

ATTACHMENT FOUR: BRINGING FAMILIES HOME (BFH) FY 2022-23
DIRECTOR'S CERTIFICATION, INSTRUCTIONS, AND FUNDING CONDITIONS

County Welfare Directors and Tribal Administrators shall complete and return this Director's Certification to housing@dss.ca.gov by November 2, 2022. Counties and Tribes interested in establishing regional programs should refer to Attachment Six of the [ACWDL dated February 11, 2022](#) for additional information.

New and continuing grantees accepting all, accepting a portion, or accepting more than the funds available to their county or Tribe as listed in Attachment Three shall complete Sections One through Three below. Grantees declining all funding for FY 2022-23 shall complete Sections One and Four below.

By accepting these funds and signing the Certification below, the County Welfare Director or Tribal Administrator agrees to the funding terms and conditions outlined in this letter.

SECTION ONE: CONTACT INFORMATION *(All grantees complete sections a) through c) below):*

- a. Name of County/Tribe: El Dorado County
- b. Name of and Title of Contact Person: Leslie Griffith, Assistant Director of Human Services
- c. Contact Information (phone and email): (530) 642-4842; Leslie.griffith@edcgov.us

SECTION TWO: FUNDING AMOUNT AND PROGRAM TARGETS

A. FY 2022-23 NONCOMPETITIVE ALLOCATION

A county or Tribe may accept the full amount identified in Attachment Three or a portion of these funds. **For continuing grantees, Attachment Three allocations are additive to any unspent funding from FY 2021-22 allocated through [CFL 21/22-99](#).**

Complete the information below to accept all, accept a portion, or accept beyond the Attachment Three allocation amounts, and select one of the following acceptance options:

The Grantee hereby acknowledges the total FY 2022-23 BFH noncompetitive allocation in Attachment Three is \$279,991 and acknowledges this amount is additive to any unspent funding from FY 2021-22.

The Grantee hereby:

- Accepts the **total** allocation amount as listed in Attachment Three
- Accepts the total allocation amount as listed in Attachment Three AND accepts additional funds, if available, beyond current allocation level **with no limit**
- Accepts the total allocation amount as listed in Attachment Three AND accepts additional funds, if available, beyond current allocation level **up to a limit**

- Specify the total FY 2022-23 allocation the grantee is able to accept:
\$ \$289,991

- Accepts **only a portion** of the allocation amount as listed in Attachment Three.

- Specify the total FY 2022-23 allocation the grantee is able to accept:
\$

FY 2022-23 BFH noncompetitive allocation amount accepted:

\$ up to \$289,991

B. EXPECTED CLIENTS TO SERVE

Grantees should assess community need, program capacity, and available resources (including allocation amount requested or accepted under Section One) to estimate the total unduplicated number of new BFH participants expected to be served with the funds accepted through the noncompetitive allocation above. Grantees should estimate the expected number of participants served to the best of their ability, and CDSS expects that grantees may need to update these projections at a later date. These targets are projected in addition to targets provided in FY 2021-22.

Complete all the following (refer to Attachments One and Three of the [ACWDL dated February 11, 2022](#), for definitions of experiencing homelessness and at risk of homelessness, and examples of homelessness and prevention assistance):

- Estimated number of families **experiencing homelessness** to receive permanent housing through BFH: 10-15
- Estimated number of families **at risk of homelessness** to receive BFH homelessness prevention services: 25
- Estimated **TOTAL** number of families to serve in BFH (i. and ii. combined): 35-30

SECTION THREE: COLLABORATION AND DIRECTOR'S CERTIFICATION OF FUNDING TERMS

A. COLLABORATION

BFH grantees must inform the local housing, homelessness, health, and social service networks of the following information upon release of the final County Fiscal Letter:

- Total allocation available to the Grantee
- Total allocation accepted by the Grantee
- BFH program benefits and eligibility (e.g., Attachments One and Two of the [ACWDL dated February 11, 2022](#))
- BFH program requirements as they relate to collaboration with the Continuum of Care, Coordinated Entry System (CES), and Homeless Management Information System (HMIS) (e.g., Attachment Two of the [ACWDL dated February 11, 2022](#))

Examples of partner outreach and communications include but are not limited to sharing information with partners via an email, sharing at advisory or collaborative meetings, and providing roadshows or presentations to partners.

