



Butte Countywide Homeless Continuum of Care

Monday, October 18, 2021, 1:00 p.m. – 3:00 p.m.

Council Member Meeting

Butte County Employment & Social Services

Zoom Link: <https://us02web.zoom.us/j/89346526956?pwd=V3BLclo5cGM1dmFCa3NNdEV1TDhScz09>

Join by Phone: +1 669 900 9128

Zoom Meeting ID: 893 4652 6956 **Passcode:** 764195

COC COUNCIL MEMBERS:

Anastacia Snyder	John Mitchell	Megan Meloy	Steve Culleton
Angela McLaughlin	Joy Amaro	Michael O'Brien	Tami Ritter
Don Taylor	Keesha Hills	Sarah Frohock	Thomas Tenorio
Ed Mayer	Marie Demers	Stephanie Hayden	Eric Smith
Emily Bateman	Marin Hambley		

CoC Coordinator: Briana Harvey-Butterfield
Recording: Kyle Prieto

AGENDA

1. Convene Meeting and Establish Quorum *A. Snyder*
 - A) Virtual Meeting Format. Recording Meeting.
2. Approval of Minutes – **ACTION** *A. Snyder*
 - A) CoC Council Meeting of September 20, 2021
 - B) CoC Special Meeting 2021 ESG Application Approval of October 7, 2021
3. FY 2021 CoC Program Funds Project Application Approval – **ACTION** *S. Morgado*
 - A) Review Score and Ranking Procedures, Ranking Staff Report & Spreadsheet
4. FY 2021 CoC Planning Grant Staff Report– **INFORMATION** *D. Taylor,
B.H. Butterfield*
5. HDAP Staff Report– **INFORMATION** *J. Coughlin*
6. Lead Agency, Collaborative Applicant, Administrative Entity Updates – **INFORMATION**
7. Committee Reports – **INFORMATION** *All*
8. Coalition and Jurisdiction Reports/Updates – **INFORMATION** *All*
9. Announcements *All*
10. Next Meeting – Monday, November 15, 2021 (All Member Meeting)
Butte County Department of Employment & Social Services to host Virtual Meeting
9. **ADJOURN**



Butte Countywide Homeless Continuum of Care

BUTTE COUNTYWIDE HOMELESS CONTINUUM OF CARE COUNCIL MEMBER MEETING MINUTES

Monday, September 20, 2021

1:00 P.M. to 3:00 P.M.

Zoom Option Hosted by Butte County Employment & Social Services

COUNCIL MEMBERS PRESENT:

Angela McLaughlin, Greater Chico Homeless Taskforce
Ed Mayer, Housing Authority of the County of Butte
Joy Amaro, True North Housing Alliance
Marin Hambley, Stonewall Alliance/Safe Space
Meagan Meloy, Butte County Office of Education
Keesha Hills, OSCIA
Sarah Frohock, Butte County Dept. of Behavioral Health
Tami Ritter, Butte County Board of Supervisors
Josh Jamison, Oroville Hope Center/Alternate
Anastacia Snyder, Catalyst Domestic Violence Services
Don Taylor, Butte County DESS Housing & Homeless
John Mitchell, Christian Faith Center
Thomas Tenorio, Community Action Agency
Michael O'Brien, Butte County Board of Supervisors

OTHER ATTENDEES:

Josiah Vasey, Butte-Glenn 2-1-1
Wendy Lo, DESS Housing and Homeless
Jay Coughlin, DESS Housing and Homeless
Michael Wright, DESS Housing and Homeless
Crystal Hutchinson, Children's Services
MaryJo Alonzo, City of Chico
John Fleming, Ampla Health
Patrick Telles, Legal Services of Northern CA
Isabel Alaniz-Alverado, DESS Housing and Homeless
Kathleen Sweeney, BC Tami Ritter's office
Mary Kay Benson, NSST and Butte County Shelter for All
Nancy Jorth, Youth for Change
Melody Proebstel, United Way
Melissa Jamison, UWNC
Moriah McGillm, NCIHA
Pahua Thao, DESS Housing and Homeless
Nick Fashing, DESS Adult Services
Erin Murray, DESS Housing and Homeless
Tara Sullivan-Hames, Butte/Glenn 2-1-1
John Zepeda, Butte County Veterans Service Office
Susan Wilson, Safe Space

OTHER ATTENDEES, CONT'D:

Debra Lucero, Butte County Supervisor, District 2
Debbie Villasenor, Housing Consultant
Rachel DeLeon, DESS
Kevin Thompson, OSCIA
Laura Cootsona, Jesus Center
Ann Winters, Catalyst Domestic Violence Services
Sawyer Lamontagne, CHAT
Shelly Storkan, BCDBH
Caitlin Davis-Rivers, CHAT
Lorena Reed, BCDBH
Luann Manss, Caring Choices
Leslie Johnson, CHAT
Hilary Crosby, Caring Choices
Scott Kennelly, BCDBH
Amber Abney-Bass, Jesus Center
Dawn Blackhorse, Butte College

COUNCIL MEMBERS ABSENT:

Stephanie Hayden, Oroville Hope Center
Steve Culleton, Town of Paradise
Emily Bateman, Youth for Change/6th Street
Eric Smith, City of Oroville
Marie Demers, City of Chico

CoC COORDINATOR:

Briana Harvey-Butterfield, DESS Housing & Homeless

RECORDING:

Kyle Prieto, DESS Housing & Homeless

ZOOM MONITOR:

Elisa Rawlinson, DESS Housing & Homeless

ORDER OF BUSINESS:

- 1. CONVENE MEETING AND ESTABLISH QUORUM:** The meeting was called to order by Anastacia Snyder at 1:10 p.m. This meeting is being recorded. Roll call for Council Members was completed by Anastacia Snyder. It was determined there are enough Council Members for a Quorum. No field introductions were done. If you would like your name listed as an attendee please type your name and agency in the chat box. Michael O'Brien was welcomed to his first CoC meeting. CoC meetings will remain virtual for the foreseeable future to ensure health safety.
- 2. APPROVAL OF MINUTES:** A motion was made to approve the CoC meeting minutes for;
A) CoC Council Member Meeting of August 16th, 2021, B) CoC Special Meeting 2021 ESG BoS of August 26th, 2021 and C) CoC Special Meeting 2021 CoC Program of September 15th, 2021. No changes were noted for minutes.

