




LASSEN COUNTY

Health and Social Services Department

- ☒ **HSS Administration**
1445 Paul Bunyan Road
Susanville, CA 96130
(530) 251-8128
- ☐ **Grant and Loans Division**
1445 Paul Bunyan Road
Susanville, CA 96130
(530) 251-2683
- ☐ **Behavioral Health**
555 Hospital Lane
Susanville, CA 96130
(530) 251-8108/8112
- Chestnut Annex**
1400-A & B Chestnut Street
Susanville, CA 96130
(530) 251-8112
- ☐ **Patients' Rights Advocate**
1600 Chestnut Street
Susanville, CA 96130
(530) 251-8322
- ☐ **Public Health**
1445 Paul Bunyan Road
Susanville, CA 96130
(530) 251-8183
- ☐ **Environmental Health**
1445 Paul Bunyan Road
Susanville, CA 96130
(530) 251-8183
- ☐ **Community Social Services**
PO Box 1359
Susanville, CA 96130
- LassenWORKS
Business & Career Network**
1616 Chestnut Street
Susanville, CA 96130
(530) 251-8152
- Child & Family Services**
1445 Paul Bunyan Road
Susanville, CA 96130
(530) 251-8277
- Adult Services
Public Guardian**
1600 Chestnut Street
Susanville, CA 96130
(530) 251-8158
- ☐ **HSS Fiscal**
PO Box 1180
Susanville, CA 96130
(530) 251-2614

Date: September 18, 2017

To: Aaron Albaugh, Chairman
Lassen County Board of Supervisors

From: Barbara Longo, Director
Health & Social Services 

Subject: Resolution authorizing the application for, and receipt of, No Place Like Home Program Technical Assistance Grant Funds

Background:

In early 2018, the California Department of Housing and Community Development will be releasing a Notice of Funding Availability (NOFA) for No Place Like Home (NPLH) bond funds for the development of permanent supportive housing for persons who are in need of mental health services and are experiencing homelessness, chronic homelessness or are at-risk of chronic homelessness. To prepare for this complex funding opportunity, the state has allocated training and technical assistance funds, by County size, to County departments who will engage in planning efforts in preparation for the NPLH NOFA. The \$75,000 in allocated funds for small counties provides fiscal support for planning, administration, developer fees, grant writing, etc. for the NPLH NOFA. Funds from the technical assistance grant will provide Lassen County with some needed support to determine if it is in the best interest of the County to apply for NPLH program funds.

The NPLH Training and Technical Assistance Funds are a grant and do not need to be repaid even if the County were to determine that they were not going to apply for NPLH program funds. This is not a competitive grant application.

Fiscal Impact:

There is no impact to County General Fund. This is a revenue agreement.

Action Requested:

1. Adopt resolution;
2. Authorize the CAO to sign the Certification of Application; and,
3. Authorize the HSS Director, or designee, to execute a grant agreement, additional application and participation documentation, and all relevant materials necessary to implement program funds.

**NO PLACE LIKE HOME (NPLH) PROGRAM
2017 TECHNICAL ASSISTANCE GRANT
APPLICATION**



**State of California
Governor Edmund G. Brown Jr.**

**Alexis Podesta, Secretary
Business, Consumer Services and Housing Agency**

**Ben Metcalf, Director
Department of Housing and Community Development**

April 10, 2017

County: Lassen

A. APPLICANT INFORMATION

The Applicant is the County. Please enter the following required information.

Applicant (County) Name:	Lassen County's Health and Social Services		
Mailing Address:	1445 Paul Bunyan Road		
City:	Susanville	State:	CA Zip: 96130
County:	Lassen		
Website:	http://www.lassencounty.org/dept/hea		
Authorized Representative Name:	Barbara Longo		
Authorized Representative Title:	HSS Director		
Phone:	530-251-8128	Fax:	530-251-2668
Email:	blongo@co.lassen.ca.us		
Contact Person Name:	Jenna Aguilera		
Contact Person Title:	Program Manager		
Phone:	530-251-2683	Fax:	530-251-2668
Email:	jaguilera@co.lassen.ca.us		

B. CERTIFICATION

Please print, sign and submit the original application to the Department.

As the official designated by the Governing Body, I hereby certify that if approved by the Department for funding, I assume the responsibilities specified in the NPLH Program Technical Assistance Notice of Funding Availability and Technical Assistance Program Guidelines and that the information and attachments contained in this application are, to the best of my knowledge and belief, true and correct.

Signature:	
Name:	Richard Egan
Title:	County Administrative Officer
Date:	9/26/2017

C. TECHNICAL ASSISTANCE FUNDS

Technical assistance funds are made available to each county based on population size. Please select the appropriate box.

HCD shall provide funds to a county as follows:

- ☐ \$150,000 to the County of Los Angeles and to large counties (population greater than 750,000)
- ☐ \$100,000 to medium counties (population between 200,000 to 750,000)
- ☒ \$75,000 to small counties (population less than 200,000)

D. ELIGIBLE USE OF FUNDS

Select the proposed eligible use of funds below. Please select all that apply:

Eligible use of technical assistance funds includes, but is not limited to, funding activities to support assistance around the performance of the following activities:

- ☒ Applying for NPLH program funds
- ☒ Implementing NPLH activities
- ☒ Coordinating NPLH funded activities with local homelessness systems, including Coordinating Entry Systems
- ☒ Collecting NPLH data, sharing data amongst multiple systems, evaluating program activities, and meeting other NPLH program requirements related to these systems
- ☒ Implementing other capacity-building activities related to creating permanent supportive housing models suitable for the Target Population
- ☒ Delivering a range of supportive services to tenants
- ☐ Developing or updating a county homeless plan
- Other: (Please list -- see examples below)