Additional ongoing partner collaboration may include but is not limited to ongoing planning processes, aligning program targets and goals, coordinating assessment practices, regular check-in meetings, etc.

Relevant agencies and organizations shall include the Continuum of Care and may include Public Housing Authority (PHA), housing agencies of incorporated cities, family resource centers, First 5, family courts, behavioral health systems, educational systems, domestic violence agencies, juvenile dependency courts, legal aid organizations, and other relevant networks or partners critical to local outreach and collaboration. For additional information on collaboration requirements and best practices refer to [ACWDL dated February 11, 2022](#).

- A copy of the letter(s) sent to relevant partner agencies within the community and list of recipients is attached. The county or Tribe understands that this is a requirement to accept the FY 2022-23 noncompetitive allocation.

B. CONDITIONS OF FUNDING

I, County Welfare Director and/or Tribal Agency Director of County of El Dorado, certify that I will:

- 1) Operate a BFH consistent with relevant state, federal, and local laws, regulations, program guidance, and evidence-based practices, including but not limited to:
 - a) [Welfare and Institutions Code \(WIC\) sections 16523 and 16523.1](#)
 - b) All County Letters (ACL) or similar instruction, including the [ACWDL dated February 11, 2022](#) and the [ACWDL dated September 5, 2019](#)

- c) Housing First requirements as enumerated in [WIC section 8255](#) and further outlined in [ACL 19-114](#)
 - d) Evidence-based and promising practices in homeless assistance and homelessness prevention
- 2) Actively collaborate with local, state, and federal housing, homelessness, health, and social service systems in order to make best use of available funding and link participants to necessary services. I understand that information on these collaborations will be requested within program updates. These collaborating entities may include but are not limited to:
- a) Child welfare service systems
 - b) Continuum of Care and CES
 - c) Behavioral health systems
 - d) Medical institutions and emergency response systems
 - e) Housing authorities
 - f) Public benefit agencies
 - g) Legal aid and benefit advocacy providers
 - h) Family resource centers
- 3) Collect, track, report, and measure relevant program outcomes, and engage in continuous data quality improvement, such as:
- a) Enter participants into HMIS
 - b) Submit BFH-related program reports, including but not limited to the BFH 17, as specified by CDSS through an ACL or similar instruction
 - c) Participate in formal evaluation efforts which may include executing data-sharing agreements with the HMIS administrator
 - d) Set program targets and milestones, and report to CDSS on progress at least annually or upon request from CDSS
- 4) Engage in training, technical assistance, and continuous quality improvement, including but not limited to:
- a) Program leads attend meetings and trainings required by CDSS
 - b) Respond to requests for program amendments to comply consistent with applicable laws and guidance, as determined by CDSS
 - c) Actively engage with technical assistance providers, including those contracted by CDSS, to support program growth, expansion, and improvement by attending meetings and trainings and contributing to technical assistance efforts, such as process mapping, program design, and case conferencing exercises
- 5) Respond to requests for program progress reports, updates, expenditure information (including amount spent on prevention services, administrative costs, direct services and financial assistance), or program assessments as requested by CDSS, including but not limited to:
- a) For new grantees, implementation updates related to program ramp up at least every six months and then annually, after program implementation and until awarded amount is fully spent
 - b) For existing grantees, annual implementation updates in accordance with a schedule as determined by CDSS
 - c) For new and existing grantees, submit more frequent program updates if determined necessary by CDSS due to program performance

- 6) Maximize spending on direct financial assistance and minimize administrative costs in order to ensure that all BFH participants are provided housing assistance
- 7) Notify CDSS in writing at least 30 days in advance of any temporary or permanent interruption or end to BFH services and operations for any reason, including fully spending the given allocation
- 8) CDSS, in consultation with CWDA, reserves the right to reallocate BFH funds should a grantee be out of compliance with applicable laws or guidance issued by CDSS, and if CDSS determines it is appropriate or necessary to maximize program impact throughout the state

I Evelyn Schaeffer certify that County of El Dorado will administer the BFH pursuant to the terms outlined above and understand this is a condition of receiving BFH funds. The information completed within the form and attached is true and correct.

