

September 21, 2022

CALIFORNIA DEPARTMENT OF SOCIAL SERVICES

**EXECUTIVE SUMMARY**

**ALL COUNTY WELFARE DIRECTORS LETTER**

This letter notifies All County Welfare Directors and Tribal Governments in California of funds available for counties and Tribes to establish, continue, and expand housing and homelessness assistance through the CalWORKs Housing Support Program (HSP), Bringing Families Home (BFH) Program, Housing and Disability Advocacy Program (HDAP), and Home Safe Program. The Budget Act of 2022 (Assembly Bill 178, Chapter 45, Statutes of 2022) appropriated a total of \$285.0 million federal Temporary Assistance for Needy Families (TANF) and State General Fund (GF) for HSP, \$92.5 million GF for BFH, \$175.0 million GF for HDAP, and \$92.5 million GF for Home Safe, for a total of \$645.0 million in Fiscal Year 2022-23.



KIM JOHNSON  
DIRECTOR

STATE OF CALIFORNIA—HEALTH AND HUMAN SERVICES AGENCY  
**DEPARTMENT OF SOCIAL SERVICES**  
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GAVIN NEWSOM  
GOVERNOR

SEPTEMBER 21, 2022

ALL COUNTY WELFARE DIRECTORS LETTER

TO: ALL COUNTY WELFARE DIRECTORS  
ALL FEDERALLY RECOGNIZED TRIBAL GOVERNMENTS IN  
CALIFORNIA

SUBJECT: **NOTICE OF FISCAL YEAR 2022-23 FUNDING FOR THE  
CALWORKS HOUSING SUPPORT PROGRAM, BRINGING  
FAMILIES HOME PROGRAM, HOUSING AND DISABILITY  
ADVOCACY PROGRAM, AND HOME SAFE PROGRAM**

REFERENCE: [BUDGET ACT OF 2022 \(ASSEMBLY BILL 178, CHAPTER 45, STATUTES OF 2022\)](#); [SENATE BILL \(SB\) 129 \(CHAPTER 69, STATUTES OF 2021\)](#); [ASSEMBLY BILL \(AB\) 135 \(CHAPTER 85, STATUTES OF 2021\)](#); [SB 855 \(CHAPTER 29, STATUTES OF 2014\)](#); [WELFARE AND INSTITUTIONS CODE \(WIC\) SECTIONS 11330 THROUGH 11330.5](#); [WIC SECTIONS 16523 THROUGH 16523.2](#); [WIC SECTIONS 18999 THROUGH 18999.6](#); [WIC SECTIONS 15770 THROUGH 15771](#); [WIC SECTION 8255](#); [GOVERNMENT CODE \(GOV\) SECTION 8899.50](#); [ALL COUNTY WELFARE DIRECTORS LETTER \(ACWDL\) DATED DECEMBER 13, 2021](#); [ACWDL DATED FEBRUARY 11, 2022](#); [ACWDL DATED SEPTEMBER 13, 2021](#); [ACWDL DATED OCTOBER 15, 2021](#)

This All County Welfare Directors Letter (ACWDL) notifies All County Welfare Directors and Tribal Governments in California of funds available for counties and Tribes to establish, continue, and expand housing and homelessness assistance through the CalWORKs Housing Support Program (HSP), Bringing Families Home (BFH) Program, Housing and Disability Advocacy Program (HDAP), and the Home Safe Program. The Budget Act of 2022 ([Assembly Bill 178, Chapter 45, Statutes of 2022](#)) appropriated a total of \$285 million in federal Temporary Assistance for Needy Families (TANF) and State General Fund (GF) for HSP, \$92.5 million in GF for BFH, \$175 million in GF for HDAP, and \$92.5 million in GF for Home Safe, for a total of \$645 million in Fiscal Year (FY) 2022-23. This letter announces FY 2022-23 noncompetitive allocations across

HSP, BFH, HDAP, and Home Safe for new and continuing county grantees and continuing tribal grantees. Counties and Tribes have the opportunity to accept the same level of need-based noncompetitive allocation offered for each program in FY 2021-22. Counties and Tribes also have the opportunity to request additional match-required Targeted Strategic Investment (TSI) funding for HDAP through this letter. Similar to funds awarded in FY 2021-22, the FY 2022-23 funding appropriation will be available over multiple years. A portion of the HSP and HDAP funding is available through June 30, 2024, and the remainder of the funds will be available through June 30, 2025. The FY 2022-23 funds include a \$17.5 million tribal set-aside reserved for federally recognized Tribes, tribal organizations (including but not limited to Tribal 638 Providers and Urban Indian Organizations), tribal consortium, and tribally-led nonprofits in California interested in expanding or implementing HDAP, Home Safe and/or BFH.

## **PROGRAM BACKGROUNDS**

### **I. CalWORKs Housing Support Program**

The [CalWORKs Housing Support Program](#) (HSP) provides evidence-based housing interventions, including homelessness prevention services and/or the core components of rapid rehousing, to eligible CalWORKs recipients experiencing or at risk of homelessness. The goal of HSP is to foster housing stability for families experiencing or at risk of homelessness in the CalWORKs program. The [Budget Act of 2021 \(SB 129\)](#) appropriated \$285 million for HSP, including the annual, ongoing appropriation of \$95.0 million available for expenditure from July 1, 2021, through June 30, 2023, and a one-time appropriation of \$190.0 million available for expenditure July 1, 2021, through June 30, 2024. Per [HSP County Fiscal Letter \(CFL\) 21/22-90](#), FY 2021-22 funds were allocated to 55 counties.

Current and prospective grantees must review [ACWDL dated December 13, 2021](#), for a complete overview of HSP program eligibility, definitions, services, rules, and requirements.

### **II. Bringing Families Home Program**

The [Bringing Families Home \(BFH\) program](#) provides housing supports and services to families receiving child welfare services who are experiencing or at risk of homelessness. The goal of BFH is to increase family reunification and prevent foster care placement among participants in cases where housing instability prevents reunification or could lead to foster care placement. The [Budget Act of 2021 \(SB 129\)](#) appropriated an additional \$92.5 million in one-time funding for BFH, available for expenditure from July 1, 2021, through June 30, 2024. Per [BFH CFL 21/22-99](#), FY 2021-22 funds were allocated to 51 counties and one Tribe.

Current and prospective grantees must review [ACWDL dated February 11, 2022](#), for a complete overview of BFH program eligibility, definitions, services, rules, and requirements.

### **III. Housing and Disability Advocacy Program**

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. The goal of HDAP is to secure disability benefits for participants and stabilize them in permanent housing. The [Budget Act of 2021 \(SB 129\)](#) appropriated \$175.0 million for HDAP, including the annual, ongoing HDAP appropriation of \$25.0 million available for expenditure from July 1, 2021, through June 30, 2023, and a one-time appropriation of \$150.0 million available for expenditure July 1, 2021, through June 30, 2024. Per [HDAP CFL 21/22-75](#), FY 2021-22 funds were allocated to 57 counties and two Tribes.

Current and prospective grantees must review [ACWDL dated September 13, 2021](#), for a complete overview of HDAP program eligibility, definitions, services, rules, and requirements.