Motion: Ed Mayer
Second: Tom Tenorio
Opposed: None
Abstain: Michael O'Brien
- 3. Funding Opportunities Update:** Briana Harvey-Butterfield started by explaining that the current funding opportunities memo that is on the CoC website is the most current and up to date version and a copy was included in the agenda packet. Under the HHAP 1 & 2 category there was a date change to when proposals are due to the county, which is October 8th, 2021. The ESG BoS funding that is available through the CoC has \$338,560 available, 50% of which is competitive and the other 50% is non-competitive. Applications are due to the CoC September 24th, 2021 and are available on the HCD website. Once the application is approved the projects will be entered into eCivis no later than October 19th, 2021. The CoC Program funding that is made available through the CoC Competition has a total of \$741,596 which also includes the annual renewal demand. Applications for this grant are due to the CoC by October 5th, 2021 and all approved projects will be submitted by November 16th, 2021. Briana has sent out an invitation to an orientation that is scheduled for September 21, 2021, this is a virtual meeting. The HHAP 1 & 2 funding is made available through the County Request for Proposal process. HHAP 1 has \$2,528,299.44 and HHAP 2 has \$1,176,787.92 available. Proposals are due to the county by October 8th, 2021 and the contract commencement will be on December 14th, 2021 upon the Board of Supervisors approval. Erin Murray speaks about the timeline extension for HHAP proposals and how it is beneficial for more agencies to consider all the additional funding sources. Notices of intent for the HHAP fund are due to the county Wednesday September 29th, 2021 and should be submitted at hhsupport@buttecounty.net. Proposals are now due to the county on Friday October 8th, 2021. Briana Harvey-Butterfield reviewed a memo regarding the ESG BoS Review and Ranking Committee members, the deadline and when the committee will be meeting.
- 4. Lead Agency Information, Collaborative Applicant & Administrative Entity Updates:** Don Taylor reported on the ESG and annual CoC funding opportunities, including the HHAP 1 & 2. The Housing and Homeless staff have been finishing up the reporting process for HEAP which includes 3 different reports that are needing to be submitted to the state. It was reported that staff members have been attending training conferences in regard to BitFocus/ Clarity/HMIS programs. New features are in the works and will be available in the future. In October there will be staff sent to NHSDC conference, which drives public policy and improvements. Adjustments to training and/or HMIS may be necessary for the CoC.

- 5. Committee Reports:** Housing and Homeless reported that the governance did not meet this month. Chronically homeless committee reported via Shelley that their Mission Statement is completed and their next meeting will be next month, the date was not available. Elisa Rawlinson had the date set at 1:30-3:30 on October 20th for the next meeting. The Chronic Homeless committee will only be meeting once every two months on the third Wednesday, that schedule has been updated on the website. HMIS/CES committee is still meeting every month, talking points include allocating local priority points, providing updated guidance for users to ensure priority points are acceptably allocated. The programing of HMIS is being updated. Client demographic information will now be stored on the client level tabs rather than only in the enrollment page, which not all partnering agencies have access to. This is beneficial to effective case management. The LGBTQ/People of Color community committee, Stonewall Alliance representative Marin Hambley spoke and stated that a meeting occurred last month and they were able to finalize survey questions. Waiting for CoC approval to distribute questionnaire, the next meeting is the last Wednesday of this month at 2:00 p.m. Youth homelessness was the next committee to speak, Sarah Frohock shared that the second edition of writing for doughnuts release is on November 19th. Households with Children, Megan Meloy spoke, they last met on September 7th. They discussed how to better use Federal funds to assist homeless students including mental health support, socio-economic support and academic support i.e. tutoring. Veterans committee, meets every 6th Wednesday, John Zepeda reported, next meeting is the 29th of September. The biggest upcoming event is the “Butte County Stand Down” on October 1st, 2nd and 3rd at the Chico Elks Lodge. Volunteer forms available through Amanda Gaylord with CHAT, an e-mail is being sent to Briana to distribute to all partnering agencies to be able to volunteer. Briana Harvey-Butterfield updated on “Point in Time”, last meeting was on August 25th. Survey questions were finalized and began discussions on methodology and potential hub locations. Next scheduled meeting is September 29th from 3:00-4:00 and going forward meetings will occur every two weeks. Invitation for interested parties to participate on the “Point in Time” Committee was extended.
- 6. COMMITTEE & JURISDICTIONAL REPORTS/UPDATES:** Sister coalitions were called on for updates, Angela McLaughlin with the Chico coalition responded, AGIS will be presenting next month. Oroville coalition was not present. Paradise coalition was not present. A jurisdictional report from council member Ritter on behalf of council member Lucero, there are challenges with the coordinated entry system. Concerns were raised about the temporary resting site at the Chico airport and the lack of communication between the clients and getting access to CES. A call for more attention and priority toward making services available to the public was raised. Tara Sullivan-Hames responded on behalf of Butte/Glenn 211. Supervisor Ritter expressed a desire to do more to support Butte/Glenn 211 via funding and personnel to better assist the public. Anastacia posed the question as to whether this topic of discussion would be better served at a committee level rather than the CoC level. A response from Debbie Villasenor was given, she stated that this narrative has been expressed for at least the past five years at the committee level and it is most prudent to have it being discussed at the higher CoC level. Ed Mayer with Housing Authority of the County of Butte, gave an update on the emergency vouchers, had 116 vouchers and all but approximately 10 are allocated. 75% of participants have been qualified, and 30-35 family have requests for tenancy approval.
- 7. ANNOUNCEMENTS:** None
- 8. NEXT MEETING:** Monday, October 18th, 2021, Butte County Department of Employment and Social Services to host In Person & Virtual Meeting in Oroville, 78 Table Mountain Blvd.

