

Leadership Council Meeting

Wednesday, March 27, 2019

Martinez Hall, Marina, CA

Leadership Council Co-Chairs: Luis Alejo (Monterey County Board Supervisor)

Members Present & Affiliations: Mike LeBarre (Mayor of King City), Joseph Gunter (Mayor of Salinas), Maria Orozco (Mayor of Gonzales), Cheryl Camany (Salinas Family Resource Center), Robin McCrae (Community Human Services), Mick Erickson (Hospice Chaplin VNA), Dave Pacheco (Seaside Councilmember), Elliott Robinson (Community Member), Jack Murphy (Veterans Transition Center), Enrique Arreola (San Benito Health and Human Services), Rafael Hernandez (Monterey Bay Economic Partnership), Elsa Jimenez (Monterey County Health Dept.), Henry Espinosa (Monterey County Social Services), Michael Lisman (Monterey County Health Dept.), Mary Vasquez-Edge (San Juan Bautista).

Staff: Katherine Thoeni and Issraa al-Mukhtar (Coalition of Homeless Services Providers)

Guests: Kalie Low (City of Salinas), Alexa Johnson and Jess Gutierrez (Housing Resource Center), Lisa Berkley (Marina City Councilmember), Grant Leonard (City of Monterey), Jill Allen (Dorothy's Place), Mary Eileen Kiniry and Kathleen Baker (Gathering for Women), Megan Hunter (City of Salinas), Kathy Whilden (Funds for Homeless Women/Public), CJ Valenzela (City of Salinas), Manuel Valencia and Chris Barrera (Salinas LUCAC Council #2055), Pam Marino (Monterey County Weekly), Brian Dempsey (City of Seaside), Pamela West (Access NorCal NHA), Jacqui Smith (Chinatown Learning Center).

- I. **Welcome, Introductions, and Announcements:** The meeting began at 1:37 pm and around the table introductions were made.
- II. **Additions/Modifications to the Agenda:**
 - Theoni is presented with an Award of Recognition by the Leadership Council.
 - Quorum present.
- III. **Public Comment:** The public is encouraged to attend Leadership Council meetings to observe council activities. Members of the public are asked to sign in so that the record reflects their presence. Public comments are limited to three (3) minutes per speaker.
 - Berkeley states desire to become more involved with the Leadership Council and interest in joining the Coalition Board.
 - West states gratitude that this body meets, requests meeting with Alejo and District 1 office and hopes to lead with a process to produce deliverables and outcomes to homeless population. Alejo thanks West for her comments, appreciation for activism and states that his office is open anytime she would like to meet.
- IV. **Consent Agenda:**
 - a) **January 23, 2019 LC Meeting Minutes**

Motion made by Gunter to approve January 2019 meeting minutes. Second by Orozco. No abstentions. Motion carries unanimously.
- V. **Approve State ESG Funding Recommendations:**
Hunter reviews the information provided.

LEADERSHIP COUNCIL MEETING



Megan Hunter, Community Development Director
March 27, 2019

FY 2019-20 State HCD ESG Funding Request

Agency & Program	TOTAL	ESG Components Recommended Funding Allocations					
		Street Outreach	Emergency Shelter	Homeless Prevention	Rapid Re-Housing	HMIS	Program Administration
City of Salinas - Administration	\$7,885						\$7,885
Community Human Services – Safe Place	\$55,000	\$5,000	\$50,000				
Community Homeless Solutions – Warming Shelter	\$243,360		\$243,360				
Central Coast Center for Independent Living – Rapid Re-Housing	\$186,000	\$7,500		\$36,900	\$125,300	\$16,300	
Interim, Inc. – Homeless Outreach	\$142,180	\$142,180					
Housing Resource Center of Monterey County – Rapid Rehousing	\$180,000				\$180,000		
Total Funding Request	\$814,425	\$154,680	\$293,360	\$36,900	\$305,300	\$16,300	\$7,885