Evelyn Schaeffer
 County Welfare Director Signature/
 Tribal Administrator Signature

 Date

SECTION FOUR: DECLINING FUNDS (Only complete if the county or Tribe declines ALL of the FY 2022-23 noncompetitive allocation outlined in Attachment Three.)

Counties and Tribes declining all FY 2022-23 BFH funding outlined in Attachment Three are asked to notify CDSS by completing and signing below and returning this section to housing@dss.ca.gov as soon as possible but no later than November 2, 2022. CDSS will consider the funds declined if no response is provided to CDSS by the county or Tribe by November 2, 2022.

To decline the funds, check the box below and complete the name and signature of the County Welfare Director/Tribal Administrator. **Note:** counties and Tribes requesting or accepting funds should not complete this section.

Decline the entire amount FY 2022-23 BFH noncompetitive allocation available to county/Tribe (and acknowledge this is additive to any unspent rollover funding from FY 2021-22 allocated through [CFL 21/22-99](#) for continuing counties).

 County Welfare Director Signature/
 Tribal Administrator Signature

 Date

ATTACHMENT THREE: FISCAL YEAR 2022-23 NONCOMPETITIVE ALLOCATION AMOUNTS FOR BRINGING FAMILIES HOME (BFH)

The table below contains the FY 2022-23 BFH noncompetitive allocations available for new and continuing grantees. BFH's FY 2022-23 noncompetitive allocation mirrors the FY 2021-22 noncompetitive BFH allocations described in the [ACWDL dated February 11, 2022](#). The "FY 2021-22 Budget Updates" section of the main letter of the [ACWDL dated February 11, 2022](#), contains information on the allocation methodology. To accept all, accept a portion, decline, or accept more than the funding amount listed below, new and continuing grantees must sign and return the BFH Director's Certification in Attachment Four by November 2, 2022.

County/Tribe	FY 2022-23 Allocation
Alameda	\$2,663,334
Alpine	\$250,000
Amador	\$250,000
Butte	\$494,725
Calaveras	\$250,000
Colusa	\$250,000
Contra Costa	\$1,079,500
Del Norte	\$250,000
El Dorado	\$279,991
Fresno	\$1,810,337
Glenn	\$250,000
Humboldt & Yurok Tribe	\$1,521,931
Imperial	\$497,484
Inyo	\$250,000
Kern	\$1,103,151
Kings	\$405,681
Lake	\$250,000
Lassen	\$250,000
Los Angeles	\$30,060,753
Madera	\$311,882
Marin	\$337,110
Mariposa	\$250,000
Mendocino	\$308,514
Merced	\$385,260
Modoc	\$250,000
Mono	\$250,000
Monterey	\$806,961
Napa	\$250,000
Nevada	\$250,000
Orange	\$3,609,346
Placer	\$425,000
Plumas	\$250,000
Riverside	\$2,583,139
Sacramento	\$2,508,763

County/Tribe	FY 2022-23 Allocation
San Benito	\$250,000
San Bernardino	\$2,940,892
San Diego	\$3,558,608
San Francisco	\$4,015,877
San Joaquin	\$1,091,204
San Luis Obispo	\$1,587,971
San Mateo	\$634,714
Santa Barbara	\$742,442
Santa Clara	\$3,526,143
Santa Cruz	\$1,566,553
Shasta	\$556,152
Sierra	\$250,000
Siskiyou	\$250,000
Solano	\$524,719
Sonoma	\$1,609,275
Stanislaus	\$1,000,173
Sutter	\$339,645
Tehama	\$250,000
Trinity	\$250,000
Tulare	\$757,918
Tuolumne	\$250,000
Ventura	\$915,487
Yolo	\$364,365
Yuba	\$700,000
TOTAL	\$82,875,000