9. Adjourned: 2:02 P.M.

DRAFT



Butte Countywide Homeless Continuum of Care

BUTTE COUNTYWIDE HOMELESS CONTINUUM OF CARE COUNCIL MEMBER MEETING MINUTES

Thursday, October 7th, 2021

3:00 P.M. to 3:30 P.M.

Zoom Option Hosted by Butte County Employment & Social Services

COUNCIL MEMBERS PRESENT:

Joy Amaro, True North Housing Alliance
Sarah Frohock, Butte County Dept. of Behavioral Health
Josh Jamison, Oroville Hope Center/Alternate
Anastacia Snyder, Catalyst Domestic Violence Services
Don Taylor, Butte County DESS Housing & Homeless
Marie Demers, City of Chico
Ed Mayer, Housing Authority of the County of Butte
Marin Hambley, Stonewall Alliance/Safe Space
Tami Ritter, Butte County Board of Supervisors
Eric Smith, City of Oroville
Thomas Tenorio, Community Action Agency

COUNCIL MEMBERS ABSENT:

Stephanie Hayden, Oroville Hope Center
Steve Culleton, Town of Paradise
Emily Bateman, Youth for Change/6th Street
John Mitchell, Christian Faith Center
Michael O'Brien, Butte County Board of Supervisors
Meagan Meloy, Butte County Office of Education
Keesha Hills, OSCIA
Angela McLaughlin, Greater Chico Homeless Taskforce

OTHER ATTENDEES:

Debbie Villasenor, Housing Consultant
Michael Wright, DESS Housing and Homeless
Isabel Alaniz-Alverado, DESS Housing and Homeless
Kathleen Sweeney, BC Tami Ritter's office
Mary Kay Benson, NSST and Butte County Shelter for All
Melody Proebstel, United Way
Pahua Thao, DESS Housing and Homeless
Erin Murray, DESS Housing and Homeless
Katy Thoma, Chico Chamber
Cody Fowler, Probation
Kayla Davis, DESS Housing & Homeless
Andrea Mox, Stonewall Alliance
Erica Amaya, Nations Finest

CoC COORDINATOR:

Briana Harvey-Butterfield, DESS Housing & Homeless

RECORDING:

Kyle Prieto, DESS Housing & Homeless

ZOOM MONITOR:

Elisa Rawlinson, DESS Housing & Homeless

OTHER ATTENDEES:

Wendy Lo, DESS Housing and Homeless

ORDER OF BUSINESS:

1. **CONVENE MEETING AND ESTABLISH QUORUM:** The meeting was called to order by Anastacia Snyder at 3:04 p.m. This meeting is being recorded. Roll call for Council Members was completed by Anastacia Snyder. It was determined there are enough Council Members for a Quorum. No field introductions were done. If you would like your name listed as an attendee please type your name and agency in the chat box. CoC meetings will remain virtual for the foreseeable future to ensure health safety.

2. **Emergency Solutions Grant Balance of State (ESG BoS):** Don Taylor began with informing the committee that a decision is needed regarding ESG and BoS. As a reminder for the 2021 ESG there was a balance of \$338,562 that had been allocated to the CoC and at a previous meeting it had been decided that 50% of those funds would be allocated to the competitive round and 50% for non-competitive rapid rehousing. An RFP went out and there were 4 applications received, two of which were non-competitive and two for BoS regional competition. The ESG Review and Ranking Committee met on Tues. September 30th, 2021, people in attendance; Anastacia Snyder, Ed Mayer, Tom Tenorio, Debbie Villasenor and Don Taylor. Rating and scoring was completed per the criteria set forth from HCD for Regional Competition. It was also detailed on the Butte Countywide CoC website and the ESG Grant page for available funding that was sent out on August 17th, 2021. The applications for Rapid Rehousing are as is as follows; BoS Non-Competitive Rapid Rehousing: 1. True North Housing Alliance- \$169,280 and 2. Chico Housing Action Team-\$126,000. BoS Regional Competition: 1. True North Housing Alliance- \$200,000 and 2. Chico Housing Action Team- \$200,000. It was determined by the ESG Review and Ranking Committee to recommend the following applications for Non-Competitive grants be submitted to HCD: True North Housing Alliance- \$84,640 with an Application score of 82/90 and the Application for Chico Housing Action Team- \$84,640 with an application score of 81/90. Both agencies will each receive 50% of the total funds that are available. It was determined by the ESG Review and Ranking Committee to recommend the following applications for Regional Competition grants be submitted to HCD: True North Housing Alliance- \$200,000 and Chico Housing Action Team- \$200,000, no scores were issued. The Review and Ranking Committee also made suggestions to the applicants to ensure projects were competitive. A memo was shown that went into greater detail regarding the two agencies that submitted applications and the services they provide with these grant funds as they are made available.
3. **Action:** Don Taylor requested that a motion be made to approve the recommendations made by the ESG Review and Ranking Committee in regard to the Non-Competitive Grant.
Motion: Ed Mayer
Second: Marie Demers
Opposed: None
Abstain: Joy Amaro
4. **Action:** Anastacia Snyder requested a motion be made to approve the recommendations made by the ESG Review and Ranking Committee in regard to the Regional Competition Grant.
Motion: Tami Ritter
Second: Tom Tenorio
Opposed: None
Abstain: None
5. **ANNOUNCEMENTS:** None
6. **NEXT MEETING:** Monday, October 18th, 2021, Butte County Department of Employment and Social Services to host Virtual Meeting in Oroville, 78 Table Mountain Blvd.
7. **Adjourned: 3:24 P.M**