### **IV. Home Safe Program**

The [Home Safe Program](#) provides housing support to seniors and adults with disabilities who are experiencing or at risk of homelessness and are served by, or in the intake process for, [Adult Protective Services \(APS\)](#). Home Safe may also support individuals served through a tribal social services agency who appear eligible for APS and are experiencing or at risk of homelessness. The [Budget Act of 2021 \(SB 129\)](#) appropriated \$92.5 million for Home Safe, available for expenditure from July 1, 2021, through June 30, 2024. Per [Home Safe CFL 21/22-67](#), FY 2021-22 funds were allocated to 58 counties.

Current and prospective grantees must review the [ACWDL dated October 15, 2021](#) for a complete overview of Home Safe program eligibility, definitions, services, rules, and requirements.

## **FY 2022-23 FUNDING OVERVIEW**

### **I. FY 2022-23 Budget Updates and Uses of Funds**

The Budget Act of 2022 appropriated a total of \$285 million in federal TANF and State GF for HSP (inclusive of \$95 million ongoing funds), \$92.5 million in GF for BFH, \$175 million in GF for HDAP (inclusive of \$25 million match-required ongoing funds, available for Targeted Strategic Investments (TSIs) as outlined in Attachment Nine), and \$92.5

million in GF for Home Safe, for a total of \$645 million in FY 2022-23. A portion of the HSP and HDAP funding from Budget Act 2022 is available through June 30, 2024, and the remainder of the funds will be available through June 30, 2025. In addition to newly available FY 2022-23 funding, \$6.7 million of unrequested FY 2021-22 match-required HDAP funding is also available for TSIs. Additional information on TSI opportunities with HDAP funding can be found in Attachment Nine. CDSS will utilize five percent of the appropriated funds across programs to administer and implement the programs, ensuring that participating counties and Tribes are provided technical assistance (TA) and support. The FY 2022-23 funds include a \$17.5 million tribal set-aside reserved for federally recognized Tribes, tribal organizations (including but not limited to Tribal 638 Providers and Urban Indian Organizations), tribal consortium, and tribally-led nonprofits in California interested in expanding or implementing HDAP, Home Safe and/or BFH.

For continuing grantees, the FY 2022-23 funding announced through this letter is additive to any unspent funding awarded in FY 2021-22. Any unspent funding awarded in FY 2021-22 is still available for expenditure based on the encumbrance period identified in the CFL corresponding to each program allocation. This means that continuing grantees may continue to use unspent funds allocated in FY 2021-22 via program-specific CFLs:

- [HSP CFL 21/22-90](#)
- [BFH CFL 21/22-99](#)
- [HDAP CFL 21/22-75](#)
- [Home Safe CFL 21/22-67](#)

Table 1 below compares the details of the FY 2021-22 and FY 2022-23 funds across programs. **All grantees accepting FY 2022-23 funding must ensure program operations align with all rules and requirements laid out in the program enabling statutes, program-specific ACWDLs, and other written guidance from CDSS.**

Table 1. Summary of FY 2021-22 and FY 2022-23 Funds by Program

Program	FY 2021-22 Funds	FY 2022-23 Funds	Match Requirement
HSP	<p><b>\$285 million</b> CFL: <a href="#">HSP CFL 21/22-90</a> One-time funding available through June 30, 2024</p> <p>Ongoing funding available through June 30, 2023</p>	<p><b>\$285 million</b> One-time funding available through June 30, 2025</p> <p>Ongoing funding available through June 30, 2024</p>	None

Program	FY 2021-22 Funds	FY 2022-23 Funds	Match Requirement
<b>BFH</b>	<b>\$92.5 million</b> CFL: <a href="#">BFH CFL 21/22-99</a> Available through June 30, 2024	<b>\$92.5 million</b> Available through June 30, 2025	Exempt
<b>HDAP</b>	<b>\$150 million + \$25 million TSI</b> CFL: <a href="#">HDAP CFL 21/22-75</a> Noncompetitive allocations available through June 30, 2024  TSI allocations available through June 30, 2023	<b>\$150 million + \$25 million new TSI funding</b> Noncompetitive allocations available through June 30, 2025  TSI allocations available through June 30, 2024	Noncompetitive: Exempt  TSIs: dollar-for-dollar match requirement
<b>Home Safe</b>	<b>\$92.5 million</b> CFL: <a href="#">Home Safe CFL 21/22-67</a> Available through June 30, 2024	<b>\$92.5 million</b> Available through June 30, 2025	Exempt

All funding accepted and utilized for purposes of operating these programs must be done in accordance with state, federal, and local laws including but not limited to Housing First. [WIC Section 8255](#) requires that all State-funded housing programs operate in accordance with the core components of Housing First. Additionally, per [Government Code Section 8899.50](#), each county must also operate programs in a manner that affirmatively furthers fair housing. This means that programs must be operated in a way that takes “meaningful actions, in addition to combating discrimination, that overcome patterns of segregation and foster inclusive communities free from barriers that restrict access to opportunity based on protected characteristics.”

## II. FY 2022-23 Noncompetitive Allocations

All grantees will have the opportunity to accept need-based noncompetitive allocations identified in Attachments One, Three, Five and Seven, as well as the opportunity to

request additional funding, if available, via Director's Certifications under Attachments Two, Four, Six and Eight. FY 2022-23 noncompetitive funding offered to all grantees for HSP, BFH, HDAP, and Home Safe is identical to the noncompetitive allocations announced in the program-specific ACWDLs for FY 2021-22.

All grantees, including new and continuing grantees, should refer to program-specific ACWDLs for FY 2021-22 ([HSP ACWDL dated December 13, 2021](#); [BFH ACWDL dated February 11, 2022](#); [HDAP ACWDL dated September 13, 2021](#); [Home Safe ACWDL dated October 15, 2021](#)) for more information on program-specific noncompetitive allocation methodologies, continuing or starting new regional programs, claiming and fiscal processes, recent statutory changes, and program details.

### **III. Instructions for Accepting and Requesting Additional Funds for Continuing and New Grantees**

All new and continuing grantees wishing to accept the noncompetitive allocation amount listed for each program in Attachments One, Three, Five and Seven shall review, sign, and return each respective program-specific Director's Certification by email to [housing@dss.ca.gov](mailto:housing@dss.ca.gov) for each program the grantee is accepting funding for by **November 2, 2022**.

Grantees may also choose to request funding above the amount they were offered in Attachments One, Three, Five and Seven, accept or request funding below the amount, or decline funding altogether. Grantees choosing any of these options shall review, sign, and return a separate Director's Certification by email to [housing@dss.ca.gov](mailto:housing@dss.ca.gov) indicating their decision for each program by **November 2, 2022**.

CDSS encourages review and acceptance of funds as soon as possible. **All grantees must submit a separate and completed Director's Certification for each program the grantee is accepting, requesting, or declining funding for, by November 2, 2022.** Funds that are not accepted or requested on or before November 2, 2022 will be made available to grantees that indicate they can accept additional funds in the Director's Certifications in Attachments Two, Four, Six and Eight, consistent with the need-based methodologies used to determine noncompetitive allocations described in the program-specific ACWDLs.

