributing these funds to counties. The formula allocation is based on each county's percentage of the total statewide number of young adults 17 through 21 years of age in the foster care and probation system. The allocation excludes Alpine and Mono counties because their calculation did not demonstrate need. The housing navigation and maintenance program for a county that accepts an allocation of money pursuant to this section shall provide training to its child welfare agency social workers and probation officers who serve nonminor dependents. The training shall address an overview of the housing resources available through the local coordinated entry system, homeless continuum of care, and county public agencies, including, but not limited to, housing navigation, permanent affordable housing, THP-Plus, and housing choice vouchers. The training shall also address how to access and receive a referral to existing housing resources, the social worker's and probation officer's role in identifying unstable housing situations for youth, and referring youth to housing assistance programs.</p>																																																																																																																							
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<p>The HNMP program funds housing navigators for counties. The role of a housing navigator is to act as a housing specialist to assist young adults with their pursuits of locating available housing and overcoming barriers to locating housing. Housing navigation and maintenance activities may include, but are not limited to:</p> <ol style="list-style-type: none"> 1) Assist young adults aged 18-24 years of age, inclusive, secure and maintain housing (with priority access given to young adults in the state's foster care system); 2) Provide housing case management which include essential services in emergency supports to foster youth; 3) Prevent young adults from becoming homeless; and 4) Improve coordination of serves and linkages to key resources across the community including those from within the child welfare system and the local Continuum of Care. 																																																																																																																							
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Transitional Housing Program (THP) Allocation Acceptance Round 5										Rev. 10/19/23																	
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Funds shall be used to help young adults who are 18 to 24 years of age, inclusive, secure and maintain housing with priority given to young adults formerly in the state's foster care or probation systems. Use of funds may include, but are not limited to:																											
1) Identify and assist housing services for this population in your community;																											
2) Assist this population to secure and maintain housing (with priority given to those in the state's foster care or probation system);																											
3) Improve coordination of services and linkages to community resources within the child welfare system and the Homeless Continuum of Care; and																											
4) Provide engagement in outreach and targeting to serve those with the most severe needs.																											
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The principal purpose of the information provided is to establish the unique identification of the government entity.

Instructions: You may submit one form for the principal government agency and all subsidiaries sharing the same TIN. Subsidiaries with a different TIN must submit a separate form. Fields marked with an asterisk (*) are required. Hover over fields to view help information. Please print the form to sign prior to submittal. You may email the form to: vendors@fiscal.ca.gov, or fax it to (916) 576-5200, or mail it to the address above.

Principal Government Agency Name*	County of Lassen		
Remit-To Address (Street or PO Box)*	PO Box 1180		
City*	Susanville	State *	CA Zip Code*+4 96130
Government Type:	<input type="checkbox"/> City	<input checked="" type="checkbox"/> County	Federal Employer Identification Number (FEIN)* 94-6000517
	<input type="checkbox"/> Special District	<input type="checkbox"/> Federal	
	<input type="checkbox"/> Other (Specify)		

List other subsidiary Departments, Divisions or Units under your principal agency's jurisdiction who share the same FEIN and receives payment from the State of California.

Dept/Division/Unit Name		Complete Address	
Dept/Division/Unit Name		Complete Address	
Dept/Division/Unit Name		Complete Address	
Dept/Division/Unit Name		Complete Address	

Contact Person*	Richard Egan	Title	County Administrative Officer
Phone number*	(530) 251-8333	E-mail address	regan@co.lassen.ca.us
Signature*		Date	

RESOLUTION CHECKLIST	
Minimum Requirements	
<input type="checkbox"/>	County name
<input type="checkbox"/>	Title of Signatory(ies) Note: title of authorized signatory(ies) is preferred for THP/HNMP resolutions. Names may be included, but the Department will then only accept signatures on behalf of the County from the named person. Current supporting documentation evidencing the individual who currently holds the position must be provided.
<input type="checkbox"/>	Reference to Allocation Acceptance Form date
<input type="checkbox"/>	Standard Agreement or Grant Agreement language (authorizes signatory(ies) to sign Grant Contract/Standard Agreement)
<input type="checkbox"/>	Amendment provision included
<input type="checkbox"/>	Meeting Date, All Votes (Ayes, No's, Absent, Vacant), and signature(s) included
<input type="checkbox"/>	Resolution number(s) OR Project Site Name (Required to differentiate multiple contracts issued to same contractor)
Authorized Signatory(ies) – And vs. Or	
And – Director and Deputy Director Both individuals named must sign the Standard Agreement. Example: “The Board hereby authorizes <u>Director</u> and <u>Deputy Director</u> to execute the Standard Agreement in an amount not to exceed...”	
Or – Director or Deputy Director Either individual may sign--only one signature is required. Example: “The Board hereby authorizes the <u>Director</u> or <u>Deputy Director</u> to execute the Standard Agreement in an amount not to exceed...”	
And/or – Manager and/or Director Effective December 9, 2014, HCD's Legal Assistance Division (LAD) declared this language legally insufficient. Resolutions with this language will not be accepted. Example: “The Board hereby authorizes the <u>Director</u> and/or <u>Deputy Director</u> to execute the Standard Agreement in an amount not to exceed...”	