State HCD ESG Funding Priorities

- Total request = \$814,425; Funding available = \$280,598
 - State HCD ESG funding availability has historically been late
- Rating and Ranking Process
- Minimum 40% Rapid Re-Housing (\$112,240)
- Homeless Shelters
 - Winter Warming Shelter in Salinas (operation dates expanded beyond winter/spring)
 - Safe Place Emergency Shelter for unaccompanied youth (18-24)
- Program Administration limited to \$7,885 (2.8%)
 - City of Salinas was authorized by CoC CA-506 to be the Administrative Entity, only city in the State to administer regional funds

State HCD ESG Funding Recommendations

FY 2019-20			ESG Components Recommended Funding Allocations				
Agency & Program	Service Area	Total	Street Outreach	Emergency Shelter	Rapid Re-Housing	Program Admin	Rate & Ranking
City of Salinas - Administration		\$7,885				\$7,885	
Community Human Services- Safe Place	Monterey County	\$55,000	\$5,000	\$50,000			244.2
Community Homeless Solutions- Warming Shelter	Monterey County	\$105,471		\$105,471			243
Central Coast Center for Independent Living - Rapid Re-Housing	Monterey County	\$56,121			\$56,121		236.2
Interim, Inc. - Homeless Outreach	City of Salinas	\$0					213.7
Housing Resource Center of Monterey County- Rapid Rehousing	Monterey County	\$56,121			\$56,121		208
Total Funding Request		\$280,598	\$5,000	\$155,471	\$112,242	\$7,885	
Request Percentage		100%	1.8%	55.4%	40.0%	2.8%	

CITY OF SALINAS
ACTION PLAN FOR STATE HCD ESG FUNDS
FISCAL YEAR 2019-20

State HCD ESG Funding	Funding Restrictions	Amount
Final COC Allocation	At least 60% to be used for Rapid Re-Housing	\$ 112,240
	No more than 10% to be used for HMIS	\$ 28,059
	Program Administration	\$ 7,885
Total ESG Funding		\$ 280,598

State HCD ESG Funding Request		Total Funding Requested	ESG Components Requested Funding Allocations						Rating and Ranking
Agency	Project or Program		Street Outreach	Emergency Shelter	Homeless Prevention	Rapid Re-Housing	HMIS	Program Administration	
City of Salinas	Program Administration - State ESG Funding	\$ 7,885						\$ 7,885	
Community Human Services	Safe Place Emergency Shelter & Street Outreach	\$ 55,000	\$ 5,000	\$ 50,000					244.2
Community Homeless Solutions	Warming Shelter	\$ 243,360		\$ 243,360					243
Central Coast Center for Independent Living	CCCL Rapid Re-Housing and Homeless Prevention Program	\$ 186,000	\$ 7,500		\$ 36,900	\$ 125,300	\$ 16,300		236.2
Interim, Inc.	Site-Specific Homeless Outreach	\$ 142,180	\$ 142,180						213.7
Housing Resource Center of Monterey County	Emergency Rental Assistance Program (Rapid Re-housing)	\$ 180,000				\$ 180,000			208
Total Funding Request		\$ 814,425	\$ 154,680	\$ 293,360	\$ 36,900	\$ 305,300	\$ 16,300	\$ 7,885	
Request Percentage		290.2%	55.1%	104.5%	13.2%	108.8%	5.8%	2.8%	

State HCD ESG Funding Staff Recommendations		Total Funding Recommendation	ESG Components Recommended Funding Allocations						Rating and Ranking
Agency	Project or Program		Street Outreach	Emergency Shelter	Homeless Prevention	Rapid Re-Housing	HMIS	Program Administration	
City of Salinas	Program Administration - State ESG Funding	\$ 7,885						\$ 7,885	
Community Human Services	Safe Place Emergency Shelter & Street Outreach	\$ 55,000	\$ 5,000	\$ 50,000					244.2
Community Homeless Solutions	Warming Shelter	\$ 105,471		\$ 105,471					243
Central Coast Center for Independent Living	CCCL Rapid Re-Housing and Homeless Prevention Program	\$ 56,121				\$ 56,121			236.2
Interim, Inc.	Site-Specific Homeless Outreach	\$ -							213.7
Housing Resource Center of Monterey County	Emergency Rental Assistance Program (Rapid Re-housing)	\$ 56,121				\$ 56,121			208
Total Funding Request		\$ 280,598	\$ 5,000	\$ 155,471	\$ -	\$ 112,242	\$ -	\$ 7,885	
Request Percentage		100.0%	1.8%	55.4%	0.0%	40.0%	0.0%	2.8%	

