

**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: County of El Dorado
- b. Name of and Title of Contact Person: Laura Walny, Program Manager, Adult Protective Services
- c. Contact Information (phone and email):  
Phone: (530) 642-7249      Email: laura.walny@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 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 \$ \$394,567 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:** \$ \$394,567

**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: 25
- ii. Estimated number of individuals **at risk of homelessness** to receive Home Safe homelessness prevention services: 100
- iii. Estimated **TOTAL** number of individuals to serve in Home Safe (i. and ii. combined): 125

## **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, Evelyn Schaeffer, County Welfare Director of County of El Dorado 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 Evelyn Schaeffer certify that El Dorado County 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 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>