E. OTHER ELIGIBLE USE OF FUNDS

Other eligible use of funds may include, but is not limited to, the following: ¹

- A. Hiring staff or consultants to assist with:
 - ☒ 1. identifying potential site for permanent supportive housing,
 - ☒ 2. developing a process to identify potential developers,
 - 3. monitoring activities of developers to ensure adherence with NPLH Program requirements,
 - 4. brokering relationships between the county and affordable housing developers and/or housing authorities, and
 - 5. identifying and applying for additional resources for capital, supportive services, and operating costs.
- ☒ B. Coordinating and partnering with other county and community providers (e.g. social services, healthcare, education, and homeless providers and law enforcement entities) to increase understanding of the intersections and overlapping needs of these sectors' shared homeless clientele
- ☒ C. Coordinating and communicating with HCD, Department Health Care Services, and other state agencies to support learning, identification of additional training and technical assistance needs and regional collaboration
- D. Developing a homeless plan

¹Additional information is available in the NPLH Program TA Grant Guidelines.

County: Lassen

F. APPLICATION REQUIREMENTS

All applicants must submit one complete and signed original hard copy of this application with a signed Resolution. Applications transmitted by facsimile will not be accepted. Applications will be accepted by the Department until 5:00 p.m. on September 30, 2017 as specified in the Notice of Funding Availability.

G. THRESHOLD REQUIREMENTS

All applications must meet the following threshold requirements:

- ☒ Completed and signed original application
- ☒ Resolution signed by the Governing Body authorizing Applicant to apply for and accept NPLH Program Technical Assistance Grant funds

H. LEGISLATIVE INFORMATION

Applicants must complete the following Legislative Information.

District Number	Assembly:	1, Brian Dahle
	Senate:	1, Ted Gaines
	Congress:	1, Doug LaMalfa

I. CHECKLIST

Applicants may utilize the following checklist to ensure that all requirements are met with the submission of the application.

- ☒ Completed and signed original application
- ☒ Applicant's Information
- Legislative Information
- Resolution signed by Governing Body

**RESOLUTION OF THE BOARD OF SUPERVISORS OF THE COUNTY OF LASSEN
AUTHORIZING APPLICATION FOR, AND RECEIPT OF, NO PLACE LIKE HOME PROGRAM
TECHNICAL ASSISTANCE GRANT FUNDS**

WHEREAS, the State of California, Department of Housing and Community Development (Department) has issued a Notice of Funding Availability dated April 10, 2017 (NOFA), for its No Place Like Home (NPLH) Program Technical Assistance Grants; and

WHEREAS, the County of Lassen (County) might submit a project application for the NPLH Program and will submit a 2017 Technical Assistance Grant Application as described in the NPLH Program Technical Assistance Grants NOFA and NPLH Program Technical Assistance Grant Guidelines released by the Department for the NPLH Program; and

WHEREAS, the Department is authorized to provide up to \$6.2 million from the Mental Health Services Act Fund for technical assistance and application preparation assistance to Counties (as described in Welfare and Institutions Code §5849.10) related to the NPLH Program.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Supervisors of the County of Lassen that the County is hereby authorized and directed to apply for and submit to the Department the 2017 NPLH Program Technical Assistance Grant Application released April 10, 2017, in the amount of \$75,000.

BE IT FURTHER RESOLVED, in connection with the NPLH Program Technical Assistance Grant, if the application is approved by the Department, the County is authorized to enter into, execute, and deliver a State of California Standard Agreement (Standard Agreement) for the amount of \$75,000, and any and all other documents required or deemed necessary or appropriate to evidence and secure the NPLH Program Technical Assistance Grant, the County's obligations related thereto, and all amendments thereto (collectively, the "NPLH Technical Assistance Grant Documents").

BE IT FURTHER RESOLVED, the County shall be subject to the terms and conditions as specified in the Standard Agreement, the NPLH Program Technical Assistance Guidelines, the NPLH statute (Welfare and Institutions Code §5849.1 et. Seq.), and any applicable NPLH Program guidelines published by the Department. Funds are to be used for allowable project expenditures as specifically identified in the Standard Agreement. The application in full is incorporated as part of the Standard Agreement. Any and all activities funded, information provided, and timelines represented in the application will be enforceable through the executed Standard Agreement. The County hereby agrees to use the funds for eligible uses in the manner presented in the application as approved by the Department and in accordance with the NPLH Program Technical Assistance Grant NOFA, the NPLH Program Technical Assistance Guidelines, and 2017 NPLH Program Technical Assistance Grant Application.

BE IT FURTHER RESOLVED, the County Administrative Officer or designee, is authorized and directed to execute the County of Lassen's NPLH Program Technical Assistance Grant Application, and the Director of Health and Social Services, or designee, is authorized to execute the NPLH Program Technical Assistance Grant Documents, and any amendments thereto, on behalf of the County as required by the Department for receipt of the NPLH Program Technical Assistance Grant.

RESOLUTION # _____

The foregoing resolution was adopted at a regular meeting of the Board of Supervisors of the County of Lassen, State of California, held on the 26th day of September, 2017, by the following vote:

AYES: _____

NOES: _____

ABSENT: _____

ABSTAIN: _____

Chairman of the Board of Supervisors,
County of Lassen, State of California

ATTEST:
JULIE BUSTAMANTE
Clerk of the Board

BY _____
MICHELE YDERRAGA, Deputy Clerk of the Board

I, MICHELE YDERRAGA, Deputy Clerk of the Board of the Board of Supervisors, County of Lassen, do hereby certify that the foregoing resolution was adopted by the said Board of Supervisors at a regular meeting thereof held on the 26th day of September, 2017.

Deputy Clerk of the County of Lassen Board of Supervisors