Recommendation

- Approve FY 2019-20 State HCD ESG Funding Recommendations

Questions/Recommendations/Suggestions:

- Murphy asks how this funding may relate to HEAP funding and if there's a way to balance out funding from two different sources such as HEAP and ESG. Hunter states that it shouldn't be much of a factor as ESG funds are operational and doesn't have the same requirements.

Motion to approve ESG funding recommendations made by Orozco. Second by LeBarre. McCrae abstains. Motion carries.

California Emergency Solutions and Housing (CESH)

- City of Salinas was authorized by CoC CA-506 to be the Administrative Entity and apply for funding
- Application was submitted to HCD on September 27, 2018
 - Pilot Program
 - Eligible activities (Rental assistance, flexible housing subsidy, operational support for emergency housing, update of homeless plan)
 - Homeless Plan Update (Lead Me Home Plan)

CESH Notice of Funding Availability (NOFA)

- CESH workshop on September 18, 2018
 - Conversations about Pilot Program
 - San Benito County Allocation
 - Survey was conducted, top three priority activities:
 - Operating Support, Flexible Housing Subsidy, Rental Assistance
- Received award letter on January 11, 2019, standard agreement to be executed within 90 days
 - NOFA to be released upon Leadership Council approval

Chinatown and Downtown Pilot Program

- Largest concentration of Homeless in the region
 - Service resistant population
- Permanent supportive housing (Moon Gate Plaza) is under construction
- Existing resources available in the area but are not aligned
- CESH funding is limited
 - Need to leverage effectively
 - Target in smaller geographic area to maximize resources
 - Apply best practices in targeted area to create model for replication
- CESH Program Manager (leveraging other City funds)

CESH Budget

Activity #	Activity	Max Grant Amount
Administration (AE to Carry Out Activity)	Administrative activities necessary to carry out the CESH funding requirements for CoC CA-506.	\$51,364
1	Rental assistance, housing relocation & stabilization services to ensure housing affordability to individuals experiencing homelessness or who are at risk of homelessness.	\$267,503
2	Flexible housing subsidy funds for local programs that establish or support the provision of rental subsidies in permanent housing to assist homeless individuals & families.	\$267,504
3	Operating support for emergency housing interventions including but not limited to navigation centers, street outreach, and shelter diversion.	\$390,914
4 (AE to Carry Out Activity)	Development of a plan addressing actions to be taken within the CoC service area.	\$50,000
Total		\$1,027,285

- \$775,921 available for Monterey County
- \$150,000 available for San Benito County



Recommendation

- Approve CESH Draft NOFA



CITY OF SALINAS

NOTICE OF FUNDING AVAILABILITY (NOFA)

California Department of Housing and Community
Development (HCD) California Emergency Solutions
& Housing (CESH) Program

**Community Development Department
Housing Division**



California Emergency Solutions and Housing (CESH) Program

1. Introduction

The California Department of Housing and Community Development (HCD), through the California Emergency Solutions and Housing (CESH) Program, has made funding available to the Salinas/Monterey, San Benito Counties Continuum of Care CA-506 (CoC) to provide grants to assist persons who are currently experiencing homelessness or are at risk of homelessness. The City of Salinas (City) has been designated by the CoC as the Administrative Entity (AE) for CESH and as a result is issuing this competitive Notice of Funding Availability (NOFA).

The AE applied to HCD on September 27, 2018 and was awarded \$1,027,285.00 of CESH funding through HCD on January 11, 2019. The funding will be distributed between the eligible CoC service area based on percentage of homeless. The AE will utilize the full 5 percent administrative allocation totaling \$51,364 to hire a Program Manager to oversee the administration of the CESH program. The AE will also utilize \$50,000 for the development of a Homeless Plan. The remaining CESH allocation may be distributed between Monterey and San Benito County based on homeless population from the Monterey County and San Benito County 2017 Homeless Census and Survey reports. Approximately \$825,921 is available in Monterey County and up to \$150,000 for San Benito County. CESH limits shelter funding to a maximum of 40% or \$410,914.