**Butte Countywide Homeless Continuum of Care
2021 CoC Annual Funding Application
Review, Score, and Ranking Procedures**

Adopted by CoC Council 9/15/21

HUD requires CoCs to conduct a detailed and objective review, score, and ranking process for project applications that prioritizes and funds the projects which best align with HUD priorities and performance standards. The procedures include a preliminary review of eligibility based on HUD eligibility and project quality threshold standards. Eligible applications are then reviewed and scored based on the applicant and project's ability to meet the HUD priorities established in the NOFO, based on their past performance, and the proposed project design. Applications are then ranked based on their score, and recommended to the CoC Council accordingly. With the Council's approval, the ranking determines whether applications are placed in Tier 1 or Tier 2, or in a separate DV Bonus category, as required by HUD. Applications which are not ranked and placed in either Tier 1 or Tier 2 are the CoC Planning Grant projects. A detailed description of these procedures follows below. See Review and Ranking Timeline for the 2021 Project Application key dates.

Step 1 – Approved Procedures and Documentation

Review, Score and Ranking Procedures, the Process for Reallocation, the Timeline and a Request for Proposal Instructions and Project Application (RFP/Application) are developed and distributed to CoC Council members. These documents include all HUD eligibility, screening, and prioritization requirements. The documents are presented, reviewed, amended, and approved at a public CoC Council meeting.

Step 2 – Outreach

All non-profit and public agencies are invited to submit a proposal for new project funding when there is an opportunity for reallocation of funds or new funds allocated by HUD to the Butte County CoC. An announcement of available funds, the *Review, Score and Ranking Procedures*, and the *RFP Instructions and Project Application* will be distributed to all agencies who are CoC members or who have expressed an interest in being informed of CoC activities. Individual agencies that have expressed interest in receiving CoC-program funds may also be directly contacted. The announcement of available funds will be produced in English. If desired by interested parties, the *Review, Score and Ranking Procedures* and the *RFP/Application* will also be translated into Spanish. The *Review, Score and Ranking Procedures* and *RFP/Application* will also be posted on the CoC website. An orientation session will be offered to all interested applicants, but attendance at this session is not mandatory.

Step 3 - Eligibility Threshold

Eligibility to apply will be based on each applicant's ability to complete and satisfactorily prove qualifications via the Applicant Eligibility Threshold, Project Quality Threshold, and/or Project Renewal Threshold. (See RFP/Application.)

- The *Applicant Eligibility Threshold* consists of eligibility criteria scored on a pass/fail basis.
- The *Project Quality Threshold* outlines quality requirements for both new applications, with eligibility determined by the applicants' ability to meet a minimum number of standards for new project applications. For renewal applications, a different set of standards are used, and renewal applicants are expected to meet all criteria.

Only projects meeting the minimum threshold requirements will be reviewed and ranked.

Step 4 – Project Application Ranking

All eligible projects – both new and renewal - will be reviewed and ranked together in order to strategically allocate resources to the projects that best match the HUD priorities, and to prioritize projects that have been successful in supporting and housing those who are homeless. (See Process for Reallocation.) Performance will be analyzed with the use of data – CoC APR Reports (HMIS data) or comparable data for new projects and domestic violence projects – evidencing specific outcome areas. Applicants will also need to provide narrative and documentation on policies and practices when requested. Answers will be rated on a weighted scale. For housing project applicants, the CoC will consider Rapid Return to Housing and Severity of Barriers Experienced by Program Participants, as evidenced by answers to Questions #6 and #7 in the “All Housing Applicants” section (pages 15-16) when ranking the projects (See RFP/Application). Per Question #6 in this section, the severe barriers the CoC will consider are:

- Participants with income less than \$1,000 at program entry
- Participants with more than one disability type
- Participants entering the project from placed not meant for human habitation
- Participants who were chronically homeless at program entry
- Participants who were fleeing violence at program entry

The following ranking exceptions and considerations apply:

- HMIS: The Homeless Management Information System (HMIS) is a required project for the CoC, and so receives top ranking, and granted the funding amount specified in the Grant Information Worksheet (GIW), as long as the project meets the preliminary threshold standards.
- DV Bonus: If a DV Bonus project ranked in either Tier 1 or Tier 2 is selected for funding with DV Bonus funds, the project will be removed from its respective Tier and the projects below it will move up one rank position. However, if a new DV Bonus project is not selected for funding with DV bonus funds, the project will retain its ranked position within either Tier 1 or Tier 2. DV Bonus project applications, both new and renewal, will receive a unique rank number, so that HUD may fund these projects in accordance with section II.B.11.e of the NOFO.
- CoC Planning Projects are not ranked and therefore not shown in either Tier 1 or Tier 2

Completing the ranking portion of the application entails applicants demonstrating that their project aligns with the HUD policies and that evaluation measures prove the success of the program in meeting HUD goals. Applicants who believe the criteria does not offer a fair advantage based on the nature of their agency or project may indicate that in the narrative of their application and request an exception. The council will consider that request during the review, score and ranking process. Applicants will provide narrative and documentation to prove each criterion. After a comprehensive review by a neutral third party, points will be awarded accordingly. Project applications will then be ranked according to each applicant’s score and ordered from high to low score on a spreadsheet which identifies Tiers and funding levels as prescribed by HUD. Tier 1 and Tier 2 projects will be determined by which projects fall within the tiers according to their score. The number of projects funded is contingent on the annual allocation and type of projects funded as the top applicants.