- HSP Director's Certification: Attachment Two
- BFH Director's Certification: Attachment Four
- Home Safe Director's Certification: Attachment Six
- HDAP Director's Certification: Attachment Eight

#### **IV. Considerations for Tribes**

Tribal grantees that received noncompetitive allocations in FY 2021-22 for BFH and HDAP, as reflected in Attachments Three and Seven, may accept the same level of funding made available to them in FY 2021-22 or request a higher or lower level of funding for FY 2022-23.

Tribal grantees interested in establishing a new program and Tribes not represented in any of the noncompetitive allocation tables are not eligible to request noncompetitive FY 2022-23 funding through this letter. Instead, these Tribes will be eligible to request BFH, HDAP, and/or Home Safe funding through a forthcoming \$17.5 million tribal set-aside. Please note that Tribes are not eligible to request HSP funding.

#### **V. Other Budget Updates**

The FY 2022-23 State Budget also includes additional and ongoing investments across the state that may assist CDSS Housing and Homelessness program participants including but not limited to: capital funding under [Homekey](#), the [Community Care Expansion Program](#), additional [Homeless Housing, Assistance and Prevention \(HHAP\) Grant Program](#) funding, the [Encampment Resolution Grant Program](#) (Round 2), and other investments supporting people experiencing or at risk of homelessness. Please refer to the program-specific ACWDLs and other written guidance for more information and resources that should be considered as grantees expand and adapt CDSS Housing and Homelessness programs.

### **PROGRAM UPDATES, IMPACT AND TECHNICAL ASSISTANCE UPDATES**

#### **I. Program Updates and Impact**

Consistent with FY 2021-22 funding, as a condition of accepting FY 2022-23 funds, grantees must provide regular program updates and additional data to demonstrate use of program funds consistent with program guidance and requirements. CDSS will request a program update using a State-provided template following final funding release and in alignment with updated timelines for FY 2021-22 funds identified in respective ACWDLs:

- [HSP: ACWDL dated December 13, 2021](#)
- [BFH: ACWDL dated February 11, 2022](#)
- [HDAP: ACWDL dated September 13, 2021](#)
- [Home Safe: ACWDL dated October 15, 2021](#)

CDSS will conduct ongoing monitoring of program performance using the data, claiming information, and program updates submitted by grantees. This process will include



continued trainings on program ramp-up, performance monitoring, data collection, and targeted TA in communities facing barriers to spending and serving participants. Consistent with evidence-based programming, CDSS aims to utilize outcomes data to inform future funding. Therefore, grantees are encouraged to use data to conduct their own program management, oversight, and continuous quality improvement.

Please note that program updates and performance related to the requirements specified above and in the program-specific ACWDLs, including data reporting and integration, will undergo further refinement and updates as CDSS works with stakeholders and partners, including the County Welfare Directors Association (CWDA), to improve and build out these processes. This process will include continued trainings on program ramp-up, performance monitoring, data collection, and targeted TA in communities facing barriers to program implementation and operations.

## **II. Technical Assistance**

Technical assistance (TA) opportunities are available for all grantees, including county and tribal leaders overseeing housing and social service systems, county and tribal staff overseeing CDSS-funded programs, and front-line staff delivering services to clients. TA is also available for any contracted service providers performing these duties. CDSS and its contracted TA providers will offer ongoing training and targeted TA, at no cost to grantees, to help grantees meet the program requirements outlined in program-specific ACWDLs and Director's Certifications, identify best practices for program operation within grantee communities, help grantees establish their program(s), and facilitate information-sharing across program grantees, among other topics.

Trainings and TA can aid all grantees with a wide range of topics, depending on program design and intent. Examples include:

- Understanding specific program eligibility rules
- Creating a disability benefits advocacy program
- Developing screening and prioritization processes for a specific program
- Creating a housing navigation and/or landlord engagement program
- Creating an effective homelessness prevention program
- Using data to understand and improve program outcomes
- Training your local workforce in skills needed to operate these programs
- Creating programs that are streamlined and administratively efficient
- Advancing equity on a systems level
- Improving collaboration with the local homeless response network, including with the local Continuums of Care, and across program grantees
- Data collection and utilization

Please note that this list of potential TA topics is not exhaustive, as TA is available to assist with all aspects of program planning, development, operation, and evaluation.

Grantees may be required to utilize TA to expand and improve their funded programs, including as part of CDSS-identified program improvement needs, at CDSS discretion. Grantees may utilize program funds to provide program-specific training in areas identified by the grantee or by CDSS to support continuous quality improvement.

Grantees interested in requesting TA for one or more of their funded programs should contact CDSS by email at [housing@dss.ca.gov](mailto:housing@dss.ca.gov) with a description of the issue and other helpful background information or supporting documentation, as appropriate. Grantees interested in TA from CDSS's TA partner, [Change Well Project](#), should also complete the [Change Well Project assistance request form](#).

## **CONTACT INFORMATION**

If you have any questions or need additional guidance regarding the information in this letter, please contact the Housing and Homelessness Division at (916) 651-5155 or [housing@dss.ca.gov](mailto:housing@dss.ca.gov).

Sincerely,

### ***Original Document Signed By***

JULIE MCQUITTY, Branch Manager  
Program Policy and Quality Assurance Branch  
Housing and Homelessness Division

#### Attachments:

- One: Fiscal Year 2022-23 Noncompetitive Allocation Amounts for HSP
- Two: HSP FY 2022-23 Director's Certification, Instructions and Funding Conditions
- Three: Fiscal Year 2022-23 Noncompetitive Allocation Amounts for BFH
- Four: BFH FY 2022-23 Director's Certification, Instructions and Funding Conditions
- Five: Fiscal Year 2022-23 Noncompetitive Allocation Amounts for Home Safe
- Six: Home Safe FY 2022-23 Director's Certification, Instructions and Funding Conditions
- Seven: Fiscal Year 2022-23 Noncompetitive Allocation Amounts for HDAP
- Eight: HDAP FY 2022-23 Director's Certification, Instructions and Funding Conditions
- Nine: Instructions and Application for FY 2022-23 HDAP Targeted Strategic Investments
- Ten: Information on Establishing Regional Programs

**ATTACHMENT ONE: FISCAL YEAR 2022-23 NONCOMPETITIVE ALLOCATION AMOUNTS FOR CALWORKS HOUSING SUPPORT PROGRAM (HSP)**

The table below contains the FY 2022-23 HSP noncompetitive allocations available for new and continuing grantees. HSP’s FY 2022-23 noncompetitive allocation mirrors the FY 2021-22 noncompetitive HSP allocations described in the [ACWDL dated December 13, 2021](#). The “FY 2021-22 Budget Updates” section of the [ACWDL dated December 13, 2021](#), contains information on the allocation methodology. To accept all, accept a portion, decline, or accept more than the funding amount listed below, grantees must sign and return the HSP Director’s Certification in Attachment Two by November 2, 2022.