The CESH Program provides funding for a variety of activities to assist persons experiencing or at risk of homelessness as authorized by SB 850 (Chapter 48, Statutes of 2018). HCD administers the CESH Program with funding received from the Building Homes and Jobs Act Trust Fund (SB 2, Chapter 364, Statutes of 2017).

CESH funds may be used for seven primary activities: 1) rental assistance, housing relocation and stabilization services (including rental assistance); 2) operating subsidies for permanent housing; 3) flexible housing subsidy funds; 4) operating support for emergency housing interventions; 5) systems support for homelessness services and housing delivery systems; 6) development or update of a Coordinated Entry System (CES), Homeless Management Information System (HMIS); and/or 7) development of a plan addressing actions to be taken within the CoC service area.

Further information on the eligibility and requirements for the CESH program are detailed in the 2018 HCD Notice of Funding Availability (NOFA) dated August 15, 2018.

2. Objective and Eligible Uses

In coordination with the CoC and local stakeholders, this first round of HCD CESH funding is to be made available within Monterey and San Benito County. Applicants are eligible to apply for the following three CESH activities within Monterey and San Benito County through this NOFA:

Activity # 1 - Rental assistance, housing relocation & stabilization services to ensure housing affordability to individuals experiencing homelessness or who are at risk of homelessness.

Activity # 2 - Flexible housing subsidy funds for local programs that establish or support the provision of rental subsidies in permanent housing to assist homeless individuals & families.

Activity # 3 - Operating support for emergency housing interventions including but not limited to: navigation centers, street outreach, and shelter diversion. (Max. 40% of Grant)

City of Salinas Chinatown and Downtown Pilot Program

Regarding funding within Monterey County, the priority is for CESH funds to be utilized within the City's Chinatown and Downtown areas as a pilot program (Pilot Program) to attempt to reach functional zero in homelessness in a focused area. The Pilot Program is proposed to include heavy street outreach and utilize funding for housing subsidies to accomplish the core goal of ending homelessness in Chinatown and Downtown.

The AE will conduct periodic surveys to determine the population needs within Chinatown and Downtown to ensure service providers and County agencies that participate in Coordinated Entry and HMIS through the Monterey County Coalition of Homeless Service Providers is matched to the needs of each individual client. For example, the Veterans Transition Center (VTC), Access Support Network (ASN), Central Coast Center for Independent Living (CCCIL), Dorothy's Place, Interim Inc., Sun Street Centers, the Monterey County Housing Authority, the Housing Resource Center, Monterey County Department of Social Services, Community Human Services, Community Homeless Solutions, and the Monterey County Department of Health all serve those experiencing homelessness throughout the County along with Chinatown and Downtown.

The AE's periodic surveys in Chinatown and Downtown will provide data to understand how many clients need a match and referral to the correct service provider agency and County support services. Once this match is conducted, the Pilot Program will have an emphasis on focusing efforts on individuals and housing clients, verified to be homeless from the Chinatown and Downtown area, with the support of public service agencies.

Subrecipients in the Pilot Program will be dedicated to the area and participate in weekly case management meetings with the CESH Program Manager. Collaboration and leveraging are strongly encouraged. Subrecipient staff which participate in this grant will be paired with the CESH Program Manager for guidance and safety as needed. The AE also recently hired a Homeless Outreach Team (HOT) police officer to boost safety and outreach efforts in the Pilot Program area.

Eligible applicants must meet the requirements as described in section 6.2 of this NOFA. Applicants must demonstrate staffing capacity within the organization or through a collaborative partnership to carry out the desired outcomes for the Pilot Program. The following positions are highly recommended in order to demonstrate capacity to carry out the desired outcomes for the Pilot Program:

Housing Locator and Landlord Coordinator: The purpose of the Housing Locator & Landlord Coordinator is to support the mission of the Pilot Program by identifying and securing available housing stock in Monterey County for extremely low-income individuals and families applying for rental assistance through a variety of housing programs. Pilot Program participants face many barriers to housing including, criminal backgrounds, poor credit history, mental health issues, drug and alcohol addictions, landlord screening and others. The Housing Locator will create and maintain community relationships with landlords and maintain a flow of information to potential clients, supportive service partners and the AE.