RESOLUTION NO. _____

**IN THE MATTER OF: ROUND 5 TRANSITIONAL HOUSING PROGRAM AND
ROUND 2 OF THE HOUSING NAVIGATION AND MAINTENANCE PROGRAM**

**THIS RESOLUTION AUTHORIZES AN APPLICATION FOR, AND ACCEPTANCE OF,
THE COUNTY ALLOCATION AWARD UNDER ROUND 5 OF THE TRANSITIONAL
HOUSING PROGRAM AND ROUND 2 OF THE HOUSING NAVIGATION AND
MAINTENANCE PROGRAM**

**BEFORE THE BOARD OF SUPERVISORS
COUNTY OF LASSEN STATE OF CALIFORNIA**

WHEREAS, the State of California, Department of Housing and Community Development ("Department") issued an Allocation Acceptance Form, dated October 19, 2023 under Round 5 of the Transitional Housing Program ("THP"), authorized by item 2240-102-0001 of section 2.00 of the Budget Act of 2023 (Chapter 12 of the Statutes of 2023) and Chapter 11.7 (commencing with Section 50807) of part 2 of Division 31 of the Health and Safety Code (the "THP Allocation Acceptance Form").

WHEREAS, the Department issued an Allocation Acceptance Form, dated October 19, 2023 under Round 2 of the Housing Navigation and Maintenance Program ("HNMP") authorized by Item 2240-103-0001 of Section 2.00 of the Budget Act of 2023 (Chapter 12 of the Statutes of 2023) and Chapter 11.8 (commencing with Section 50811) of Part 2 of Division 31 of the Health and Safety Code (the "HNMP Allocation Acceptance Form").

The THP Allocation Acceptance Form and the HNMP Allocation Acceptance Form are collectively referred to as the "Allocation Acceptance Forms".

WHEREAS, the Allocation Acceptance Forms relate to the availability of the funds under the THP and HNMP Programs; and

WHEREAS, the County of Lassen ("County") may be listed as an eligible applicant in Allocation Acceptance Form, dated October 19, 2023.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Supervisors for the County of Lassen does determine and declare as follows:

SECTION 1. That County is hereby authorized and directed to apply for and accept County's allocation award, as detailed in the THP Allocation Acceptance Form, in the

amount not to exceed \$ 23,310.00 detailed and authorized in the THP Allocation Acceptance Form at the time this resolution is executed and authorized.

SECTION 2. That County hereby affirms that if THP funds remain available for allocation after the deadline for submitting a signed Allocation Acceptance Form, and if the County is eligible for an additional allocation from the remaining funds for the THP program, the County is hereby authorized and directed to accept this additional allocation of funds ("Additional THP Allocation") up to the amount authorized by Department but not to exceed \$50,000.00

SECTION 3. That County is hereby authorized and directed to apply for and accept County's allocation award in the amount not to exceed \$7,371.00 as detailed in the HNMP Allocation Acceptance Form at the time this resolution is executed and authorized.

SECTION 4. That County hereby affirms that if HNMP funds remain available for allocation after the deadline for submitting a signed Allocation Acceptance Form, and if the County is eligible for an additional allocation from the remaining funds for the HNMP program , the County is hereby authorized and directed to accept this additional allocation of funds ("Additional HNMP Allocation") up to the amount authorized by Department but not to exceed \$15,000.00

SECTION 5. That the County Administrative Officer, or his or her designee, is hereby authorized and directed to act on behalf of County in connection with the THP Allocation Award and any Additional THP Allocation, and to enter into, execute, and deliver any and all documents required or deemed necessary or appropriate to participate in the THP Program, including but not limited to a Standard Agreement, be awarded the THP Allocation Award , and any additional THP Allocation, and any amendments to such documents (collectively, the "THP Allocation Award Documents").

SECTION 6. That County Administrative Officer, or his or her designee, is hereby authorized and directed to act on behalf of County in connection with the HNMP Allocation Award and any Additional HNMP Allocation, and to enter into, execute, and deliver any and all documents required or deemed necessary or appropriate to participate in the HNMP Program, including but not limited to a Standard Agreement, be awarded the HNMP Allocation Award, and any additional HNMP Allocation, and any amendments to such documents (collectively, the "HNMP Allocation Award Documents").

SECTION 7. That County shall be subject to the terms and conditions that are specified in the THP and HNMP Allocation Award Documents, and that County will use the THP and HNMP Allocation Award funds, and any additional THP and HNMP Allocation funds, in accordance with the Allocation Acceptance Form, the THP and HNMP

Allocation Award Documents, and any subsequent amendments or amendment thereto, as well as any and all other THP and HNMP requirements, or other applicable laws.

SECTION 8. That County has the discretion to accept any or all of the THP and HNMP program funds that it has been awarded .

PASSED AND ADOPTED this _____ day of _____, 2023, by the following vote:

AYES: _____
NOES: _____
ABSTENTIONS: _____
ABSENT: _____

By: _____
Gary Bridges, Chairman
Lassen County Board of Supervisors
County of Lassen, State of California

STATE OF CALIFORNIA

County of Lassen

I, Michele Yderraga, Deputy Clerk of the Board of Supervisors, County of Lassen, do hereby certify that the foregoing Resolution to be a full, true and correct copy of a resolution adopted by the County Board of Supervisors on this 14th day of November 2023.

Julie Bustamante
Clerk of the County of Lassen, State of California

By: _____
Michele Yderraga, Deputy Clerk of the Board