<b>County</b>	<b>FY 2022-23 Allocation</b>
Alameda	\$9,129,463
Alpine	\$250,000
Amador	\$489,488
Butte	\$4,169,292
Calaveras	\$450,740
Colusa	\$351,250
Contra Costa	\$5,543,453
Del Norte	\$505,039
El Dorado	\$1,778,292
Fresno	\$7,063,567
Glenn	\$1,178,044
Humboldt	\$2,121,759
Imperial	\$2,787,344
Inyo	\$250,000
Kern	\$5,538,587
Kings	\$1,588,909
Lake	\$774,816
Lassen	\$461,978
Los Angeles	\$71,125,375
Madera	\$1,360,127
Marin	\$1,876,196
Mariposa	\$387,049
Mendocino	\$1,065,517
Merced	\$4,894,580
Modoc	\$325,000
Mono	\$250,000
Monterey	\$3,340,057
Napa	\$646,168
Nevada	\$963,880
Orange	\$9,396,653
Placer	\$1,599,627
Plumas	\$368,250
Riverside	\$10,152,770
Sacramento	\$11,871,341
San Benito	\$489,475
San Bernardino	\$13,930,407

<b>County</b>	<b>FY 2022-23 Allocation</b>
San Diego	\$14,436,574
San Francisco	\$11,030,770
San Joaquin	\$4,546,545
San Luis Obispo	\$4,353,565
San Mateo	\$3,975,002
Santa Barbara	\$2,824,174
Santa Clara	\$13,058,092
Santa Cruz	\$4,300,112
Shasta	\$2,388,873
Sierra	\$250,000
Siskiyou	\$939,236
Solano	\$6,527,261
Sonoma	\$3,678,383
Stanislaus	\$4,537,978
Sutter	\$2,048,000
Tehama	\$538,844
Trinity	\$250,000
Tulare	\$3,279,488
Tuolumne	\$602,337
Ventura	\$3,476,485
Yolo	\$3,276,357
Yuba	\$1,957,431
<b>TOTAL</b>	<b>\$270,750,000</b>

**ATTACHMENT TWO: CALWORKS HOUSING SUPPORT PROGRAM (HSP) FY 2022-23 DIRECTOR'S CERTIFICATION, INSTRUCTIONS, AND FUNDING CONDITIONS**

County Welfare Directors shall complete and return this Director's Certification to [housing@dss.ca.gov](mailto:housing@dss.ca.gov) by November 2, 2022. Counties interested in establishing regional programs should refer to the [ACWDL dated December 13, 2021](#), for additional information.

New and continuing grantees accepting all, accepting a portion, or accepting more than the funds made available to their community as listed in Attachment One 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 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: \_\_\_\_\_

b) Name of and Title of Contact Person:  
\_\_\_\_\_

c) Contact Information (phone and email):  
\_\_\_\_\_

**SECTION TWO: FUNDING AMOUNT AND PROGRAM TARGETS**

**A. FY 2022-23 NONCOMPETITIVE ALLOCATION**

A county may accept the full amount identified in Attachment One or a portion of these funds. **For continuing grantees, Attachment One allocations are additive to any unspent funding from FY 2021-22 allocated through [CFL 21/22-90](#).**

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

**The county hereby acknowledges the total FY 2022-23 HSP noncompetitive allocation in Attachment One is \$\_\_\_\_\_ and acknowledges this amount is additive to any unspent funding from FY 2021-22.**

**The county hereby:**

- Accepts the **total** allocation amount as listed in Attachment One
- Accepts the total allocation amount as listed in Attachment One AND accepts additional funds, if available, beyond current allocation level **with no limit**
- Accepts the total allocation amount as listed in Attachment One AND accepts additional funds, if available, beyond current allocation level **up to a limit**
  - Specify the total FY 2022-23 allocation the county is able to accept:  
\$ \_\_\_\_\_
- Accepts **only a portion** of the allocation amount as listed in Attachment One
  - Specify the total FY 2022-23 allocation the grantee is able to accept:  
\$ \_\_\_\_\_

**FY 2022-23 HSP noncompetitive allocation amount accepted:**

\$ \_\_\_\_\_

**B. EXPECTED PARTICIPANTS TO SERVE**

Counties 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 HSP 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 of the following (reference the table in Attachment One of the [ACWDL dated December 13, 2021](#) for definitions of experiencing homelessness and at risk of homelessness, and examples of homelessness and prevention assistance):

- i. Estimated number of families **experiencing homelessness** to receive HSP services: \_\_\_\_\_
- ii. Estimated number of families **at risk of homelessness** to receive HSP homelessness prevention services: \_\_\_\_\_
- iii. Estimated **TOTAL** number of families to serve in HSP (i. and ii. combined):  
\_\_\_\_\_

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

### **A. COLLABORATION**

HSP grantees must inform the local homelessness and family services systems of the following information upon release of the final County Fiscal Letter:

- Total allocation available to the county
- Total allocation accepted by the county
- HSP program benefits and eligibility (e.g., Attachment One of the [ACWDL dated December 13, 2021](#))
- HSP 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 One of the [ACWDL dated December 13, 2021](#))

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 may include the Continuum of Care, Public Housing Authority (PHA), housing agencies of incorporated cities, educational and family resource networks, behavioral health and child welfare agencies, and other partners critical to local outreach and collaboration. For additional information on collaboration requirements and best practices refer to [ACWDL dated December 13, 2021](#).

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

### **B. CONDITIONS OF FUNDING**

I, County Welfare Director of [ \_\_\_\_\_ ], certify that I will:

- 1) Operate an HSP 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 11330 through 11330.5](#)

- b) All County Letters (ACL) or similar instruction, including [ACWDL dated May 26, 2016](#) (Rapid Rehousing Benchmarks and Program Standards), [ACWDL dated May 13, 2021](#), and [ACWDL dated December 13, 2021](#)
  - c) Housing First requirements as enumerated in [WIC section 8255](#) and further outlined in [ACL 19-114](#)
  - d) [Homelessness prevention services](#) and/or the [core components of rapid rehousing](#)
- 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) Continuum of Care and CES
    - b) Behavioral health systems
    - c) PHAs
    - d) Educational and family resource networks
  - 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 HSP related program reports, including but not limited to the HSP-14, 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 homelessness prevention services, administrative costs, direct services, and financial assistance), or program assessments as requested by CDSS, including but not limited to:
    - a) For new counties, 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 counties, annual implementation updates in accordance with a schedule as determined by CDSS
- c) For new and existing counties, 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 HSP participants are provided housing assistance and case management
- 7) Notify CDSS in writing at least 30 days in advance of any temporary or permanent interruption or end to HSP services and operations for any reason, including fully spending the given allocation
- 8) CDSS, in consultation with CWDA, reserves the right to reallocate HSP funds should a county 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 [ \_\_\_\_\_ ] certify that [ \_\_\_\_\_ ] County will administer the HSP pursuant to the terms outlined above and understand this is a condition of receiving HSP funds. The information completed within the form and attached is true and correct.

\_\_\_\_\_  
County Welfare Director Signature

\_\_\_\_\_  
Date

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

Counties declining all FY 2022-23 HSP funding outlined in Attachment One are asked to notify CDSS by completing and signing below and returning it to [housing@dss.ca.gov](mailto: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 by November 2, 2022.

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

Decline the entire FY 2022-23 HSP noncompetitive allocation available to county (and acknowledge this is additive to any unspent rollover funding from FY 2021-22 allocated through [CFL 21/22-90](#) for continuing counties)

\_\_\_\_\_  
County Welfare Director 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.