Housing Navigator: A primary function of this position is to assist households in finding and implementing solutions to housing barriers. The Housing Navigator will need to have extensive experiences working with individuals that are chronically homeless, homeless families and/or homeless veterans. Knowledge of

Public Housing Authority and Housing subsidy is ideal (i.e., Section 8, Shelter Plus Care, VASH). Under the direction of the Program Manager, the Housing Navigator provides client advocacy, case management, benefit establishment, linkage to Mental Health/Substance Abuse services, linkage to stable housing and all other supportive services as needed. Housing Navigators will provide individualized client support by helping each client develop a plan to address their barriers, increase their income, and maintain and sustain permanent housing. As part of the plan, the Housing Navigator will identify each area in which clients will need assistance to accomplish the outlined goals and objectives (i.e., scheduling appointments, applying for public benefits, identifying subsidized housing, etc.) and the Housing Navigator will take full responsibility for their clients' success.

Street Outreach Specialist: The Street Outreach Specialist is responsible for street outreach efforts including the development and facilitation of outreach strategies that reach out to individuals, build trusting relationships and work collaboratively with organizational and community partners.

3. NOFA Timeline

CESH NOFA TIMELINE	
Description	Date(s)*
NOFA Release	April 2019
Application Deadline	May 2019
Interviews and Rating & Ranking**	May 2019
Leadership Council and AE's City Council Approval	June 2019
Award Notification	June 2019
Execution of Funding Agreements	July 2019

*Dates subject to change

**CESH funding for Monterey County will be prioritized to implement the AE's Chinatown and Downtown Pilot Program.

4. Homeless Management Information Systems

All applicants receiving CESH funds must participate in the Homeless Management Information Systems (HMIS). The system requires data collection and reporting. Program participants must sign a release of information (ROI) and provide universal data elements to the system. If a client does not sign the ROI, data is collected but is not viewable outside the HMIS Lead Agency (Salinas/Monterey, San Benito Counties CoC) and the agency entering data. To learn more about HMIS requirements, please view <https://www.chspmontereycounty.org/hmis/>

5. Funding Available

CESH funding through this competitive NOFA is made available for the three eligible activities as described in Section 2 above within Monterey and San Benito Counties. The funding will be distributed between the CoC service area based on percentage of homeless. The AE will utilize the full 5 percent administrative

allocation totaling \$51,364 to hire a Program Manager to oversee the administration of the CESH program. The AE will also utilize \$50,000 for the development of a Homeless Plan. The remaining CESH allocation may be distributed between Monterey and San Benito County based on homeless population from the Monterey County and San Benito County 2017 Homeless Census and Survey reports. Approximately \$825,921 will be available for Monterey County and up to \$150,000 for San Benito County. CESH limits shelter funding to a maximum of 40% or \$410,914.

5.1 Grant Amounts

The table below list the maximum grant amount allowed per eligible activity through this competitive NOFA.

Activity #	Activity	Maximum Grant Amount *
Administration (AE to Carry Out Activity)	Administrative activities necessary to carry out the CESH funding requirements for CoC CA-506.	\$51,364
1	Rental assistance, housing relocation & stabilization services to ensure housing affordability to individuals experiencing homelessness or who are at risk of homelessness.	\$267,503
2**	Flexible housing subsidy funds for local programs that establish or support the provision of rental subsidies in permanent housing to assist homeless individuals & families.	\$267,504
3	Operating support for emergency housing interventions including but not limited to navigation centers, street outreach, and shelter diversion.	\$390,914
4 (AE to Carry Out Activity)	Development of a plan addressing actions to be taken within the CoC service area.	\$50,000
Total		\$1,027,285

*Grant amount subject to change.