Step 5 – Council Approval

Project application ranking will be recommended to the CoC Council, illustrated in an order ranking across tiers (see attached Priority Ranking Spreadsheet). The CoC Council will discuss, amend and approve ranking by majority vote. Council members representing an agency with an application may participate in discussing the applications but will recuse themselves from voting. Below are the rules and parameters the CoC Council will use in its deliberations on the Priority Ranking Spreadsheet.

1. Housing Tools provides an overview of the review and ranking criteria and process.
2. *If there is an even number of CoC Councilmembers who are not Project Applicants*, the non-applicant members of the CoC Council designate, by majority, a Review and Ranking Chair to represent the group and cast an additional tie-breaking vote, if necessary.
3. Housing Tools presents the recommended Project Priority Listing. CoC Councilmembers and CoC Members may pose questions to Project Applicant representatives. Project Applicant representatives do not participate in this discussion unless they are requested to respond to specific questions by CoC Councilmembers or CoC Members.
4. Any CoC Councilmember whose agency has submitted an application recuses herself or himself from voting on the application ranking. These Councilmembers will stay on the premises in case the Council needs to reconvene for further questions.
5. Councilmembers may briefly discuss the applications among themselves or ask Housing Tools criteria or process questions, if necessary. There will be no further discussion or questions with CoC membership unless all Councilmembers are present.
6. The Council votes to approve or disapprove the recommended Project Priority Listing.
7. *In the event that the recommended Project Priority Listing is disapproved* by a majority, Housing Tools will facilitate a decision-making process to reorder the project rankings. Any ranking must be supported by a consistent and strong rationale that adheres to the CoC Program goals and NOFA policy priorities.
8. *In the event that consensus cannot be achieved* for any particular ranking, a vote will be recorded, with each CoC Councilmember casting one vote. *In the event of a tie*, the Review and Ranking Chair will cast an additional tie-breaking vote.
9. Housing Tools records the rankings, Tier 1 or Tier 2 designations, any reallocation, and summarizes these to the full CoC Council.
10. There will be no further discussion, questions, or comment regarding the Project Priority Listing during the CoC Council Meeting after the vote is complete.
11. *In the case that there is no quorum for a vote*, Steps 1 through Step 6 will be followed. If the majority vote approves the Project Priority Listing, an online vote will take place within 24 hours of the meeting for all absentee non-applicant Councilmembers. If the majority vote disapproves the Project Priority Listing, Step 7 will take place, followed by an online vote for all non-applicant Councilmembers within 24 hours. Step 9 will occur through email

announcement by Housing Tools to all CoC Membership, including Councilmembers and Project Applicants.

Step 6 - Notifications

All applicants will be notified of their rank order via email. Applications who do not pass threshold requirements, or whose application scores rank them below the level of available funding, will be provided an explanation of why the application was rejected. The Priority Ranking Spreadsheet will be posted on the CoC website for public review and emailed to the CoC memberships. Dated meeting minutes will be published for all meetings that pertain to the CoC's competition process and distributed to the full CoC membership.

BUTTE COUNTYWIDE HOMELESS CONTINUUM OF CARE COUNCIL STAFF REPORT

Date: October 13, 2021

To: CoC Council

From: James Coles, Housing Tools, Consultant for the Butte Countywide Homeless CoC

RE: Approval of Priority Listing for HUD Continuum of Care 2021 Application

Proposal: Approve a Priority Listing of project applications that will apply under the Butte Countywide Homeless Continuum of Care (CoC) in response to the U.S. Department of Housing and Urban Development (HUD) federal Fiscal Year 2021 Continuum of Care NOFO (NOFO). The Priority Listing is the result of a review and ranking of project applications to be submitted to HUD as part of the Butte CoC NOFA application.

Background: The HUD Continuum of Care NOFA for FY 2021 was released on August 18, 2021. CoC applications are due to HUD by November 16, 2021. Each applying CoC must receive CoC Program project applications at least 30 days prior to the application due date and inform CoC Program project applicants of their ranking position at least 15 days prior to the application due date.

Section VII.B.2 of the NOFO states that “HUD will award up to 30 points to CoCs that demonstrate the existence of a coordinated, inclusive, and outcome-oriented community process for the solicitation, objective review, ranking, and selection of CoC Program project applications.” To receive points, each CoC will need to include in their application the following documentation:

- a) **Objective Criteria:** Written documentation that clearly demonstrates the CoC uses objective criteria (e.g. project performance, monitoring results) in the Review and Ranking selection process, considering past performance, achieving positive housing outcomes, cost effectiveness, severity of barriers experienced by population served, type of housing provided, commitment to Housing First (8 points);
- b) **Use of System Performance Measures:** Written documentation that demonstrates the CoC publicly notified applicants and used local competition criteria based on system performance measures and that the use of system performance measures accounted for at least 20% of the total points available (8 points);
- c) **Domestic Violence Providers Comparable Database:** Demonstration that public scoring information included the required use of a comparable database in lieu of HMIS by domestic violence providers (2 points);
- d) **Rapid Return to Permanent Housing and Severity of Barriers:** Explanation which addresses how the CoC considers the severity of barriers (such as substance use, history of domestic violence, criminal history) experienced by program participants preventing rapid placement in permanent housing or the ability to maintain permanent housing when rating, selecting and ranking projects. The published scoring document should also state how the rapid return to permanent housing and severity of barriers are factors in the review, scoring and selection process (4 points);

- e) Promote Racial Equity in the CoC Process: Written documentation which demonstrates how persons of different races and ethnicities, particularly those over-represented in the local homelessness population are included in the planning process and how project applicants are rated and ranked based on the degree to which their projects address barriers faced by these individuals (1 point).
- f) Reallocating Projects: Demonstration of the ability to reallocate lower performing projects to create new higher performing projects (4 points); and
- g). Ranking and Selection Process: A Review and Ranking selection process for all projects (new and renewal) that is publicly announced and posted by the CoC, including published written policies and procedures, and a competition timeline that meets HUD requirements for fair and transparent competition (3 points).