<b>County/Tribe</b>	<b>FY 2022-23 Allocation</b>
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

<b>County/Tribe</b>	<b>FY 2022-23 Allocation</b>
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
<b>TOTAL</b>	<b>\$82,875,000</b>

**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](mailto: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: \_\_\_\_\_
- b. Name of and Title of Contact Person:  
\_\_\_\_\_
- c. Contact Information (phone and email):  
\_\_\_\_\_

**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 \$\_\_\_\_\_ 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:  
\$ \_\_\_\_\_
- 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:**

\$ \_\_\_\_\_

**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):

- i. Estimated number of families **experiencing homelessness** to receive permanent housing through BFH: \_\_\_\_\_
- ii. Estimated number of families **at risk of homelessness** to receive BFH homelessness prevention services: \_\_\_\_\_
- iii. Estimated **TOTAL** number of families to serve in BFH (i. and ii. combined):  
\_\_\_\_\_

## **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 [ ], 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 [ ] certify that [ ] 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.

\_\_\_\_\_  
 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](mailto: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 FIVE: FISCAL YEAR 2022-23 NONCOMPETITIVE ALLOCATION AMOUNTS FOR HOME SAFE**

The table below contains the FY 2022-23 Home Safe noncompetitive allocations available for new and continuing grantees. Home Safe’s FY 2022-23 noncompetitive allocation mirrors the FY 2021-22 noncompetitive Home Safe allocation described in the [ACWDL dated October 15, 2021](#). The “FY 2021-22 Budget Updates and Use of Funds” section of the main letter of the [ACWDL dated October 15, 2021](#), 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 Home Safe Director’s Certification in Attachment Six by November 2, 2022.

<b>County</b>	<b>FY 2022-23 Allocation</b>
Alameda	\$3,321,116
Alpine	\$250,000
Amador	\$250,000
Butte	\$629,264
Calaveras	\$250,000
Colusa	\$250,000
Contra Costa	\$1,382,181
Del Norte	\$250,000
El Dorado	\$394,567
Fresno	\$1,514,515
Glenn	\$250,000
Humboldt	\$641,136
Imperial	\$524,363
Inyo	\$250,000
Kern	\$1,201,128
Kings	\$250,000
Lake	\$250,000
Lassen	\$250,000
Los Angeles	\$26,803,564
Madera	\$291,371
Marin	\$519,503
Mariposa	\$250,000
Mendocino	\$344,368
Merced	\$747,080
Modoc	\$250,000
Mono	\$250,000
Monterey	\$918,556
Napa	\$260,558
Nevada	\$250,000
Orange	\$4,745,914
Placer	\$642,394
Plumas	\$250,000
Riverside	\$3,658,142
Sacramento	\$2,893,499

<b>County</b>	<b>FY 2022-23 Allocation</b>
San Benito	\$250,000
San Bernardino	\$3,112,629
San Diego	\$4,863,726
San Francisco	\$3,421,812
San Joaquin	\$1,036,264
San Luis Obispo	\$702,162
San Mateo	\$897,589
Santa Barbara	\$1,015,524
Santa Clara	\$3,619,486
Santa Cruz	\$892,083
Shasta	\$612,824
Sierra	\$250,000
Siskiyou	\$250,000
Solano	\$704,172
Sonoma	\$1,341,275
Stanislaus	\$1,003,661
Sutter	\$250,000
Tehama	\$250,000
Trinity	\$250,000
Tulare	\$650,890
Tuolumne	\$250,000
Ventura	\$1,440,582
Yolo	\$339,510
Yuba	\$287,592
<b>TOTAL</b>	<b>\$82,875,000</b>

**ATTACHMENT SIX: HOME SAFE 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](mailto: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 October 15, 2021](#), for additional information.

New and continuing grantees accepting all, accepting a portion, or more than the funds available to their county or Tribe as listed in Attachment Five 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: \_\_\_\_\_

b. Name of and Title of Contact Person:

\_\_\_\_\_

c. Contact Information (phone and email):

\_\_\_\_\_

**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 Five or a portion of these funds. For continuing grantees, Attachment Five allocations are additive to any unspent funding from FY 2021-22 allocated through [CFL 21/22-67](#).

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

**The Grantee hereby acknowledges the total FY 2022-23 Home Safe noncompetitive allocation in Attachment Five is \$ \_\_\_\_\_ 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 Five
- Accepts the total allocation amount as listed in Attachment Five AND accepts additional funds (if available) beyond current allocation level **with no limit**
- Accepts the total allocation amount as listed in Attachment Five 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:  
\$ \_\_\_\_\_
- Accepts **only a portion** of the allocation amount as listed in Attachment Five
  - Specify the total FY 2022-23 allocation the grantee is able to accept:  
\$ \_\_\_\_\_

**FY 2022-23 Home Safe noncompetitive allocation amount accepted: \$ \_\_\_\_\_**

**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 Home Safe 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 of the following (refer to Attachments One and Three of the [ACWDL dated October 15, 2021](#) for definitions of experiencing homelessness and at risk of homelessness, and examples of homelessness and prevention assistance):

- i. Estimated number of individuals **experiencing homelessness** to receive Home Safe services: \_\_\_\_\_
- ii. Estimated number of individuals **at risk of homelessness** to receive Home Safe homelessness prevention services: \_\_\_\_\_
- iii. Estimated **TOTAL** number of individuals to serve in Home Safe (i. and ii. combined): \_\_\_\_\_

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

### **A. COLLABORATION**

Home Safe 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 made available to the grantee
- Total allocation accepted by grantee
- Home Safe program benefits and eligibility (e.g., Attachment One of the [ACWDL dated October 15, 2021](#))
- Home Safe 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 One of the [ACWDL dated October 15, 2021](#))

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 housing agencies of incorporated cities, health services, behavioral health agencies, public housing authorities (PHAs), tribal agencies, emergency response, legal aid, aging departments and councils, and any other local partners that will be key to local collaboration. For additional information on collaboration requirements and best practices refer to [ACWDL dated October 15, 2021](#), for additional guidance.

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

### **B. CONDITIONS OF FUNDING**

I, County Welfare Director or Tribal Agency Director of [ \_\_\_\_\_ ],  
certify that I will:

- 1) Operate a Home Safe 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 15770 through 15771](#)
  - b) All County Letters (ACL) or similar instruction, including the [ACWDLs dated October 22, 2018](#), and [October 15, 2021](#)

- c) Housing First requirements as enumerated in [WIC section 8255](#) and further outlined in [ACL 19-114](#)
  - d) Evidence-based practices in homeless assistance and homelessness prevention
- 2) Actively collaborate with local, state, and federal housing, homelessness, and health 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) Continuum of Care and CES
  - b) Behavioral health systems
  - c) Medical institutions and emergency response systems
  - d) Housing authorities
  - e) Public benefit agencies
  - f) Legal aid providers
- 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 Home Safe-related program reports, including but not limited to the HSAPS 19, 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 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 to ensure that all Home Safe 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 Home Safe services and operations for any reason, including fully spending the given allocation
- 8) CDSS, in consultation with CWDA, reserves the right to reallocate Home Safe 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 [ ] certify that [ ] will administer the Home Safe pursuant to the terms outlined above and understand this is a condition of receiving Home Safe funds. The information completed within the form and attached is true and correct.