**Activity #2 cannot exceed 40% of the total CESH grant allocation.

5.2 Grant Terms

For applicants that are awarded through this competitive NOFA, the initial grant contract term is two years with an anticipated start date of July 1, 2019 and the funds must be spent by June 30, 2021. Budgets should reflect a period of two years based on the initial term of the subrecipient funding agreement. Eligible costs will be submitted in City Data Services (CDS), the AE's grant management software system on a monthly or quarterly basis for reimbursement.

5.3 Matching Funds

Matching funds are not required.

6. Program Requirements

6.1 CESH Program Requirements

The use of CESH funds is governed by policies set by HCD. To learn more about SB 2 the Building and Jobs Act and the CESH program guidelines visit [CA Emergency Solutions and Housing Program Webpage](#).

6.2 Eligible Applicants

Eligible applicants for this funding opportunity will be accepted from any legally constituted entities that meet the following minimum eligibility requirements:

- Applicant must meet all licensing requirements that apply to its organization. Applicant must license, report and pay taxes to the State or Local Business License Entity, if they are required by the laws of those jurisdictions;
- Applicant must have a Federal Tax ID number/employer identification number (EIN) to facilitate payments;
- The applicant's status as a legal entity must be in good standing and must not have been revoked in the previous 3 calendar years;
- Applicant must be incorporated as a private non-profit corporation by the State of California and must have been granted a 501 (c) (3) tax exempt status by the United States Internal Revenue Service, the applicant's tax-exempt status must be in good standing and must not have been revoked in the previous calendar year, or;
- Applicant is a federally-recognized Indian tribe in the State of California, or;
- Applicant is a jurisdiction, public department or agency or public corporation, commission, or other legal entity.

6.3 Eligible Costs

Eligible costs are described in 24 CFR 576.103, 24 CFR 576.105, and 24 CFR 576.106.

Administrative costs are not an eligible activity for subrecipients. This does not include staff costs directly related to carrying out program activities.

California's Housing First Policy – Core Practices and Core Components

The project must provide eligible activities in a manner consistent with the Housing First practices described in California Code of Regulations, title 25, section 8409, subdivision (b)(1)-(6). Subrecipient allocated funds for eligible activities that provide permanent housing shall incorporate the core components of Housing First, as provided in Welfare and Institutions Code Div. 8, Ch. 6.5 Section 8255, subdivision (b). Housing First is an evidence-based model that uses housing as a tool, rather than a reward, for recovery and that centers on providing or connecting homeless people to permanent housing as quickly as possible. Under the Housing First model, services are offered as needed, requested on a voluntary basis and do not make housing contingent on participation in services.

6.4 Written Standards

All selected applicants will need to comply with the CoC CA-506 Written Standards.

7. Method of Evaluation

7.1 AE Threshold Evaluation

Applications will be reviewed by the AE's Review, Ranking and Interview Committee (RRIC) for completeness and to verify compliance with the following requirements:

- Serves homeless persons at risk or those at imminent risk of homelessness as defined in 24 CFR 578.3;
- Alignment with California's Housing First Policy;
- Participation in the HMIS; and
- Participation in the Coordinated Entry System.

7.2 NOFA Scoring Criteria

Applications will be rated and ranked by the AE's RRIC based on the criteria as shown in the table below.

NOFA Scoring Criteria	
Organizational Capacity and Experience	25 Points
Local Priority*	20 Points
Scope of Work and Budget	20 Points
Goals and Outcomes	20 Points
Approach to Managing the Project	15 Points
Collaborative Partnerships**	15 Points
Total Maximum	115 Points
*The organization does not have to be physically located in the local priority area, as long the organization provides housing or services to the local priority area (Salinas Chinatown and Downtown Pilot Program).	
**Demonstrates coordination with other agencies and providers for the proposed project to enhance housing, service delivery and avoid duplication.	

As part of the overall evaluation process, applicants will be invited to interview with the RRIC. After the RRIC has rated and ranked and interviewed the applicants, the RRIC will make funding recommendations to the Leadership Council for final approval of CESH funding. Goals of programs should be housing focused. All decisions made by the Leadership Council will be final.

7.3 Appeals process

All eligible applicants have the opportunity to appeal funding decisions.