On September 15, 2021, the CoC Council approved the following documents in order to formalize the Review and Ranking procedure for the 2021 CoC Application:

Review, Score, and Ranking Procedures
 Process for Reallocation
 FY 2021 Review and Ranking Timeline
 FY 2021 CoC Project Priority Ranking Spreadsheet
 FY 2021 Request for Proposal Instructions and Project Application

Project Applications Received: A total of 11 project applications were received as follows:

Renewal Applications with Expansion

HMIS—Butte County DESS

Renewal Applications

Coordinated Entry (CES)—Butte County DESS
 Catalyst Rapid Rehousing—Catalyst DV Services
 SEARCH II—Butte County Behavioral Health
 SEARCH South—Housing Authority
 SEARCH III—Butte County Behavioral Health
 James’ Place—True North Housing Alliance
 Avenida Apartments—Caminar
 Base Camp Village—Caminar

New Applications

Joint Transitional Housing & Rapid Rehousing—Catalyst DV Services
 Magnolia House—Safe Space Winter Shelter

Review and Ranking Process by CoC Consultant: The CoC contracted with Housing Tools to conduct an objective review of project applications and recommend a rank order Priority Listing of those applications to the CoC Council for approval. Housing Tools conducted this review in accordance with the Review, Score, and Ranking Procedures approved by the CoC Council on September 15, 2021. Project applications were first reviewed for meeting the Eligibility and Project Quality Thresholds, as described in the Review, Score, and Ranking Procedures and outlined in the FY 2021 RFP Project Application. Renewal projects that fund HUD-mandated and essential CoC infrastructure programs,

HMIS and Coordinated Entry (including the expansion of the HMIS project), were ranked at the top of the list. Renewal and New Projects were then ranked based on the point system outlined in the Application. Attachment A Ranking Spreadsheet (2021 Initial Ranking Tab) shows the ranking order.

Funding Availability and Tiers: The overall available funding to the CoC in the NOFO consists of the CoC's Annual Renewal Demand (ARD) of \$611,763, plus the potential CoC Bonus of \$37,080, and the DV Bonus of \$111,239, for a total of \$760,082. The ranked project applications were grouped in Tier 1 and Tier 2 categories, as required by the NOFO. The funding amount available in Tier 1 is 100% of the Annual Renewal Demand, minus renewal amounts of Youth Homelessness Demonstration Projects (YHDP). The funding amount available in Tier 2 is the difference between Tier 1 and the maximum amount of renewal, reallocation and CoC bonus funds the CoC can apply for (not including YHDP or CoC Planning Projects).

CoC Bonus: The NOFO makes available a potential CoC Bonus if the CoC Application demonstrates project applications are ranked based on how they improve system performance and reallocates lower performing projects to create new higher performing projects. HUD makes the ultimate decision on if the CoC qualifies for the CoC Bonus. The CoC Bonus amount available to the Butte CoC is \$37,080 and can be used to create a new project or projects, or to expand existing projects (only the expansion portion can be funded from the CoC Bonus). Two project applications were received in response to the potential availability of the CoC Bonus: 1). An expansion of the existing HMIS project for a total of \$37,080 (Butte County DESS); and 2) A new project for rental assistance and operational costs of Magnolia House for a total of \$25,092 (Safe Space). These projects are ranked #1 and #11 respectively on the Attachment A Ranking Spreadsheet (2021 Initial Ranking Tab), with the HMIS expansion placed in Tier 1 and the new Magnolia House project placed in Tier 2. As initially ranked by Housing Tools, the Magnolia House project would not receive funding. The CoC Council could decide to change the ranking of this project, and/or recommend alternative funding amounts for the HMIS Expansion and Magnolia House projects if it wishes to accommodate both projects within the potential funding from the CoC Bonus.

DV Bonus: The NOFO makes available a potential DV Bonus if the CoC Application demonstrates project applications are ranked based on how they improve system performance and reallocates lower performing projects to create new higher performing projects. HUD makes the ultimate decision on if the CoC qualifies for the DV Bonus. The DV Bonus amount available to the Butte CoC is \$111,239 and can be used to create a new project or to expand an existing project (only the expansion portion can be funded from the DV Bonus). Catalyst has submitted an application for a new Joint Transitional Housing & Rapid Rehousing project for \$111,239 that is ranked #3 within Tier 1 on the Attachment A Ranking Spreadsheet (2021 Initial Ranking Tab). If HUD decides that the CoC has met the criteria for the DV Bonus, the Catalyst project would be removed from its ranking within Tier 1 and funded within the DV Bonus category. Each project below the Catalyst DV Bonus project would then move up one place in the ranking.

Straddling of Tiers: Based on the ranking recommended by Housing Tools, until HUD decides on the CoC's eligibility for the DV Bonus, the Avenida Apartments Renewal Project (Caminar) is straddling both Tiers 1 and 2. If the DV Bonus is granted by HUD and the Catalyst DV Bonus Project is removed from Tier 1, Avenida Apartments would move into full funding in Tier 1, and

Base Camp Village (Caminar) would straddle both Tiers 1 and 2. See Attachment A Ranking Spreadsheet (Final Ranking with DV Bonus Tab).