\_\_\_\_\_  
 County Welfare Director Signature  
 /Tribal Agency Director 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 Five.)**

Counties and Tribes declining all FY 2022-23 Home Safe funding outlined in Attachment Five are asked to notify CDSS by completing and signing below and returning this section to [housing@dss.ca.gov](mailto: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 FY 2022-23 Home Safe 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 SEVEN: FISCAL YEAR 2022-23 NONCOMPETITIVE ALLOCATION AMOUNTS FOR HOUSING AND DISABILITY ADVOCACY PROGRAM (HDAP)**

The table below contains the FY 2022-23 HDAP noncompetitive allocations available for new and continuing grantees. HDAP’s FY 2022-23 noncompetitive allocation mirrors the FY 2021-22 noncompetitive HDAP allocation described in the [ACWDL dated September 13, 2021](#). The “FY 2021-22 Budget Updates and Use of Funds” section of the main letter of the [ACWDL dated September 13, 2021](#), 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 HDAP Director’s Certification in Attachment Eight by November 2, 2022. Attachment Nine contains information on the FY 2022-23 set-aside of \$25.0 million for HDAP TSIs.

<b>County/Tribe</b>	<b>FY 2022-23 Allocation</b>
Alameda	\$6,070,869
Alpine	\$250,000
Amador	\$250,000
Butte	\$992,922
Calaveras	\$250,000
Colusa	\$250,000
Contra Costa	\$2,649,735
Del Norte	\$250,000
El Dorado	\$625,238
Fresno	\$2,676,598
Glenn	\$250,000
Humboldt	\$1,047,703
Imperial	\$947,684
Inyo	\$250,000
Kern	\$1,691,199
Kings	\$288,204
Lake	\$296,671
Lassen	\$250,000
Los Angeles	\$46,504,194
Madera	\$447,942
Marin	\$981,273
Mariposa	\$250,000
Mendocino	\$525,331
Merced	\$595,539
Modoc	\$250,000
Mono	\$250,000
Monterey	\$1,665,696
Napa	\$435,866
Nevada	\$393,011
Orange	\$7,659,238
Placer	\$946,302
Plumas	\$250,000
Riverside	\$4,375,583
Sacramento	\$4,725,004



<b>County/Tribe</b>	<b>FY 2022-23 Allocation</b>
San Benito	\$250,000
San Bernardino	\$3,857,169
San Diego	\$8,031,213
San Francisco	\$5,235,053
San Joaquin	\$2,167,757
San Luis Obispo	\$1,157,846
San Mateo	\$1,829,232
Santa Barbara	\$1,526,720
Santa Clara	\$6,985,461
Santa Cruz	\$1,502,142
Shasta	\$769,309
Sierra	\$250,000
Siskiyou	\$250,000
Solano	\$1,151,198
Sonoma	\$2,132,523
Stanislaus	\$1,670,853
Sutter	\$262,966
Tehama	\$250,000
Trinity	\$250,000
Tulare	\$998,707
Tuolumne	\$291,666
Ventura	\$1,969,847
Yolo	\$584,731
Yuba	\$292,042
Dry Creek Rancheria	\$250,000
Northern Circle Indian Housing Authority	\$291,763
<b>TOTAL</b>	<b>\$133,750,000</b>

**ATTACHMENT EIGHT: HOUSING AND DISABILITY ADVOCACY PROGRAM (HDAP) 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](mailto: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 September 13, 2021](#), 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 Seven 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: \_\_\_\_\_

b) Name of and Title of Contact Person:  
\_\_\_\_\_

c) Contact Information (phone and email):  
\_\_\_\_\_

**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 Seven or a portion of these funds. For continuing grantees, Attachment Seven allocations are additive to any unspent funding from FY 2021-22 allocated through [CFL 21/22-75](#).

Complete the information below to accept or request beyond the Attachment Seven allocation amounts and select one of the following acceptance options:

**The Grantee hereby acknowledges the total FY 2022-23 HDAP noncompetitive allocation in Attachment Seven is \$\_\_\_\_\_ 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 Seven
- Accepts the total allocation amount as listed in Attachment Seven AND accepts additional funds, if available, beyond current allocation level **with no limit**
- Accepts the total allocation amount as listed in Attachment Seven 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:  
\$ \_\_\_\_\_
- Accepts **only a portion** of the allocation amount as listed in Attachment Seven
  - Specify the total FY 2022-23 allocation the grantee is able to accept:  
\$ \_\_\_\_\_

**FY 2022-23 HDAP noncompetitive allocation amount accepted: \$ \_\_\_\_\_**

**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 HDAP participants expected to be served with the funds accepted through the noncompetitive allocation above. These targets should not include any additional participants that may be served as a result of HDAP TSIs. 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 of the following (reference the table in Attachment Two of the [ACWDL dated September 13, 2021](#), for definitions of experiencing homelessness and at risk of homelessness, and examples of homelessness and prevention assistance):

- i. Estimated number of individuals **experiencing homelessness** to receive HDAP services: \_\_\_\_\_
- ii. Estimated number of individuals **at risk of homelessness** to receive HDAP homelessness prevention services: \_\_\_\_\_
- iii. Estimated **TOTAL** number of individuals to serve in HDAP (i. and ii. combined):  
\_\_\_\_\_

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

### **A. COLLABORATION**

HDAP grantees must inform the local housing, homelessness, health, benefits advocacy, 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 Grantee
- HDAP program benefits and eligibility (e.g., Attachment One of the [ACWDL dated September 13, 2021](#))
- HDAP 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 One of the [ACWDL dated September 13, 2021](#))

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 may include the Continuum of Care, Public Housing Authority (PHA), housing agencies of incorporated cities, health services, behavioral health agencies, tribal agencies, advocates for clients, emergency response, legal aid, family resource networks, and any other local partners that will be key to local collaboration. For additional information on collaboration requirements and best practices refer to [ACWDL dated September 13, 2021](#).

- 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 or Tribal Agency Director of \_\_\_\_\_, certify that I will:

- 1) Operate an HDAP consistent with relevant laws, regulations, program guidance, and evidence-based practices, including but not limited to:
  - a) [Welfare and Institutions Code \(WIC\) sections 18999 through 18999.6](#)
  - b) All County Letters (ACL) or similar instruction, including [ACL 19-104](#), the [ACWDL dated August 10, 2020](#), and [ACWDL dated September 13, 2021](#)
  - c) Housing First requirements as enumerated in [WIC section 8255](#) and further outlined in [ACL 19-114](#)
  - d) Evidence-based practices in homeless assistance and homelessness prevention

- e) Benefits advocacy guidelines issued by HDAP program guidance and the duties of Authorized Representatives specified by the Social Security regulations at [Code of Federal Regulations \(CFR\) Title 20 section 404.1740](#) and [CFR Title 20 section 416.1540](#).
- f) Actively collaborate with local, state, and federal housing, homelessness, and health 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:
  - 1. Continuum of Care and CES
  - 2. Behavioral health systems
  - 3. Medical institutions and emergency response systems
  - 4. Housing authorities
  - 5. Public benefit agencies
  - 6. Legal aid and benefit advocacy providers
- 2) Collect, track, report, and measure relevant program outcomes and engage in continuous data quality improvement, such as:
  - a) Enter participants into HMIS
  - b) Submit HDAP-related program reports, including but not limited to the HDAP PII, 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
- 3) 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
- 4) 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
- 5) Maximize spending on direct financial assistance and minimize administrative costs in order to ensure that all HDAP participants are provided housing assistance and benefits advocacy

- 6) Notify CDSS in writing at least 30 days in advance of any temporary or permanent interruption or end to HDAP services and operations for any reason, including fully spending the given allocation
- 7) CDSS, in consultation with CWDA, reserves the right to reallocate HDAP 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 [ ] certify that [ ] will administer the HDAP pursuant to the terms outlined above and understand this is a condition of receiving HDAP funds. The information completed within the form and attached is true and correct.