The Appeals Committee

The Appeals Committee will be comprised of three (3) impartial members of the Leadership Council.

- The three voting members will not have participated on the original RRIC.
- No member of the Appeals Committee may have a conflict of interest with any of the agencies applying for CESH funding. All members of the Appeals Committee must sign conflict of interest and confidentiality statements.
- The role of the Appeals Committee is to read and review only those areas of the application that are being appealed.

Eligible Appeals

- A Project Applicant may appeal an application if the application was not approved for funding and can show, with evidence, that they were directly aggrieved in connection with the proposal process or award of contracts.
- Project applications that were not received by the required due date are not eligible for an appeal.
- Project Applicants that have been found not to meet the threshold requirements are not eligible for an appeal.
- Appeals cannot be based upon the judgment of the RRIC.

The Appeals Process

- Any and all appeals must be received in writing within three (3) business days of the announcement of project selection by the Leadership Council.
- All notices of appeal must be based on the information submitted by the application due date. No new or additional information will be considered. Omissions to the application cannot be appealed.
- All notices of appeal (one original and three copies) must be submitted to:
City of Salinas (CESH Administrative Entity)
Community Development Department Housing Division
65 W. Alisal St., 2nd Floor
Attn: Planning Manager, Housing Division
Salinas, CA 93901
- The notice of appeal must include a written statement specifying in detail the grounds asserted for the appeal. The appeal must be signed by an individual authorized to represent the sponsor agency (i.e., Executive Director/Project Applicant). The notice of appeal is limited to one single spaced page in 12-point font.
- The appeal must include a copy of the application and all accompanying materials submitted to the RRIC. No additional information can be submitted.
- All valid appeals will be read, reviewed, and evaluated by the Appeals Committee.
- The Appeals Committee will meet to deliberate the appeal.
 - All Project Applicants appealing the RRIC recommended decision will be timely notified in writing and invited to attend any appeal. They may make a 10-minute statement regarding the appeal.
 - The Appeals Committee will review the rankings made by the RRIC only on the basis of the submitted project application, the one-page appeal, any statements made during the appeal process, and the material used by the RRIC. No new information can be submitted by the Project Applicant appealing or reviewed by the Appeals Committee.
 - The decision of the Appeals Committee must be supported by a simple majority vote.
- The appealing agency will receive a written decision of the Appeals Committee within three (3) business days of the Appeals Committee Meeting.
- The decision of the Appeals Committee will be final.

8. Application

The NOFA application deadline will be due on May____, 2019 by 4 p.m. and will only be accepted in the AE's online software system City Data Services (CDS) at www.citydataservices.org.

NOTE: Applicants applying for the Pilot Program must submit resumes for the positions proposed to be funded and describe how those positions would work in Chinatown and Downtown to end homelessness.

Reference copies of the NOFA may be reviewed at the following locations:

- City of Salinas Community Development Department Housing Division (65 W. Alisal St., 2nd Floor, Salinas, CA 93901)
- City of Salinas City Clerk's (200 Lincoln Avenue, Salinas, CA 93901)
- City of Salinas John Steinbeck Library (350 Lincoln Avenue, Salinas, CA 93901)
- Cesar Chavez Library (615 Williams Road, Salinas, CA 93905)
- San Benito County Administrative Office (481 4th St., 1st Floor, Hollister, CA 95023)
- San Benito County Free Library (470 5th St., Hollister, CA 95023)
- Coalition of Homeless Services Providers (Martinez Hall, 220 12th Street, Marina, CA 93933)
- Monterey County Administrative Office (1441 Schilling Place – North, Salinas, CA 93901)

Spanish translation of the document is available upon request.

Only completed applications submitted through CDS will be accepted and reviewed. The deadline for submitting completed applications is 4 p.m., May ____, 2019.

For information on the NOFA process, please contact Melissa Ruiz at (831) 758-7401 or email: Melissa.ruiz@ci.salinas.ca.us. Hablamos español. TDD users may contact the City of Salinas through the California Relay Service at 711.

NOFA information will be posted on the City's website at <https://www.cityofsalinas.org/node/4483>. Please check the website for updates and any NOFA addendums.