Review and Ranking Process by CoC Council: The Council will conduct the review and ranking process according to the following steps: 1) the full Council will ask Housing Tool questions about their application review and recommended ranking; 2) the full Council and Housing Tools will consider and respond to comments and questions from project applicants and the general public; 3) Council members who represent agencies that have submitted a project application, or who otherwise have a conflict of interest in the review and ranking process, will recuse themselves from further discussion and deliberation; 4) Council members without a conflict of interest will select a Review and Ranking Chair that will break a tie vote by the Council if there are an even number of voting Council members; and 5) Council members without a conflict of interest will further discuss the project ranking, consider any recommended alterations to the rank order, and approve a final Priority Listing to be submitted to HUD as part of the CoCs 2021 NOFO application.

Attachments

Attachment A: FY 2021 CoC Project Ranking Spreadsheet

Attachment B: Review, Score, and Ranking Procedures

FY2021 Butte Countywide Homeless CoC Approved Priority Listing

Approved by Butte CoC Council X/X/XX

Funding Allocation									Amount	Balance
	Annual Renewal Demand								\$611,763	
	CoC Bonus								\$37,080	
	DV Bonus								\$111,239	
	Total Funds Available								\$760,082	
Proposed Ranking	Project Name	Applicant	Service Area	Target Population Served	Primary Use of CoC Funding	Units or Beds	Years in Operation	Grant Term (Years)	Amount	Balance
1	HMIS Renewal with Expansion	Butte County DESS	Countywide	N/A	HMIS	N/A	1	1	\$144,080	\$616,002
2	CES Renewal	Butte County DESS	Countywide	N/A	Coordinated Entry	N/A	1	1	\$36,241	\$579,761
3	Catalyst RRH Renewal	Catalyst DV Services	Countywide	Victims of Domestic Violence	Rental Assistance	10	6	1	\$96,521	\$483,240
4	Catalyst Joint TH/RRH New DV Bonus	Catalyst DV Services	Countywide	Victims of Domestic Violence	Rental Assistance, Operational Costs	7	6	1	\$111,239	\$372,001
5	SEARCH II Renewal	Butte County Behavioral Health	Biggs/Gridley, Chico, Oroville, Paradise	Chronically homeless, mentally ill	Rental Assistance	3	14	1	\$34,090	\$337,911
6	SEARCH South Renewal	Housing Authority of the County of Butte	Chico, Oroville	Chronically homeless, mentally ill	Rental Assistance	5	14	1	\$51,658	\$286,253
7	James' Place Renewal	True North Housing Alliance	Chico	Chronically homeless, mentally ill, veterans	Operational Costs	4	4	1	\$48,983	\$237,270
8	SEARCH III Renewal	Butte County Behavioral Health	Biggs/Gridley, Chico, Oroville, Paradise	Chronically homeless, mentally ill, serious mental illness	Rental Assistance	3	14	1	\$34,172	\$203,098
9	Avenida Apts Renewal	Caminar	Countywide	Chronically homeless, serious mental illness	Operational Costs	14	14	1	\$54,779	\$148,319
Tier 1 Total		100% of annual renewal amounts=\$611,763				46			\$611,763	

**TIER 1:
\$611,763**

9	Avenida Apts Renewal	Caminar	Countywide	Chronically homeless, serious mental illness	Operational Costs	14		1	\$33,202	\$115,117	
10	Base Camp Village Renewal	Caminar	Countywide	Chronically homeless, mentally ill	Operational Costs	12		1	\$115,117	\$0	
11	Magnolia House New	Safe Space	Chico	Chronically homeless, mentally ill, substance use, LGBTQ+	Rental Assistance, Operational Costs	6		1	\$25,092	-\$25,092	
12										-\$25,092	
Tier 2 Total		Maximum amount of renewal, reallocation and CoC Bonus funds the CoC can apply for (\$611,763+\$37,080=\$648,843) minus Tier 1 (\$611,763)=\$37,080					32			\$173,411	

**TIER 2:
\$37,080**

***DV Bonus:
\$111,239**

DV Bonus Total	DV Bonus=\$111,239	
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*DV projects are initially ranked within Tiers 1 and 2, and will be moved to the DV Bonus category upon CoC Council approval and direction (see final ranking sheet)

Overall Total	Tier 1 (\$611,763) + Tier 2 (\$37,080) +DV Bonus (\$111,239) = \$760,082	78		\$785,174
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Attachment A: FY2021 Butte Countywide Homeless CoC Project Ranking Spreadsheet

Funding Allocation									Amount	Balance
	Annual Renewal Demand								\$611,763	
	CoC Bonus								\$37,080	
	DV Bonus								\$111,239	
Proposed Ranking	Project Name	Applicant	Service Area	Target Population Served	Primary Use of CoC Funding	Units	Years in Operation	Grant Term (Years)	Amount	Balance
1										\$611,763
2										\$611,763
3										\$611,763
4										\$611,763
5										\$611,763
6										\$611,763
7										\$611,763
8										\$611,763
9										\$611,763
	Tier 1 Total	100% of annual renewal amounts=\$611,763								

TIER 1:
\$611,763

10										\$648,843
11										\$648,843
12										\$648,843
13										\$648,843
	Tier 2 Total	Maximum amount of renewal, reallocation and CoC Bonus funds the CoC can apply for (\$611,763+\$37,080=\$648,843) minus Tier 1 (\$611,763)=\$37,080								

TIER 2:
\$37,080

*DV Bonus:
\$111,239

	DV Bonus Total	DV Bonus=\$111,239								
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*DV projects are initially ranked within Tiers 1 and 2, and will be moved to the DV Bonus category upon CoC Council approval and direction (see final ranking sheet)

	Overall Total	Tier 1 (\$611,763) + Tier 2 (\$37,080) + DV Bonus (\$111,239) = \$760,082								
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FY2021 Butte Countywide Homeless CoC Project Ranking Spreadsheet