\_\_\_\_\_  
 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 Seven.)**

Counties and Tribes declining all FY 2022-23 HDAP funding outlined in Attachment Seven are asked to notify CDSS by completing and signing below and returning this section to [housing@dss.ca.gov](mailto: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 FY 2022-23 HDAP noncompetitive allocation available to county/Tribe (and acknowledge this is additive to any unspent rollover funding from FY 2021-22 allocated through [HDAP CFL 21/22-75](#) for continuing counties).

\_\_\_\_\_  
 County Welfare Director Signature/  
 Tribal Administrator Signature

\_\_\_\_\_  
 Date

**ATTACHMENT NINE: INSTRUCTIONS AND APPLICATION FOR FY 2022-23 HOUSING AND DISABILITY ADVOCACY PROGRAM (HDAP) TARGETED STRATEGIC INVESTMENTS**

**I. BACKGROUND AND INSTRUCTIONS**

**A. OVERVIEW OF HDAP TARGETED STRATEGIC INVESTMENTS**

An additional \$31.7 million, with a dollar-for-dollar match requirement, is available to support Targeted Strategic Investments (TSIs). This amount is inclusive of \$6.7 million from FY 2021-22 available for encumbrance or expenditure through June 30, 2023, and \$25.0 million available for encumbrance or expenditure through June 30, 2024. CDSS will utilize up to five percent of the appropriated ongoing funds to administer and implement the programs, ensuring that participating counties and Tribes are provided technical assistance and support. TSI funds must be used consistent with [Welfare and Institutions Code \(WIC\) sections 18999 through 18999.6](#).

Counties and Tribes can apply for HDAP TSIs through the application template below. Applications will be accepted on a rolling basis and awarded on a first come, first served basis. CDSS will prioritize TSI applications received with the FY 2022-23 HDAP Director's Certification submission no later than November 2, 2022. CDSS may continue accepting TSI applications after this deadline, subject to funding availability. Refer to the "Submission Instructions" section below for more information.

**B. ELIGIBILITY CRITERIA**

An eligible project must meet the following criteria:

- 1) The proposed initiative is consistent with use of HDAP funds as outlined in [WIC sections 18999 through 18999.6](#) and targets a program area the grantee plans to improve, expand, enhance, or pilot given the availability of additional one-time funds.
- 2) The use of funds for the intended purpose is the most strategic use based on an assessment of local, state, or federal funds available in the community. By submitting this request, CDSS expects that the grantee has done due diligence in consulting other funding sources and has determined that HDAP is the most strategic use of funding for this initiative.
- 3) The proposed initiative is evidence-based or consistent with best or promising practices and advances an important goal, such as making a significant impact on ending or preventing homelessness in the community; improving the quality and outcomes of benefits advocacy for people experiencing or at risk of homelessness; improving coordination between housing, homelessness, health, and social services systems; advancing the opportunities of belonging, dignity, justice and joy for all program participants; and implementing innovations and systems improvements for more efficient and effective service delivery.

**C. SUBMISSION INSTRUCTIONS**

A complete HDAP TSI application consists of all of the following:

- A copy of the HDAP TSI application with all questions in Section One and Section Two completed
- A proposal narrative attached to the submission, as described in Section Three of the application
- A completed and signed HDAP Director’s Certification (Attachment Eight)

Applications that are received without a Director’s Certification (Attachment Eight) will not be accepted. Submit completed TSI applications to [housing@dss.ca.gov](mailto:housing@dss.ca.gov).

**D. CDSS REVIEW AND SELECTION PROCESS**

Applications will be awarded on a first come, first served basis provided that the proposals meet the eligibility criteria described above. If needed, CDSS will request additional information to confirm the proposed project meets the eligibility criteria. CDSS will prioritize TSI applications received with the FY 2022-23 HDAP Director Certification submission due no later than November 2, 2022; CDSS may continue accepting TSI applications after this deadline, subject to funding availability.

**E. AWARD AND REIMBURSEMENT PROCESS**

All TSIs funds awarded have a dollar-for-dollar match requirement and will be processed via invoice. This invoice template and additional instructions will be provided to TSI grantees upon award announcement. The required match will be reported on the invoice template when grantees are requesting reimbursements for eligible costs. CDSS will utilize a ‘first in, first out’ reimbursement methodology to ensure TSI funds with the earliest encumbrance date are utilized prior to expiration of fund availability.

**II. APPLICATION FOR FY 2022-23 HDAP TSIs**

**A. SECTION ONE: FUNDING REQUEST SUMMARY**

Complete the questions below summarizing the funding request:

1. Name of County/Tribe: \_\_\_\_\_
2. Name and Title of Contact Person: \_\_\_\_\_
3. Contact Information (phone and email): \_\_\_\_\_
4. Total amount of HDAP TSIs requested: \_\_\_\_\_
  - a). Amount of HDAP TSI requested that the county or Tribe estimates will be encumbered or expended by June 30, 2023: \_\_\_\_\_

**B. SECTION TWO: USE OF TSIs**

Complete the chart below indicating the use of funds from the categories below or propose a different use that is consistent with [WIC sections 18999 through 18999.6](#) and the goals of HDAP outlined in the [ACWDL dated September 13, 2021](#). Review the



“Funding Availability” section in the corresponding application instructions above for expectations on match funding.

Funding Use	Amount	Match Source and Amount
<p><b>Develop Program Assessment Tools to Advance Equity</b></p> <p><i>Examples include funding to assess or evaluate equity in existing assessment tools or initiatives to create new evidence-based assessment tools.</i></p>		
<p><b>Racial Equity Officer</b></p> <p><i>Funds to hire a Racial Equity Officer, staff member, and/or peer navigators who will oversee the planning, implementation, and evaluation of initiatives to embed equity into HDAP programming.</i></p>		
<p><b>Racial Equity Analysis</b></p> <p><i>Funding to conduct, enhance, or expand an analysis of racial equity within HDAP programming or the local housing and homelessness landscape. Examples include conducting needs and gaps analyses or investing in data supports and training for community-based organizations partnering in the analysis.</i></p>		
<p><b>Workforce Development and Capacity Building</b></p> <p><i>Examples include pilot initiatives or innovative ideas to improve staff care and reduce burnout of frontline HDAP staff, efforts to incorporate and fairly compensate people with lived experience of homelessness into decision-making and staffing, or staff training and development to support program expansion. Efforts to eliminate county and contracted provider requirements that act as barriers to hiring staff with lived experience of homelessness.</i></p>		