LATE OR INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED

Questions/Recommendations/Suggestions:

- Lisman asks if there will be a coordinating effort between agencies already operating in Chinatown to come up with best solutions. Hunter states that the hope is service providers will connect with one another once competitive NOFA process begins.
- Review panel positions are open to non-conflicted members.
- Previous year's funds have been matched. State ESG is separate from Federal ESG funds. Pilot program would utilize new State ESG funding.
- Three staff positions outlined in NOFA would include heavy street outreach, housing navigation and program manager.
- Pilot program is still seeking service providers to set plan for completion.
- Will have the ability to change funding allocations based on HEAP project selection and funding.
- Once NOFA is released, public meeting will be held to allow for community engagement.

Motion to approve CESH Draft NOFA by Gunter. Second by Pacheco. No abstentions. Motion carries unanimously.

VII. HEAP Program Update: Katherine Theoni

Mandatory Bidder's conference was held on February 28. Potential projects are currently in grant writing phase with April 1st deadline for submission. Rank and review panel selection is almost complete and review will include two separate tracks; Monterey County and San Benito County. Theoni suggests ranking projects to include two projects in queue to allow for a new project to begin if another approved project isn't on track or needs replacement. The Coalition has been designated as the administrative entity and is currently working with Hayashi Waylen accountants as DSS was unable to work in that capacity. Alejo explains that legislature states that if a County accepts monies from a non-profit, it could potentially be criminal sanctions hence why the Coalition had to seek outside accountants. Theoni reports that HEAP is happy with our community's flexibility and dedication to homeless service system with regional approach. Leadership Council will have to provide final approval of recommendation from rank and review panel however, if any member with a conflict of interest but recuse themselves.

Questions/Recommendations/Suggestions:

- Project scale backs must be written into application.
- Interest gained on HEAP funding can be reinvested. Theoni is working with HEAP to determine if reinvestments must happen at June 2021 deadline or on contract end date.
- Will push capital projects to the front in hopes of getting them started in timely manner.

VIII. Category 1 LC Membership Changes:

Theoni presents the following PowerPoint.



Category 1 Membership

- As you know, the majority (not quite all) of Category 1 LC members are elected public officials.
- A few changes have occurred with action needed.
- Four (4) Category 1 members are no longer elected officials.



Category 1 Changes

- Mayor Olivera Garcia no longer Mayor of Greenfield. Currently alternate for Mayor LeBarre. Lance Walker is now Mayor of Greenfield.
- Mayor Rubio no longer Mayor of Seaside. Currently a primary LC member. Ian Oglesby is now Mayor of Seaside.
- Timothy Barrett no longer Councilman for Monterey. Currently alternate for former Mayor Rubio.
- Nancy Amadeo no longer Councilwomen for Marina. Currently alternate for Mayor Orozco. ***Marina Councilwoman Lisa Berkley is interested in serving in this role.



How Would You Like To Proceed?

- Brown Act question.....



Next Topic



- A request has been made to revisit the voting rights of Category 3 LC members.
- Currently, Category 3 are non-voting members.

Thank You Very Much

- Alejo thanks all members and states the Council has come a long way over the past year.
- Ogelsby may join the Council. Mayor Gunter will double check as Pacheco may take over the position.
- Thank you gifts will be sent to former Council members.

Category 3 membership is comprised of the Monterey County Health Department, Monterey County Department of Social Services and San Benito County Health and Human Services and currently these members are unable to vote. A question has been raised which has prompted re-evaluation of voting status for this category of the Council. Initially, category 3 members weren't able to vote due to allow for consistent voices present at the table without pressure. The group discusses potential conflicts of interest that may or may not arise if category 3 members are allowed to vote.

- Robinson states the importance of having elected officials at this table as real action can move forward with their support.
- The Council agrees to roll category 3 into category 1, allowing for two categories of membership as opposed to three.

No Place Like Home is coming up and tight timelines are attached to being able to apply for infrastructure money to assist homeless people living with mental illness. Application requires that current plan cannot be more than five years old however ours is ten years old. Will update plan to allow for timely application then will scrap and re-do entire plan.

Next meeting: May 29, 2019