Funding Allocation									Amount	Balance
	Annual Renewal Demand								\$611,763	
	CoC Bonus								\$37,080	
	DV Bonus								\$111,239	
Proposed Ranking	Project Name	Applicant	Service Area	Target Population Served	Primary Use of CoC Funding	Units	Years in Operation	Grant Term (Years)	Amount	Balance
1	HMIS Renewal with Expansion	Butte County DESS							\$144,080	\$467,683
2	CES Renewal	Butte County DESS							\$36,241	\$431,442
3	Catalyst RRH Renewal	Catalyst DV Services							\$96,521	\$334,921
4	SEARCH II Renewal	Butte County Behavioral Health							\$34,090	\$300,831
5	SEARCH South Renewal	Housing Authority of the County of Butte							\$51,658	\$249,173
6	James' Place Renewal	True North Housing Alliance							\$48,983	\$200,190
7	SEARCH III Renewal	Butte County Behavioral Health							\$34,172	\$166,018
8	Avenida Apts Renewal	Caminar							\$87,981	\$78,037
9	Base Camp Village Renewal	Caminar							\$78,037	\$0
	Tier 1 Total	100% of annual renewal amounts=\$611,763				0			\$611,763	
10	Base Camp Village Renewal	Caminar							\$37,080	\$0
11	Magnolia House	Safe Space							\$25,092	-\$25,092

TIER 1:
\$611,763

TIER 2:
\$37,080

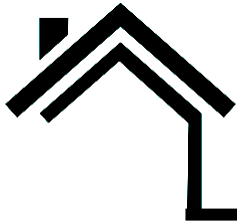
	Tier 2 Total	Maximum amount of renewal, reallocation and CoC Bonus funds the CoC can apply for (\$611,763+\$37,080=\$648,843) minus Tier 1 (\$611,763)=\$37,080	0				\$62,172	
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	Tier 1 and Tier 2 Total	Tier 1 (\$611,763) + Tier 2 (\$37,080) = \$648,843	0				\$648,843	
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DV Bonus:
\$111,239

DV-1	Catalyst Joint TH/RRH	Catalyst DV Services						\$111,239	\$0	
	DV Bonus Total	DV Bonus=\$111,239					0		\$111,239	

	Overall Total	Tier 1 (\$611,763) + Tier 2 (\$37,080) + DV Bonus (\$111,239) = \$760,082	0				\$785,174	-\$25,092
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Butte Countywide Homeless Continuum of Care

DATE: October 18, 2021

MEMORANDUM FOR: CoC Council, Members and participating Agencies

FROM: Briana Harvey-Butterfield
Program Manager
Butte County Department of Employment and Social Services
Butte Homeless CoC Lead Agency

SUBJECT: FY 2021 CoC Planning Grant

Background

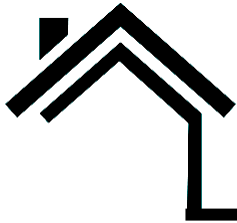
The Department of Housing and Urban Development (HUD) Continuum of Care (CoC) Notice of Funding Opportunity (NOFO) for federal fiscal year 2021 was released on August 18, 2021. CoC applications are due to HUD by November 16, 2021. All applications for FY 2021 CoC Funding were due to the Butte County CoC no later than October 5, 2021, for review and ranking. The only grant request not ranked is the CoC Planning Project.

The Butte County Department of Employment and Social Services (DESS) is the designated CoC Lead Agency, CoC Collaborative Applicant and the CoC Lead HMIS Agency. The Collaborative Applicant is the only entity eligible to apply for Planning Grant funds on behalf of the CoC.

The purpose of the CoC Planning Project is to use funds to support CoC Lead Agency staffing for the purpose of: creating and implementing strategies and partnerships to improve system outcomes, preparing and submitting an application to HUD on behalf of the CoC, conducting a sheltered and unsheltered point-in-time count, and evaluating project outcomes for funds awarded in the CoC's geographic area including but not limited to the Emergency Solutions Grant (Balance of State) (ESG BoS).

Notice to CoC Membership

DESS will be applying for the FY 2021 CoC Planning Project funds in the amount of \$22,248.00. An intent to apply was submitted prior to the September 24, 2021, deadline. DESS will be submitting an application for funds to the ESNAPs website prior to the closing date of November 16, 2021.



Butte Countywide Homeless Continuum of Care

DATE: October 18, 2021

MEMORANDUM FOR: CoC Council, Members and participating Agencies

FROM: W. Jay Coughlin
Health and Human Services Program Analyst, Senior – Housing and Homeless
Butte County Department of Employment and Social Services

SUBJECT: Housing and Disability Advocacy Program (HDAP)

The Housing and Disability Advocacy Program (HDAP) provides housing supports and disability benefit application assistance and advocacy to people likely eligible for disability benefits and experiencing homelessness or at risk of homelessness. HDAP was created in 2016, and the Budget Act of 2021 (SB 129) has appropriated an ongoing, annual HDAP appropriation of \$25.0 million plus \$150.0 million in additional one-time funding for a total of \$175.0 million for HDAP FY 2021-22.

Butte County receives funding through the California Department of Social Services (CDSS) and has been allocated \$992,922 in Noncompetitive allocation funding for FY 2021-2022 to be expended over a three-year period. Additional funding will be available in FY 2022-2023 that CDSS will announce at a later date.

The purpose of this announcement is to actively collaborate and notify the CoC Council, Members and participating Agencies that Butte County will be accepting this funding to continue and expand housing and homelessness assistance through the HDAP program. Actively collaborating with our local partners in order to make the best use of available funding and linking clients to necessary services is an important component of our work.

To contact the HDAP Housing & Homeless team please contact W. Jay Coughlin, Michael Wright, or Isabel Alaniz-Alvarado at 530-552-6200 or DESSHDAP@buttecounty.net.