Funding Use	Amount	Match Source and Amount
<p><b>Enhanced Legal Aid for Tenants Rights</b></p> <p><i>Examples include initiatives to enhance the provision of legal aid support to clients, especially in response to needs such as homelessness prevention, including eviction prevention.</i></p>		
<p><b>Disaster Assistance</b></p> <p><i>Support in responding to or preparing for housing needs of HDAP participants following a disaster, such as wildfire recovery support or health and safety supports during extreme weather events or the COVID-19 pandemic.</i></p>		
<p><b>Capitalized Operating Subsidy Reserves (COSR)</b></p> <p><i>Capital reserve fund to be used in housing projects to fund operating costs over a fixed period. A COSR may be provided to the housing developer/owner and may function as a rental subsidy to pay the difference between the cost of operating a unit and the projected rental income. Operating a COSR requires a CDSS invoicing process for reimbursement of funds.</i></p>		
<p><b>Local Program Evaluation</b></p> <p><i>Examine outcomes and impact of the local HDAP program or analyze areas for improvement.</i></p>		

Funding Use	Amount	Match Source and Amount
<p><b>Data System Development or Enhancement</b></p> <p><i>Support in data-related training, software, planning, etc. to better support the collection and use of HDAP program data, particularly improved processes to incorporate data into decision-making.</i></p>		
<p><b>Support Program Coordination, Enhancements, or Improvement</b></p> <p><i>Strategic efforts, including hiring a specific program coordinator role, to support program growth and expansion, administrative efficiencies, flexible contracting, continuous quality improvement, engagement with public housing authorities, linking to higher-level care placements, integration with CalAIM, integration with the behavioral health continuum, etc.</i></p>		
<p><b>Support for Flexible Housing Subsidy Pools</b></p> <p><i>Cover staff time, administrative costs, data and program management infrastructure, and other efforts to coordinate, implement, or operate a flexible housing subsidy pool.</i></p>		
<p><b>Support for Formalizing Partnerships</b></p> <p><i>Initiatives to develop, strengthen, and formalize partnerships between the HDAP grantee and other key partners, such as nearby counties, incorporated cities, Continuums of Care, benefit advocacy programs, legal aid, and/or other regional service providers.</i></p>		

Funding Use	Amount	Match Source and Amount
<p><b>Expanded Programming</b></p> <p><i>General program expansion in order to serve additional participants.</i></p>		
<p><b>Other (briefly describe):</b></p>		

**III. SECTION THREE: PROPOSAL NARRATIVE**

Attach a narrative document to the submission of this application containing all of the following information:

**a) Brief Description of Use Including Timeline and Budget (recommended limit of 1-2 pages)**

Explain how the county or Tribe intends to use the HDAP TSIs, including a proposed budget and expected timeline of contract execution (if applicable) and anticipated funding encumbrance and liquidation dates. Identify the amount of funds the county or Tribe estimates it is able to encumber or expend by June 30, 2023.

**b) Expected Outcomes of Use of Funds (recommended limit of 1-2 paragraphs)**

Describe the anticipated outcome of the use of these funds. For example, how the HDAP program will be improved or enhanced and how HDAP participants will benefit from this initiative.

**c) Other (optional)**

Applicants may submit supplemental materials that are related to their request for funds, limited to an additional 10 pages. This is not a requirement and is only provided as an option.

## **ATTACHMENT TEN: INFORMATION ON ESTABLISHING REGIONAL PROGRAMS**

Grantees have the option to establish a regional HSP, BFH, HDAP, or Home Safe program. Counties and Tribes in rural communities, communities with a regional Continuum of Care, grantees with regional HHAP awards, or neighboring tribal communities may benefit from a regional program. CDSS especially encourages partnerships between counties and Tribes, or neighboring tribal grantees.

Regional programs rely on a shared administrative structure or program functions which can create more staffing and resource efficiency in communities with smaller caseloads that may not warrant a full-time program case manager, or in areas where hiring is challenging. Similarly, regions served by regional housing providers and other partners (such as benefits advocacy organizations and legal aid providers) could benefit from a coordinated approach to partnering with these organizations to serve participants across a geographic region.

### **I. REGIONAL FUNDING AVAILABILITY**

The amount available for regional programs is equal to the sum of the allocation of each participating county or Tribe (as specified by program in Attachments One, Three, Five, and Seven). In addition to the FY 2022-23 noncompetitive allocation, CDSS will provide an additional \$150,000 per program, to the extent funds are available, to support and encourage regional programming.

### **II. REGIONAL PROGRAM AGREEMENT, ACCEPTANCE OF FUNDS AND REGIONAL DIRECTOR'S CERTIFICATION**

Groups of counties and/or Tribes interested in forming a **regional** program should contact CDSS at [housing@dss.ca.gov](mailto:housing@dss.ca.gov) as soon as possible. CDSS will set up an initial conversation to discuss and work through potential program design models and ensure that the participating counties/Tribes agree with the requirements of the relevant program and the regional partnership. Once an agreement has been made, CDSS will provide the participating counties and/or Tribes a Regional Director's Certification, in which participating counties and Tribes can certify acknowledgement of program funding terms and requirements. Regional Director's Certifications, signed by all participating counties and Tribes, must be submitted by November 2, 2022.

### **III. REGIONAL PROGRAM CONSIDERATIONS**

When discussing a potential regional structure, counties and Tribes should consider the following questions:

- What is the combined estimate of program-eligible families in these communities? How many will require preventative services and homelessness assistance?
- Does the region have a multi-county Continuum of Care? What roles

should the Continuum of Care serve?

- How might housing or other needs differ in each of the participating communities?
- Will the regional program have a lead grantee?
- What functions, services, and assistance will be centralized across the program? Which functions, if any, will remain within each grantee? (e.g., a regional program has one housing navigator but retains independent outreach mechanisms)
- How will regional programs ensure that participants from each community have equal access to program services?
- What methods of communication will be established to ensure that coordination across grantees is streamlined, and that no participants fall through the cracks?
- How can a regional program leverage collaborative partnerships for critical services provided by other county or tribal departments or community-based providers, especially for roles with specific professional expertise?
  - Examples for HSP include child development, family support services, health care, behavioral health care, or legal representation.
  - Examples for BFH include child development and youth services, family support services, health care, behavioral health care, or legal representation.
  - Examples for HDAP include health care, behavioral health care, disability benefits advocacy, or legal representation for disability appeals.
  - Examples for Home Safe include support services for seniors, health care, behavioral health care, or legal representation.

#### **IV. POSTPONED REGIONAL PROGRAM FORMATION**

If counties and Tribes are unable to come to agreement prior to the deadline to accept the FY 2022-23 noncompetitive allocation but still wish to establish a HSP, BFH, HDAP, or Home Safe program (with a possibility of a future regional program), they must submit a Director's Certification no later than **November 2, 2022**. If a regional structure is desired after the Director's Certification deadline, CDSS will work with counties and Tribes to explore possible options. However, if the county or Tribe does not submit the Director's Certification by **November 2, 2022**, to accept the noncompetitive allocation, CDSS cannot guarantee funding will be available during FY 2022-23.